

**PURCHASING DIVISION
CITY OF WORCESTER
MASSACHUSETTS 01608-1895
ROOM 201 - CITY HALL, 455 MAIN ST.
PHONE (508) 799-1220**

**BID INVITATION
(Supplies, Material, Equipment, Services)**

AN EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER

BID NO. 8713-W6

DATE: May 18, 2026

**CITY OF WORCESTER
Christopher J. Gagliastro, MCPPO
Purchasing Agent**

BUYER: Christopher Gagliastro

**NOTICE TO BIDDERS
TERMS AND CONDITIONS**

All bids are subject to the terms and conditions and specificity herein set forth except where specifically deleted by the City of Worcester in Section No. 6 below.

COMPLETE ORIGINAL COPY (including ALL required pages) OF THIS BID MUST BE SUBMITTED IN A SEALED ENVELOPE:

DATE: MAY 28, 2026 TIME: 4:00 P.M.

PLACE: Purchasing Division, Room 201, City Hall, Worcester, Massachusetts

MARK ENVELOPE "**Bid No. 8713-W6, Abatement Monitoring Services – Clark Street School Steam Tunnel / WPS**"

The name and address of the bidder must appear in the upper left hand corner of the envelope. The City of Worcester is not responsible for bids not properly marked.

GENERAL

1. This Bid Invitation covers: provide professional abatement monitoring services for the duration of the Clark Street School Steam Tunnel Abatement project in accordance with the attached requirements and specifications of the City of Worcester Public Schools.
2. A certified check or bid bond made payable to the "City Treasurer, City of Worcester" in the Amount of \$ ___ must accompany this bid.
3. **NO BID WILL BE ACCEPTED AFTER TIME AND DATE SPECIFIED**
4. A performance bond in the amount of \$ N/A of the total dollar award is required.
5. A payment bond in the amount of \$ N/A of the total dollar award is required.
6. All terms and conditions are applicable to this proposal except the following section numbers which are hereby deleted from this invitation: all apply
7. Questions pertaining to this bid must be directed to: Christopher J. Gagliastro in writing via e-mail at: gagliastroc@worcesterma.gov

Email copies of this bid are acceptable. Please email bids to gagliastroc@worcesterma.gov

8. The following meanings are attached to the defined words when used in this bid form.
 - (a) The word "City" means The City of Worcester, Massachusetts.
 - (b) The word "Bidder" means the person, firm or corporation submitting a bid on these specifications or any part thereof.
 - (c) The word "Contractor" means the person, firm or corporation with whom the contract is made by carrying out the provisions of these specifications and the contract.
 - (d) The words "Firm Price" shall mean a guarantee against price increases during the life of the contract.
9. Any prospective bidder requesting a change in or interpretation of existing specifications of terms and conditions must do so within five (5) days (Saturdays, Sundays and Holidays excluded) BEFORE scheduled bid opening date. All requests are to be in writing to the Purchasing Division (or e-mailed at gagliastroc@worcesterma.gov). No changes will be considered or any interpretation issued unless request is in our hands within five (5) days (Saturdays, Sundays and Holidays excluded) BEFORE scheduled bid opening date.
10. The contractor will be required to indemnify and save harmless the City of Worcester, for all damages to life and property that may occur due to his or her negligence or that of his or her employees, subcontractors, etc., during this contract.
11. The Contract Agreement will be in the form customarily employed by the City of Worcester for this purpose and is on file in the Purchasing Division at City Hall.
12. Bids which are incomplete, not properly endorsed, or signed, or otherwise contrary to these instructions will be rejected as informal by the Purchasing Agent. Conditional Bids Will Not Be Accepted.
13. The Bidder must certify that no official or employee of the City of Worcester, Massachusetts is pecuniarily interested in this proposal or in the contract which the bidder offers to execute or in expected profits to arise therefrom, unless there has been compliance with provisions of G.L.C.43 Sec. 27, and that this bid is made in good faith without fraud or collusion or connection with any other person submitting a proposal.
14. As the City of Worcester is exempt from the payment of Federal Excise Taxes, and Massachusetts Sales Tax, prices quoted herein are not to include these taxes.
15. **All prices are to be firm F.O.B. Destination, City of Worcester, Massachusetts, unless otherwise indicated by the City. Time reserved for award is ninety days.**
16. In case of error in the extension prices quoted herein, the unit price will govern.
17. It is understood and agreed that should any price reductions occur between the opening of this bid and delivery of any order, the benefit of all such reductions will be extended to the City.
18. The City of Worcester reserves the right to reject any and all bids, wholly or in part, and to make awards in a manner deemed in the best interest of the City.
19. Awards will be made to the bidder quoting the lowest net price in accordance with specifications.
20. The supplier will be bound by all applicable statutory provisions of law of the Federal Government, the Commonwealth of Massachusetts, the City of Worcester, and The Department of Public Safety of the Commonwealth of Massachusetts.
21. Any bid withdrawn after time and date specified, the bidder shall forfeit deposit on bid as liquidated damages.
22. The contractor will not be permitted to either or underlet the contractor, not assign either legally or equitably any monies hereunder, or its claim thereto without the previous written consent of the City Treasurer and of the Purchasing Agent of the City.

