

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

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

AN EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER

SEALED BID NO. CR-8563-F6

DATE: October 15, 2025

CITY OF WORCESTER  
Christopher J. Gagliastro, MCPPO  
Purchasing Agent

BUYER: Jeremy C. Flansburg

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 pages) OF THIS BID MUST BE SUBMITTED IN A SEALED ENVELOPE:**

DATE: NOVEMBER 5, 2025 TIME: 10:00 A.M. LOCAL TIME

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

MARK SEALED ENVELOPE **"Sealed Bid No. CR-8563-F6, Construction Materials Testing & Inspection Service - SDFH / DPF"**

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 materials testing and inspection services for the new South Division Fire House as per the requirements and specifications of the City of Worcester Department of Public Facilities for the entire length of the project.
2. A certified check or bid bond made payable to the "City Treasurer, City of Worcester" in the Amount of \$ N/A must accompany this bid.
3. All bids received will be publicly opened and read in the Bid Room at City Hall at date and time shown above.  
**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 Jeremy C. Flansburg at [flansburgjc@worcesterma.gov](mailto:flansburgjc@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: [flansburgjc@worcesterma.gov](mailto:flansburgjc@worcesterma.gov)). *No changes will be considered or any interpretation issued unless the 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 negligence or that of his employees, subcontractors, etc., during this contract.
11. The Contract Agreement will be in the form customarily employed by the City of Worcester 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 the 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 assign or underlet the contract, 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 of Worcester.
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/her, 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 accepted by the City shall constitute part of the contract of purchase. Do not detach any part of this form 30B (Sealed Bid Goods & Services) when submitting a bid. Bidder must sign and return complete form 30B (Sealed Bid Goods & Services).
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/or Acts of God.

**INSURANCE AND WORKER'S COMPENSATION (if additional insurance requirements are included elsewhere within this bid, the higher and/or additional coverage amounts shall prevail)**

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 limit, of \$ 1,000,000.00 (all owned, hired, and non-owned autos).
29. COMPENSATION INSURANCE: The contractor shall furnish the City of Worcester with certificates showing that all of his/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 anyone 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 paragraphs have been issued to the Contractor. The certificates must be on a form satisfactory to the Purchasing Agent.
32. Except as may otherwise be stated herein, the Contractor shall also carry bodily injury and property damage insurance in an amount not less than those set forth above covering the operation of all motor powered vehicles owned or operated by the Contractor and engaged 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 contract 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 who 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 or her signature to the delivery slip each item represented in his/her 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/her proposal, the Purchasing Agent may, at his or her option, exercise his/her 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/she proposes and agrees that if this proposal is accepted he/she 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 requires 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 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 or 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	Address	Zip Code
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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

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. \_\_\_\_\_

Email Address: \_\_\_\_\_

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. \_\_\_\_\_

NOTE

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 \$ \_\_\_\_\_ N/A

The name(s) of customer service representative(s) to be responsible for servicing this account in the event of contract award are:

Customer Service Rep.:

NAME (PLEASE PRINT) \_\_\_\_\_ TEL. NO. \_\_\_\_\_

Contract Administrator:

NAME (PLEASE PRINT) \_\_\_\_\_ FAX. NO. \_\_\_\_\_

**E-MAIL:** \_\_\_\_\_

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.**



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 ☒ NO ☐

Delivery to be made to: South Division Fire House, Worcester, MA

This Bid includes addenda numbered \_\_\_\_\_

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

**BIDDER TO COMPLETE ITEMS BELOW**

Item No.	Estimated Annual Quantity	Description			Unit Price	Total Amount
		Provide professional materials testing & inspection services for the South Division Fire House project per attached requirements and specifications of the City of Worcester Department of Public Facilities.				See pricing pages

TERMS, PROMPT PAY DISCOUNT \_\_\_\_\_% 30 DAYS, NET 45 DAYS.

DELIVERY AND/OR COMPLETION TO BE MADE WITHIN AS REQUIRED DAYS FROM DATE OF NOTIFICATION BY THE CITY.

(PLEASE REFER TO SECTION NO. 36 RELATIVE TO DELIVERY).

NAME OF BIDDER \_\_\_\_\_

**Invitation for Bid**  
**Construction Inspection and Materials Testing Services**  
**South Division Firehouse Project**  
**City of Worcester**  
**October 8, 2025**

*The City of Worcester is seeking sealed bids for Quality Control Construction Inspection and Material Testing Services for the City of Worcester South Division Firehouse project.*

**INSTRUCTIONS:**

1. Sealed Bids for Quality Control Construction Inspection and Material Testing Services should be delivered City Hall, Purchasing Division, Room 201, 455 Main Street, Worcester, MA 01605, on or before 10:00 AM, on Wednesday, October 29, 2025.
2. Sealed bids must be submitted on the forms included in this IFB. Supplemental materials may be submitted to allow the owner to make an informed decision as to the qualifications of the proposer.
3. The successful bidder will be paid based on the rates quoted for the inspection or testing service. Overtime will be paid for services over 8 hours per day, Monday through Friday. The proposal shall indicate, premium charges, if any, for Saturday or Sunday / Holiday work. All General and Administrative Costs, including but not limited to Travel costs, **shall be included** in all rates submitted.

**QUALITY REQUIREMENTS:**

**Bidders are requested to include evidence of compliance with each item below with bid submission. This information will be used to determine bidder responsibility.**

1. The name, owner and location of the laboratory that will be utilized on this project, the relevant certifications of the laboratory and its technicians.
2. The Testing Agent's plan for normal and expedited turnaround times for all applicable test results. Note if planned turnaround time is equal to or less than required by the Contract Documents.
3. The resumes and project experience of its Project Supervisor(s), Inspectors and Technicians designated for assignment on this project.
4. The Testing Company shall provide a reference list of projects of comparable scope that his or her company has performed. The Testing Company shall include with the reference list the name of the project Architect or Engineer and the name and email address of an Owner's representative.
5. The scope of work of the Testing Agency is defined in the attached "Scope of Work"
6. The Testing Agency shall be licensed by the Commonwealth of Massachusetts. The Testing Agency and its personnel shall maintain in good standing the certifications, licensing and registrations required by the various agencies noted herein and in the Commonwealth of Massachusetts for the duration of the project.
7. The Testing Agency shall have at their immediate disposal, all personnel, and all field and laboratory sampling and testing equipment (maintained in good working order and properly calibrated) necessary to perform the work defined herein.
8. Concrete inspectors shall be certified in accordance with ACI's Certification Program and licensed by the Commonwealth of Massachusetts. Non-certified "assistant" inspectors may perform certain sampling, testing and inspection functions, but only under the direct supervision of the testing agency's certified inspector.
9. Inspectors for welded fabrications and connections shall be AWS Certified Welding Inspectors (CWI) in accordance with the provisions of AWS QC1, "Standard and Guide for Qualification and Certification of

**Materials Testing and Construction Inspection Services**  
**South Division Firehouse Project**

Welding Inspectors". Assistant inspectors may perform certain sampling, testing, and inspection functions, but only under the direct supervision of the testing agency's certified inspector.

