

AMESBURY PUBLIC SCHOOLS

INVITATION FOR BID

CASHMAN ELEMENTARY SCHOOL

FOOD SERVICES EQUIPMENT INSTALLATION

SERVING LINE REMODEL PROJECT

BIDS DUE:

TUESDAY, JUNE 30, 2026 @ 10:00 A.M.

At the office of

Superintendent of Schools

Amesbury High School

5 Highland Street

Amesbury, MA 01913

The Amesbury Public Schools is seeking Bids from qualified contractors to replace AND remodel the cafeteria serving line at the Cashman Elementary School as set forth in the attached specifications. Bidders must provide their CASHMAN ELEMENTARY SCHOOL – FOOD SERVICES EQUIPMENT INSTALLATION/SERVING LINE REMODEL PROJECT Bid to the Amesbury Public Schools, Superintendent’s Office, 5 Highland Street, Amesbury, MA 01913 no later than 10:00 a.m. on Tuesday, June 30, 2026.

1.0 SCOPE OF WORK

- A. The work under this section comprises the furnishing and installation of food service equipment and custom serving counters and sneeze guards as shown in the drawings and herein specified or otherwise noted. Electrical, plumbing, and other work as made necessary by the modifications herein shall be done by licensed tradespeople supplied by Kitchen Equipment Contractor (KEC). The scope of each individual project is detailed further in the item specifications below.
 - 1. Coordination of work. To facilitate smooth installation, it is imperative that the KEC closely coordinate its work with Child Nutrition and Amesbury Public Schools personnel. Coordination should include scheduling of installation to ensure that any trades and installation personnel will not interfere with the normal operation schedules in each school where work is to be performed and that the jobsite will be ready to accept the food service equipment as indicated in the Contract Documents.
 - 2. The scope of this project shall consist of providing new serving line equipment and replacement food service equipment along with electrical, delivery and set-in-place as described in specifications for Charles C. Cashman Elementary School. Contractor must also allow for any dumpsters needed during demolition of existing equipment.

1.1 GENERAL

- A. Submittals: Product Data for each type of food service equipment indicated and the following:
 - 1. Coordination drawings: For locations of food service equipment and service-utility locations and characteristics. Key equipment with item numbers and description indicated in Contract Documents.
 - 2. Maintenance Data: Operation, maintenance, and parts data for food service equipment. Include manufacturer's authorized service agencies' addresses and telephone numbers.
- B. NSF Standards: Comply with applicable NSF International (NSF) standards and criteria and provide NSF Certification Mark on each equipment item.
- C. All lighting and electrical products installed shall be UL listed.

1.2 PRODUCTS

- A. Food Service Equipment Schedule: Equipment items are specified in the Food Service Equipment Schedule located at the end of this Section.
- B. Sealant: ASTM C 920; Type S, Grade NS, Class 25, Use NT. Provide elastomeric sealant NSF certified for end-use application indicated. Provide sealant that, when cured and washed meets requirements of Food and Drug Administration's 21 CFR, Section 177.2600 for use in areas that encounter food.
- C. All equipment must be new, of the latest model, complete with all motors, drivers, and controls and ready for final connections.
- D. All decor materials shall comply with all state, local and federal codes. All painted surfaces shall be covered with a final code of transparent sealant for protection.

1.3 EXECUTION

- A. Examine roughing-in for piping, mechanical and electrical systems to verify actual locations of connections before installation.
- B. Install food service equipment level and plumb, according to manufacturer's written instructions and referenced standards.
- C. Install equipment with access and maintenance clearances according to manufacturer's written instructions and requirements of authorities having jurisdiction.
- D. Provide cutouts in equipment, neatly formed, with grommets around edges of holes to prevent damage to power, computer lines & cables where required to run service lines through equipment to make final connections.
- E. Except for mobile and adjustable-leg equipment, securely anchor and attach items and accessories to walls, floors, or bases with stainless-steel fasteners, unless otherwise indicated.
- F. Install sealant in joints between equipment and abutting surfaces with continuous joint backing, unless otherwise indicated. Provide airtight, watertight, vermin-proof, sanitary joints.
- G. Provide final protection and maintain conditions, in a manner acceptable to manufacturer and installer, that ensure food service equipment is without damage or deterioration at time of Substantial Completion.
- H. Cleaning and Preparation of New Equipment
- I. Remove protective coverings and clean and sanitize equipment, both inside and out.

- J. Prepare all painted surfaces by thoroughly cleaning surfaces to be painted and applying Kilz or similar primer where necessary.

1.4 RESPONSIBILITIES OF KITCHEN EQUIPMENT CONTRACTOR

Kitchen Equipment Contractor to Provide Licensed Electrical Contractor who shall:

- A. Obtain all necessary permits before work begins.
- B. Furnish and install all rough-in wiring for food service equipment, including convenience receptacles at walls.
- C. Disconnect and re-connect as required, items required to be moved in accordance with the scope of work.
- D. Furnish and install all required disconnect switches between rough-in points and connection points on equipment.
- E. Be responsible for all rough-in and final connection of all equipment. Provide final connections and cord sets (where not provided) between appliances and rough-in positions.
- F. Where not specified by equipment manufacturer, electrical contractor is responsible for outlet, fused disconnects, cord sets (where not provided), and final connections of equipment.
- G. Furnishing and installing all switches (except disconnect switches other than those which may be called for by item specification), contractors, combination starters with fused disconnect, controls, etc., necessary for the proper and safe operation of the equipment.