23. If this bid shall be accepted by the City, and the bidder shall fail to contract as aforesaid and to give a bond in the amount as specified in Section 4, within ten (10) days, (not including Sunday or a Legal Holiday) from the date of the mailing of a notice from the City to him, according to the address given herewith, that the contract is ready for signature, the City may by option determine that the bidder has abandoned the contract and thereupon the proposal and acceptance shall be null and void and the bid security accompanying this proposal shall become the property of the City as liquidated damages.
24. When quoting, the bidder shall submit a signed copy of this bid form, and if bid is accepted by the City shall constitute part of the contract of purchase. Do not detach any part of this form when submitting a bid. Bidder must sign and return complete forms.
25. If in the judgment of the Purchasing Agent any property is needlessly damaged by an act or omission of the contractor or his/her employees, servants, or agent, the amount of such damages shall be determined by the Purchasing Agent of the City of Worcester and such amount shall be deducted from any money due the contractor or may be recovered from said contractor in actions at law.
26. It is agreed that deliveries and/or completion are subject to strikes, lockouts, accidents and Acts of God.

INSURANCE AND WORKER'S COMPENSATION

27. COMMERCIAL GENERAL LIABILITY INSURANCE – Contractor to supply the City of Worcester with certificates of insurance evidencing general liability coverage of not less than \$ 1,000,000.00 per occurrence / \$ 2,000,000.00 aggregate.
28. AUTOMOBILE LIABILITY INSURANCE – Contractor to supply the City of Worcester with certificates of insurance evidencing automobile liability coverage, bodily injury and property damage combined single limits, of \$ 1,000,000.00 (all owned, hired and non-owned autos).
29. COMPENSATION INSURANCE – Contractor shall furnish the City of Worcester with certificates showing that all of his or her employees who shall be connected with this work are protected under Massachusetts' statutory worker's compensation insurance policies.
30. The Contractor shall carry public liability insurance with an insurance company satisfactory to the City so as to save the City harmless from any and all claims for damages arising out of bodily injury to or death of any person or persons, and for all claims for damages arising out of injury to or destruction of property caused by accident resulting from the use of implements, equipment or labor used in the performance of the contractor or from any neglect, default or omission, or want of proper care, or misconduct on the part of the Contractor or for any one of his employ during the execution of the contract.
31. Prior to starting on this contract, the Contractor shall deposit with the contracting officer certificates from the insurer to the effect that the insurance policies required in the above paragraph have been issued to the Contractor. The certificates must be on a form satisfactory to the Purchasing Agent.
32. Except as may be otherwise stated herein, the Contractor shall also carry bodily injury and property damage insurance in amount not less than those set forth above covering the operation of all motor powered vehicles owned or operated by the Contractor and engage in this contract.