10. Inspectors for bolted connections shall be well versed in the "Specification for Structural Joints using ASTM A325 or A490 Bolts" and "Commentary" as published by the American Institute of Steel Construction (AISC).
11. Inspectors for all other Construction Inspection and Material Testing Services shall for the duration of the project, hold and maintain in good standing, all certifications, licensing and registrations required by the Contract Documents and the various agencies noted herein. These certifications, licenses and registrations shall include but are not limited to those of the American Society of Non-Destructive Testing (ASNT) Certification, The National Institute for Certification in Engineering Technologies (NICET), the International Code Council (ICC) Certification, and others. Assistant inspectors may perform certain sampling, testing, and inspection functions, but only under the direct supervision of the testing agency's certified inspector.
12. Sampling, testing and inspections for compliance shall be checked against the Contract Documents (i.e., Drawings, Project Specifications, Program of Structural Tests and Inspections, Addendums, and Reference Standards) and the Approved Shop Drawings. Perform sampling, testing and inspections in coordination with the General Contractor and in a timely manner so as to provide the General Contractor with sufficient time to repair or replace non-conforming materials or work. Notify the General Contractor, the Architect and the Owner's Project Manager immediately when non-conforming materials or work is discovered. Nonconforming materials or work that are not corrected before the inspector leaves the site for the day shall be recorded in the inspection report and issued as required herein.
13. Re-sample, re-test and re-inspect all materials and work found not to conform to the requirements of the Contract Documents or Shop Drawings. Testing Agency to note and highlight in its reports when re-sampling, re-tests, and re-inspections were performed. Testing Agency shall provide the Owner, through the Owner's Project Manager, all costs and supporting documentation associated with re-sample, re-test and re-inspect of materials and or work found not to conform to the requirements of the Contract Documents or Shop Drawings.
14. The Testing Agency shall be responsible for sending copies of all sampling, testing and inspection reports, within 72 hours of performance, to the Building Official, Owner's Project Manager, Architect, Structural Engineer(s), and General Contractor. In addition, the testing agency is responsible to provide to the Owners Project Manager and to the Architect, a summary report indicating the status of each test. The testing agency will flag each test that requires retesting, and coordinate through the Owner's Project Manager, the retesting of all failed areas. Draft copies of reports shall be issued on day of inspection.
15. The testing agency shall be required to mark-up on a field set of drawings, provided by the Architect, the location, the type of test, and the date of each test performed.

**GENERAL CONDITIONS:**

1. The General Contract is expected to be awarded late November 2025 and construction will commence March 2026. Quality Control Construction Inspection and Material Testing services are to commence immediately upon award of contract.
2. All unit prices and cost quotations shall be the unit prices for the duration of the project.
3. If hardcopies of reports are required, a minimum of four (4) originals and six (6) copies of inspection and testing reports will be distributed. These reports shall be distributed directly by the testing laboratory/inspection service to the places as determined by the Owners Project Manager. Electronic and hardcopy distribution may be required.
4. It is the intent of the Owner, and the contractual obligation of the General Contractor, to give cancellation notice for inspections by 5:00 PM the day prior to a scheduled test or inspection. The General Contractor will be responsible for coordination and scheduling of all required testing and inspections. When this notice is given, the Owner will not be responsible for any cancellation charges.

**Materials Testing and Construction Inspection Services**  
**South Division Firehouse Project**

**PROJECT SCHEDULE**

1. Construction mobilization will commence on or about March 2026 and all construction will be completed on or about September 2027. All work shall run concurrently with the construction schedule. The City of Worcester will contract with a General Contractor for the construction work of this project.
2. Project Schedule:

Anticipated date of contract award for testing services	November 2025
Anticipated Date of Start of Construction	March 2026
Substantial Completion for Construction	June 1, 2027
Final Completion for Construction	July 1, 2027

**PAYMENT TERMS:**

1. Invoices are due and payable within 30 days of receipt and approval by the Owner. Every effort will be made to make prompt payment.
2. Payment shall be made based upon the Unit Price Fee Schedule attached to this document which shall be applicable to any and all testing and inspection services performed at the site or in the testing lab.
3. The Testing Agency shall be paid for each site visit at the appropriate unit rate quoted for this testing or inspection service. All General and Administrative Costs, including but not limited to Travel costs, shall be **included** in the Agency's unit prices. If the inspector visits multiple sites within the City during the day, only the applicable unit rate shall be charged.
4. There will be no charge for cancellation of scheduled inspection services if the Testing Agency is notified by 5:00 PM the workday before the scheduled service. Costs, if any, for short or same day notification of cancellation shall be included in the proposal.

**INDEMNIFICATION:**

The Vendor shall indemnify the City of Worcester, its officials, officers, agents, servants, and employees and hold harmless the City of Worcester, any and all claims, actions, proceedings, expenses, damages or liabilities, including attorney's fees and court costs, arising out of or in connection with the performances of the work under this agreement. The indemnification provided under this section shall constitute in full force and effect notwithstanding the full payment of all obligations under this agreement or the termination of the agreement for any reason.

**Materials Testing and Construction Inspection Services**  
**South Division Fire Station Project**

**INSURANCE:**

The insurance carried by the Vendor shall be written for not less than the limits of liability required by law or the following limits, whichever is greater:

1. **State and Federal Workman's Compensation:** Statutory requirements in accordance with the laws of the Commonwealth of Massachusetts.
2. **General Liability:**
  - a. Commercial General Liability Insurance ("CGL") with policy limits of not less than \$1,000,000 for each occurrence and at least \$2,000,000 in aggregate for bodily injury and property damage to third parties arising out of operations covered by this Agreement. Such insurance shall include, but not be limited to, coverage for contractual liability in respect of obligations assumed hereunder, property damage, and shall provide for severability of interests. Subconsultant shall maintain completed operations coverage for a period of three (3) years after completion of services under this Agreement.
  - b. Automobile Liability Insurance ("Auto") covering bodily injury (including death) and property damage to third parties arising out of the use of any vehicle used by Subconsultant in the performance of this Agreement, including owned (if any), leased, hired, borrowed and/or non-owned vehicles on site or off site. The Auto insurance shall have a combined single limit of liability not less than \$1,000,000. If any hazardous substances are transported coverage must include an MCS-90 endorsement and Motor Carriers Act of 1980 coverage applicable in the jurisdiction where the operations of the insured are performed.
  - c. Workers' Compensation and Employer's Liability or other employment related coverages shall be obtained and maintained by Subconsultant as required by state and/or federal law. However, if Subconsultant's services require them to go on-site, Worker's Compensation is required, even if exempt by state law.
  - d. Excess/Umbrella coverage with limits of at least \$5,000,000 each occurrence, following form over Commercial General Liability and Automobile Liability, with subrogation waived. An Umbrella or Excess policy may be used to meet CGL, and Auto insurance requirements stated above. An Umbrella or excess policy may also be used to meet limits of required insurance below if the policy explicitly extends to those coverages.
  - e. If applicable to the Services, Subconsultant shall provide Professional Liability Insurance ("E&O") protecting the Subconsultant from claims for damages due to negligent act, errors or omissions arising out of performance of Subconsultant's professional services. The E&O insurance shall have a limit of liability not less than \$2,000,000 per claim and \$4,000,000 aggregate.
  - f. If Subconsultant's Services include soil excavation, earth moving or subsurface investigation, then Contractor's Pollution Liability Insurance with limits not less than \$2,000,000 per occurrence or claim/ annual aggregate.
  - g. When Subconsultant's Services involve access to any media, data, surveys, records, reports, or any other documents produced or used under this Agreement, then Valuable Papers and Records Insurance must be maintained in an amount to insurance against any loss whatsoever and must have limits sufficient to pay for re-creation and/or reconstruction of such documents.
  - h. If flying or operating unmanned aerial systems, Subconsultant will procure and maintain aircraft unmanned aerial systems (Drone liability) insurance of not less than \$2,000,000 per occurrence.

The City of Worcester, its officials, officers, agents, servants, and employees, shall be named as an Additional Insured on all liability policies. The party to whom the contract is awarded shall furnish proof of such coverage to the Awarding Authority, in the form of the applicable endorsement(s) from the Testing Agency's Insurance Carrier, at the time of execution of the contract.

***Materials Testing and Construction Inspection Services***  
**South Division Fire Station Project**

**SCOPE OF WORK**

The following is a list of test and inspection services to include but not limited to, along with the attached Statement of Special Inspections from the project manual Specification 01 45 33, that are to be included as part of this proposal. Testing protocol is to be followed. The Engineer of Record for the specific discipline will determine the methodology.

**Soils and Earthwork Testing and Inspection**

1. Observe at all times while fill is being placed and compacted. The representative shall make an accurate record of the types of materials used, including grain-size curves, thickness of lifts, densities, percent compaction, type of compacting equipment and number of coverages, the use of water and other pertinent data per the Contract Documents.
2. Perform a sieve analysis for each type of fill (on-site and borrow) prior to placement of the fill. Repeat the sieve analyses when the source or appearance of the fill materials changes.
3. Perform Modified Proctor Test, for each type of fill (on-site and borrow). Observe and inspect the storage, placement and compaction of fill materials and perform field density tests on the fill materials at a frequency determined per the Contract Documents.
4. Verify that untested or non-conforming fills (on-site and borrow) are not used in the project. Substitutions include changing the source or nature of on-site and borrow material.
5. Perform all Soils and Earthwork Testing and Inspections in accordance with the Contract Documents and the Program of Structural Tests and Inspections.

**Concrete Construction Testing and Inspection**

Testing Agency Qualifications: An independent agency, qualified according to ASTM C 1077 and ASTM E 329 for testing indicated as required by the Contract Documents.

1. Personnel conducting field tests shall be qualified as ACI concrete field-testing Technician, Grade I, according to ACI CP-01 or an equivalent certification program.
2. Personnel performing laboratory tests shall be ACI-certified Concrete Strength Testing Technician and Concrete Laboratory Testing Technician – Grade I. Testing Agency supervisor shall be ACI – Certified Concrete Laboratory Testing Technician – Grade II.

**Reinforcement Inspection:**

1. Steel reinforcement placement. Before concrete is placed, inspect reinforcing bars for size, quantity, placement and condition. Notify the Contractor and Architect immediately so that the work can be corrected and re-inspected prior to placement of concrete.
  - a. Re-inspect rebar at areas which have been corrected
2. Verification of use of required design mixture.
  - a. Check Truck delivery slips to verify that the required concrete design mix, as stated on the slip, is correct.
3. Concrete placement, including conveying and depositing.
  - a. Note duration of mixing.
  - b. Verify that concrete conveyance and depositing avoids segregation of contamination.
  - c. Verify that concrete is properly consolidated
4. Curing procedures and maintenance of curing temperature.

**Materials Testing and Construction Inspection Services**  
**South Division Fire Station Project**

5. Perform all Reinforcement Inspections in accordance with the Contract Documents and the Program of Structural Tests and Inspections

**Concrete Sampling and Testing:**

Testing of composite samples of fresh concrete obtained according to ASTM C 172, and shotcrete according to ASTM C 1140 shall be performed according to the following requirements:

1. Testing Frequency: Obtain one composite sample for each day's pour of each concrete mixture exceeding 5 cu. yd., plus one additional composite sample for each additional 50 cu. yd. or fraction thereof.
  - a. A composite sample is constituted by 5 compression cylinders.
2. All sampling of concrete / shotcrete shall be performed at the point of discharge (i.e., end of chute for non-pumped and end of hose for pumped concrete / shotcrete.
3. Slump: ASTM C 143/C 143M; one test at point of placement for each composite sample, but not less than one test for each day's pour of each concrete mixture. Perform additional tests when concrete consistency appears to change.
4. Air Content: ASTM C 231, pressure method, for normal-weight concrete; ASTM C 173/C 173M, volumetric method, for structural lightweight concrete; one test for each composite sample, but not less than one test for each day's pour of each concrete mixture.
5. Concrete Temperature: ASTM C 1064/C 1064M; one test hourly when air temperature is 40 deg F (4.4 deg C) and below and when 80 deg F (27 deg C) and above, and one test for each composite sample.
6. Unit Weight: ASTM C 567, fresh unit weight of structural lightweight concrete; one test for each composite sample, but not less than one test for each day's pour of each concrete mixture.
7. Compression Test Specimens: ASTM C 31/C 31M.
  - a. Cast and laboratory cure one set of four standard cylinder specimens for each composite sample.
  - b. Cast and field cure one set of four standard cylinder specimens for each composite sample.
8. Compressive-Strength Tests: all per ASTM C 39/C 39M, and shall be performed as follows:

**Concrete Testing**

- a. One field-cured cylinder representing each sample shall be tested (according to ASTM C-39) at 7 days, one additional field-cured cylinder shall be tested at 14 days, and two additional field-cured cylinders shall be tested at 28 days.
  - b. Written reports shall indicate the job name and number, the date time and temperature of the pour, the testing agency, as well as the strength and fracture type resulting from the test. Such reports shall be submitted to the Owner's Project Manager, Architect, Contractor, and concrete manufacturer within 48 hours of test completion. Draft reports shall be distributed the day of the test.
  - c. When testing indicates concrete does not meet slump, air entrainment, or compressive strength specifications, the testing agency shall provide additional testing as indicated by the Architect
9. Strength of each concrete mixture will be satisfactory if every average of any three-consecutive compressive-strength tests equals or exceeds specified compressive strength and no compressive-strength test value falls below specified compressive strength.
10. Perform all Concrete Sampling, Testing and Inspections in accordance with the Contract Documents and the Program of Structural Tests and Inspections.