Kitchen Equipment Contractor to Provide Licensed Plumbing Contractor who shall:

- A. Obtain all necessary permits before work begins.
- B. Furnish and install all rough-in piping for hot and cold-water supply and waste line to food service equipment.
- C. Furnish and install all hot and cold-water piping, with shut-off valve in each line and pressure reducers, where required, and make final connections.
- D. Furnish & install all waste piping, tailpieces, traps, vents, etc. and make final connections to equipment as furnished by KEC.
- E. Make and test all connections of equipment to rough-in connections to ensure proper connections and requirements.

1.5 QUALIFICATION OF CONTRACTOR

- A. The Kitchen Equipment Contractor (herein described as KEC) must show evidence of performing contracts of this type and scope with personnel to install, service and maintain equipment of this type under the terms of these specifications and warranty.

1.6 COORDINATION OF WORK

- A. Because of the complex nature of the work to be performed it will be necessary for all prospective bidders to visit the jobsite prior to submitting a bid to familiarize themselves with the nature of the work to be done. **There will be a mandatory site visit at the Cashman Elementary School located at 193 Lions Mouth Road, Amesbury, MA at 2:00 p.m. on Monday, June 22, 2026.**

1.7 SUBSTITUTIONS

- A. Substitutions of brands or fabricators of equipment, decor items, and paint or floor materials must be approved prior to bidding.

1.8 EQUIPMENT NOTES

- A. All equipment, where possible (if provided by factory), should be energy-star rated.
- B. All equipment marked for and approved for demolition by the Food Service Director must be removed from each site by the successful bidder.

2. INSTRUCTIONS TO BIDDERS

Bid Submission Requirements

A complete Sealed Bid must be received by the Amesbury Public Schools no later than 10:00 a.m. on Tuesday, June 30, 2026 in order to be considered responsive to this Invitation to Bid.

1. Sealed bids will be opened and read aloud at 10:00 a.m. on Tuesday, June 30 2026 in the Superintendent's Office at 5 Highland Street, Amesbury, MA 01913.
2. Bids shall be delivered to the place specified no later than the time specified, properly signed, enclosed in an envelope, sealed and plainly marked on the outside of the envelope: "AMESBURY PUBLIC SCHOOLS – CASHMAN ELEMENTARY SCHOOL FOOD SERVICE EQUIPMENT INSTALLATION-SERVING LINE REMODEL PROJECT BID", addressed to: Amesbury Public Schools, Superintendent's Office, 5 Highland Street, Amesbury, MA 01913.
3. There will be a mandatory site visit at the Cashman Elementary School located at 193 Lions Mouth Road, Amesbury, MA on **Monday, June 22, 2026 at 2:00 p.m.**
4. An individual authorized to bind the Bidder to the proposed contractual agreement shall sign the Bid proposal. All documents requiring signature will be executed by the appropriate authority and enclosed with the Bid.

5. The Bid must contain all information pertaining to the Food Service Equipment Installation-Serving Line Remodel Project, such as schedule for removal and replacement of noted equipment including all plumbing and electrical work.
6. All requests for clarification and any questions about information contained in this IFB must be directed to Amesbury Public Schools: Joan Liporto at liportoj@amesburyma.org. Answers to all substantive questions will be put in writing and supplied in the form of an Addendum by email to all parties who have received a copy of this IFB.
7. No requests or questions will be accepted after Wednesday, June 24, 2026 at 10:00 AM. The Bidder must include with any request or question, the name, address, telephone number, fax number and e-mail address of the person to whom a response, if any, should be sent. If the Amesbury Public Schools determines that an answer or response to a request or question is appropriate, the Amesbury Public Schools will provide such answer or response in writing to all bidders in the form of an Addendum to this IFB. Bidders are not entitled to rely upon any answers or responses unless the same have been so issued by the Amesbury Public Schools.
8. A Bidder may correct, modify, or withdraw a Bid by sealed, written notice clearly marked as a correction, modifications, or withdrawal, and received in the Superintendent's Office prior to the time and date set for opening of Bids.
9. Bidders must acknowledge receipt of Addendum(s) through Monday, June 29, 2026.
10. Bids that are received after the Bid due date and time will be considered non-responsive and will not be accepted.
11. Failure to complete the enclosed forms, to answer any questions or to provide the required documentation will be deemed non-responsive and will result in rejection of the Bid, unless the Amesbury Public Schools determines that such failure constitutes a minor informality as defined in MGL c.30, § 39M.
12. Each Bid shall remain in effect and available for acceptance by the Amesbury Public Schools for a period of thirty (30) days, Saturdays, Sundays and legal holidays excluded from the deadline for submission, until an agreement has been signed by the Contractor and the School District, or this IFB is cancelled, whichever occurs first.
13. In the case of a discrepancy on the Price Summary Form between written and numerical amounts, the written amount shall prevail.
14. Nothing in this IFB shall be construed as superseding local ordinances, which shall at all times control.
15. A complete Bid shall include shall include all of the following documents and shall be organized in the following manner: (All forms are located in Appendix C)
 - a. Bid Submission Form (Form 1)

