

TOWN OF SHARON

MASSACHUSETTS



M.G.L. Chapter 30B Bid
INVITATION FOR BIDS

FORMS FOR BID
AGREEMENT AND BONDS
AND SPECIFICATIONS

FOR

Technology Grant Survey and GIS Bid
CONTRACT #2024-10
April 2024

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**TOWN OF SHARON
DEPARTMENT OF PUBLIC WORKS
NOTICE TO BIDDERS**

TOWN OF SHARON TECHNOLOGY GRANT GIS AND SURVEY BID

Sealed Bids under **M.G.L. c. 30B** for the **Department of Public Works – Technology Grant GIS and Survey Bid** will be received by the Department of Public Works, 217 Rear South Main Street, Sharon, Massachusetts 02067, on behalf of the Sharon Select Board, Town of Sharon, during business hours 8:00 AM to 5:00 PM, until the time of the bid opening. All bids must be emailed to Peter O'Cain, Town Engineer, at pocain@townofsharon.org. In addition, one (1) physical copy is to be mailed or hand-delivered to the Sharon Department of Public Works at 217R S Main St, Sharon, MA 02067, and addressed to Peter O'Cain, Town Engineer. Bid envelopes should be marked as "Contract 2024-10 Department of Public Works – Technology Grant GIS and Survey Bid".

The bid opening will be held virtually on Thursday, May 9th at 2:00 PM EST, using the following link:

Online

www.zoom.us

Meeting ID

905-443-1410

Password

02067

<https://us04web.zoom.us/j/9054431410?pwd=HceBmRSLsCnbeXhXkr3qdnAX8bAAc2.1&omn=79343347393>

BY PHONE

1-312-626-6799

1-929-205-6099

1-253-215-8782

1-301-715-8592

1-346-248-7799

1-669-900-6833

To mute or unmute yourself, Press *6

DATE BID AVAILABLE: April 17th, 2024, at 2:00 PM.

DATE OF BID OPENING: May 9th, 2024 TIME: 2:00 PM.

EQUIPMENT DELIVERY DUE DATE: June 10th, 2024

Note: Due to possible material delivery challenges currently existing in the market, the completion date may be altered, if deemed necessary by the Sharon DPW, and agreed to by the winning bidder and the DPW. Delays cannot alter the bid amount submitted by the winning bidder.

CONTACT INFORMATION

Kevin Davis, Assistant Town Engineer, (781) 784-1525, ext. 2317

Danica Cucchi, GIS Coordinator, (781) 784-1525, ext. 2318

PART 1 - GENERAL

The winning bidder will be responsible for ALL facets of delivering all products, training, and equipment (see Appendix A for specifications) to the Department of Public Works located at 217R South Main Street, Sharon, MA, 02067, or an approved alternate location.

There is no charge for the initial electronic copy of the Official Bid Document. Paper copies of the Bid Document may be obtained for **\$25.00** each, for which the check amount is not refundable. Checks shall be payable to the Town of Sharon.

Equipment listing information is available at the Town of Sharon Department of Public Works Office, 217 Rear South Main Street, Sharon, MA 02067, or online at www.townofsharon.net.

An award will not be made to a supplier not adequately equipped to undertake and complete the delivery. Bids, which do not include a properly completed "Affidavit" of Non-Collusion, etc., will be declared informal. The right to waive any informality and reject bids is reserved.

PART 2 -INSTRUCTION TO BIDDERS

Sealed Bids for **Department of Public Works – Technology Grant GIS and Survey Bid** for the Town of Sharon, Massachusetts, acting by its Select Board (hereinafter called the Owner,) prepared per these instructions and other provisions of the contract documents, will be received by the Owner at the Office of the Department of Public Works, 217 Rear South Main Street, Sharon MA 02067, until **2:00 PM (DPW clock time), on May 9th, 2024**. The bids will then be publicly opened and read aloud virtually on Zoom.