**Materials Testing and Construction Inspection Services**  
**South Division Fire Station Project**

**Asphalt Sampling and Testing**

Hot Mix Asphalt material placed in the field shall be tested for both joint and mat density on a completed street or public facility basis.

**Sampling**

1. HMA material placed in the field shall be tested for both joint and mat density on a completed street or public facility basis. A properly correlated nuclear gauge may be used to monitor the pavement density in accordance with ASTM D2950.
2. Samples shall be neatly cut with a core drill. The cutting edge of the core drill bit shall be of hardened steel or other suitable material with diamond chips embedded in the metal cutting edge. The minimum diameter of the sample shall be 4 inches. The minimum diameter of the base samples shall be 6 inches. Samples that are clearly defective, as a result of sampling, shall be discarded and another sample taken. Cores shall be taken within 48-hours of placement of the HMA.
3. Pavement cores shall be taken upon project pavement completion to determine the average percent density. Cores shall be taken randomly, five cores for mat density and three cores for longitudinal joint density per 1000 tons of material placed. A minimum of five core samples for mat and three core samples for joint density shall be removed from each course and construction phase or 40,000 square feet of paving. The average density of the core samples shall be used to determine the density of the pavement course. Resampling of pavement shall be in accordance with applicable provisions of the Northeast Transportation Training and Certificate Program (NETTCP) Quality Assurance Technologist Manual, latest edition.

**Testing**

1. The bulk specific gravity of each cored sample will be measured in accordance with AASHTO T 166 or AASHTO T 275, whichever is applicable. The theoretical maximum specific gravity shall be the average maximum specific gravity for the project pavement in accordance with the plant-produced material section. The theoretical value used for the percent density of the core samples shall be the average of the measurements for maximum specific gravity for the project pavement course. The percent density of each sample will be determined in accordance with AASHTO T 269, using the bulk specific gravity of each sample and the average theoretical maximum specific gravity. Retesting of pavement shall be in accordance with applicable provisions of the NETTCP Quality Assurance Technologist Manual, latest edition.
  - a. a) Mat Density. Core locations will be on a random basis in accordance with procedures contained in ASTM D3665. Cores shall not be taken closer than 1 foot from a longitudinal joint and 10 feet from a transverse joint.
  - b. In place density shall be measured during paving operations by a density gauge. Testing shall be performed randomly throughout the paving operation.
  - c. Joint Density. Three 6-inch diameter cores of finished longitudinal joint, will be taken from each course and construction phase. Core locations will be on a random basis over the joint, not adjacent to the joint.
2. Perform a sieve analysis of the reclaimed material for every 5,000 yd<sup>2</sup> of material processed or as often as conditions may require.

**Masonry Construction Testing and Inspection**

Perform field tests during placement as follows:

1. All sampling of grout shall take place after the addition of water, if any, at the site. Record the amount of water added.



**Materials Testing and Construction Inspection Services**  
**South Division Fire Station Project**

2. All sampling of grout shall be performed at the point of discharge (i.e., end of chute for nonpumped and end of hose for pumped).
3. Grout Compression Test Specimens: Make one set of test cubes (ASTM C1019) for each type of grout and a square footage of wall area determined by the Architect.
  - a. Grout Slump: Test (ASTM C143) at point of discharge for each set of compression test specimens made.
  - b. Grout Compression Test. Test cubes (ASTM C1019) for each set of compression test specimens made.
  - c. Mortar Aggregate Perform tests for a square footage of wall area determined by the Architect, and as follows:
    - i. Sieve Analysis - ASTM C136
    - ii. Soundness - ASTM C88
  - d. Mortar Evaluation: Make and test one set of cubes (ASTM C780) for each 5, 000 square feet of wall area. Perform tests for the following and submit the results in a format consistent with ASTM C780-A8:
    - i. Compressive Strength of Molded Masonry Mortar Cylinders and Cubes
    - ii. Splitting Tensile Strength of Molded Masonry Mortar Cylinders
4. Observe and inspect portions of the masonry installation for conformance with ACI 530.105/ASCE 6-05/TMS 602-05 Sections 2.3 and 4.3 and the Contract Documents.
5. Observe and inspect portions of the vertical cells to be grouted, knockout web blocks and lintel blocks for cleanliness and reinforcing prior to grouting. Verify that mortar squeeze and mortar droppings are removed from the cavities to be grouted.
6. Observe and inspect portions of the reinforcing installation for condition, size, location, splicing and spacing of the reinforcement per ACI 530-05/ASCE 5-05/TMS 402-05 Chapter 8, ACI 530.1-05/ASCE 6-05/TMS 602-05 Section 3.3 and the Contract Documents.
7. The testing agency will prepare grout cubes for the cement grout used in the drill holes to bond the nail to the soil. The testing agency will perform the strength testing on the grout cubes.
8. Perform all Masonry Sampling, Testing and Inspections in accordance with the Contract Documents and the Program of Structural Tests and Inspections.

