

Please note: If you have printed out this bid from the City of Quincy's website or have received it by a different method, it is your responsibility to check for any Addenda on the City's website at www.quincyma.gov before you turn in your bid. The City of Quincy will not be responsible for any bids received omitting any addenda acknowledgement.

Please send an acknowledgement email that you have printed out this bid to: mmarini@quincyma.gov.

*Thank you for your interest in bidding
with the City of Quincy!*

Request for Qualifications (RFQ)
“Architectural Design Services for Performing Arts Center”
City of Quincy, Massachusetts



Notice

The City of Quincy, acting through the Office of the Mayor, is soliciting Qualifications from Firms for the architectural design services necessary to plan and design a new City owned multi-level, multifunction building which will house a lobby / civic space, a Performing Arts Center, and possibly several other historic, cultural, and/or civic functions.

The scope of services will evolve in phases and could include but is not necessarily limited to the following activities: Preliminary architectural concepts/Feasibility studies, charrette creation and public meetings on evolving concepts and uses, coordination with possibly future users and tenants, architectural design development of the building shell and building systems, structural engineering design, State and local permitting, leadership and process execution for a Massachusetts MGL Chapter 149A CMatR project procurement and delivery, including designs and specifications for all necessary trade contractors (filed sub bids), construction phase architectural services, and coordination of commissioning agent services. The architectural design services for fit-out of space for future tenants is not part of this initial procurement.

Qualifications will be received at the Office of the Purchasing Department; City Hall; 1305 Hancock Street; Quincy, MA 02169, until **Friday, June 26, 2025, at 1:00 p.m. as specified in the RFQ.**

Detailed requirements are available on-line at the City of Quincy’s website, www.quincyma.gov and also available at the office of the Purchasing Agent, Quincy City Hall, 1305 Hancock Street, Quincy, Massachusetts, 02169, between the hours of 8:30^{AM} and 4:30^{PM}

The City of Quincy Office of the Mayor shall lead a Qualifications Based Selection process, in alignment with MGL Chapter 7 and Chapter 149, and may include shortlisting firms for interviews. A fee for the remaining Architectural services has not yet been set and will be negotiated with the most Highly Advantageous respondent. The City of Quincy reserves the right to withdraw the RFQ; to reject any and all RFQ responses; and to accept the response deemed to be in the best interest of the City of Quincy.

Non-responsive and/or unbalanced bids may be rejected.

Thomas P. Koch, Mayor
Kathryn R. Logan, Chief Procurement Officer

Request for Qualifications (RFQ)
Architectural/Engineering Design Services
City of Quincy, Massachusetts

In accordance with M.G.L. Chapter 7, the City of Quincy, is soliciting proposals from qualified individuals and firms to provide professional design services necessary to plan and design a new city owned Performance Center for the Arts.

Scope of service could include but is not necessarily limited to the following activities:

- Preliminary architectural/ Feasibility study
- Charrette creation and public meetings on evolving concepts
- Coordination with future tenants
- Architectural Design Development
- Design documents necessary for a MGL Chapter 149A CMaR project delivery
- Procurement support, including designs and specifications for all trades for file sub bids
- Construction phase architectural services
- Coordination for Commissioning Services

Requests for Qualifications will be received at the office of the Purchasing Department; City Hall, 1305 Hancock Street; Quincy, MA 02169, until June 26, 2025, at 1:00 PM. **Late responses will be rejected.**

Copies of the Request for Qualifications will be available on June 11, 2025, and may be obtained from the Purchasing Department; City Hall, 1305 Hancock Street; Quincy, MA 02169 between the hours of 9 AM and 4 PM; Monday through Friday or you can visit the purchasing Department's website at www.quincyma.gov. Requests for information will be received by June 20, 2025, at Noon.

The City of Quincy shall establish a committee who will determine who the highest ranked Architect/Engineer firm is based upon the criteria contained within. The City of Quincy reserves the right to withdraw the Request for Qualifications; to reject any and all proposals; and to accept any proposal deemed to be in the best interest of the City of Quincy.

Bids shall be in accordance with M.G.L. Chapter 7. The City reserves the right to waive any informality in or to reject any or all bids when such an action is deemed in the best interests of the City. The City of Quincy reserves the sole right to amend this RFQ by formal Addendum.