DISCOUNT

33. Prompt pay discounts will be considered when determining the low bid except when discounts are for a period of less than 30 days. In this event discounts will not be taken into consideration when determining low bid.
34. Time, in connection with discount offered, will be computed from date of completion and/or delivery and acceptance at destination, or from date correct bill or voucher properly certified by the contractor is received if the latter date is later than the date of completion and acceptance and/or delivery and acceptance.

GUARANTEE

35. The bidder to whom a contract is awarded guarantees to the City of Worcester all equipment, materials and/or workmanship for a period of one (1) year after final inspection and acceptance and shall replace promptly any defective equipment, materials and/or workmanship required without additional cost to the City.

DELIVERIES AND COMPLETION

36. It is understood and agreed that in the event of failure on the part of the bidder to indicate date of delivery and/or completion, delivery and/or completion will be made within twelve (12) days from date of notification. Should the successful bidder fail to make delivery or complete contract within time specified, the City reserves the right to make the purchase on such orders at the open market and charge any excess over contract price to the account of the successful bidder, who shall pay the same.
37. The contractor shall familiarize himself with the location and facilities for storage.
38. The City, through its Purchasing Division, reserves the right to divert delivery from one location to another, and to allow for any change in operating conditions or for any other cause not now foreseen and to proportion deliveries according to available storage facilities.

SAMPLING AND ANALYSIS

39. Each bidder must state the commercial name of the product quoted, name, and address of operator or agent from whom the product will be purchased and in addition shall furnish an analysis of the product, date of analysis, by whom made and their address.
40. Samples of the product to be delivered may be taken by a representative of the City, either prior to delivery or while it is being delivered in the storage facilities at destination, or will be taken from the storage facilities to which the product has been delivered as determined from time to time by the Purchasing Agent. Bidder agrees to furnish the necessary manual labor, without additional cost required to assemble the physical samples, which is to be performed under the direction of the City representative.
41. The representative of the City taking the samples, shall be given the opportunity, while sampling, to affix his signature to the delivery slip each item represented in his sample.
42. Any product after the sampling and analysis, not found meeting the requirements of the contract shall be sufficient cause for the cancellation of the contract at the option of the Purchasing Agent.
43. If any product is found that does not meet the analysis submitted by the bidder in his proposal, the Purchasing Agent may at his option exercise his right to reject the product and require that all or any part thereof shall be removed promptly by and at the expense of the contractor and replace it forthwith with a product satisfactory to the Purchasing Agent, or to retain the product and compensate the contractor in an amount as determined by the Purchasing Agent and the City Manager.
44. It is understood and agreed that it shall be a material breach of any contract resulting from this bid for the Contractor to engage in any practice which shall violate any provisions of Massachusetts General Laws, Chapter 151B, relative to discrimination in hiring, discharge, compensation, or terms, conditions or privileges of employment because of race, color, religious creed, national origin, sex, age or ancestry.
45. The undersigned as bidder, declares that the only parties interested in this proposal as principals are named herein; that this proposal is made without collusion with any other person, firm or corporation; that no officer or agent of the City is directly or indirectly interested in this bid; and he proposes and agrees that if this proposal is accepted he will contract with the City in accordance with the specifications, also the terms and conditions as spelled out in this bid form.
46. No Person, including but not limited to corporations, partnerships, limited partnerships or limited liability corporations, shall be eligible to receive a contract under this invitation to bid and/or request for proposal if that person has been convicted of any felony offense involving the distribution of controlled substances as

that term is defined under Chapter 94C of the General Laws and, for contracts to be performed for on-site services to the Worcester Public Schools, if that person or any person to be employed by that person in the performance of such on-site services has been convicted of a "sex offense" or a "sex offense involving a child" or a "sexually violent offense" or would meet the definition of "sexually violent predator" as those terms are defined in Chapter 6, Section 178C of the General Laws and who must register with the sex offender registry board.

