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**NOTICE TO CONTRACTORS**  
**MECHANICAL, ELECTRICAL AND PLUMBING ON-CALL SERVICES**

The City of Marlborough, the Awarding Authority, by its Department of Public Works- Facilities Division invites SEALED BIDS from qualified contractors to provide on-call services for maintenance, testing, routine repairs, emergency repairs, troubleshooting and operation, and installation of new equipment, relating to mechanical, electrical and plumbing trades ("MEP"), Contract No. PF 2022-01 MEP: A one-year contract will be awarded in each of the following three (3) trades: **Trade: 1 – Mechanical / HVAC Controls; Trade: 2 - Electrical; Trade: 3 - Plumbing** at various City locations. The City of Marlborough has approximately 29 City buildings and facilities; 2 Wastewater Treatment Plants; 1 Water Treatment Plant, 8 school buildings; and 2 downtown parking garages. The City owns and operates approximately 30 pump/lift stations. All procurement procedures shall conform to M.G.L. c.30B, c.30, § 39M, and c.149, §§44A-J, as applicable and all bids are subject to minimum prevailing wage rates as required by M.G.L. c.149 §§26-27H inclusive, as applicable. The services will be provided on an as needed basis and any work, including both materials and labor is estimated to cost less than \$150,000 per trade contract terms of July 1, 2021- June 30, 2022. **A five percent (5%) bid deposit** is required to be submitted by bidders based on estimated contract values shown in the bid documents. The successful bidder will be required to submit a payment bond in the amount of 50% based on an estimated contract values. The procurement documents are available as of **10:00 A.M. on September 23<sup>rd</sup>, 2021** and must be obtained by following these instructions: **"Go to [www.Projectdog.com](http://www.Projectdog.com) and click "Sign Up" for free set, or login to your existing account. Enter Project Code 845984 in the project locator box. Select "Acquire Documents" to download bid documents. Due to COVID-19 Pandemic, at this time a hard copy cannot be viewed at Projectdog's physical location at 18 Graf Road, Suite 8, Newburyport, MA 01950. A free project CD is available by request. All orders will be mailed via UPS or curb side pickup only please call ahead. Questions regarding the website or project distribution should be directed to Projectdog at (978) 499-9014."** Questions concerning the specifications shall be submitted in writing at least 3 business days prior to the bid date to the attention of Drew Pope by email to [apope@marlborough-ma.gov](mailto:apope@marlborough-ma.gov). All questions and answers shall be distributed as an addendum to all on record as having received the bid documents. This project is being Electronically Bid (E-Bid). All bids shall be submitted online at [www.Projectdog.com](http://www.Projectdog.com). Hard copy bids will not be accepted by Projectdog, Inc. or by the City of Marlborough. Tutorials and Instructions are available online at [www.Projectdog.com](http://www.Projectdog.com). All bids are to be submitted to Projectdog.com by **10:00 A.M., October 7<sup>th</sup>, 2021**. A 5% bid deposit must accompany all bid submissions. In accordance with the provisions of applicable statutes, laws, rules, regulations, and ordinances, the City of Marlborough does not discriminate in employment or the provision of services and all qualified contractors will receive consideration without regard to race, age, color, religious creed, gender, handicap, sexual orientation, veteran's status or national origin. The City reserves the right to cancel this procurement process or reject in whole or in part any and all responses, if the City determines that cancellation or rejection serves the best interests of the public to do so. This legal notice shall also be posted on the Massachusetts Newspaper Publishers Association's (MNPA) website ([masspublicnotices.org](http://masspublicnotices.org)).

Department of Public Works  
By: Sean M. Divoll, P.E., Commissioner  
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