In the event that the funding is eliminated or decreased, the City of Quincy reserves the right to terminate the contract or amend it accordingly.

The City of Quincy, Massachusetts in coordination with the Adam's Presidential Center and Foundation, a certified non-profit organization intend to partner to design and construct a multilevel building in Downtown Quincy to contain three functions:

1. Ground level civil space, common entry, and
2. A multi-level performing arts and flexible event space which accommodates 1500 plus people. The space will be available for third party licensing by the City for performing arts events, including but not limited to, concerts, shows and lectures
3. Adams Presidential Center (APC) space to be designed for a future build out by the APC to continue to foster their mission and programs.

The new building will be an attractive space for visitors in the renewed downtown area and will complement the other local historical buildings and sites.

SCOPE OF SERVICES

The City of Quincy is requesting the services of a multi-faceted architectural/ engineering design firm for the architectural design of a new multi-use building in downtown Quincy. The selected designer will work directly with the Mayor's office as well as the Public Buildings Department on the design. The scope of work will entail, but not limited to, a preliminary architectural concept, feasibility study, public outreach and charrette meetings, design development for a Ch.149A Construction Manager at Risk delivery method as well as construction phase services and coordinating commissioning services.

The initial concept is to have the two (2) situated in the same building, in a manner that will allow both separate autonomous events as well as joint events. The selected architect will assist in evaluating opportunities and challenges of this concept during the feasibility stage. The internal components and flexible configuration of the Center for the Performing Arts may be designed by others. The APC will be responsible for the build-out of their internal space.

Proposal Requirements

One (1) original and a thumb drive with the complete proposal on it shall be submitted in a sealed envelope and marked "**Architectural/Engineering Design Services for the Quincy Center for the Arts** to the **Purchasing Department, City Hall, 1305 Hancock Street, Quincy, MA 02169**, for review by the selection committee.

The proposal must include:

1. A Comprehensive Statement of Qualifications (SOQ) Narrative that contains the following:

- a) Company History
- b) Organizational chart of team members, resumes, and percentage involvement that each team member will be committed to the project during the design process.
- c) Project Approach/Work Plan: Provide a detailed description of your team's approach to a Ch. 149a Construction Manager at Risk approach to project development and delivery. Focus on how your specified approach will affect the proposed project. Summarize strategies that your team will

use throughout the process to meet the City of Quincy's collective expectations on design quality. Finally, clearly outline how the project team will maintain the design budget and schedule and report to the City of Quincy.

d) Subcontracting Plan: Provide a description of your approach to subcontracting portions of the work. Explain which scopes of work will be self-performed and which will be subcontracted.

e) A client reference list, with name, addresses, and telephone numbers, especially for clients for whom the consultant has performed work for on a project of similar complexity. Provide references from a minimum of three clients

f) Any other information deemed relevant to the project, and which the consultant believes will further the competitiveness of the proposal, including work sample from similar completed projects.

2. Required Forms and Documentation

- a) Commercial General Liability Insurance coverage which may be provided through primary and excess or umbrella liability policies for limits at a minimum, the lesser of \$1 million or 10% of the project's estimated cost of construction
- b) Certificate of Non-Collusion Form
- c) Signature Authorization Form
- d) Tax Compliance Certificate
- e) Commonwealth of Mass. Standard Designer Application form for Municipalities and Public Agencies.

Minimum Qualifications of Consultant working directly on this project

Consultants must meet the following minimum criteria:

- A Bachelor's or Master's degree in Architecture plus at least five years' full-time experience in an area relevant to the project.
- Registration as a Structural Professional Engineer (PE)
- Experience carrying out a design project of similar scope and complexity in a historic urban setting.
- Current Licenses in the following disciplines (but not limited to): architecture, engineering studies, planning and environmental studies.
- Any proposal that fails to include all the above information *may* be rejected as unresponsive and may not be afforded a complete review by the evaluation team.

Selection Criteria

The selection process will include an evaluation procedure based on the criteria identified below.

Please note: finalists may be required to appear for an interview.