The Town of Sharon is exempt from payment of the Massachusetts Sales Tax. Therefore, Bidders shall make no allowance for said Sales Tax in the prices bid.

Bidders are encouraged to contact the Engineering Department to register as a bid document holder to be alerted as to addenda as they are issued automatically. The Offeror is responsible for monitoring the bid portal on the Town's website for any updates, addenda, etc., regarding that specific solicitation.

All Bids shall be made as follows:

1. Fill in the total lump sum bid price in the Schedule of Prices in the Bid.
2. Fill in the Number of Addenda, if any.
3. Fill in the other blank spaces in the Bid.
4. Submit, as the Bid, all Contract Documents intact, without changing any of the text, enclosed in a sealed envelope bearing the name and address of the bidder, and endorsed "**Department of Public Works – Technology Grant GIS and Survey Bid**"
5. Fill in blank spaces and sign a certificate of non-collusion.

No Bidder may withdraw his Bid for thirty (30) days (not including Saturdays, Sundays, and legal holidays) after the date set for the opening of the Bids.

The requirements for the project are stated in the Instructions to Bidders, Bid, Agreement, General Conditions, Supplementary Conditions, and Specifications.

In the case of each Bid, the Owner reserves the right to satisfy itself as to the bidder's complete responsibility. Toward this objective, every bidder must furnish all information requested in the Bid.

Notice of the acceptance of their Bid will be given to the successful bidder by the Owner by posting a registered letter to the bidder's address stated in said Bid. If within five (5) days, Saturdays, Sundays, and legal holidays excluded, immediately after the receipt of the notice, the successful bidder shall fail to deliver his bonds properly executed and his contract duly signed, in consideration of such failure, the Bid and acceptance, at the option of the Owner, may become null and void. The bid security accompanying the Bid shall become the Owner's property, who may proceed to accept another Bid.

The Contractor shall start work under this contract and continue it to completion with all practical dispatch and regularity; the work shall be commenced and completed within the times required by the contract.

One Hundred Dollars (\$100.00) is agreed upon as liquidated damages. The Awarded Bidder shall pay it to the Owner for each and every calendar day in which any work of the contract is incomplete after the times stipulated for such completion (unless the Owner and the winning bidder agreed to an extension), and the prices bid shall be fixed regarding this provision. Deductions for liquidated damages will be made from payments owed to the Contractor.

The Bidder shall keep themselves informed fully of and comply with all Laws, Ordinances, and Regulations of the Federal, State, or Municipal Governments that may be enforced during the life of the contract in any manner affecting their employed involved with the project.

Any request from a prospective Bidder for the interpretation of the meaning of any Drawings, Specifications, or other Contract Documents shall be made in writing to Peter O'Cain, Town Engineer, 217 Rear South Main Street, Sharon, MA. 02067. The request to be considered must be received at least seven (7) days before the bid deadline; the Superintendent of Public Works or Town Engineer will make interpretations as requested. All interpretations will be made in the form of written addenda to the contract documents, which addenda will become a part of the contract. No later than three (3) days before the date fixed for the opening of the bids, the addenda will be emailed to all persons who advertised for the bid. Failure of any bidder to receive any such addenda shall not relieve any bidder from any obligation under their bid as submitted. Any addendum emailed to bidders must be acknowledged, in writing, by the individual bidders as being received at the time the email is received. The bidder shall also note the received addendum on pages 7, 8, and 9 of the bid when submitting it to the Owner.

At the date fixed for the opening of bids, it will be presumed that each bidder has examined the materials to be delivered under the contract, has satisfied the actual conditions, requirements, and quantities of components, and has read and become thoroughly familiar with the Contract Documents, including the Drawings, and all Addenda to them, if any. Bidders are encouraged to contact the Engineering Department to register as a bid document holder to automatically be alerted as to addenda as they are issued. It is the responsibility of the Offeror to also monitor the bid portal on the Town's website for any updates, addenda, etc. regarding that specific solicitation.

