

**Addendum #3 IFB 21-30**



**CITY OF SOMERVILLE, MASSACHUSETTS**  
**Department of Purchasing**  
**JOSEPH A. CURTATONE**  
**MAYOR**

To: Dilboy Turf and Track Renovation  
From: Andrea Caruth, Assistant Director of Purchasing  
Date: February 02, 2021  
Re: Updated Bid Opening Zoom Information and Prevailing Wage Form

**Addendum No. 3 to IFB 21-30**

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The IFB is being extended to **Tuesday, February 9<sup>th</sup>, 2021 at 1:00 p.m.**

Attached are the updated zoom bid opening instructions. The prevailing wage forms are also included.

**\*\*Failure to acknowledge the addendum will result in bid disqualification.\*\***

**NAME OF COMPANY / INDIVIDUAL:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY/STATE/ZIP:** \_\_\_\_\_

**TELEPHONE/FAX/EMAIL:** \_\_\_\_\_

**SIGNATURE OF AUTHORIZED INDIVIDUAL:** \_\_\_\_\_

**ACKNOWLEDGEMENT OF ADDENDA:**

**Addendum #1** \_\_\_\_\_ **#2** \_\_\_\_\_ **#3** \_\_\_\_\_ **#4** \_\_\_\_\_

## **Addendum #3 IFB 21-30**

### **Livestream of Bid Opening:**

**Topic: IFB#21-30 Dilboy Stadium Turf and Track Renovation**

**Time: Feb 9, 2021 01:00 PM Eastern Time (US and Canada)**

**Join Zoom Meeting**

**<https://us04web.zoom.us/j/75097919805?pwd=akdRaEdLeEo1Z1kvejVZeXI2cWF4dz09>**

**Meeting ID: 750 9791 9805**

**Passcode: M4FAML**

### **Methods of Bid Submission:**

Bidders may submit bids in any of the following ways. All bids will be time-stamped and must be received no later than 1:00 p.m.

- 1) Deposit your sealed bid package in the black drop box located by the School Street entrance to City Hall, located near the corner of School Street and 93 Highland Avenue.
- 2) Sealed bids can be sent to City Hall through the US Postal Service or other delivery service (e.g. FedEx, UPS).
- 3) BidExpress.com is an online bidding platform where bidders can submit all required documents. The fee to use this service is approximately \$35.00 unless your company has a subscription with BidExpress. You can access the bid package and forms via the City of Somerville BidExpress page at:  
<https://www.bidexpress.com/businesses/33100/home> A user guide is attached for your reference.
- 4) For any technical assistance while submitting the online bid, please contact the BidExpress Customer support team at [www.bidexpress.com](http://www.bidexpress.com).



## 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](http://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 e-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

\_\_\_\_\_, 20\_\_\_\_\_

I, \_\_\_\_\_,  
(Name of signatory party) (Title)

do hereby state:

That I pay or supervise the payment of the persons employed by

\_\_\_\_\_ on the \_\_\_\_\_  
(Contractor, subcontractor or public body) (Building or project)

and that all mechanics and apprentices, teamsters, chauffeurs 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 \_\_\_\_\_