- Breadth and depth of prior experience carrying out cultural art centers/ historical projects/ presidential library design projects, especially those with mixed use design strategies.
- Breadth and depth of knowledge and prior experience carrying out complex public/private partnerships for large-scale projects
- Demonstrated understanding of the design guidelines, requirements, and goals of cultural arts center type facilities.

- Demonstrated ability to help manage a robust public outreach process that includes a wide range of agencies, stakeholders, and constituencies.
- Excellent communication, graphic design, and presentation skills
- Professional and educational credentials/qualifications above and beyond minimum qualifications outlined previously.
- Listing of awards/credentials received for similar design projects.
- The ability to commence work on an immediate basis.
- Strength and credibility of professional references

Funding Source(s)

Preliminary funding sources are to be provided by the City of Quincy, Community Preservation Fund, The Commonwealth of Massachusetts, the United State Federal Government, private donations and the Adams Presidential Center Foundation.

Comparative Evaluation Criteria (Selection Criteria)

Comparative Evaluation Criteria will be applied uniformly to all proposals. In accordance with the provisions of M.G.L. Chapter 7, each criterion shall be rated as follows:

- **"Highly Advantageous"** (3 points - response excels on the specific criterion)
- **"Advantageous"** (2 points - response meets evaluation standard for the criterion)
- **"Not Advantageous"** (1 point - response does not fully meet the evaluation criterion or leaves a question or issue not fully addressed)
- **"Unacceptable"** (0 points - response does not address the elements of this criterion)

The purpose of this document is to clarify the ranking system used for all proposals pursuant to the Request for Qualifications (RFQ) and said M.G.L. Chapter 7. Copies of firm/applicant rankings will be kept on file.

1: Overall Experience

Breadth and depth of prior experience carrying out similar engineering, planning, and design projects, especially those with complex funding and permitting strategies, and managing robust public outreach processes. Further, members of the consultant team shall have prior experience working on Cultural Art projects as well as historic, presidential library developments.

Unacceptable (0-points): The proposal indicates no evidence of "areas of expertise" in consulting, necessary to complete this project.

Not Advantageous (1-point): The proposal indicates evidence of one "area of expertise" in consulting necessary to complete this project.

Advantageous: (2-points) The proposal indicates evidence of more than one "area of expertise" in consulting necessary to complete this project.

Highly Advantageous: (3-points) The proposal indicates evidence that the firm/applicant has substantial in-house "areas of expertise" in consulting necessary to complete this project or that the firm/applicant has made prior arrangements for Sub consultants in areas for which in-house services are unavailable.

2: Qualifications of Professional Staff Employed by the Project Team Firms

Professional qualifications of members of the consultant team (training/educational background appropriate to the project described herein) and all project personnel, including professional experience above and beyond the minimum qualifications outlined in "Qualifications of Consultant. Further, all members of the consultant team shall meet the prequalification in the requisite disciplines and have substantial knowledge of procedures and design standards. Qualifications will be verified by a telephone interview and/or in-person interview by the design selection committee.

Unacceptable (0-points): The proposal fails to indicate a well-established firm/applicant, with proximity or availability of staff to complete work. The proposal provides no evidence that the firm/applicant is large enough and diverse enough to expedite all work within the City's schedule

Not Advantageous: (1-point) The proposal fails to provide either evidence of a well-established firm/applicant, with proximity or availability of staff to complete the work. The proposal provides

insufficient evidence that the firm/applicant is either large enough or diverse enough to expedite all work within the City's schedule,

Advantageous: (2-points) The proposal provides a history of the firm/applicant, with proximity or availability of staff to complete the work. The proposal provides adequate evidence that the firm/applicant is large enough and/or diverse enough to expedite all work within the City's schedule.

Highly Advantageous: (3-points) The proposal indicates evidence that the firm/applicant has substantial in-house "areas of expertise" in consulting necessary to complete this project or that the firm/applicant has made prior arrangements for Sub consultants in areas for which in-house services are unavailable.

3: Demonstrated Understanding of Scope of Work

Demonstrated understanding of the scope of work. The Consultant's proposal shall be complete and address the various design elements stated in this RFQ. Further, the consultant's proposal shall contain a schedule and benchmarks for the various design deliverables.

