



Franklin Regional Council of Governments

TO: Collective Highway Bid Participants

FROM: Andrea Woods, Chief Procurement Officer (ph 413-774-3167 x104)
Email bids@frcog.org

DATE: May 3, 2021 **URGENT – REPLY REQUESTED BY MAY 10**

RE: (1) CONSTRUCTION SERVICES BIDS - CONTRACT SIGNATORY AUTHORIZATION
(2) MATERIALS BIDS - PERMISSION TO CONTRACT ON THE TOWN'S BEHALF

Thank you for participating in the Franklin Regional Council of Governments Collective Highway Bids for FY 2022.

As you are aware, we had to make a **big change** this year related to signing of contracts for Construction Services bids, This change requires that each Municipality co-sign the contracts.

As of now, FRCOG can still contract on your behalf for Materials bids (Goods) due to less liability.

However, we will need approval from your Awarding Authority (the Selectboard /Mayor's office), to name the **Authorized Contract Signatory** for the Construction Services bids for which you are participating and acknowledgement that FRCOG may contract on your behalf for the Materials bids. This authorization will cover other bids you may choose to participate in during the next year including Winter Sand, Salt and Liquid, Water Treatment Chemicals, and Equipment Rental bids which will be issued throughout FY22.

Please provide the information requested and sign the attached 2-page form and return it via email to bids@frcog.org by May 10.

IF WE DON'T HAVE CONTRACT SIGNATORY INFORMATION, WE CAN'T INCLUDE YOU ON THE HIGHWAY CONTRACTS EVEN THOUGH YOU HAVE PROVIDED ESTIMATES AND PERMISSION TO BE INCLUDED ON THE BIDS, SO PLEASE DON'T DELAY IN RETURNING THIS FORM. If you need more information or time, please contact Andrea.

Please scan and email the following 2-page form back by May 10, 2021

Or mail to:

Andrea Woods, Chief Procurement Officer, FRCOG,
12 Olive Street, Suite 2, Greenfield, MA 01301

TO: Andrea Woods, Chief Procurement Officer
FRCOG, 12 Olive Street, Suite 2, Greenfield, MA 01301

We understand that our municipality is participating in the **Franklin Regional Council of Governments Collective Highway Products and Services** Bids and Contracts for FY 2022.

CONSTRUCTION SERVICES BIDS:

We authorize NAME: _____ whose title is _____ for the City/ Town of _____ and whose direct email address is _____ as the official signatory for all highway construction services contracts in which we choose to participate. We understand that contract execution will be managed through DOCUSIGN and that we will be responsible for electronically signing the contracts in a timely manner. Each participant/signatory must sign before the contract is considered Executed and no work can begin until all Participants have signed.

We understand that we have had the opportunity to preview the Contract Templates for Highway Construction for FY22, each Invitation for Bids with Specifications, and applicable Prevailing Wage Schedules at the FRCOG website at <https://frcog.org/bids> and any issues or questions about the form of contract were presented to Andrea Woods, CPO before the Bid Opening on May 11.

MATERIALS/GOODS BIDS:

We authorize the Franklin Regional Council of Governments (FRCOG) to contract or renew contracts on our behalf and we have taken action to duly appoint the FRCOG as our agent for Materials bids which include Aggregates and Loam, Cold Patch, Geotextiles, Calcium Chloride Products, Guardrail Products, Hot Mix Asphalt Picked Up (Patch) and Plow and Grader Blades.

We acknowledge that FRCOG takes precautions to ensure that procured vendors or contractors have adequate insurance coverage as required by law. Nevertheless, in the event that any vendor or contractor is deemed to be an employee of our city/town for the purposes of Massachusetts Workers Compensation laws, as set forth in Massachusetts General Law (M.G.L.) c. 152, or lapses in their liability coverage, we agree to indemnify and hold harmless FRCOG from any and all claims, liabilities, assessments, costs (inclusive of

attorneys' fees and costs of litigation), penalties, judgments, and awards which may be assessed against us

We agree to abide by M.G.L. c. 30b and c. 30, §39M for the purposes of procuring additional highway products and services, and will not engage in any activity in violation of Massachusetts ethics laws.

All financial obligations to vendors and contractors as a result of these agreements are the full responsibility of our city/town and not the FRCOG.

BOARD OF SELECTMEN/MAYOR OF THE TOWN/CITY OF: _____

Signature

Date

IF REQUIRED:

Signature

Signature

Signature

Signature

Please return this form by MAY 10, 2021

You may scan/email it to bids@frcog.org or mail it to

FRCOG, 12 Olive Street, Suite 2, Greenfield, MA 01301

THANK YOU

A list of the Bids by number is attached for reference when searching the website.

Bid #

Type of Product or Service

Products

- H1 Aggregates and Loam
- H2 High Performance Cold Patch
- H3 Geotextiles
- H4 Calcium Chloride Product
- H5 Culvert Products
- H6 Guard Rail Products
- H7 Hot Mix Asphalt Picked Up
- H8 Snow Plow and Grader Blades

Services

- H9A Highway Line Painting-Ch 90
- H9B Highway Line Painting – Rubber – Not Ch 90
- H10 Guard Rail Installed
- H11 Comprehensive Pavement Preservation
- H12 Calcium Chloride Applied
- H13 Stone Seal Applied
- H14 Rubberized Chip Seal
- H15 Hot Mix Asphalt Applied
- H16 Liquid Asphalt Applied
- H17 Asphalt Reclamation
- H18 Bonded Wearing Course
- H19 Hot in Place Recycling
- H20 Cold Planing and Milling
- H21 Cold In Place Recycling
- H22 Tree Work
- H23 Catch Basin Cleaning