47. The Contractor shall at all times enforce strict discipline and good order among his employees and shall not employ for work or services relating to this contract any unfit person or anyone not skilled in the task assigned to him. In light of the fact that the performance of this contract requires the Contractor and its employees to have significant interaction with the public, the Contractor shall require all employees who may perform services under this contract to conduct themselves in a courteous, professional manner. If the Contractor is notified by the Contract Officer that any person engaged upon the work is incompetent, unfaithful, disorderly, discourteous, or otherwise unsatisfactory, then such person shall be discharged from providing services or work pursuant to this contract. Without limiting the generality of the foregoing, intimidation, threats and/or violent conduct of any kind or nature directed to members of the public are absolutely prohibited. Failure to comply with this requirement shall be grounds for termination of the contract.
48. The Contractor's performance may be evaluated on an ongoing basis including but not limited to consideration of complaints received from members of the public. In order to facilitate this evaluation, the Contractor shall provide the City with documents and records upon request. The Contractor shall further obtain from its employees authorization that appropriate City personnel may obtain all available criminal offender information ("CORI") from the Criminal History Systems Board. A high number of unresolved complaints, any number of complaints that are particularly severe, or employment of individuals who have been convicted of assault or other violent crimes shall be grounds for the early termination or non-renewal of the contract by the City.
49. The procurement officer shall award the contract to the lowest responsible and responsive bidder. The term "responsible bidder" means "a person who has the capability to perform fully the contract requirements, and the integrity and reliability which assures good faith performance." Consistent with its duty to maintain public order and promote public safety, the City has determined that this contract is of a type and nature so as to be particularly sensitive due, at least in part, to the contractor's inherent access and dealings with the members of the general public. Therefore, the City has concluded that additional scrutiny is justified as it determines whether a particular bidder is responsible, having the integrity and reliability to properly perform the requested services. This may entail consideration of the contractor's system of oversight, training and supervision of its employees, including but not limited to its requirement of a high standard of customer service and courtesy in its dealings with the public. The bidder's care and diligence in hiring and assigning its employees will also be considered. In making its determination, the City reserves the right to examine any and all information at its disposal, including but not limited to prior City contracts, the experiences and information obtained from current and former customers (whether identified by the bidder as references or not), as well as other sources available to the City, including but not limited to court documents, newspapers, financial reports (such as DUNS), and certain police data and reports.
50. The Contractor, acting through its owner(s) or any of its employees, or its agents or sub-contractors and any of their employees, shall not engage in any behavior, whether during the course of its duties under this contract or at any other time, that is illegal, criminal or otherwise shocking or offensive to the general public. The determination whether any particular behavior is illegal, criminal or shocking to the general public shall rest in the sound judgment of the Contracting Officer or the City Manager. In making such determination, the Contracting Officer or the City Manager shall apply the general standards of the community. No criminal conviction or formal charges shall be required to make such determination. Such behavior need be something more than trivial and something which would cause the general public to have concerns either about the safety of individuals coming in contact with the Contractor or about the character and integrity of the individuals with which the City does business. Violation of this provision shall be grounds for immediate and unilateral termination of this contract by the City upon five days' notice as otherwise provided herein

GIVE FULL NAMES AND RESIDENCES OF ALL PERSONS INTERESTED IN THE FOREGOING PROPOSAL.