The failure or omission of any Bidder to receive or examine any form, instrument, or document shall not relieve the bidder of any obligation regarding their bid.

The Owner reserves the right to waive any informalities in the bids and reject any or all bids if it is in the public interest. The contract will be awarded to the lowest responsible and eligible bidder possessing the skill, ability, and integrity necessary to the faithful delivery of the equipment and components required.

NOTE: The Winning Bidder will be paid for equipment and components only upon completion of:

- 1) The delivery of all of the requested materials, components, training, and equipment as delineated in the specifications in Appendix A, unless partial delivery is approved by the Town Engineer.**

The bidder awarded the contract will not be paid money under any other circumstances. Therefore, all bidders should consider these restrictions before bidding.

Town of Sharon, Massachusetts

By Eric R. Hooper
Superintendent of the Department of Public Works

_____ Eric R. Hooper

BID

To the Town of Sharon, Massachusetts, acting by its Select Board, hereinafter called the Owner:

A. The undersigned proposes to furnish all materials and training required for the **Department of Public Works – Technology Grant GIS and Survey Bid**, per the accompanying Specifications, the Instructions to Bidders, and other Contract Documents bound herewith prepared by the Engineering Division Town of Sharon for the Estimated Total Contract Price specified in the Schedule of provided for in the contract.

The undersigned declares: that the only persons interested in this bid as principals are named herein as such; that no official of the Owner and no person acting for or employed by the Owner is interested directly or indirectly in this bid or in any contract which may be made under it, or in any expected profits to arise therefrom; that this Bid is made in good faith, without fraud, collusion or connection with any other person bidding or refraining from bidding for the same work; that they have examined carefully the said instructions and all other documents bound herewith; that they have informed themselves fully regarding all conditions of the work and the place where it is to be done; and that they have made their examination and estimates of cost and from them makes this bid.

The undersigned proposes and agrees that, if within thirty (30) days (Saturdays, Sundays and legal holidays excluded) after the date named in the Instructions to Bidders as that for submitting this Bid to the Owner, notice that this Bid has been accepted by the Owner shall be mailed to him/her at the business address given herein, he/she will, on some one of the five (5) days, (Saturdays Sundays and legal holidays excluded), immediately following receipt of such Notice of Acceptance of this Bid, appear at the office of the Town Engineer and deliver to the properly accredited representative of the Owner a contract, which contract and bonds shall be executed in the forms annexed hereto, and which contract shall provide that the Owner, as full compensation for doing and completing the work of carrying out the requirements of the Agreement, General Conditions, supplementary Conditions, and Specifications, shall pay the Contractor the unit prices and lump sums which they have recorded in the Bid, or such unit prices and lump sums increased or decreased in a manner as provided for in the contract.

The undersigned understands that it is the intention of the Owner not to award a contract for this work under this or any other bid if the bidder cannot furnish satisfactory evidence that they have the ability and experience to perform this class of work and that they have sufficient capital and equipment to enable them to prosecute the work successfully and to complete it within the time named in the contract, and that the Owner reserves the right to reject this or any other Bid or to award the contract as is deemed to be to the best interest of the Owner. The undersigned understands further that the quantities given in the Schedule of Prices in this Bid are approximate only and are given as a basis for the comparison of Bids, that the Owner does not agree, expressly or by implication, that the actual amount of work will correspond even approximately therewith but reserves the right to increase or decrease the amount of any item of the work listed as may be found desirable or necessary during the carrying out of the construction work; and that the unit prices quoted in the Schedule of Prices shall apply without change to such variation in the quantity of each or all items.

The undersigned further agrees that they will, upon request, furnish in confidence such information as will enable the Owner to judge the financial responsibility of themselves and their proposed Subcontractors.

The Contractor shall give to the Owner, as liquidated damages, for each calendar day lost by the Contractor in the completion of the contract after the time herein stipulated, the sum of One Hundred Dollars (\$100) per day.

