

Town of Needham, Massachusetts 02492
Invitation for Bids
On-Call Electrical Services
22DPW155B

Notice to All Prospective Bidders

ADDENDUM #1 RELEASED (November 15, 2021)

The Town would like to make the following changes to the Invitation for Bids for Project #22DPW155B:

1. Replace relevant text of 1.02 Proposed Contract Term with the following:

“The initial term of this agreement shall commence January 1, 2022 and end on December 31, 2022. This agreement may be renewed or extended for up to four (4) yearly extensions, through December 31, 2023, December 31, 2024, December 31, 2025, and December 31, 2026 respectively, at the sole option of the Town and upon the terms described in the Invitation for Bid.”

2. A submission has been made to the Central Register revising the maximum contract estimate (1 year with up to 4 extension years) to \$125,000.

3. Replace relevant text of 1.08 Bond Requirements with the following:

Labor and Materials Bond (Payment Bond)

Pursuant to M.G.L. c. 149, § 29, the Contractor shall furnish a payment bond from a surety company qualified to do business under the laws of the Commonwealth of Massachusetts and satisfactory to the Town, in an amount of the total Contract price for payment for labor performed or furnished and materials used or employed therein, when the Contract is executed...”

And add the following to 1.08 Bond Requirements:

Performance Bond

A performance bond in the full amount of the contract will be required at the time of this contract for each year of the term of this contract. The performance bond amount may need to be adjusted as the contract value is identified of each individual year. All performance assurances must be in-place before work can commence.

4. All bidders must submit their bids using the revised Bid Sheet (Bid Form A) attached to this Addendum to be considered as a qualifying bid. It was revised to reflect the one-year contract with up to four (4) extension years.

The above responses were prepared by or in consultation with:

Tyler Gabrielski, Administrative Analyst
Cecilia Simchak, Director of Finance and Administration for Public Services

The Town reserves the right to reject any and all bids as determined to be in the best interests of the Town and to waive minor informalities.

**Bid Form A: Bid Sheet *REVISED* (1 of 3)
On-Call Electrical Services
22DPW155B**

On-Call Electrical Services – 22DPW155B						
Bid Item		Unit Price	Unit Type	Estimated Quantity		Cost Subtotal
Year One (January 1, 2022 - December 31, 2022)						
A	Hourly Rate – Weekdays During Normal Business Hours (7am-5pm)	\$	per hour	X	130	\$
B	Hourly Rate – Weekdays During Normal Business Hours (7am-5pm), 2 Workers and Bucket Truck	\$	per hour	X	10	\$
C	Hourly Rate – Outside of Normal Business Hours/Saturdays	\$	per hour	X	1	\$
D	Hourly Rate – Sundays/Holidays	\$	per hour	X	1	\$
E	Estimated Cost of Materials (including Mark-Up)	%	\$7,500			\$
F	Total Not-to-Exceed Value Year One (A:E)					\$
Bid Item		Unit Price	Unit Type	Estimated Quantity		Cost Subtotal
Year Two (January 1, 2023 - December 31, 2023)						
G	Hourly Rate – Weekdays During Normal Business Hours (7am-5pm)	\$	per hour	X	130	\$
H	Hourly Rate – Weekdays During Normal Business Hours (7am-5pm), 2 Workers and Bucket Truck	\$	per hour	X	10	\$
I	Hourly Rate – Outside of Normal Business Hours/Saturdays	\$	per hour	X	1	\$
J	Hourly Rate – Sundays/Holidays	\$	per hour	X	1	\$
K	Estimated Cost of Materials (including Mark-Up)	%	\$7,500			\$
L	Total Not-to-Exceed Value Year Two (G:K)					\$

Company Name: _____

This form must be completed and filed with bid submission

**Bid Form A: Bid Sheet *REVISED* (2 of 3)
On-Call Electrical Services
22DPW155B**

Bid Item		Unit Price	Unit Type	Estimated Quantity		Cost Subtotal
Year Three (January 1, 2024 - December 31, 2024)						
M	Hourly Rate – Weekdays During Normal Business Hours (7am-5pm)	\$	per hour	X	130	\$
N	Hourly Rate – Weekdays During Normal Business Hours (7am-5pm), 2 Workers and Bucket Truck	\$	per hour	X	10	\$
O	Hourly Rate – Outside of Normal Business Hours/Saturdays	\$	per hour	X	1	\$
P	Hourly Rate – Sundays/Holidays	\$	per hour	X	1	\$
Q	Estimated Cost of Materials (including Mark-Up)	%	\$7,500		\$	
R	Total Not-to-Exceed Value Year Three (M:Q)					\$
Year Four (January 1, 2025 - December 31, 2025)						
Bid Item		Unit Price	Unit Type	Estimated Quantity		Cost Subtotal
S	Hourly Rate – Weekdays During Normal Business Hours (7am-5pm)	\$	per hour	X	130	\$
T	Hourly Rate – Weekdays During Normal Business Hours (7am-5pm), 2 Workers and Bucket Truck	\$	per hour	X	10	\$
U	Hourly Rate – Outside of Normal Business Hours/Saturdays	\$	per hour	X	1	\$
V	Hourly Rate – Sundays/Holidays	\$	per hour	X	1	\$
W	Estimated Cost of Materials (including Mark-Up)	%	\$7,500		\$	
X	Total Not-to-Exceed Value Year Four (S:W)					\$

Company Name: _____

This form must be completed and filed with bid submission

**Bid Form A: Bid Sheet *REVISED* (3 of 3)
On-Call Electrical Services
22DPW155B**

Bid Item		Unit Price	Unit Type	Estimated Quantity		Cost Subtotal
Year Five (January 1, 2026 - December 31, 2026)						
Y	Hourly Rate – Weekdays During Normal Business Hours (7am-5pm)	\$	per hour	X	130	\$
Z	Hourly Rate – Weekdays During Normal Business Hours (7am-5pm), 2 Workers and Bucket Truck	\$	per hour	X	10	\$
AA	Hourly Rate – Outside of Normal Business Hours/Saturdays	\$	per hour	X	1	\$
AB	Hourly Rate – Sundays/Holidays	\$	per hour	X	1	\$
AC	Estimated Cost of Materials (including Mark-Up)	%	\$7,500		\$	
AD	Total Not-to-Exceed Value Year Five (Y:AC)					\$

Bidder Acknowledges Addenda #: _____

Company Name: _____ Number of Years in Business: _____

Address: _____

Authorized Signature: _____

Printed Name & Title: _____

This form must be completed and filed with bid submission