- b. Signed Bid Price Summary Form (Form 2)
- c. Acknowledgement of Receipt of Addendum(s) Form (Form 3)
- d. Bidder's Qualifications and Comparable Experience Statement Form: A summary of the Contractor's organization and experience pertinent to this project type; resumes of principals; technical expertise and capabilities pertinent to this project, including a list of Bidder's professional licenses and accreditations. (Form 4)
- e. References Form: references pertinent to the Bidder's performance and experience; a list of references for at least three (3) recently secured agreements in Massachusetts. (Form 5)
- f. Certificate of Authority, if applicable (Form 6)
- g. Certificate of Non-Collusion and Certification of Tax Compliance (Form 7)
- h. Certification of OSHA Training (Form 8)
- i. Certificate of Insurance as per the City of Amesbury Insurance Requirements (Form 9)
- j. Bid Bond or Bid Security (5%) (Form 10)
- k. Certification Concerning Labor Standards and Prevailing Wage Requirements (Form 11)

CONTRACTOR REQUIREMENTS

It is mandatory that the Contractor be able to meet the following requirements:

1. Provide food service equipment, installation and remodel services as described in Appendix A.
2. Prove to have been regularly and actively engaged in providing food services replacement services, operating under the same business name and business organization structure; and supplying the type of services described above and in Appendix A for a minimum of two (2) years.
3. Provide at least three (3) current references that are satisfactory to the Amesbury Public Schools and will serve to illustrate the ability of your firm to act as the primary conveyor to accomplish the replacement of the food services equipment with specifications. References used for this purpose shall be from public agencies or commercial accounts for which your firm has provided food service replacement services or similar projects within the last two (2) years.
4. List any litigation, with the appropriate explanation, against your firm in the past five (5) years from 2020 through the present.
5. Successful Bidder must have supervisors available by phone during normal business hours.
6. All Contractor pricing must be in accordance with the Prevailing Wage Schedule attached.

PAYMENTS

The Contractor will be paid per approved invoice. An invoice will be presented for the services performed. This invoice shall, at a minimum, identify the itemized work that was done, where it was done, and when it was done. Contractor is required to price according to Prevailing Wage Rates as noted on Addendum #1 to be sent.

INSURANCE

The Contractor shall procure and maintain in full force and effect during the term of the Agreement, insurance in accordance with the City of Amesbury's Insurance Requirements (Appendix B) on the appropriate policies.

Contractor will furnish a Certificate of Insurance form incorporated into and made part of the Agreement naming the Amesbury Public Schools as an "Additional Insured" on the appropriate insurance policies. Properly executed certificates must be on file with the Amesbury Public Schools prior to commencement of the Agreement.

REJECTION OF BIDS

The Amesbury Public Schools reserves the right to reject any and all Bids.

BASIS FOR DETERMING BIDDER

The most responsible and responsive low Bidder will be considered for award of a contract.

BASIS FOR AWARD OF CONTRACT

Award of this contract shall be made by the Superintendent of Schools. The contract shall be awarded to the responsible and responsive Bidder submitting the lowest Bid, taking into consideration the Bidder's references, within thirty (30) days, Saturdays, Sundays and legal holidays excluded, after the opening of the bids. It is the intent of the Amesbury Public Schools to award a single contract for all services within the request for Bids and/or any other services submitted, to one vendor who can perform all outlined functions. The Amesbury Public Schools reserves the right to reject any and all Bids or to waive any informality in the Bids, if deemed in the District's best interest.

CONTRACT LENGTH

The Contract shall be for the period beginning on July 1, 2026 through August 30, 2026. The contract will have a rate as outlined in the Bidders Price Summary for the period and can be terminated for cause at any time by the Amesbury Public Schools, if the Amesbury Public Schools deems termination appropriate.

CANCELLATION OF CONTRACT

The Amesbury Public Schools reserves the right to cancel and terminate the contract at any time upon ten (10) days written notice of termination to the Contractor in the event that the service

provided by the Contractor proves to be unsatisfactory. If the Amesbury Public Schools should terminate this agreement, the Contractor shall be entitled to receive from the Amesbury Public Schools, any and all payment for services up to and including the actual date of termination and transfer of account, as well as reimbursement from the Amesbury Public Schools for all expenses incurred by the Contractor which shall be reimbursable under the contract and which remain unpaid at the date of termination.

Appendix A

SPECIFICATIONS

CASHMAN ELEMENTARY – SERVING LINE REMODEL

- A) Contractor responsible for removal and disposal of existing equipment. Contractor shall supply dumpsters, if needed.
- B) Provide and install new custom fabricated serving counters.
- C) Provide and install new custom fabricated sneeze guards.
- D) Provide and install new drop-in hot well units and cold food pans.
- E) Provide and install new milk cooler.
- F) Provide and install new dual-sided cashier counter.
- G) All labor (plumbing, electrical, mechanical) necessary for turn-key installation.