B. **This Bid includes Addenda numbered _____.**

C. The Schedule of Prices referred to herein is as follows: (SEE SUMMARY SHEET).

SUMMARY SHEET

DEPARTMENT OF PUBLIC WORKS – TECHNOLOGY GRANT SURVEY AND GIS BID

Inspect the area and consider all possible issues before calculating the bid price. The Town of Sharon will accept no responsibility for low bids that don't cover all costs to the Contractor delineated in this bid document.

(Total Lump Sum Bid Price Printed) (\$ _____)

This Bid Acknowledges addenda:

Addenda # _____	Signature: _____
Addenda # _____	Signature: _____
Addenda # _____	Signature: _____
Addenda # _____	Signature: _____
Addenda # _____	Signature: _____
Addenda # _____	Signature: _____
Addenda # _____	Signature: _____

The undersigned hereby certifies that they can furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work.

The undersigned offers the following information as evidence of his qualifications to perform the work as bid upon according to all the requirements of the Specifications:

The names and addresses of all persons and parties interested in this Bid as principals are as follows:

Note: give the first and last names in full. In case of a corporation, give names of officers and directors; in case of a partnership, give names of all partners.

The undersigned also agrees that all work to be performed by subcontractors are as follows:

Description of Subcontract work	Name and Address of Subcontractor
---------------------------------	-----------------------------------

The undersigned submits answers to the following questions to enable the Owner to judge their experience and ability in and facilities for the work proposed to be done.

1. If awarded to you, who will train staff to use the survey and drone equipment? State their particular qualifications.

2. Describe equipment you propose to furnish.

3. How long has your organization been in business as a survey equipment and drone provider under the name you propose?

4. List all municipalities that your present organization supplied of a character similar to that proposed for the past five years (2019-2024) below:

5. Has your present organization ever failed to complete any work awarded to it? If so, state when, where, and why.

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid is in all respects bonafide, fair and made without collusion or fraud with any other person. As used in this section the word 'person' shall mean any natural person, joint venture, partnership, corporation, or other business or legal entity.

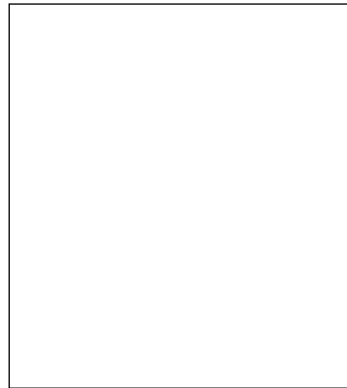
Authorized Signature

Date

Social Security Number or Federal
Identification Number

Legal Name or Business Entity (Please Print or Type)

Address:



Corporate Seal Here (if applicable)

**TOWN OF SHARON, MASSACHUSETTS
Department of Public Works**

**Department of Public Works – Technology Grant GIS and Survey Bid
NOTICE OF AWARD**

TO: _____

The OWNER has considered the BID submitted by you for the above-described WORK in response to its Advertisement for Bids dated _____ and Information for Bidders.

You are hereby notified that your BID has been accepted for items in the amount of \$_____

You are required by the Information for Bidders to execute the Agreement and furnish the required CONTRACTOR'S CERTIFICATES OF INSURANCE ten (10) calendar days from the date of this notice to you.

If you fail to execute said Agreement and to furnish said documents within ten (10) days from the date on this notice, said OWNER will be entitled to consider all your rights arising out of the OWNER'S acceptance of your BID as abandoned. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE OF AWARD to the OWNER.

