

**TOWN OF TEWKSBURY
MASSACHUSETTS**

TEWKSBURY PUBLIC SCHOOLS

INVITATION FOR BIDS

BOILER-BURNER SERVICE

BIDS DUE:

WEDNESDAY AUGUST 26, 2026 AT 11:00AM.

at the Tewksbury Public Schools Business Office
139 Pleasant Street - Tewksbury, Massachusetts 01876

BID CERTIFICATION

Complete this page by signing in the space below and return with completed pricing pages.

As required under Chapter 149 Section 44E of Massachusetts General Laws, when returning the Tewksbury Public Schools' solicitation documents, certification must be made to the following by signing in the space indicated below.

Failure to offer such signature will result in rejection of the bid.

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.

The undersigned further certifies under the penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this subsection the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity. The undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from doing public construction work in the commonwealth under the provisions of section twenty-nine F of chapter twenty-nine, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

The undersigned certifies that pursuant to MGL Chapter 62C, Section 49A, that they, to the best of their knowledge and belief, have filed all state tax returns and paid all state taxes required under law. State taxes paid to the Commonwealth of Massachusetts, or State of _____ using Federal ID _____, or SSN _____.

This bid is submitted by:

(Complete name of firm to be given here)

Signature: _____ Title: _____

Contact Person: _____

Business Address: _____

Telephone: _____ Fax Number: _____

TEWKSBURY PUBLIC SCHOOLS BOILER/BURNER SERVICE

1. DEFINITIONS

- 1.1. Invitation to Bid – The Invitation to Bid is this entire document that includes the Scope of Work, Requirements, Insurance Requirements, and other Specifications, Bid Certification, Bid Pricing Sheet, Qualification Data, Agreement, any other documents attached, and also any Advertisements, and any Addendum.
- 1.2. Contractor – The Contractor shall be the person, company, firm, or organization performing the work of this Contract for Boiler/Burner Service:
 - 1.2.1. The word Contractor is also used to mean the employee(s) of the Contractor
- 1.3. Employees – The Contractor’s employees are people working directly for the Contractor on a full time basis and paid an hourly wage or salary by the Contractor.
- 1.4. Subcontractor – Subcontractors are any person, company, firm, or organization other than the Contractor’s employee(s) hired by the Contractor to perform work.
- 1.5. Owner – The Owner is the Town of Tewksbury Public Schools. School Department shall also mean Owner.
- 1.6. Awarding Authority – The Awarding Authority is the Town of Tewksbury Public Schools Business Manager (an authorized Procurement Officer for the Town of Tewksbury).
- 1.7. School Department Authorized Representative – The School Department Authorized Representative shall usually be the Tewksbury Public Schools Maintenance Forman. The Tewksbury Public Schools Superintendent, Business Manager, or Maintenance Forman may assign other persons to act (as a School Department Authorized Representative) on the School Department’s behalf.

2. PURPOSE

The intent and purpose of this Invitation for Bids is to:

- 2.1. Establish contractual price agreements (labor and materials) for routine and emergency BOILER-BURNER SERVICE. The Awarding Authority may make one or more awards for contracts sufficient to cover the Owner’s requirements.
- 2.2. Establish a high level of excellence in the contractual performance of service by the Contractor performing the BOILER-BURNER SERVICE.

3. SCOPE OF WORK

The Contractor shall furnish all labor, materials, equipment, tolls, and supervision necessary for boiler, burner, and related services at all Tewksbury Public Schools as directed by the Owner. All work shall

be performed by a licensed oil Burner Service Technician holding an “unrestricted” oil burner license in accordance with Massachusetts General Law, Chapter 148. The Contractor shall be expected to perform routine and emergency Boiler/Burner at facilities such as schools, office buildings, and other building under the control of the School Department. Burner-Boiler services include, but are not limited to, gas firing burners, light oil firing burners, heavy oil firing burners, cast iron steam and hot water boilers, steel steam and hot water boilers, domestic hot water heaters, aboveground and underground oil tanks, oil piping and (burner related) gas piping, burner and boiler controls, boiler refractory repairs, (emergency) cast iron boiler section replacement(s), (emergency) steel boiler tube replacement(s), boiler feed pump repairs, breeching and chimney repairs, and other any other related (non-capital) boiler room equipment service and repairs.

Provide all labor, materials, transportation, equipment, supervision, and incidentals necessary for the satisfactory service, repair, and preventive maintenance of all boilers and burners and related boiler room equipment in Tewksbury Public Schools as directed by the School Department Authorized Representative. The Contractor shall call the School Department Authorized Representative to schedule cleaning of equipment. The Contractor shall protect all walls, floors, ceiling, and furniture from any damage. Damage to any building or area caused by the Contractor shall be repaired or replaced at the Contractor’s expense. No soot or refuse shall be left on the site. Replaced parts may be left on site for inspection at the request of the School Department Authorized Representative.

Where and when requested, inspect all boilers, burners, and related boiler room equipment and parts thereof. Grease, oil, and clean boiler room equipment where/when necessary. Report all malfunctions or potential problems to the School Department Authorized Representative in writing within ten (10) days of finding, or immediately if an emergency. Provide the School Department Authorized Representative with a detailed written proposal including cost of any action needed.