ITEM 1 - HOT FOOD WELL UNIT, DROP-IN, ELECTRIC (2 REQ'D)

Delfield Model N8759-D (or comparable model)

Drop-In Hot Food Well Unit, Electric, individual pans, wet/dry type with drain & manifold, 4-pan size for 12" x 20" pans, individual infinite temperature controls, stainless steel top & wells, galvanized outer liner, (58-1/2" x 25" cutout required), cUL, UL, NSF

1 ea 208-230v/60/1-ph, 20.0-22.0 amps, standard

ITEM 1.1 - SERVING COUNTER, STAINLESS STEEL (1 REQ'D)

Custom Fabrication

Fabricate, provide, and install Custom Fabricated Stainless Steel Serving Counter, as shown in drawing. Unit will be 35" tall with tray rails at 28" A.F.F. Counterwork shall be constructed of 18-gauge type 304 stainless steel framework with 14-gauge type 304 stainless steel countertops. Tray rails to be 14-gauge type 304 stainless steel inverted-V type rails. All free edges shall be formed down 90° for 1-1/2" turn back at 45° to create an overall 2" edge. All corners shall be fully welded and polished to match adjoining surface. Counter front exposed sides shall be fabricated from 18-gauge stainless steel. Plastic laminate shall be applied to front of counter body. Plastic laminate color to be determined before fabrication. K.E.C. to provide turn-key installation" which shall include all electrical components to be able to make new serving counters operational.

DIMENSION: Serving Counter, Stainless Steel with Laminate Front; 24'0"

ITEM 2 - SNEEZE GUARD (2 REQ'D)

Custom Fabrication

Provide and install Custom Fabricated Convertible Sneeze Guards. Sneeze guards shall be constructed from 304 stainless steel, 1-1/4" diameter, 16-gauge tube to dimensions shown below. The end panels have 3/4" radius corners with matching 1/4" clear tempered glass panels suspended on clips. The front and top glass is 3/8" thick tempered glass suspended on clips. Guards shall be convertible, meaning they can be placed in the self serve or full serve position.

DIMENSION: Sneeze Guard, Convertible; 61" Clear

ITEM 3 - COLD FOOD WELL UNIT, DROP-IN, REFRIGERATED (2 REQ'D)

Delfield Model N8143BP (or comparable model)

Drop-In Mechanically Cooled Pan, 43-1/2"W x 26" D, 3-pan size, 1" dia. drain, insulated pan, stainless steel inner liner & top, galvanized steel outer liner, includes adapter bars, self-contained refrigeration, R290 Hydrocarbon refig, 1/4 HP, (42-1/2" x 25" cutout required), cUL, UL, NSF

ITEM 4 - SNEEZE GUARD (2 REQ'D)

Custom Fabrication

Provide and install Custom Fabricated Convertible Sneeze Guards. Sneeze guards shall be constructed from 304 stainless steel, 1-1/4" diameter, 16-gauge tube to dimensions shown below. The end panels have 3/4" radius corners with matching 1/4" clear tempered glass panels suspended on clips. The front and top glass is 3/8" thick tempered glass suspended on clips. Guards shall be convertible, meaning they can be placed in the self serve or full serve position.

DIMENSION: Sneeze Guard, Convertible; 47" Clear

ITEM 5 - MILK COOLER (1 REQ'D)

Beverage Air Model ST49HC-S (or comparable model)

School Milk Cooler, cold wall, normal temperature, 49"W x 31-1/4"D x 41-1/8"H, 18.97 cu. ft., dual access, flat top carton capacities, (12) 13" x 13" x 11" or (8) 19" x 13" x 11 case capacities,

self-latching doors/lids with safety bumpers, cylinder lock, wire floor racks, electronic control, manual defrost, stainless steel interior & exterior, R290 Hydrocarbon refrigerant, 1/2 HP, cULus, UL EPH Classified, UL-Sanitation

ITEM 6 - DUAL-SIDED CASHIER COUNTER (1 REQ'D)

Custom Fabrication

Fabricate, provide, and install Custom Fabricated Stainless Steel Serving Counter, as shown in drawing. Unit will be 35" tall with tray rails at 28" A.F.F. Counterwork shall be constructed of 18-gauge type 304 stainless steel framework with 14-gauge type 304 stainless steel countertops. Tray rails to be 14-gauge type 304 stainless steel inverted-V type rails. All free edges shall be formed down 90° for 1-1/2" turn back at 45° to create an overall 2" edge. All corners shall be fully welded and polished to match adjoining surface. Counter front exposed sides shall be fabricated from 18-gauge stainless steel. Plastic laminate shall be applied to front of counter body. Plastic laminate color to be determined before fabrication. K.E.C. to provide turn-key installation" which shall include all electrical components to be able to make new serving counters operational.

OPTIONS: Includes locking drawer and locking door

DIMENSION: Dual-Sided Cashier Counter, Stainless Steel with Laminate Front; 5'0"

ITEM L1 - TRANSPORT (1 LOT)

Contractor shall allow for equipment transport to the site and/or storage of equipment until installation is scheduled and completed.