Dated this _____ day of _____, 2024.
c/o Department of Public Works
Town of Sharon, Massachusetts
Owner

By _____
Title Town Administrator

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged

BY: _____
this the _____ day of _____, 20____
BY: _____ Title _____

AGREEMENT

This Agreement, made and executed this _____ day of _____ in the year 2024 by and between the Town of Sharon, MA, a municipality located within the County of Norfolk in the Commonwealth of MA, by its Select Board, duly constituted, and without personal liability for the individuals signatory hereto, said Town of Sharon being herein termed the Owner, party of the first part, and _____ hereinafter termed the Contractor, party of the second part: Witness that the parties to this Agreement each in consideration of the agreements on the part of the other herein contained have agreed, and by these presents do hereby agree, the Owner for itself, and the Contractor for himself and his heirs, executors, administrators, successors and assigns as follows:

That the Contract Documents consisting of this Agreement, together with the Information for Bidders, Instructions to Bidders, Bids, Bonds, General Conditions, Supplementary Conditions, and Specifications hereto attached, the Drawings referred to herein and in the Specifications, and any Addenda issued before execution of the Agreement, form the contract:

That the Contractor has informed themselves fully regarding all conditions of the place where the work is to be done and other circumstances affecting the work:

That the Contractor has obtained all the information they need to enable them to estimate fully and fairly the costs of the work herein contemplated:

That the Contractor agrees to perform the work for a total of \$_____. The Contractor shall furnish all labor, materials, supplies, tools, equipment, and other facilities and things necessary or proper for, or incidental to, the completion of the delivery of the **Department of Public Works – Technology Grant GIS and Survey Bid** as shown on the bid specifications, for the party of the first part per this contract. The Contractor shall complete everything required of them under this contract no later than the time stated in the Contract

That the Owner shall pay and the Contractor shall receive as full compensation for invoices submitted to the Town after the work has been inspected and approved by the Town Engineer, Assistant Town Engineer, Superintendent of Public Works, or the GIS Coordinator of the Town of Sharon.

Project cost will not exceed the \$_____ amount agreed to by the Contractor for all work delineated in the project bid package.

The sum of one hundred (\$100.00) dollars is to be agreed upon as liquidated damages, and shall be paid by the Contractor to the Owner for each and every calendar day in which any work of this contract is uncompleted after the times stipulated for such completion, and the prices bid shall be fixed with regard to this provision, reductions for liquidated damages will be made from payments due the Contractor.

Signed, sealed, and delivered in quadruplicate the day and year first above written

Town of Sharon, Massachusetts, Select Board

BY: (Select Board) _____

BY: (Contractor) _____

Approved as to form

Town Counsel

Certification of Appropriation

By: _____

Town Accountant

IMPORTANT - Execute acknowledgment of officer or agent who signs this document.

ACKNOWLEDGMENT OF PRINCIPAL, IF A CORPORATION

State of _____

County of _____

On this _____ day of _____, 20____

before me personally came and appeared _____ to me known, who, being duly sworn, did depose and say that he/she _____

resides at _____ that he/she is the

_____ of _____ the corporation described in and which executed the foregoing instrument; that they know the seal of said corporation; that one of the impressions affixed to said instrument is an impressions affixed to said instrument is an impression of such seal; that it was so affixed by order of the Directors of said corporation, and that he/she signed his/her name thereto by like order.

(SEAL)

(Notary Public)

My commission expires:

ACKNOWLEDGMENT OF PRINCIPAL, IF A PARTNERSHIP

State of _____

County of _____

On this _____ day of _____, 20____

before me personally came and appeared _____ to me known and known to me to be one of the members of the firm of _____ described in and who executed the foregoing instrument and they acknowledged to me that they executed the same as and for the act and deed of said firm.

(SEAL)

(Notary Public)

My Commission expires:

ACKNOWLEDGMENT OF PRINCIPAL, IF AN INDIVIDUAL

State Of _____

County of _____

On this _____ day of _____, 20_____

before me personally came and appeared _____ to me know and know to me to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same.

(SEAL)

(NOTARY PUBLIC)

My Commission expires:

1. The above named Principal and Surety hereby jointly and severally agree with the Awarding Authority that every claimant as herein defined, who has not been paid in full before the expiration of a period of sixty (65) days after the date on which the last of such claimant's work or labor was done or performed or materials or equipment were furnished by such claimant, may sue on this bond for the use of such claimant, prosecute the suit to final judgment for such sum or sums as may be justly due the claimant, and have execution thereon. The Awarding Authority shall not be liable for the payment of any costs or expenses of any such suit.