(NOTICE: Give first and last name in full; in case of corporations, give corporate name and names of President, Treasurer, and Manager; and in case of firms give names of the individual members)

Name Zip Code	Address
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

KINDLY FURNISH THE FOLLOWING INFORMATION REGARDING BIDDER:

(1) If a Proprietorship

Name of Owner _____

Business Address _____

Zip Code _____ Telephone No. _____

Home Address _____

Zip Code _____ Telephone No. _____

(2) If a Partnership
Full names and addresses of all partners

<u>Name</u> <u>Zip Code</u>	<u>Address</u>
_____	_____
_____	_____
_____	_____

Business Address _____ Zip Code _____

Tel. No. _____

(3) If a Corporation

Full Legal Name _____

State of Incorporation _____ Qualified in Massachusetts ? Yes _____
No _____

Principal Place of Business _____
Street P.O. Box

City/Town State Zip

Telephone No. _____

Place of Business in Massachusetts _____
Street P.O. Box

City/Town State Zip

Telephone No. _____

GIVE THE FOLLOWING INFORMATION REGARDING SURETY COMPANY

Full Legal Name of Surety Company _____

State of Incorporation _____ Admitted in Massachusetts ? Yes _____ No _____

Principal Place of Business _____
Street P.O. Box

City/Town State Zip

Place of Business in Massachusetts _____
Street P.O. Box

City/Town State Zip

Telephone No. _____

The Office of the Attorney General, Washington, D.C. requires the following information on all bid proposals amounting to \$1,000.00 or more.

F.I.D. Number of bidder _____

This number is regularly used by companies when filing their "EMPLOYER'S FEDERAL TAX RETURN, U.S." Treasury Department Form 941.

AUTHORIZED SIGNATURE OF BIDDER _____ TITLE

PLEASE SIGN

DATE _____

BID SECURITY \$ _____

The name of Customer Service Representative and the Contract Administrator responsible for servicing this account in the event of contract award are:

NAME (PLEASE PRINT) *Customer Service Rep.*

TEL. NO.

NAME (PLEASE PRINT) *Contract Administrator*

TEL. NO.

E-MAIL (Customer Service Rep.):

E-MAIL (Contract Administrator):

UNDER MASSACHUSETTS GENERAL LAWS, CHAPTER 30B: SECTION 10, THE FOLLOWING CERTIFICATION MUST BE PROVIDED:

Section 10. A person submitting a bid or a proposal for the procurement or disposal of supplies, or services to any governmental body shall certify in writing, on the bid or proposal, as follows:

" The undersigned certifies under 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."

(Please Print) _____
Name of Person Signing Bid

Signature of Person Signing Bid

Company

No award will be made without vendor certification of the above.

PROPOSAL PAGE

Bidders must state and identify the product offered, such as manufacturer's name, trade name, brand name and quality next to each item. WE MUST KNOW WHAT HAS BEEN OFFERED.

The quantities shown herein are estimated only and the Contractor will be required to furnish all quantities ordered by the City during the period of the contract.

YES XX NO

Delivery to be made to: 280 Clark Street

This Bid includes addenda numbered _____

NO PRICE ADJUSTMENTS ALLOWED. PRICES QUOTED ARE FINAL. CHECK BEFORE SIGNING

BIDDER TO COMPLETE ITEMS BELOW

Item No.	Estimated Contract Quantity	Description				Total Amount
1	Lump Sum	<p>Provide professional abatement monitoring services for the full duration of the Clark Street School Steam Tunnel abatement project per the attached requirements and specifications of the Worcester Public Schools.</p> <p>Questions pertaining to this bid must be directed to: Christopher J. Gagliastro in writing via e-mail at: gagliastroc@worcesterma.gov</p>				<p>\$ _____</p> <p>Lump Sum Total – All goods and services described herein</p>

TERMS, PROMPT PAY DISCOUNT _____% 30 DAYS, NET 45 DAYS.

DELIVERY AND/OR COMPLETION TO BE MADE WITHIN (as required) DAYS FROM TIME OF NOTIFICATION BY THE CITY.

NAME OF BIDDER _____

**Abatement Monitoring Services – Clark Street School Steam Tunnel Project / WPS
Scope of Services / Requirements – Bid #: 8713-W6**

Project Overview:

The City of Worcester is soliciting bids/quotes from experienced and qualified contractors to perform asbestos monitoring of the abatement remaining asbestos-containing pipe insulation in the steam tunnels at Clark Street Elementary School located at 280 Clark St, Worcester, MA 01606. The selected contractor will be responsible for ensuring that all work is carried out in strict compliance with federal, state, and local regulations, including those established by the Massachusetts Department of Environmental Protection (MassDEP), the Occupational Safety and Health Administration (OSHA), and the Environmental Protection Agency (EPA).