ITEM L2 - ELECTRICAL WORK (1 LOT)

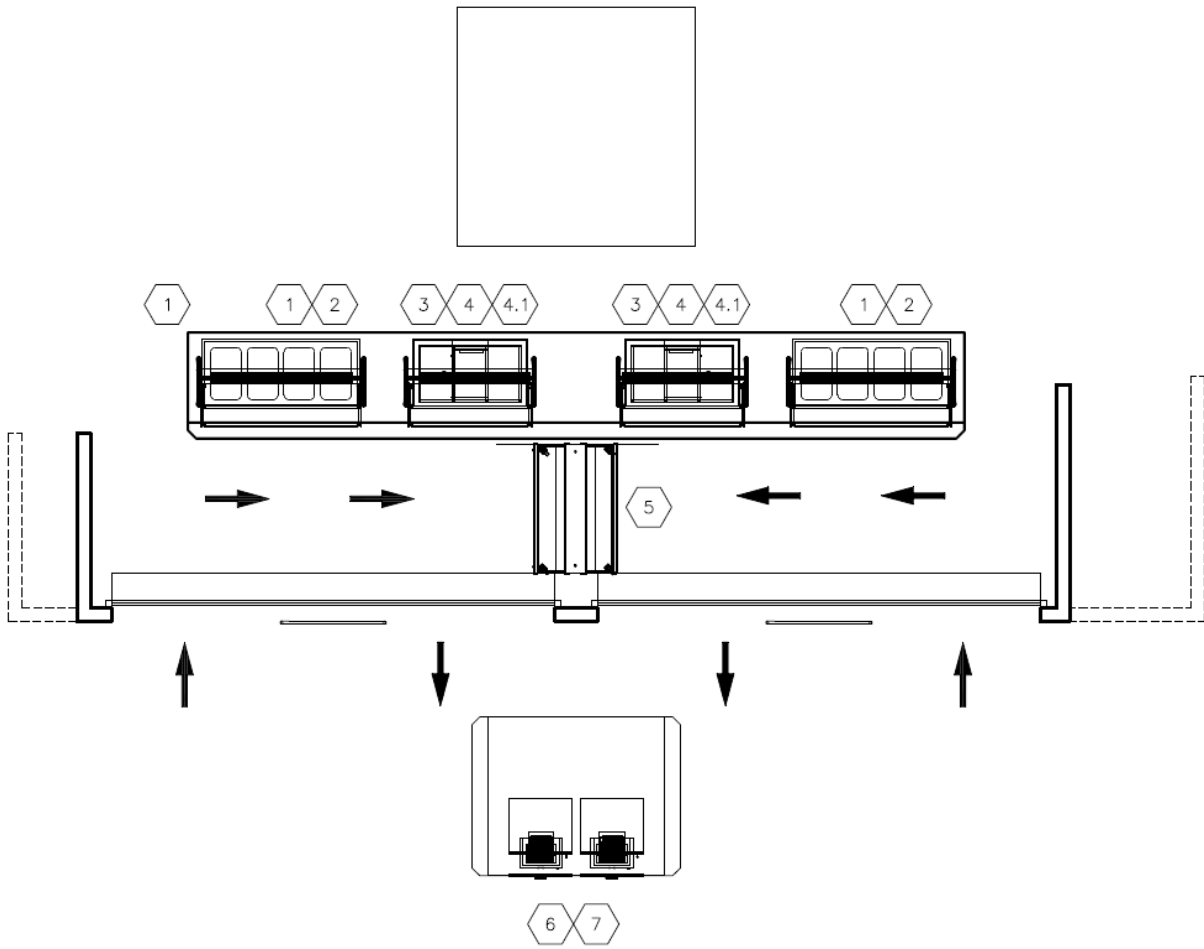
Contractor is responsible for the final electrical connections of all food service equipment.

ITEM L3 - INSTALLATION (1 LOT)

Contractor is responsible for delivery, uncrate and set-in-place of all serving equipment.

SEE LAYOUT AND EQUIPMENT SCHEDULE ENCLOSED

LAYOUT AND EQUIPMENT SCHEDULE



EQUIPMENT SCHEDULE																		
ITEM NO	QTY	EQUIPMENT CATEGORY	MANUFACTURER	MODEL NUMBER	EQUIPMENT REMARKS	AMPS	KW	HP	VOLTS	PHASE	CYCLE	DIRECT PLUG	NEMA	REMARKS	COLD WATER SIZE (IN)	HOT WATER SIZE (IN)	GAS SIZE (IN)	MBTUH
1	2	DROP-IN, HOT WELLS	DELFIELD	NB759-D		20.0	4.0		208	1	60							
1	1	SERVING COUNTER	CUSTOM	SERV-24.5														
2	2	SNEEZE GUARD	CUSTOM	4W-CONV-61C														
3	2	DROP-IN, COLD PAN	DELFIELD	NB143BP		3.1	0.4	0.2	115	1	60	X		5-15P				
4	2	SNEEZE GUARD	CUSTOM	3W-CONV-47C														
4.1	2	DISPLAY LIGHTS	HATCO	HL5-42		0.1			120	1	60	X						
5	1	MILK COOLER	BEVERAGE-AIR	ST49HC-S		3.7	0.4	1/2	115	1	60	X		5-15P				
6	1	DOUBLE CASHIER COUNTER	CUSTOM	DBL-CASH-5														
7	2	CASH REGISTER			BY OWNER	20.0			120	1		X		EXTRA CONDUIT FOR DATA LINE				

This project should commence after July 1, 2026 and be completed by August 30, 2026.