No suit or action shall be commenced here under by any claimant.

1. Unless claimant, other than one having a direct contract with the principal, shall have given written notice to any two of the following; The principal, the Awarding Authority, or the Surety above named, within sixty-five (65) days after such claimant did or performed the last of the work of labor, or furnished the last of the materials or equipment for which said claim is made, stating with substantial accuracy the amount claimed and the name of the party to whom the materials or equipment were furnished, or for whom the work or labor was done or performed. Such notice shall be served by mailing the same by registered mail or certified mail, postage prepaid, in an envelope addressed to the Principal, Awarding Authority or Surety at any manner in which the said Work is located, save that such a service need not be made by a public officer:
2. After the expiration of one (1) year following the date on which the Principal ceased work on said AGREEMENT and/or Contract and any modifications thereof, it being understood, that if any limitation embodied in this bond is prohibited by any law controlling the construction hereof, such limitation shall be deemed to be amended so as to be equal to the minimum period of limitation permitted by law.
3. Other than in a state court of competent jurisdiction in and for the county or other political subdivision of the state in which the said work, or any part thereof, is situated, or in the United States district court for the district in which the said work, or any part thereof, is situated and not elsewhere.

The amount of this bond shall be reduced by and to extent of any payment of payments made in good faith here under, inclusive of the payment by Surety of mechanics; liens which may be filed or record against AGREEMENT and/or Contract of said Work, whether or not claim for the amount of such lien be presented under and against this bond.

The surety, for value received, agrees further that no changes in, omissions from, or alterations, modifications or additions to the terms and provisions of said AGREEMENT and/or Contract or the Work to be performed there under, and that no extensions of time given or changes made in the manner or time of making payments there under, shall in any way affect the Surety's obligations on this bond, and the surety hereby waives notice of any changes, omissions, alterations, modifications, additions or extensions

IN TESTIMONY WHEREOF and said PRINCIPAL AND SURETY had hereunto set their hands and seals and caused these presents to be duly executed the day and year above written.

(Principal)

By: _____
(Surety)

By: _____

**Select Board
Policy Number Eleven**

Insurance Requirements for Independent Contractors

I. PURPOSE:

To establish criteria regarding the satisfaction of insurance requirements for independent contractors. In the past and in the absence of insurance requirements, the Town has been held liable for the workers' compensation insurance requirements and has been assessed a premium for this coverage. This policy has been exposed to risk from the actions of independent contractors. This policy will alleviate the exposure from this risk.

II. STATUTORY BACKGROUND:

Mass. General Laws, Chapter 152, provides the statutory requirements for compliance to the Commonwealth's workers' compensation.

III. GENERAL PRINCIPLES:

Any independent contractor desiring to perform any function for compensation must provide to the "Chief Procurement Officer," defined as the Executive Secretary to the Board of Selectman, proof of insurance. This proof shall be a "Certificate of Insurance" with Town of Sharon named as an additional named insured. The insurance requirements are as follows:

1. Commercial General Liability including Products/Completed Operations, with no exclusion for explosion, collapse and underground damage (xcu).

Combined Single Limit for Bodily Injury and Property Damage
\$1,000,000 Each Occurrence
\$2,000,000 Annual Aggregate

2. Automobile Liability (owned, non-owned and hired)
\$1,000,000 Each Occurrence

3. Umbrella Liability
\$1,000,000 Each Occurrence
\$1,000,000 Annual Aggregate

4. Workers Compensation Insurance
Waiver of Subrogation
Statutory Benefits-State of Hire
Employers Liability
\$500,000 Each Person for Injury by Disease
\$500,000 Policy Limit for Injury by Disease
\$500,000 Each Person for Injury by Accident

5. Coverage must be written with carriers rated as A or better by Best's Rating Service or equivalent.

6. The certificate should name Town of Sharon as additional insured for General Liability with respect to claims resulting from work performed by Contractor. The certificate should also indicate that in the event of cancellation of any of the policies, 30 days prior written notice of cancellation will be given to the Town of Sharon.