Unacceptable (0-points): The proposal indicates inadequate review or understanding of the required Scope of Work.

Not Advantageous (1-point): The proposal indicates incomplete review or a vague understanding of the required Scope of Work.

Advantageous: (2-points) The proposal indicates sufficient review and understanding of the required Scope of Work and documents the firm/applicant's proposed approach.

Highly Advantageous: (3-points) The proposal indicates a thorough review and full understanding of the required Scope of Work and proposes a clear and comprehensive approach.

4: Quality of Past Work

Prior experience carrying out Cultural Arts center design projects on behalf of municipalities especially those utilizing the procurement method of Ch.149a CMaR. Quality of past work as evidenced by sample submissions, and the strength and credibility of client references, all of which will be verified by telephone and/or an in-person interview.

Unacceptable (0-points): None of the sample submissions submitted by the firm/applicant are clear and complete and/or have relevance to the services being solicited under the RFQ.

Not Advantageous (1-point): One or two of the sample submissions submitted by the firm/applicant are unclear, incomplete, or have little relevance to the services being solicited under the RFQ.

Advantageous: (2-points) All of the sample submissions submitted by the firm/applicant are written clearly and fully cover the relevant subject matter, having clear relevance to the services being solicited under the RFQ.

Highly Advantageous: (3-points) All sample submissions are written clearly, fully cover the relevant subject matter, and also excel with respect to quality, graphics, formats, and/or writing style.

5: Communication and Presentation

Excellent communication, graphic design and presentation skills

Unacceptable (0-points): The written and graphic response submitted by the firm/applicant is both unclear and incomplete

Not Advantageous (1-point): The written and graphic response submitted by the firm/applicant is either unclear or incomplete.

Advantageous: (2-points) The written and graphic response submitted by the firm/applicant is clear and complete and fully covers the relevant subject matter.

Highly Advantageous: (3-points) The written and graphic response submitted by the firm/applicant is clear and complete, fully covers the relevant subject matter, and excels with respect to graphics, formats, and/or writing style.

6: Accessibility and Availableness of the Consultant Team

The consultant team shall demonstrate an ability to commence work on an immediate basis, and to be readily Accessible to the City of Quincy throughout the design process.

Unacceptable (0-points): The applicant has provided no evidence of familiarity with the area or for availability to begin work and/or ability to ensure project completion.

Not Advantageous (1-point): The applicant has indicated a vague familiarity with the area or incomplete timeline for availability and/or project completion.

Advantageous: (2-points) The applicant has provided adequate evidence of familiarity with the area, immediate availability and a proposed timeline for project completion.

Highly Advantageous: (3-points) The applicant has provided evidence of familiarity with the area and of immediate availability and has proposed a timeline for project completion which is ambitious and timely in nature.

Submissions

Proposals must be delivered by **Friday, June 26, 2025, at 1:00 p.m.** and should be addressed to: **Purchasing Department; City Hall; 1305 Hancock Street; Quincy, MA 02169**, by **All late Proposals Will Be Rejected.**

RFQ Questions

All questions regarding this bid should be directed to; Kathryn R. Logan, Purchasing Agent an email to: klogan@quincyma.gov and cc: mmarini@quincyma.gov.

Questions will be accepted until June 20, 2025, at Noon.

RFQ Architectural Design Services for a Performing Arts Center
City of Quincy, Massachusetts

PROPOSAL SIGNATURE FORM

DUE DATE: Friday, June 26, 2025, at 1:00 p.m.

We submit for your consideration our RFQ Architectural Design Services for a Performing Arts Center. We have read the RFQ documents and are submitting our RFQ response in full compliance with all terms and conditions. We acknowledge receipt of all addenda to the RFQ documents and assume full responsibility to access those addenda from the City's website as applicable.

CONSULTANT INFORMATION

Receipt of Addendum/a Number _____

Company Name: _____

Signature of Contact: _____

Date: _____

Address: _____

Telephone: _____

Email: _____

If you have received this RFQ from either the City of Quincy Website or through an email it is your responsibility to check for any addenda (at www.quincyma.gov) before you turn in your bid/proposal. The City of Quincy will not be responsible for any bids/proposals received omitting addenda acknowledgement.