APPENDIX B

INSURANCE REQUIREMENTS

A. Comprehensive General Liability, Completed Operations Coverage and Umbrella Liability Insurance

Coverage for Bodily Injury and Property Damage as follows:

Limits of General Liability & Completed Operations Coverage

- \$1 Million each occurrence
- \$3 Million aggregate

Limits of Umbrella Liability Coverage

- \$2 Million each occurrence
- \$2 Million aggregate

The comprehensive General Liability and Completed Operations Coverage Policy (3 years) shall provide insurance for the Contractor for Bodily Injury and Property Damage to third parties arising out of:

1. Work performed by the Contractor himself with his own employees; “premises-operations” line.
2. Work performed by his Subcontractors, Contractor’s Protective Liability; (“sub-let” work or “Independent Contractors”) line. Use of subcontractor(s) may be subject to the prior approval of the City as described more fully in applicable contract terms and conditions. All subcontractors must also provide Certificates of Workers’ Compensation, General Liability, Completed Operations and Umbrella Liability Coverage.
3. The Contractor’s liability assumed under the Contract Terms; “hold harmless” or indemnity agreement” line also known as Contractual Liability Insurance. This coverage must be explicitly stated on the Contractor’s Insurance Certificate to indemnify and hold harmless the City.

B. Comprehensive Automobile Liability Insurance

All minimum coverage as required under Massachusetts General Laws for operation and registration of motor vehicles, and excess Bodily Injury and Property Damage coverage as follows:

Limits of Liability

Bodily Injury and Property Damage combined single limit of \$1 Million

The insurance is to include all owned or hired vehicles of the contractor and non-ownership protection for all employees of the Contractor engaged in the performance of the Contract.

C. Workers' Compensation and Employer's Liability Insurance

Coverage as required by the Workers' Compensation laws of the Commonwealth of Massachusetts, MGL Ch. 149 §34A, including both statutory lines and Coverage B with a 100,000/500,000/100,000 limit of liability.

D. Owner's Protective Liability Insurance

The Contractor shall furnish to Amesbury, Certificates of Insurance naming the City of Amesbury as an additional insured as their interest may appear and maintain said during the life of this Contract complete General Liability Insurance in amounts set forth above for Bodily Injury and Property Damage Liability.

E. Owner's Protective Liability Insurance

Contractor will furnish a Certificate of Insurance form incorporated into and made a part of this Agreement naming the City of Amesbury as an "Additional Insured" on the appropriate insurance policies. Properly executed certificates must be on file with the Amesbury Public Schools prior to commencement of this Agreement, including a copy of the endorsement to their insurance policy naming the City as an Additional insured.

The Contractor shall procure and maintain in full force and effect during the term of this Agreement insurance against any and all losses, liabilities, claims, costs, expenses and damages, including third-party claims that are alleged to have arisen in connection with activities of the Contractor, and/or any agents, representative, subcontractors or employees as pertains to the project. When higher limits are required, such provisions will be listed in the project specifications issued by the City of Amesbury.

All insurance policies must state to indemnify, defend and save harmless the City of Amesbury and all of its officers, agents and employees for any suits, causes of action, claims, judgment or other liability that may arise as a result of the Contractor's action or failure to act. Mutual indemnification will not be accepted. No waivers of subrogation are implied or will be accepted.

Insurance companies must be licensed by the Commonwealth of Massachusetts or otherwise acceptable to the Municipality. The cost of such insurance, including required endorsements or amendments, certificates and renewals, shall be the sole responsibility of the Contractor. Full disclosure of any non-standard exclusion is required for all coverages. All policies shall be written so that the City of Amesbury shall be notified of cancellation or the addition of "restrictive amendments" by Registered Mail not later than twenty (20) days prior to the effective date of such cancellation or amendment.

The Contractor shall, when subcontractors are permitted by the agreement, require that each subcontractor procure and maintain, until the completion of that subcontractor's work, insurance of the types where applicable and to the limits set forth in the above sections. All such coverage by subcontractors shall be in favor of the Contractor and the City shall be indemnified and held harmless from liability in all such policies and named as an additional insured with respect to that subcontractor's involvement in the project.

The term "Contractor" shall apply to all persons or companies entering into this agreement with the Amesbury Public Schools to provide materials or labor to perform a service or do work (a project) for the city/schools.