IV. INDEMNIFICATION

The Contractor shall defend, indemnify and hold harmless the Town from and against any and all claims, liability, loss, damages, costs, fines or expenses for personal injury or damage to real or tangible personal property which the Town may sustain, incur or be required to pay, arising out of or in connection with services performed under this contract or by reason of any negligent action/inaction or willful misconduct of the Contractor, its agent(s) or person(s) employed by the Contractor, any of its subcontractors or other entities for which the Contractor is legally responsible.

or, as otherwise determined by the Select Board. The Select Board reserves the right to waive or otherwise modify these requirements.

AFFIDAVIT OF COMPLIANCE

- MASSACHUSETTS BUSINESS CORPORATION
- FOREIGN (non-Massachusetts) CORPORATION
- NON-PROFIT CORPORATION

I, _____, President

Clerk of _____

Name of Corporation

whose principal office is located _____

do hereby certify that the above named corporation has filed with the State Secretary all certificates and annual reports required by Chapter 156B, Section 109 (business corporation), by Chapter 181, Section 4 (foreign corporation), or by Chapter 180, Section 26A, (non-profit corporation) of the Massachusetts General Laws.

SIGNED UNDER THE PAINS AND PENALTIES OF PERJURY THIS _____ day of _____, 2024.

Signature of Responsible Corporate Officer _____

CERTIFICATE OF AUTHORITY

(For Corporations Only)

_____,20____
(current date)

At a meeting of the Directors of the _____ duly called and
(name of corporation)

held at _____ on the _____ day of
_____,20____, at which a quorum was present and acting, it was

VOTED, that _____ the
(name)

_____ of this corporation, is hereby authorized and empowered to
(office)

make, enter into, sign, seal and deliver in behalf of this corporation a contract for

(describe service)

with the Town of Sharon, and a performance bond and labor and materials bond in connection with said contract.

I do hereby certify that the above is a true and correct copy of the record, that said
vote has not been amended or replaced and is in full force and effect as of this date, and

that _____ is the duly elected _____ of
(name) (office)

this corporation.

Attest:

(Affix Corporate Seal Here)

Clerk (Secretary) of the Corporation

STATEMENT OF WAGE RATE COMPLIANCE

_____ 20, _____

I, _____
(Name of signatory party) (Title)

do hereby state:

That I pay or supervise the payment of the persons employed by
_____ on the
(contractors, subcontractors of public body)

(Building or Project)

and that all mechanics and apprentices, teamsters, chauffeurs and laborers employed on said project shall be paid in accordance with wages determined under the provision of Sections twenty-six (26) and twenty-seven (27) of Chapter one hundred and forty-nine (149) of the General Laws.

Signature _____

Title _____

(Signed under penalties of perjury as provided for
under Section 273 of Chapter 149, General Laws)

Note: Statement to be completed by Contractor on Contractor's letterhead.

**CONTRACTOR'S CERTIFICATION AS TO INTERNAL
ACCOUNT CONTROLS (G. L. c. 30, 39R(c))**

I, _____ do hereby state:
(name of signatory party) (title)

The system of internal accounting controls of this company and its subsidiaries reasonably assure the following:

1. transactions are executed in accordance with management's general and specific authorization;
2. transactions are recorded as necessary
 - i. to permit preparation of financial statements in conformity with generally accepted accounting principals, and
 - ii. to maintain accountability for assets;
3. access to assets is permitted only in accordance with management's general of specific authorization; and
4. the recorded accountability for assets is compared with the existing assets at reasonable intervals and appropriate action was taken with respect to any difference.

