Emergency Removal and Installation of Garage Door – Invitation for Bids

EMS – Emergency Medical Services

January 11, 2021
Description of Services

The Boston Public Health Commission (BPHC) acting by its Division of The Boston Emergency Medical Service (herein referred to as EMS) Emergency Service located at 785 Albany Street, Boston, MA 02118, invites bids for Removal and Installation of Garage door located at 24 Harvard Street, Chinatown Massachusetts. The detailed breakdown of the serviced facility, requirement, and work type required to be performed is further defined in the Scope of Work.

As part of BPHC’s effort to have an equitable procurement process, BPHC will consider and encourage unrepresentative businesses that includes; Minority-owned Business Enterprises (MBE), Women-owned Business Enterprises (WBE), Veteran-owned Business Enterprises (VBE), Service-disabled Veteran-owned Business Enterprises (SDVOBE), Disability-owned Business Enterprise (DOBE), Lesbian Gay Bisexual Transgender Business Enterprises (LGBTBE), and local businesses to apply to this invitation.

All work required herein shall be performed under the supervision and in direct employ of the contractor. The contractor shall also provide the Director of Facilities, Mr. John Cushing Facilities Manager, a list of all employees who will be assigned to work. The list must include names of the employees assigned to work on the project. The list must be presented to the appropriate party listed above before the commencement of the contract.

All work shall be performed with expected attentive care and efficient promptness in a good workmanlike manner as per existing and future Federal, State and Local laws, COVID-19 policies and OSHA regulations, rules, policies, and procedures.
SCOPE OF WORK

Project title: GARAGE DOOR REPLACEMENT
Project location: 25 HARVARD ST CHINATOWN
Project number: EMS-021-004
Scope of service: LISTED BELOW
Site walkthrough JANUARY 19, 2021 9AM (OPTIONAL)
Bid Deadline: JANUARY 26, 2021 @ 10AM
Expected completion date: MAY 28, 2021

SCOPE OF WORK

REMOVE AND DISPOSE OF EXISTING DOOR
REPLACE EXISTING PANEL DOOR/OPERATOR, TRACKS,
SPRINGS, AND REMOTE CONTROL AND PROVIDE FOUR (4)
REMTES. WINDOWS (MATCH EXISTING) IN MIDDLE OF DOOR
AT EYE LEVEL.

SAFETY SENSORS (EYES) ON TRACKS.

Bidders may (Optional) request a site walkthrough January 19, 2021 at 9:00AM.

The prices quoted shall remain fixed and firm for the duration of the Contract.

The submitted project price quote is to be all-inclusive. That is, any cost overruns to be absorbed by
the Contractor. Exceptions to this are changes requested by the Boston Emergency Medical Services.
All change orders to this project MUST BE IN WRITING and approved by the Boston Emergency
Medical Services prior to any authorization to proceed. A Contractor who fails to acquire change orders
in writing runs the risk of incurring these additional costs without payment.
Project pricing shall include everything the Contractor anticipates is necessary to complete the job
including removing and disposing of existing door to include equipment, materials, labor, supervision,
subcontractor costs and permits, etc.). These costs to be part of the overall project price.

The Contractor agrees to inform John Cushing, Facilities Manager about all damages or malfunctions
to the building or to its facilities that would hinder, impede, or obstruct the proper use of this
departmental location.

The Department shall, always, have the right to make inspections of the work of the Contractor and the
Contractor agrees to perform work as per the above scope deemed necessary by the Department.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday January 13th, 2021</td>
<td>IFB available online at <a href="http://www.bphc.org/RFP">www.bphc.org/RFP</a> by 10:00 AM EST. Or soliciting the IFB to <a href="mailto:andrade@bostonems.org">andrade@bostonems.org</a></td>
</tr>
<tr>
<td>Tuesday, January 19 2021</td>
<td>Site Walk Through (OPTIONAL)</td>
</tr>
<tr>
<td>Tuesday, January 26 2021</td>
<td>IFB Deadline due by 5:00 PM EST Submit sealed bids to 785 Albany Street, Boston, MA 02119 ATTN Pamela Andrade Room 306, prior to the bid deadline (time &amp; date) above</td>
</tr>
<tr>
<td></td>
<td>NO EXCEPTIONS TO THIS DEADLINE</td>
</tr>
<tr>
<td>Tuesday, January 26, 2021</td>
<td>Selection of Vendor</td>
</tr>
<tr>
<td>Friday May 28th, 2021</td>
<td>Expected Completion of Project.</td>
</tr>
</tbody>
</table>

Due to current Public Health crisis, access to Boston EMS Headquarters is limited, and therefore BIDS for this project can be sent via e-mail to 785 Albany Street Boston, MA 02118 Attention: Pamela Andrade Room andrade@bostonems.org AND John Cushing cushing@bostonems.org 306, prior to BID deadline. SEND TO BOTH E-MAIL ADDRESSES.
QUOTE FORM – Please Use

Name of Company: ____________________________________________________________

Address:________________________________________________________

________________________________________________________________________

________________________________________________________________________

Telephone Number: __________________________________________________________

Fax Number:________________________________________________________________

Total proposed price to complete scope: $ ______________________________

________________________________________________________________________
lollars

Signature________________________________________________________________

Date: _____________________________________________________________________

E-Mail: ___________________________________________________________________

End of Form

Under no circumstances shall the Boston Emergency Medical Services be held responsible for
the loss or damage of equipment, supplies or materials, regardless of cause, or the replacement
of or reimbursement for any items or materials.

FAILURE TO FOLLOW THE ABOVE MAY DISQUALIFY THE VENDOR FROM BIDDING