**Structural Steel Construction Testing and Inspection**

Testing and Inspection Agency will perform the following types of testing and inspection:

1. Shop Quality Control Program: Review the Fabricator's in-house quality control program including procedures, testing and inspections. Report findings to the Architect.
  - a. Inspect and test shop-bolted and shop-welded connections during fabrication of structural steel.
2. Field-Bolted Connections: Inspect or test in accordance with AISC specifications and RCSC "Specifications for Structural Joints Using ASTM A325 or A490 Bolts."
3. Field Welding: Inspect and test during erection of structural steel as follows:

**Materials Testing and Construction Inspection Services**  
**South Division Fire Station Project**

- a. Review welder's certifications and certify welders if required. Conduct inspections and tests as required. Record types and locations of defects found in work. Record work required and performed to correct deficiencies.
  - b. Perform visual inspection of all welds, utilizing at its discretion, the more precise measurement technique according to the work being inspected.
    1. Liquid Penetrant Inspection: ASTM E 165.
    2. Magnetic Particle Inspection: ASTM E 709; performed on root pass and on finished weld.
    3. Cracks or zones of incomplete fusion or penetration will not be accepted.
    4. Ultrasonic Inspection: ASTM E 164.
    5. Radiographic Inspection: ASTM E 94 and ASTM E 142; minimum quality level "2-2T."
  - c. Test full penetration welds using ultrasonic inspection methods in accordance with ASTM E164.
4. Shear Connectors: In addition to visual inspections, test and inspect field welded shear connectors according to requirements of AWS D1.1 for stud welding and as follows:
- a. Check studs for quantity, spacing and weld.
  - b. Perform bend tests when sounding and/or a visual inspection reveals either less than a continuous 360-degree flash or welding repairs to any shear connector.
  - c. Conduct tests on additional shear connectors if weld fracture occurs on shear connectors already tested, according to requirements of AWS D1.1.
5. Chemical Anchor and Expansion Bolt Connections:
- a. Contact the chemical anchor and expansion bolt manufacturer(s) to determine the proper installation procedures, minimum installation torque values, and the washer requirements.
  - b. Perform tests on all chemical anchor and expansion bolted connections. Test one bolt in each connection for applied torque. If the test bolt fails, then test all the bolts in the connection.
  - c. Observe and inspect a portion of the drilling, cleaning and tightening methods and washer requirements for conformance with the manufacturer's recommendations and the Contract Documents.
6. Perform all Structural Steel Sampling, Testing and Inspections in accordance with the Contract Documents and the Program of Structural Tests and Inspections.

**Structural Light Gauge Metal Framing Tests and Inspection**

1. Observe and inspect portions of the light gauge metal framing components and connections for conformance with the Contract Documents.
2. Components and connections to be observed and inspected include, but not limited to: joists, clouds, railings, guardrails, seating, soffits, wall studs, plates, lintels and built-up members.
3. Observe and inspect, as a minimum: workmanship, sizes, spacing, gauges, coatings, screws and welds.
4. Perform all Structural Light Gauge Metal Framing Sampling, Testing and Inspections in accordance with the Contract Documents and the Program of Structural Tests and Inspections.

**Installation of Glazed Aluminum Curtainwall**

1. Inspect type, size, gauge, spacing, and placement of members for conformance to the approved Curtain Wall Shop Drawings and Contract Documents.

***Materials Testing and Construction Inspection Services***

**South Division Fire Station Project**

2. Inspect member-to-member connections and connections/ anchorage to adjacent steel/concrete/wood support element

**Materials Testing and Construction Inspection Services**  
**South Division Fire Station Project**

Name of Testing Agency \_\_\_\_\_

**Unit Cost/ Fee Schedule**

**SOILS:**

***Field Inspection Rates***

	Half Day	Full Day

Services include but are not limited to: Inspections, recording and reporting of visual inspection of soils placement and lift thickness, compaction/soils density testing (using nuclear methods) of fill, and soil sampling by sieve and proctor testing, for conformance with Project drawings and Specifications, and all applicable shop drawings and submittals.

***Samples/Tests - Rates***

Washed Sieve Analysis	Modified Proctor Test & Curve	Hydrometer Test	Ash Burn Walkley/Black Test	Chemical Analysis	Pick up & Delivery Rates

**ASPHALT:**

***Field Inspection Rates***

	Half Day	Full Day

Services include but are not limited to: Inspection of base and binder courses, thickness, temperature, compaction testing and inspection for conformance to Project drawings and Specifications, and all applicable shop drawings and submittals.

***Samples/Tests - Rates***

Asphalt Content	Aggregate Gradation

**CONCRETE:**

***Reinforcing Steel Inspection Rates***

	Half Day	Full Day

Services include but are not limited to: Inspections, recording and reporting of installations of reinforcing steel, welded steel, and anchor rods, for conformance with Project drawings and Specifications, and all applicable shop drawings and submittals.

**CONCRETE continued:**

**Materials Testing and Construction Inspection Services**  
**South Division Fire Station Project**

**Concrete Field Inspection Rates and description of included service.**

	Half Day	Full Day

Services include but are not limited to: Inspections, recording and reporting of all concrete testing, plant inspection, truck delivery timing and slip collection, materials certifications, test cylinder fabrication, and continuous inspection of poured-in-place concrete for conveyance, placement, consolidation and finishing, all in conformance with Project drawings and Specifications, and all applicable shop drawings and submittals.

**Concrete Cylinder Testing – Lab Rates**

Size of Cylinder	Composite Sample – Min. Quantity of Cylinders, including reports	Flat Rate for additional composite sample, including reports	Pick up and Delivery Rates	Additional Reports	Additional Cylinder

Services include but are not limited to: Testing, recording and reporting of all concrete cylinder testing, all in conformance with Project drawings and Specifications, and all applicable shop drawings and submittals. Pickup and delivery of Composite Sample cylinders included in unit rate.

**MASONRY:**

**Masonry Placement Inspection**

	Half Day	Full Day

Services include but are not limited to: Testing, recording and reporting on inspection of complete masonry systems including grout and mortar mixing, masonry unit installations and associated reinforcing, anchors and ties; mortar cube fabrication, grout prism fabrication, review of materials certificates for compliance, and inspection of weather protection, all in conformance of Project drawings and Specifications, and all applicable shop drawings and submittals.

**Compression Tests – Lab Rates**

Quantity of Cubes	Mortar Cube Test	CMU Test	Masonry Prism Test	Grout Prism Test	Pick Up and Delivery Rates

**STRUCTURAL STEEL/COLD FORM STEEL FRAMING:**

**Structural Steel and Cold Form Steel Framing Field Inspector Rates**

Hourly	Half Day	Full Day	One Week	One Month	Overtime

Services include but are not limited to: Testing, recording and reporting on materials mill test certifications, visual inspections and physical verification of field (pre and post heat) welded and bolted connections, all non-destructive testing and inspections, and inspections for all shear connections, moment connections, metal decking, metal stair framing, and all related structural connection details, for conformance to Project drawings and Specifications, and all applicable shop drawings and submittals.

**Materials Testing and Construction Inspection Services**  
**South Division Fire Station Project**  
**Ultrasonic & Magnetic Particle Testing Rates**

Ultrasonic	Magnetic Particles

**FIREPROOFING:**

**Field Inspection rates**

	Half Day	Full Day

Services include but are not limited to: Testing, recording and reporting on Inspection of fireproofing installation, material thickness, adhesion, cohesion and density, and inspection for conformance to Project drawings and Specifications, and all applicable shop drawings and submittals.