REFERENCE LIST

All vendors are to fill out the following reference form, and submit it with the bid package.

Reference #1 Name: _____

Address: _____

Telephone: _____

Email: _____

Reference #2 Name: _____

Address: _____

Telephone: _____

Email: _____

Reference #3 Name: _____

Address: _____

Telephone: _____

Email: _____

Reference #4 Name: _____

Address: _____

Telephone: _____

Email: _____

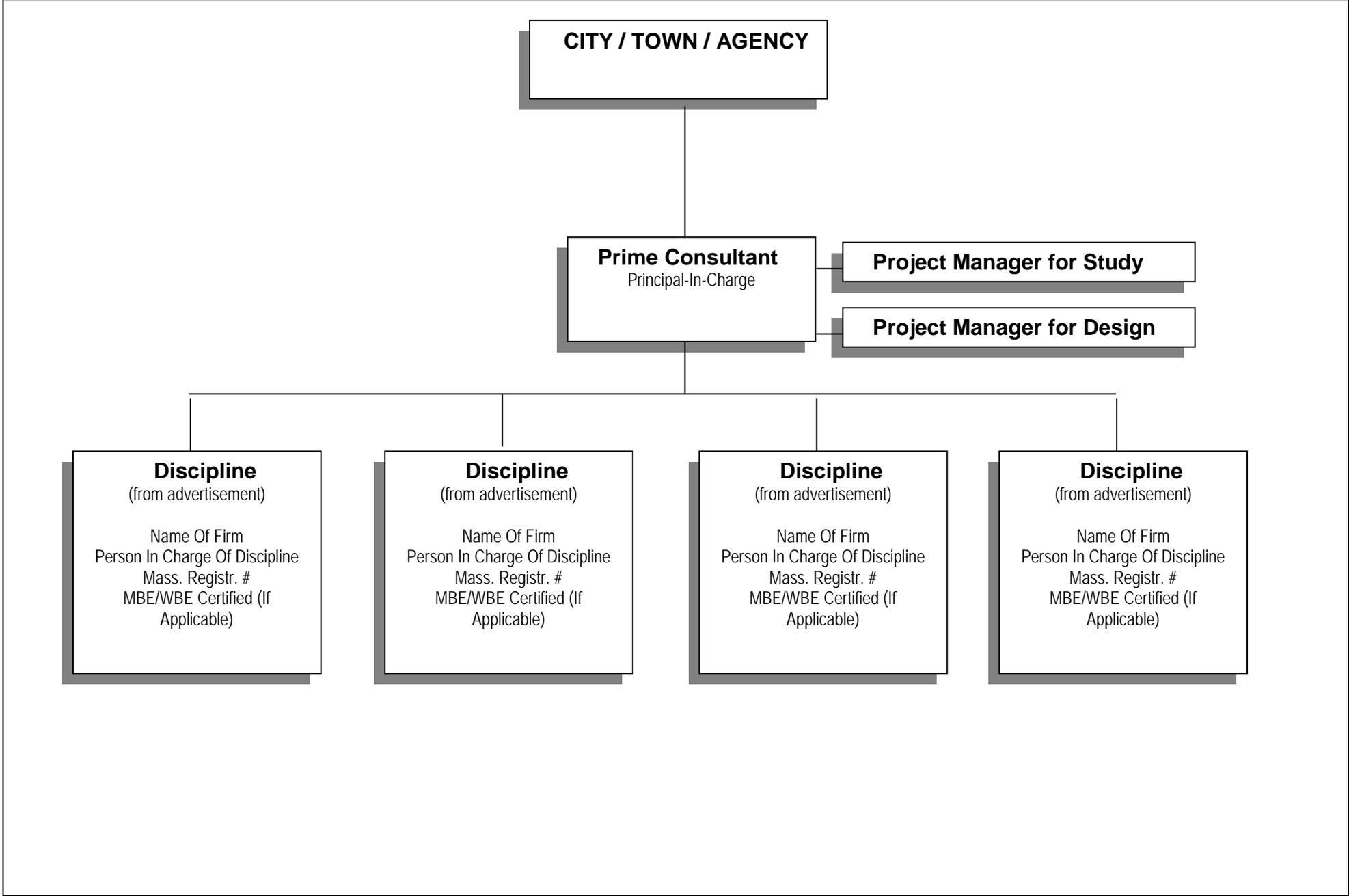
Reference #5 Name: _____

Address: _____

Telephone: _____

Email: _____

6. List **ONLY** Those Prime And Sub-Consultant Personnel Specifically Requested In The Advertisement. This Information Should Be Presented Below In The Form Of An Organizational Chart. Include Name Of Firm And Name Of The One Person In Charge Of The Discipline, With Mass. Registration Number, As Well As MBE/WBE Status, If Applicable:



7. Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. <u>Include Resumes of Project Managers</u> . Resumes should be consistent with the persons listed on the Organizational Chart in Question # 6. Additional sheets should be provided only as required for the number of Key Personnel requested in the Advertisement and they must be in the format provided. By including a Firm as a Sub-Consultant, the Prime Applicant certifies that the listed Firm has agreed to work on this Project, should the team be selected.	
a. Name and Title Within Firm:	a. Name and Title Within Firm:
b. Project Assignment:	b. Project Assignment:
c. Name and Address Of Office In Which Individual Identified In 7a Resides: <div style="text-align: right;"> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVOBE <input type="checkbox"/> VBE <input type="checkbox"/> </div>	c. Name and Address Of Office In Which Individual Identified In 7a Resides: <div style="text-align: right;"> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVOBE <input type="checkbox"/> VBE <input type="checkbox"/> </div>
d. Years Experience: With This Firm: _____ With Other Firms: _____	d. Years Experience: With This Firm: _____ With Other Firms: _____
e. Education: Degree(s) /Year/Specialization	e. Education: Degree(s) /Year/Specialization