APPENDIX C - Required Bid Forms

Form	Description
1	Bid Submission Form
2	Bid Price Summary Form
3	Acknowledgement of Receipt of Addendum(s) Form
4	Bidder's Qualifications Statement and Comparable Experience Statement
5	References
6	Certificate of Authority
7	Certificate of Non-Collusion – Certification of Tax Compliance
8	Certification of OSHA Training
9	Certificate of Insurance
10	Bid Bond or Bid Security
11	Certification Concerning Labor Standards and Prevailing Wage Requirements

Form 1: BID SUBMISSION

Bidder (Legal Name): _____

Contact Person (Name): _____

Contact Person (Title): _____

Telephone Number(s): _____

Fax Number: _____

Email: _____

Federal Identification Number: _____

(A W-9 will be required in the event of an award)

Bidder, if a corporation or limited liability company, was organized on _____ (date) under the laws of the Commonwealth of Massachusetts. (Attach as Bid Exhibit 1: Articles of Incorporation, Bylaws, Limited Liability Company Agreement, and all other organization documents. (If Partnership, attach copy of Partnership Agreement)

Corporation/Limited Liability Company

Legal Name: _____

Address: _____

Principals:

Contact Person (Name):

Telephone Number:

Email:

Has this entity been formed: ()Yes ()No

Name of Authorized Representative delegated for receiving notices and day-to-day contract administration: _____

Form 2 – PRICE BID SUMMARY – Cashman Elementary School Food Service Equipment Installation – Serving Line Remodel Project

BID TOTAL: \$ _____

\$ _____

ANY ADDITIONAL INFORMATION SHALL BE EXPLAINED IN THIS SPACE OR REFERENCED HERE AND ATTACHED HERETO.

DATE: _____
SIGNED: _____
TITLE: _____
COMPANY NAME: _____
ADDRESS: _____
CITY, STATE, ZIP: _____
TELEPHONE NUMBER: _____
FAX NUMBER: _____

FORM 3: ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM(S)

Acknowledgement of receipt of Addendum(s) # _____ through June 29, 2026.

This Bid is submitted by:

(Complete name of firm to be given here)

Signature of Authorized Individual

Form 4 – BIDDER'S QUALIFICATIONS AND COMPARABLE EXPERIENCE STATEMENT:

Experience & References: Bidder must include a summary of the Contractor's organization and experience pertinent to this project type; resumes of principals; technical expertise and capabilities pertinent to this project, including a list of Bidder's professional licenses and accreditations pertinent to the Bidder's performance and experience. A written narrative should be provided to demonstrate the ability to perform as proposed along with prior experience relevant to the Bid. Attach additional sheets, if necessary. The Amesbury Public Schools may contact other municipal organizations in determining whether the Bidder is responsible.

Qualification Data

- a. List the exact name of your firm: _____
- b. How many years has your firm been in business under its present business name and business organization structure? _____ years
- c. How many years has your firm been regularly and actively engaged in business, performing the type of work described in Purpose and Scope of Services above? _____ Years
- d. How many full-time employees does your firm employ? _____
- e. Indicate below at least three (3) recently completed similar projects of comparable type and scale in the Commonwealth of Massachusetts from 2020-present and provide complete information about direct experience that will serve to illustrate the ability of your firm to satisfactorily complete this contract: _____

Form 5 – REFERENCES

Project Name: _____

Start/Completion Dates: ____/____/____ - ____/____/____

Total Cost: \$ _____

Address: _____

Contact Name: _____

Phone: _____

Email: _____

Project Name: _____

Start/Completion Dates: ____/____/____ - ____/____/____

Total Cost: \$ _____

Address: _____

Contact Name: _____

Phone: _____

Email: _____

Project Name: _____

Start/Completion Dates: _____ / _____ / _____ - _____ / _____ / _____

Total Cost: \$ _____

Address: _____

Contact Name: _____

Phone: _____

Email: _____

Form 6 – CERTIFICATE OF AUTHORITY

At a duly authorized meeting of the Board of Directors of the _____ (Name of Corporation) held on _____ (Date) _____

It was VOTED that:

(Name) (Officer)

of this company, be and he/she hereby is authorized to execute contracts and bonds in the name and on behalf of said company, and affix its corporate seal hereto; and such execution of any contract or obligation in this company's name on its behalf by such

_____ under seal of the company, shall
(Officer)

Be valid and binding upon this company.

A True Copy,

ATTEST: _____

TITLE: _____

PLACE OF BUSINESS: _____

DATE OF THIS CONTRACT: _____

I hereby certify that I am the clerk of the _____
_____ That _____ is duly elected
_____ of said company, and that the above vote has not been amended or rescinded and remains in full force and effect as of the date of this contract.

(Clerk)

CORPORATE SEAL:

Form 7 – CERTIFICATE OF NON-COLLUSION & CERTIFICATION OF TAX COMPLIANCE

The undersigned certifies under the penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

(Signature of person signing bid or proposal)

(Name of business)

Pursuant to G.L. c.62C, §49A, I, _____ hereby certify under the
Pains and penalties of perjury that _____ has complied with all laws

(Contractor)

Of the Commonwealth of Massachusetts relating to the payment of taxes and has filed all state Tax returns and paid all State taxes required under law.