**COMBINATION RATES:**

	Half Day	Full Day

Services include but are not limited to: Combination rates for one technician to perform Soils, Asphalt, Concrete, Masonry, Reinforcing steel, light gauge steel, thermal and moisture protections, fire stops and protective coatings, and other accompanying field inspections and testing.

Project Management and all incidental expenses shall be included in the individual wage rates submitted herein, and not be billed separately.

**City of Worcester**  
**South Division Fire Station Project**  
**Material Testing Proposal Matrix**  
**March 2026**

**1 CONCRETE**

- a. Cylinders Required per set: 4
- b. Inspection of controlled concrete placement with slump, air entrainment, temperature, truck timing, casting of cylinder w/delivery to testing lab.
- c. Inspection of controlled concrete placement with slump, air entrainment, temperature, truck timing, casting of cylinder w/delivery to testing lab.
- d. Reinforcing Steel Inspections - Half Day
- e. Reinforcing Steel Inspections - Full Day

# of Tests Estimated	Unit of Measure	Unit Cost	Subtotal
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30	Per set		
20	Half Days		
10	Full Days		
15	Half Days		
5	Full Days		

**Materials Testing and Construction Inspection Services**  
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**2 SOILS & AGGREGATES**

- a. Soil Inspection – Half Day
- b. Soil Inspection – Full Day
- c. Gradation Analysis
- d. Modified Proctor Test

# of Tests Estimated	Unit of Measure	Unit Cost	Subtotal
20	Half Days		
10	Full Days		
5	Each		
5	Each		

**3 STRUCTURAL STEEL Per ASTM or as indicated**

- a. Shop inspection of fabrication
- b. Inspection of structural steel-plumb and level, bolts
- c. Inspection of structural steel-plumb and level, bolts

1	Half Days		
20	Half Days		
10	Full Days		

**4 MORTAR/GROUT Per ASTM Standards**

- a. Form mortar/grout cubes for compressive strength.
- b. Laboratory pick-up of mortar/grout cubes, test and report results.

3	Half Days		
3	Each		

**5 COMBINATION RATES**

- a. Half Day
- b. Full Day

30	Half Days		
10	Full Days		

**6 ASPHALT PAVING PER ASTM Standards**

- a. Half Day
- b. Full Day

4	Half Days		
4	Full Days		

**7 SPECIAL INSPECTION SERVICES**

- a. Field Technician for Special Inspection.
- b. Professional Engineer for Special Inspections.

1	Half Days		
1	Half Days		

**Total Estimated Cost**

\$ \*

\*low bid shall be based on this total estimated cost

**Provide the following as attachments to Sealed Bid:**

- The name, owner and location of the laboratory that will be utilized on this project, the relevant certifications of the laboratory and its technicians, and the normal and expedited turnaround times for all applicable test results, equal to or less than the turnaround required by the Contract Documents.
- Evidence of all insurance coverages currently carried by the firm.
- Evidence of the firms experience and capability to conduct the testing and inspections indicated, as documented by ASTM E 548, and specializing in the types of testing and inspections to be performed.
- All inspection personnel must have a minimum of three (3) years of experience in construction inspection and test sample taking. Evidence of personnel experience must be provided in the sealed bid.

**Materials Testing and Construction Inspection Services**  
**South Division Fire Station Project**

**COMPREHENSIVE MATERIALS TESTING AND INSPECTION SERVICES**

The undersigned agrees to provide comprehensive material testing and inspection services as outlined in the Project Manual, Contract Drawings, Specifications and the Statement of Special Inspections, through the firm's own capabilities and consultants as necessary. The undersigned agrees to be responsible for the sampling, testing, completion and distribution of material test reports and of all associated records in order to document all tests and inspections provided. Handwritten reports are due the day of each field visit and the typed reports due within three (3) business days after the site visit. Additionally, all reports shall be distributed electronically by email attachment initially, to all noted recipients. The material testing agent agrees to notify the Owner's Project Manager, the Architect and the G.C. immediately with knowledge of deviations from the project drawings and specifications with the deviation noted in writing with the field report. The undersigned agrees that test reports, associated records and documents are critical to achieve certification of special inspections from the engineers of record and shall be treated as critical items. The undersigned agrees that all material testing equipment and other support sundries shall be in functional order when required for performance of any test and inspection function, and any down time and related expenses caused by non-functioning equipment will not be reimbursed by the Owner.

Legal Name of Business Entity (Print or Type)		SS or Federal ID #
Address		
City	State	Zip Code
Authorized Signature		Date
Name of Authorized Signature (Print or Type)		Position



## **SECTION 01 45 33**

### **CODE REQUIRED SPECIAL INSPECTIONS AND PROCEDURES**

#### **PART 1 GENERAL**

##### **1.1 SECTION INCLUDES**

- A. Administrative and procedural requirements for special inspections required by the International Building Code.
- B. Testing and inspecting services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.
  - 1. Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and -control procedures that facilitate compliance with the Contract Document requirements.
  - 2. Requirements for Contractor to provide quality-assurance and -control services required by Architect, Owner or authorities having jurisdiction are not limited by provisions of this Section.

##### **1.2 DEFINITIONS**

- A. Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work to substantiate that the construction is in compliance with the code prescribed special inspections, procedures and requirements.
- B. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work to substantiate that actual products incorporated into the Work and completed construction comply with the code requirements. Services do not include contract enforcement activities performed by Architect or Construction Manager.
- C. Product Testing: Tests and inspections that are performed by an NRTL, an NVLAP, or a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with specified requirements.
- D. Field Special Inspections: Tests and inspections that are performed on-site to demonstrate required documentation for code compliance of Chapter 17 of the IBC International Building Code, with amendments. Edition/ release that is consistent with the requirements of the project.
- E. Testing Agency: An entity engaged to perform special inspections, tests, inspections. Testing laboratory shall mean the same as testing agency.

- F. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, Subcontractor, or Sub-subcontractor, to perform a particular construction operation, including installation, erection, application, and similar operations.
  - 1. Use of trade-specific terminology in referring to a trade or entity does not require that certain construction activities be performed by accredited or unionized individuals, or that requirements specified apply exclusively to specific trade(s).

### 1.3 CONFLICTING REQUIREMENTS

- A. Referenced Standards: If compliance with two or more inspections is specified and the inspections establish different or conflicting requirements demonstrate compliance with the most stringent requirement. Refer conflicting requirements that are different, but apparently equal, to Architect for a decision before proceeding.