f. Active Registration: Year First Registered/Discipline/Mass Registration Number	f. Active Registration: Year First Registered/Discipline/Mass Registration Number
g. Current Work Assignments and Availability For This Project:	g. Current Work Assignments and Availability For This Project:
h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):	h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):

8a. Current and Relevant Work By Prime Applicant Or Joint-Venture Members. Include ONLY Work Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (List Up To But Not More Than 5 Projects).					
a. Project Name And Location Principal-In-Charge	b. Brief Description Of Project And Services (Include Reference To Relevant Experience)	c. Client's Name, Address And Phone Number (Include Name Of Contact Person)	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was Responsible
(1)					
(2)					
(3)					
(4)					
(5)					

8b. List Current and Relevant Work By Sub-Consultants Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (Up To But Not More Than 5 Projects For Each Sub-Consultant). Use Additional Sheets Only As Required For The Number Of Sub-Consultants Requested In The Advertisement.

Sub-Consultant Name:

a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Relevant Experience	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible
(1)					
(2)					
(3)					
(4)					
(5)					

9. List All Projects Within The Past 5 Years For Which Prime Applicant Has Performed, Or Has Entered Into A Contract To Perform, Any Design Services For All Public Agencies Within The Commonwealth.

# of Total Projects:		# of Active Projects:	Total Construction Cost (In Thousands) of Active Projects (excluding studies):		
Role P, C, JV *	Phases St., Sch., D.D., C.D., A.C.*	Project Name, Location and Principal-In-Charge	Awarding Authority (Include Contact Name and Phone Number)	Construction Costs (In Thousands) (Actual, Or Estimated If Not	Completion Date (Actual or Estimated) (R)Renovation or (N)New
		1.			
		2.			
		3.			
		4.			
		5.			
		6.			
		7.			
		8.			
		9.			
		10.			
		11.			
		12.			

