



WESTWOOD PUBLIC SCHOOLS COMMONWEALTH OF MASSACHUSETTS

REQUEST FOR QUOTES

Diving Boards Quote # REC-23-Q-019

I. GENERAL INFORMATION AND PROPOSAL SUBMISSION REQUIREMENTS

- All Quotes must be delivered no later than **11:00 am on February 1, 2022** to Westwood Procurement Department.
- Quotes shall be emailed to mmiller@townhall.westwood.ma.us. Emailed Quotes should be titled “*Diving Board Quote.*”
- Quotes must include a Labor Harmony and OSHA Training Certificates.
- Questions concerning this Request for Quotes (RFQ) must be submitted in writing to: Procurement Department, mmiller@townhall.westwood.ma.us.
- Any and/or all work is subject to available funds. The Town reserves the right to waive any informalities in, or to reject, any or all bids should the Town deem it to be in the Town’s best interest to do so.
- The Town of Westwood may cancel this RFQ, or reject in whole or in part any and all proposals, if the Town determines that cancellation or rejection serves the best interests of the Town.
- Below is a list of all Attachments. Bidders should note that Attachments B-D **must be completed and be submitted** with the bid documents.
 - Attachment A – Wage Rates
 - Attachment B – Bid Pricing Sheet
 - Attachment C – Labor Harmony & OSHA Training
 - Attachment D – Signature Page

II. PURCHASE DESCRIPTION/SCOPE OF SUPPLIES/SERVICE

Replace Diving Boards at Westwood Pool, 240 Nahatan Street, Westwood MA 02090.

- The Contractor shall Purchase and Install:
 - 2 – one meter stands Duraflex
 - 2 – 16” Maxiflex Model B Diving Board



WESTWOOD PUBLIC SCHOOLS COMMONWEALTH OF MASSACHUSETTS

- 2 – one meter/three meter Hilti Insert, Epoxy & Dispenser Kit, 906-IM/3M
- Supply all necessary tools and supplies necessary for the proper installation equipment as specified by the manufacturer conforming to USA Diving, FINA or NCAA minimum dimensions.
- Work to be begin no sooner than April 24, 2022 and to be completed no later than June 2, 2022.
- Note: Current diving boards will be removed before this contract commences.

III. PRICING AND PAYMENT

- Unit Prices
 - Item and the quantity of units completed. Unit prices are to include cost of all necessary materials, labor, equipment, overhead, profit and other applicable costs.
 - The Town reserves the right to increase or decrease the scope of the Contract work by up to and including twenty-five percent (25%) of the original scope without adjusting the lump sums or unit prices.

IV. QUALITY REQUIREMENTS

- All deliveries must comply with the Specifications identified above in Section II, Purchase Description/Scope of Supplies/Services.
- Bidders must have satisfactory performance under different contracts similar in size to the proposed contract.



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COMMONWEALTH OF MASSACHUSETTS**

ATTACHMENT B

**BID PRICING SHEET
DIVING BOARDS**

BIDDER: _____

BIDS MUST BE TYPED OR LEGIBLY WRITTEN

TOTAL PRICE \$ _____

Please specify all specifications for the above quoted item

The bid price for each item on the form shall be stated in figures. Discrepancies between indicated sum of any column(s) and the correct sum of any column(s) will be resolved in favor of the correct sum. Please Attach Additional Sheets if necessary.

Signature of individual submitting bid or proposal

Printed Name of individual submitting bid or proposal

Business Phone Number

Email of individual submitting bid or proposal



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COMMONWEALTH OF MASSACHUSETTS**

**ATTACHMENT C
LABOR HARMONY AND OSHA TRAINING**

The undersigned hereby certifies that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work; that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee; and that he will comply fully with all laws and regulations applicable to awards made subject to section 44A.

(Signature of authorized individual submitting proposal)

(Printed Name)

(Name of Bidder (if different than name))

(Date)



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COMMONWEALTH OF MASSACHUSETTS**

**ATTACHMENT D
SIGNATURE PAGE**

This Quote must bear the written signature of the Bidder or authorized agent of the Bidder. If the Bidder is a corporation or a partnership, the Quote must be signed by a duly authorized officer of such corporation or by a partner; the title of such officer must be stated.

Signature

Name of Corporation, Company or Individual

Printed Name of Person Authorized to Sign

Title

Email Address