### 1.4 INFORMATIONAL SUBMITTALS

- A. Special Inspector Qualifications: Prior to the start of construction, the approved agencies shall provide written documentation to the building official demonstrating the competence and relevant experience or training of the special inspectors who will perform the special inspection and tests during construction. Experience or training shall be considered relevant where the documented experience or training is related in complexity to the same type of special inspection or testing activities for projects of similar complexity and material quantities. These qualifications are in addition to qualifications specified in other sections of the code.
- B. The approved agency and their personnel shall act as the required special inspectors for the work required by ICC (IBC) Chapter 17.
- C. Testing Agency Qualifications: For testing agencies specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include proof of qualifications in the form of a recent report on the inspection of the testing agency by a recognized authority.

### 1.5 REPORTS AND DOCUMENTS

- A. Inspection and Test Reports: Prepare and submit certified written reports as required by the code to achieve compliance the required special inspection requirements.
  - 1. Date of issue.
  - 2. Project title and number.
  - 3. Name, address, and telephone number of testing agency.
  - 4. Dates and locations of samples and tests or inspections.
  - 5. Names of individuals making tests and inspections.
  - 6. Description of the Work and test and inspection method.
  - 7. Complete test or inspection data.
  - 8. Test and inspection results and an interpretation of test results.
  - 9. Comments or professional opinion attesting that the tested or inspected Work complies with the Code requirements.
  - 10. Name and signature of laboratory inspector.
  - 11. Recommendations on retesting and re-inspecting.

- B. At completion of construction, the Testing Agency shall provide a final report sealed by its Professional Engineer in responsible charge, along with standard AHJ form(s) as required by the building official.

#### 1.6 QUALITY ASSURANCE

- A. General: Qualifications paragraphs in this article establish the minimum qualification levels required.
- B. Installer Qualifications: A firm or individual experienced in installing, erecting, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.
- C. Professional Engineer Qualifications: A professional engineer who is legally qualified to practice in jurisdiction where Project is located, serving as the special inspections engineer of record in responsible charge of the project. The engineer shall be experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed for inspections of the installations of systems, assemblies, or product that are similar in material, design, and extent to those indicated for this Project.
- D. Specialists: Specific construction activities shall be performed by entities who are recognized experts in those operations. Specialists shall satisfy qualification requirements indicated and shall be engaged for the activities indicated.
  - 1. Requirements of authorities having jurisdiction shall supersede requirements for specialists.
- E. Testing Agency Qualifications: An NRTL, an NVLAP, or an independent agency with the experience and capability to conduct testing and inspecting indicated, as documented according to the code requirements; and with additional qualifications specified in any related individual Sections; and, where required by authorities having jurisdiction, that is acceptable to authorities.
  - 1. NRTL: A nationally recognized testing laboratory according to 29 CFR 1910.7.
  - 2. NVLAP: A testing agency accredited according to NIST's National Voluntary Laboratory Accreditation Program.

#### 1.7 QUALITY CONTROL

- A. Contractor Responsibilities: Tests and inspections not explicitly assigned to Owner are Contractor's responsibility. Perform additional special inspections and code required quality-control activities required to verify that the Work complies with the Code requirements, whether specified or not.
  - 1. Engage a qualified testing agency to perform these quality-control services.
  - 2. Notify testing agencies at least 24 hours in advance of time when Work that requires testing or inspecting will be performed.
  - 3. Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.
  - 4. Testing and inspecting requested by Contractor and not required by the Contract Documents are Contractor's responsibility.

5. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.
  - B. Retesting/Re-inspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and re-inspecting, for construction that replaced Work that failed to comply with the Contract Documents.
  - C. Testing Agency Responsibilities: Cooperate with Architect, Construction Manager, and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.
    1. Notify Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
    2. Determine the location from which test samples will be taken and in which in-situ tests are conducted.
    3. Conduct and interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from requirements.
    4. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
    5. Do not release, revoke, alter, or increase the Contract Document requirements or approve or accept any portion of the Work.
    6. Do not perform any duties of Contractor.
  - D. Associated Services: Cooperate with agencies performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:
    1. Access to the Work.
    2. Incidental labor and facilities necessary to facilitate tests and inspections.
    3. Adequate quantities of representative samples of materials that require testing and inspecting. Assist agency in obtaining samples.
    4. Facilities for storage and field curing of test samples.
  - E. Coordination: Coordinate sequence of activities to accommodate required special inspection services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.
    1. Schedule times for tests, inspections, obtaining samples, and similar activities.
- 1.8 SPECIAL TESTS AND INSPECTIONS
- A. Special Tests and Inspections: Engage a qualified testing agency or special inspector to conduct special tests and inspections required by authorities having jurisdiction as the responsibility of Owner or Design Professional, as indicated in Statement of Special Inspections attached to this Section, and as follows:
  - B. Special Tests and Inspections: Conducted by a qualified special inspector as required by authorities having jurisdiction, as indicated in individual Specification Sections and in Statement of Special Inspections attached to this Section, and as follows:
    1. Verifying that manufacturer maintains detailed fabrication and quality-control procedures and reviews the completeness and adequacy of those procedures to perform the Work.

2. Notifying Contractor promptly of irregularities and deficiencies observed in the Work during performance of its services.
3. Submitting a certified written report of each test, inspection, and similar quality-control service to authorities having jurisdiction, with a copy to the Contractor, Owner and Architect.
4. Submitting a final report of special tests and inspections at Substantial Completion, which includes a list of unresolved deficiencies.
5. Interpreting tests and inspections and stating in each report whether tested and inspected work complies with or deviates from the Contract Documents.
6. Retesting and re-inspecting corrected work.

IBC Sections	Type of Special Inspections and Extent	Applicable	Non-Applicable	Continuous	Periodic
1705.1.1	Special cases		X		
1705.2	Steel Construction	X			X
1705.3	Concrete construction	X			X
1705.4	Masonry construction	X			X
1705.5	Wood construction		X		
1705.6	Soils	X			X
1705.7	Driven deep foundation	X			X
1705.8	Cast-in-place deep foundations		X		
1705.9	Helical pile foundations		X		
1705.10	Fabricated items		X		
1705.11	Special inspections for wind resistance		X		
1705.14	Sprayed fire-resistant materials	X			X
1705.15	Mastic and intumescent fire-resistant coatings		X		
1705.16	Exterior insulation and		X		

	finish systems (EIFS)				
1705.17	Fire-resistant penetrations and joints		X		
1705.18	Testing for smoke control		X		
	Other :				

## **PART 2 PRODUCTS (NOT USED)**

## **PART 3 EXECUTION**

### **3.1 TEST AND INSPECTION LOG**

- A. Test and Inspection Log: Prepare a record of tests and inspections. Include the following:
  - 1. Date test or inspection was conducted.
  - 2. Description of the Work tested or inspected.
  - 3. Date test or inspection results were transmitted to Architect.
  - 4. Identification of testing agency or special inspector conducting test or inspection.
- B. Maintain log at Project site. Post changes and revisions as they occur. Provide access to test and inspection log for Architect's, Commissioning Authority's, and Construction Manager's reference during normal working hours.