* P = Principal; C = Consultant; JV = Joint Venture; St. = Study; Sch. = Schematic; D.D. = Design Development; C.D. = Construction Documents; A.C. = Administration of Contract

10. Use This Space To Provide Any Additional Information Or Description Of Resources Supporting The Qualifications Of Your Firm And That Of Your Sub-Consultants For The Proposed Project. If Needed, Up To Three, Double-Sided 8 ½" X 11" Supplementary Sheets Will Be Accepted. **APPLICANTS ARE ENCOURAGED TO RESPOND SPECIFICALLY IN THIS SECTION TO THE AREAS OF EXPERIENCE REQUESTED IN THE ADVERTISEMENT.**

Be Specific – No Boiler Plate

11. Professional Liability Insurance:

Name of Company	Aggregate Amount	Policy Number	Expiration Date
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12. Have monies been paid by you, or on your behalf, as a result of Professional Liability Claims (in any jurisdiction) occurring within the last 5 years and in excess of \$50,000 per incident? Answer **YES** or **NO**. If YES, please include the name(s) of the Project(s) and Client(s), and an explanation (attach separate sheet if necessary).

13. Name Of Sole Proprietor Or Names Of All Firm Partners and Officers:

Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline
a.				d.			
b.				e.			
c.				f.			

14. If Corporation, Provide Names Of All Members Of The Board Of Directors:

Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline
a.				d.			
b.				e.			
c.				f.			

15. Names Of All Owners (Stocks Or Other Ownership):

Name And Title	% Ownership	MA. Reg.#	Status/Discipline	Name And Title	% Ownership	MA. Reg.#	Status/Discipline
a.				d.			
b.				e.			
c.				f.			

16. I hereby certify that the undersigned is an Authorized Signatory of Firm and is a Principal or Officer of Firm. I further certify that this firm is a "Designer", as that term is defined in Chapter 7C, Section 44 of the General Laws, or that the services required are limited to construction management or the preparation of master plans, studies, surveys, soil tests, cost estimates or programs. The information contained in this application is true, accurate and sworn to by the undersigned under the pains and penalties of perjury.

Submitted by _____ Printed Name and Title _____ Date _____
 (Signature)



TAX COMPLIANCE CERTIFICATE

MASS. GENERAL LAWS, CH. 62C, S: 49A(b)

I hereby certify that I have complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding of child support.

Signed under the pains and penalties of perjury.

(1) Individual Contractor

(Contractor's Name and Signature)

Social Security Number

(2) Corporation, Association
or Partnership

(Contractor's Name)

Federal Tax ID Number, or
Social Security Number

By:

(Authorized Signature)

Note to Contractor: Please sign at (1) or (2), whichever applies.

CHAPTER 62C. ADMINISTRATIVE PROVISIONS RELATIVE TO STATE TAXATION

Chapter 62C: Section 49A Certification of compliance with tax laws as prerequisite to obtaining license or governmental contract

Section 49A. (a) Any person applying to any department, board, commission, division, authority, district or other agency of the commonwealth or any subdivision of the commonwealth, including a city, town or district, for a right or license to conduct a profession, trade or business, or for the renewal of such right or license, shall certify upon such application, under penalties of perjury, that he has complied with all laws of the commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support. Such right or license shall not be issued or renewed unless such certification is made.

(b) No contract or other agreement for the purposes of providing goods, services or real estate space to any of the foregoing agencies shall be entered into, renewed or extended with any person unless such person certifies in writing, under penalties of perjury, that he had complied with all laws of the commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

(c) Any such agency, which has been notified by the commissioner pursuant to section forty-seven A that a person who holds a license or certificate of authority issued by such agency or who has agreed to furnish goods, services or real estate space to such agency has neglected or refused to file any returns or to pay any tax required under this chapter and that such person has not filed in good faith a pending application for abatement of such tax or a pending petition before the appellate tax board contesting such tax or has been penalized pursuant to section 9 of chapter 62E for failure to comply with the provisions under said chapter 62E relating to reporting of employees and contractors, or has been penalized pursuant to paragraph (3) of subsection (f) of section 12 of chapter 119A for failure to comply with the provisions under said chapter 119A relating to withholding and remitting child support, shall refuse to reissue, renew or extend such license, certificate of authority, contract or agreement until the agency receives a certificate issued by the commissioner that the person is in good standing with respect to any and all returns due and taxes payable to the commissioner as of the date of issuance of said certificate, including all returns and taxes referenced in the initial notification or, if the licensee has been penalized for failure to comply with the provisions relating to reporting of employees and contractors under chapter 62E or withholding and remitting child support under chapter 119A, a certificate issued by the commissioner that the licensee is in compliance with said provisions.