Date

Signature of Authorized Representative of Contractor

Title

Number of Contractor Social Security Number or Federal ID

Form 8 – CERTIFICATION OF OSHA TRAINING

Name of Contractor

Project Name

This project is subject to the safety and health regulations of the Massachusetts Department of Labor and work Force Developing of Industrial Safety “Rules and Regulations for the Prevention of Accidents in Construction Operations” Contractors shall be familiar with the requirements of these regulations.

The undersigned hereby certifies that:

1. All employees and subcontractors who work on this project will have no less than 10 hours of OSHA-approved safety and health training. See Chapter 306 of the Acts of 2004.
2. The Contractor, and all subcontractors on this project, will provide certificates of compliance with this requirement for every employee working on this project site.
3. The successful bidder shall have a competent person or persons, as required under the Occupational Safety and Health Act, on the Site to inspect the work and to supervise the conformance of the work with the regulations of the Act.

Name & Title of Signer (Print)

Signature

Date

OSHA GENERAL CONTRACTOR CERTIFICATION FORM Pursuant to Chapter 306 of the Acts of 2004, An Act Relative to the Health and Safety on Construction Projects GENERAL CONTRACTOR’S CERTIFICATION – BID FORM I, the undersigned, hereby certify under pains and penalties of perjury that I, and all

subcontractors who are not filed sub-bidders, shall: (1) certify that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee. As used in this certification, the work "person" shall mean any natural person, business, partnership, corporation, union, committee, clb, or other organization, entity, or group of individuals.

_____(Individual Submitting Bid) D
Signature

Duly Authorized Name of Business or Entity:_____

Date:_____
From 9 – CERTIFICATE OF INSURANCE

The Contractor shall take out and maintain insurance coverage in compliance with Appendix B. This insurance shall be provided at the Contractor's expense and shall be in full force and effect for the full term of the Contract as outlined in the City of Amesbury Insurance Requirements.

The City of Amesbury shall be named as an "additional insured" on the Contractor's Commercial Liability Policies.

Mutual indemnification will not be accepted.

Properly executed certificates must be on file with the Amesbury Public Schools prior to commencement of the Agreement.

Form 10 – BID BOND OR BID SECURITY

General bids shall be accompanied by a bid deposit that is not less than five (5%) percent of the greatest possible Bid amount (considering all alternates) and made payable to the City of Amesbury. Each Bid must be accompanied by a bid security consisting of a Bid Bond, Cashier's, Treasurer's or Certified Check issued by a responsible bank or trust company in the amount of 5% of the bid price.

Bid bonds shall be issued by a company qualified to do business in the Commonwealth. The Bid deposit shall be retained as liquidated damages if the bidder does not execute a contract upon receipt of a notice of award and the Amesbury Public Schools shall award the contract to the next responsible and responsive bidder.

Form 11 – PREVAILING WAGE REQUIREMENTS

In accordance with General Laws Chapter 149, Section 26 and 27D, the Contractor is obligated to comply with the prevailing wage rates established by the Commissioner of the Department of Labor and Workforce Development for mechanics, apprentices, and laborers employed on the Project.

The schedule of applicable prevailing wage rates for the Project will be added as Addendum #1.

The Contractor shall:

- Pay wages at least once a week;
- Submit payroll information to the Amesbury Public Schools, Director of Finance & Operations, 5 Highland Street, Amesbury, MA 01913 on a weekly basis in a format approved by the District, numbered in numerical sequence and signed by the Contractor.

Notwithstanding anything to the contrary, the District may, in its sole discretion withhold payment unless the District has in its possession payroll records that are complete, accurate, and current as of the date of said application for payment.

A signed Compliance Form must be included with the bid package (Form 11 Next Page)

Form 11 – WEEKLY PAYROLL RECORDS REPORT & STATEMENT OF COMPLIANCE

In accordance with Massachusetts General Law, c. 149, §27B, a true and accurate record must be kept of all persons employed on the public works project for which the enclosed rates have been provided. A Payroll Form is available from the Department of Labor Standards (DLS) at www.mass.gov/dols/pw and includes all the information required to be kept by law. Every contractor or subcontractor is required to keep these records and preserve them for a period of three years from the date of completion of the contract.

On a weekly basis, every contractor and subcontractor is required to submit a certified copy of their weekly payroll records to the awarding authority, this includes the payroll forms and the Statement of Compliance form.

The certified payroll records must be submitted either by regular mail or by 3-mail to the awarding authority. Once collected, the awarding authority is required to preserve those records for three years from the date of completion of the project. Each such contractor and subcontractor shall furnish weekly and within 15 days after completion of its portion of the work, to the awarding authority directly by first-class mail or e-mail, a statement, executed by the contractor, subcontractor or by any authorized officer thereof who supervised the payment of wages, this form, accompanied by their payroll:

STATEMENT OF COMPLIANCE

_____ Date

I, _____ Title
Name of Signatory Party

do hereby state: That I pay or supervise the payment of the persons employed by:

_____ on the _____
Contractor, Subcontractor or Public Body Building/project

and that all mechanics and apprentices, teamsters, and laborers employed on said project have been paid in accordance with wages determined under the provisions of sections twenty-six and twenty-seven of chapter one hundred and forty-nine of the General Laws.

Signature

Title