### **3.2 REPAIR AND PROTECTION**

- A. General: On completion of testing, inspecting, sample taking, and similar services, repair damaged construction and restore substrates and finishes.
  - 1. Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible. Comply with the Contract Document requirements for cutting and patching in Section 01 73 00 "Execution"
- B. Protect construction exposed by or for quality-control service activities.
- C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

## **END OF SECTION**

## SPECIAL STRUCTURAL TESTING AND INSPECTION

### PROGRAM SUMMARY SCHEDULE

**PROJECT NAME:** \_\_\_\_\_

**PROJECT NO.:** \_\_\_\_\_

**LOCATION:** \_\_\_\_\_ **PERMIT:** \_\_\_\_\_(1)

TECHNICAL (2)		DESCRIPTION (3)	TYPE OF INSPECTOR (4)	REPORT FREQUENCY (5)	ASSIGNED FIRM (6)
SECTION	ARTICLE				
03 30 00 – 3.14		CAST-IN-PLACE CONCRETE	SI-T I	DAILY	
		CONCRETE PLACEMENT			
04 20 00 – 1.7		UNIT MASONRY	TA	PERIODIC	
04 20 00 – 3.11		UNIT MASONRY	TA	PERIODIC	
		SITE-PREPARED MORTAR PROPORTIONS			
04 20 00 – 3.11		UNIT MASONRY	SI-T II	PERIODIC	
		GROUT SPACES AND REINFORCEMENT			
04 20 00 – 3.11		UNIT MASONRY	SI-S I	PERIODIC	
		SITE-PREPARED GROUT PROPORTIONS			
04 20 00 – 3.6 B 4		COLD-FORMED METAL FRAMING	SI-T I	DAILY	
		MATERIAL SAMPLING & TESTING			
04 20 00 – 3.6 B 4		COLD-FORMED METAL FRAMING	SI-T I	PERIODIC	
		WELDING			

	<b>PROCEDURES AND PREPARATION</b>			
<b>05 12 00</b>	<b>STRUCTURAL STEEL FRAMING</b>			
	<b>REINFORCEMENT OF EXISTING BEAMS, INCLUDING WELDS</b>	<b>SI-T I</b>	<b>EACH</b>	
<b>05 12 00</b>	<b>STRUCTURAL STEEL FRAMING</b>			
	<b>DECK LAYOUT, REINFORCEMENT, AND CONCRETE</b>	<b>SI-T I</b>	<b>EACH</b>	
<b>05 31 00</b>	<b>STEEL DECKING</b>			
<b>07 24 19 – 3.9</b>	<b>WATER-DRAINAGE EXTERIOR INSULATION AND FINISH SYSTEM (EIFS)</b>	<b>SI-T I</b>	<b>PERIODIC</b>	
	<b>PROTECTION AND CURING</b>			
<b>07 81 00 – 3.6</b>	<b>APPLIED FIREPROOFING</b>	<b>SI-T I</b>	<b>PERIODIC</b>	
	<b>CONDITION OF SUBSTRATES</b>			
<b>07 81 00 – 3.6</b>	<b>APPLIED FIREPROOFING</b>	<b>SI-T I</b>	<b>PERIODIC</b>	
	<b>THICKNESS OF APPLICATION</b>			
<b>07 81 00 – 3.6</b>	<b>APPLIED FIREPROOFING</b>	<b>TA</b>	<b>PERIODIC</b>	
	<b>DENSITY IN POUNDS PER CUBIC FOOT (KG/M3)</b>			
<b>07 81 00 – 3.6</b>	<b>APPLIED FIREPROOFING</b>	<b>SI-T I</b>	<b>PERIODIC</b>	
	<b>BOND STRENGTH ADHESION/COHESION</b>			



07 81 00 – 3.6	<b>APPLIED FIREPROOFING</b>  <b>CONDITION OF FINISHED APPLICATION</b>	SI-T I	PERIODIC	
07 84 13 – 3.5	<b>PENETRATION FIRESTOPPING</b>	SI-T I	PERIODIC	

**NOTE: THIS SCHEDULE SHALL BE FILLED OUT AND INCLUDED IN THE SPECIAL STRUCTURAL TESTING AND INSPECTION PROGRAM.**

**PERMIT NUMBER TO BE PROVIDED BY THE BUILDING OFFICIAL.**

**REFERENCE TO THE SPECIFIC TECHNICAL SCOPE SECTION IN THE PROGRAM.**

**USE DESCRIPTIONS PER IBC CHAPTER 17, AS ADOPTED BY [INSERT APPLICABLE STATE HERE] STATE BUILDING CODE.**

**SPECIAL INSPECTOR – TECHNICAL, SPECIAL INSPECTOR – STRUCTURAL.**

**WEEKLY, MONTHLY, PER TEST/INSPECTION, PER FLOOR, ETC.**

**FIRM CONTRACTED TO PERFORM SERVICES.**

#### **ACKNOWLEDGEMENTS**

**EACH APPROPRIATE REPRESENTATIVE SHALL SIGN BELOW:**

<b>OWNER:</b>	<b>FIRM:</b>	<b>DATE:</b>
<b>CONTRACTOR:</b>	<b>FIRM:</b>	<b>DATE:</b>
<b>ARCHITECT:</b>	<b>FIRM:.</b>	<b>DATE:</b>
<b>SER:</b>	<b>FIRM:</b>	<b>DATE:</b>

Worcester South Division Fire Station Project  
Worcester, MA  
Design Development

Perkins&Will  
157132.000  
25 July 2025

<b>SI-S:</b>	<b>FIRM:</b>	<b>DATE:</b>
<b>SI-T:</b>	<b>FIRM:</b>	<b>DATE:</b>
<b>TA:</b>	<b>FIRM:</b>	<b>DATE:</b>
<b>F:</b>	<b>FIRM:</b>	<b>DATE:</b>

**IF REQUESTED BY ENGINEER/ARCHITECT OF RECORD OR BUILDING OFFICIAL,  
THE INDIVIDUAL NAMES OF ALL PROSPECTIVE SPECIAL INSPECTORS AND THE  
WORK THEY INTEND TO OBSERVE SHALL BE IDENTIFIED.**

**LEGEND: SER = STRUCTURAL ENGINEER OF RECORD SI-T= SPECIAL INSPECTOR  
– TECHNICAL**

**TA = TESTING AGENCY SI-S = SPECIAL INSPECTOR – STRUCTURAL F =  
FABRICATOR**

**ACCEPTED FOR THE PERMITS AND INSPECTIONS DEPARTMENT BY: \_\_\_\_\_  
DATE: \_\_\_\_\_**