Signature _____

Title _____

Dated: _____

**TOWN OF SHARON, MASSACHUSETTS
DEPARTMENT of PUBLIC WORKS
TECHNOLOGY GRANT GIS AND SURVEY BID
NOTICE TO PROCEED**

TO: _____ DATE: _____

You are hereby notified to commence Work in accordance with the Agreement dated _____, 2024
. The date of completion of all Work is
_____, 2024

OWNER: Town of Sharon, MA
Department of Public Works:
BY: _____
TITLE: Chair, Select Board

ACCEPTANCE OF NOTICE

Receipt of the above Notice To Proceed
is hereby acknowledged by

this the _____ day of _____, 20____
BY: _____
TITLE: _____

APPENDIX A
MATERIAL AND TRAINING SPECIFICATIONS

Department of Public Works Technology Grant GIS and Survey Bid

General Requirements and Information

See the table below for a schedule of deliverables and specifications;

GNSS Receiver and Data Collector Specifications

Name	Quantity to be Delivered	Notes and Requirements
868631 iCG70 Network Rover*	1	See Note (1)
[7166013737] CCP Basic 1 year GNSS Antenna iCG70*	1	
[770954518] Battery GEB334*	2	
[770799185] Battery charger GKL311*	1	
[713972084] CC200-1, Rugged 10" Tablet PC, Win10*	1	
Including;		
1x CBC12 Cable*	1	
1x CA57 protection foil*	1	
1x CA54 stylus*	1	
1x CBA4 battery*	1	
1x CBC16 power supply*	1	
[715793852] CSW202 iCON Site*	1	
[715793842] CSW215 iCON Site Plus*	1	
[7166007034] 1 yr iCON site/build CC6x/8x Basic CCP*	1	
[713972099] CBA4, Large battery for CC200 tablet*	1	
[713972107] CMB16, Tablet Holder for CC200*	1	
[770767880] GHT63 clip (to attach GHT66 / CMB10 / GHT81 to a prism pole)*	1	
[714954214] CTC9 Carry Case for iCG70 & iCG160 (fits CC170 / CC200)*	1	

* Or approved equal

Total Station

Name	Quantity to be Delivered	Notes and Requirements
[713866351] Leica iCR70 Total Station, 5", R500*	1	See Note (1)
[7136013337] CCP basic for iCR70 / iCR80S, 1 year*	1	
[713777970] PRO GDF323 tribrach without optical plummet*	1	
[713922841] CCD18 Radio Handle*	1	
[770793973] Battery GEB222, 6.0ah*	2	
[770799185] Battery charger GKL311*	1	
[770756637] Prism 360 MPR122*	1	

* Or approved equal

Note 1: The sale of products includes training. Training assumes proper instruction to DPW staff regarding the use and workflow of the specified component, equipment, or software. Bidder assumes responsibility and costs for additional training and unforeseen logistical issues related thereto to achieve Staff competency on said component, equipment, or software to the satisfaction of the Town Engineer.

Drone Specifications

Name	Quantity to be Delivered	Notes and Requirements
DJI M350 RTK*	1	See Note (2)
RC Plus*	1	
WB37 Intelligent Battery*	1	
TB65 Intelligent Flight Battery*	2	
Carrying Case*	1	
BS65 Intelligent Battery Station*	1	
Landing Gear*	2	
Matrice 350 RTK 2110s Propellers (Pair)*	1	
Screws and Tools*	1	
Cleaning Tools*	1	
Spare Gimbal Damper*	4	
Rubber Port Cover (Set)*	1	
Enterprise Shield Basic*	1	
TB65 Intelligent Flight Battery*	2	
Zenmuse L2*	1	
L2 Sensor*	1	
DJI Terra Pro Perpetual Processing*	1	
DJI Terra Processing Software*	1	
Pix4D Survey Perpetual License*	1	

* Or approved equal

Note 2: The sale of products includes training. Training assumes proper instruction to DPW staff regarding the use and workflow of the specified component, equipment, or software. Bidder assumes responsibility and costs for additional training and unforeseen logistical issues related thereto to achieve Staff competency on said component, equipment, or software to the satisfaction of the Town Engineer.