The scope of work includes, but is not limited to, full time monitoring, ensuring the abatement contractor carries out all work in accordance with federal, state, and local regulations, conducting a visual inspection after work has completed, and conducting nine (9) Transmission Electron Microscopy (TEM) clearance samples for each containment with 6-hour turn around time. Contractors must demonstrate a proven track record of successfully completing similar projects, possess all necessary certifications, and employ properly trained and licensed personnel.

Additionally, the contractor must follow best practices for worker safety and environmental protection, ensuring that the project minimizes exposure risks to both personnel and the surrounding community. All remediation activities must align with industry standards and regulatory requirements to safeguard public health and maintain the integrity of the property.

DESCRIPTION OF SERVICES

The City of Worcester is seeking a Contractor to complete full time asbestos monitoring of the remaining asbestos-containing pipe insulation in the steam tunnels at Clark Street Elementary School located at 280 Clark St, Worcester, MA 01606.

- **This work is expected to take place starting July 6, 2026 to July 31, 2026, with work days starting at 7:00 AM and ending at 3:00 PM.**
- WPS will be responsible for gaining access to all areas of the steam tunnels.
- The Awardee must follow all specifications outlined in Appendix 1.
- To receive payment, the following forms must be submitted to Brittany Helgerson by mail at 115 Northeast Cutoff, Worcester, MA 01606 or email to helgersonb@worcesterschools.net within 30 days of project completion:
 - Daily logs from project monitor and asbestos contractor
 - Chain of custody for any air samples collected (background and clearance)
 - Proof of visual inspection in work area (Name of person performing visual inspection and date)
 - Name, signature & license number of person collecting air samples
 - Date & location where air samples were collected
 - Laboratory name, address and license number (NVLAP or AIHA, & Massachusetts certification number)
 - Method of analysis - Transmission Electron Microscopy (TEM) Chain of custody must show 13 samples submitted per area for each batch-includes 3 blanks)
 - Name and signature of analysts, and results of analysis
 - Results of TEM analysis
- All Bid Evaluation Procedures must be received.

SCOPE OF WORK

- A. The contractor must monitor full time while the project is being completed. The number of full days is listed below: 22 days
- B. The contractor must have a valid Asbestos Project Monitor License in Massachusetts.
- C. Thirteen (13) TEM air clearances must be performed for each (9) containment per AHERA regulations (see Appendix 1).
- D. TEM air samples must be sent out and priced for 6-hour turn around time.
- E. The contractor must have workers that are able to work in the steam tunnels. Confined spaces training is required for this job.
- F. The asbestos design is attached as Appendix 1.

REQUIRED BIDDER INFORMATION

All proposals should clearly state/include the following information. The Evaluation Summary will list for following requirements in a checklist in Bid Evaluation:

ORGANIZATION INFORMATION

Company Name: _____

Address: _____

Telephone #(s): _____

Fax #(s): _____

Owner/President's Name: _____

Year Company Started: _____

MINIMUM – 5 YEARS

Local Branch Name *(if applicable)* :

Address: _____

Telephone #(s): _____

Fax #(s): _____

Owner/President's Name: _____

Year Company Started: _____

MINIMUM – 5 YEARS

CONTACT INFORMATION

For work performed on site, Monday through Friday, between 7 a.m. and 4 p.m., exclusive of holidays, the contact person will be (also provide a secondary contact):

PRIMARY CONTACT:

Name: _____

Title/position: _____

Telephone Number: _____

SECONDARY CONTACT:

Name: _____

Title/position: _____

Telephone Number: _____

FOREPERSON INFORMATION

Give name of appropriate foreperson. The foreperson will assist the City of Worcester in settling problems with workers, or with completed jobs. It is expected that this foreperson will assign the worker(s) and coordinate jobs from start to completion. The Foreperson's resume should be included to be reviewed during the evaluation process.