(d) Any person who owns or leases a motor vehicle or trailer that is required to be registered in the commonwealth under chapter 90 and improperly registers the motor vehicle or trailer in another state or misrepresents the place of garaging of the motor vehicle or trailer in another city or town, shall be considered in violation of laws of the commonwealth relating to taxes under chapter 60A, chapter 64H or chapter 64I. The right, license or contract provided for in subsections (a) and (b) shall not be issued or renewed until the person or business entity has paid all taxes due at the time of application for such right, license or contract.

(e) Any person who, for the purpose of evading payment of a tax pursuant to chapters 59 to 64J, inclusive, willfully makes and subscribes any return, form, statement or other document pursuant to subsection (a), (b) or (d) that contains or is verified by a written declaration that is made under the penalties of perjury, and that contains information that he does not believe to be true and correct as to every matter material to his compliance with all laws of the commonwealth relating to taxes, shall be subject to section 73.



CITY OF QUINCY
Purchasing Department
1305 Hancock Street, Quincy, MA 02169

Phone: (617) 376-1060

Fax: (617) 376-1074

SIGNATURE AUTHORIZATION

At a duly authorized meeting of the Board of Directors of the

(NAME OF CORPORATION)

held on _____, at which all the Directors were present or waived notice, it was
(DATE)

VOTED, that:

(NAME)

(TITLE)

of this company, be and he/she hereby is authorized to execute Contracts and Bonds in the name and behalf of said Company, and affix its Corporate Seal thereto, and such execution of any Contract or obligation in this Company's name on its behalf by such _____ under seal of the Company, shall be valid
(TITLE)

and binding upon this Company. It was further voted that the City of Quincy may rely on such authorization of future Contracts until notified to the contrary.

A true copy,

ATTEST:

(CLERK'S SIGNATURE)

PLACE OF BUSINESS: _____

DATE OF THIS CONTRACT: _____

I hereby certify that I am the Clerk of the:

_____ that _____ is the
(COMPANY)

_____ (NAME)

duly elected _____ of said Company, and that the above VOTE has not been
(TITLE)

amended or rescinded and remains in full force and effect as of the date of this Contract.

CORPORATE SEAL



CITY OF QUINCY
Purchasing Department
1305 Hancock Street, Quincy, MA 02169

Phone: (617) 376-1060

Fax: (617) 376-1074

CERTIFICATE OF NON – COLLUSION

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.

(Name of person signing bid or proposal)
(Please print)

(Signature required)

(Name of business)



CITY OF QUINCY
Purchasing Department
1305 Hancock Street, Quincy, MA 02169

Phone: (617) 376-1060
Fax: (617) 376-1074

CERTIFICATION RELATING TO DEBARMENT AND SUSPENSION

The undersigned contractor certifies to the City of Quincy that neither it nor its principals, officers or any affiliated entities has been debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction in accordance with the requirements of OMB Circular A-87 and with Executive Order 12549, "Debarment and Suspension."

Furthermore, the contractor certifies that it shall not make any subcontract or permit any subcontract to be made with any party which is debarred or suspended or is otherwise excluded in accordance with said OMB Circular and with Executive Order 12549.

This certification shall be for the benefit of the City of Quincy and its successors and/or assigns and is binding upon the contractor, its successors and assigned.

Executed under seal this ____ day of _____.

Contractor Signature
By it's duly authorized agent,

Contract Number_____

(Authorized Signature)

INDEMNITY AGREEMENT

In consideration of the award of Contract No. _____
by the City of Quincy, hereinafter referred to as INDEMNITEE, to the CONTRACTOR/BIDDER:

hereinafter referred to as INDEMNITOR, and for other good and valuable consideration, said INDEMNITOR agrees to hold INDEMNITEE, City of Quincy, and its various department and employees harmless from any and all liability, loss or damage that INDEMNITEE may suffer as the result of claims, demands, costs, including attorneys fees, or judgement or other actions against it by reason of any and all work done by or on behalf of the INDEMNITOR in connection with the above-referenced contract.

INDEMNITOR,

By Duly Authorized Agent

Date: _____