FOREMAN:

Name: _____

Title/position: _____

of years with company: _____

State License Number: _____ # of years licensed _____
(MINIMUM - 5 YEARS)

List any other licenses held: _____

WORK HISTORY

Please provide the names of the three most recent General Contracting Firm that your company was a subcontractor for.

CONTRACT #1

Company Name: _____

Address: _____

Telephone #(s): _____

Contact Person: _____

Contract Job (brief description) _____

Contract Address: _____

Contract Amount: _____

Start/End Dates: _____

CONTRACT #2

Company Name: _____

Address: _____

Telephone #(s): _____

Contact Person: _____

Contract Job (brief description) _____

Contract Address: _____

Contract Amount: _____

Start/End Dates: _____

CONTRACT#3

Company Name: _____

Address: _____

Telephone #(s): _____

Contact Person: _____

Contract Job (brief description)

Contract Address: _____

Contract Amount: _____

Start/End Dates: _____

SUBCONTRACTED WORK(ERS)/NON-SPECIFIED WORKER(S)

NO WORK may be subcontracted for any reason without explicit permission of the City of Worcester. If any tradesman from any other company or a non-specified worker from the contracted company is found on City of Worcester property without permission that person will be asked to leave the premises. If any tradesman from another company is found on the City of Worcester property without permission and this person was sent by the company with which the City of Worcester has a contract with this will be absolute grounds for cancellation of this contract.

WORCESTER SCHOOL DEPARTMENT SECURITY POLICY

ANY WORKER THAT GOES TO ANY WORCESTER PUBLIC SCHOOL BUILDING MUST IMMEDIATELY REPORT TO THE SCHOOL'S MAIN OFFICE. HE WILL BE REQUIRED TO GIVE HIS NAME, HIS COMPANY'S NAME AND THE PURPOSE OF HIS PRESENCE IN THE BUILDING. THE WORKER WILL REQUEST THAT THE CUSTODIAN BE CONTACTED. THE WORKER MUST AT ALL TIMES BE ESCORTED THROUGH THE BUILDING WITH THE CUSTODIAN OR SCHOOL DEPARTMENT PERSONNEL AT HIS SIDE. AFTER THE WORK HAS BEEN COMPLETED THE WORKER MUST THEN REPORT TO THE OFFICE TO NOTIFY THE PRINCIPAL THAT HE IS LEAVING THE BUILDING. THIS SECTION HAS THE UTMOST IMPORTANCE DUE TO THE FACT OF SCHOOL SECURITY. IF THIS REQUIREMENT IS NOT MET IN FULL IT WILL BE GROUNDS FOR IMMEDIATE CANCELLATION OF THIS CONTRACT.

I have read these specifications and I understand them fully. I understand what will be required of my company and I agree to the conditions as they are presented in these specifications.

Signature: _____

Title: _____

Date: _____

In no way shall the contractor take advantage of any mistake in these specifications. Any mistakes will be corrected by the City of Worcester as soon as they are pointed out.

BID EVALUATION PROCEDURES

The Bidder is instructed to provide the following information in the Bid Submission:

- ***The Bidder must provide organizational information:***
 - A resume with pertinent qualifications and experiences of the Bidder's Project Manager, including experience on similar projects.

- ***The Bidder must provide contact information:***
 - A primary and secondary contact who will be involved in working with the district.
 - Foreman information with licensure, title, years of experience and their resume.

- ***The Bidder must provide a list of three similar jobs the company has completed.***
 - A brief description of the job, company, contracted amount, and timeframe.

- ***The Bidder must submit proof of a valid Asbestos Project Monitoring license.***

- ***The Bidder must provide proof of confined space training.***