Where and when requested, clean the fire and water sides of all boilers, clean and service each gas or oil burner, replace and/or clean all oil filters and strainers and related equipment, inspect each unit and associated equipment for proper operation and report any problems or malfunctions to the School Department Authorized Representative in writing within ten (10) days. Provide the School Department Authorized Representative with a detailed written proposal including cost for any action that needs to be taken. Also take complete combustion efficiency tests using an accurate and calibrated combustion tester and provide printed reports of all final efficiency tests in low, mid and high fire with such reports or with the service invoice.

Inspect all breeching, chimneys, and stacks (used for boilers and/or water heaters) prior to the start of the new heating season (or at a time requested) for blockage, failing liner(s), loose masonry, and/or damaged guy-wires. Report all concerns to the School Department Authorized Representative in writing with in ten (10) days. Provide a detailed written proposal including cost of any action needed.

Upon receiving a service call from a School Department Authorized Representative, the Contractor shall respond within one (1) hour and commence work within two (2) hours for emergency services and within two (2) (normal work) days for routine services. Note that failure to respond per this requirement shall be considered a breach of contract and cause for termination.

Within twenty-four (24) hours of completing the service, the Contractor shall notify the School Department Authorized Representative that the work has been completed. All work shall be done between 7:00 A.M. and 5:00 P.M., Monday through Friday, excluding legal holidays, unless otherwise directed in writing by the School Department Authorized Representative.

All materials shall be new and of satisfactory quality. All workmanship shall conform to the best practice in the trade and be performed by skilled and (properly) licensed labor in the field and comply with all federal, state, and municipal laws and regulations. The Owner will reject any unsatisfactory services. All services shall be guaranteed for a period of one year. All material and debris from the work shall be removed by the Contractor. The premises shall be left clean at all times.

The Contractor shall submit a Service Contractor Work Order for each job. The Work Order must be signed by a School Department Authorized Representative and submitted with the invoice.

The Contractor shall submit, for each job, an invoice listing the materials used and labor hours expended. Materials shall be invoiced at actual cost plus the contracted percentage surcharge (mark-up) and invoices shall show quantities and unit costs. Copies of the Contractor's own material invoices shall be made available to the School Department upon request. Labor shall be invoiced at the contracted hourly rates and shall include only the actual time expended on the job and shall not include travel time. Invoices shall be submitted in duplicate, within fifteen (15) days of completion of services to the Owner (Tewksbury Public Schools – Business Office - 139 Pleasant Street - Tewksbury, MA 01876).

In the event major services are required (estimated at a cost of \$5,000.00 or above); the Contractor may be required to submit a detailed cost estimate to the School Department Business Manager and obtain written approval prior to commencing work. The Owner reserves the right to solicit bids from other Contractors for any work estimated at above \$5,000.00.

4. BID SUBMISSION REQUIREMENTS

- 4.1. All bids are to be made using the attached Bid Pricing Sheet and delivered to the place specified and no later than the time specified.
- 4.2. All bids shall be properly signed, enclosed in an envelope, sealed and plainly marked on the outside of the envelope, "Bid for Boiler-Burner Service". An individual authorized to bind the bidder to the proposed contractual agreement shall sign the bid proposal.
- 4.3. Bids shall consist of and include the following:
 - 4.3.1. Bid Certification (Page 2)
 - 4.3.2. Bid Pricing Sheet (for Boiler/Burner Service)
 - 4.3.3. Qualifications Data Sheet (Pages 13-15)
 - 4.3.4. DCAMM Certification or Contractor must be on the Massachusetts Commbuys State Contract TRD01 as a Vendor.
 - 4.3.5. DCAMM Update Statement or Contractor must be on the Massachusetts Commbuys State Contract TRD01 as a Vendor.
 - 4.3.6. Proof of OSHA Training

4.4 Optional Site Visit:

All Bidders may request a tour of school facilities with Maintenance staff, prior to bid opening, to ensure familiarity with boiler systems and other related equipment. To arrange such a tour contact 978-360-1492.

5. CONTRACTOR REQUIREMENTS

It is mandatory that the Contractor be able to meet ALL the following requirements:

- 5.1. Have been regularly and actively engaged in the Boiler/Burner Service contracting business, operating under the same business name and business organization structure; and performing the type of work described above under “SCOPE OF WORK” for a minimum of ten (10) years, and is located within twenty-five (25) mile radius of the Town of Tewksbury.
- 5.2. Have (directly employed) a minimum work force consisting of not less than six (6) full-time Oil Burner Service Technicians holding an “unrestricted” Certificate of Competency / License – Oil Burner Technician. Each Service Technician employed by the Boiler-Burner Service Contractor shall be fully licensed to work on all oil and gas burners (including Carlin, Ray, Webster, Power Flame, Industrial Combustion, and Riverside Hydronics), used by the Tewksbury Public Schools including, but not limited to: #2 oil – pressure-atomizing oil burners firing from .5 to 35 gallons per hour, #2 oil – air-atomizing oil burners firing from 20 to 75 gallons per hour, #4 oil – air-atomizing oil burners firing from 10 to 100 gallons per hour, gas burners firing up to 10,500 MBTU/Hr, Cleaver-Brooks fire-tube boiler-burner units firing up to 8,200 MBTU/Hr, Cleaver-Brooks Low Emission fire-tube boiler-burner units firing up to 8,200 MBTU/Hr, condensing type gas furnaces, and PVI, Raypak, Paterson Kelley, A.O. Smith water heaters, and Riverside Hydronics.
- 5.3. Have (directly employed) a minimum of one (1) licensed Electrician and a minimum of one (1) licensed Plumber available for emergency electrical and plumbing work on equipment to be serviced under this contractual agreement.
- 5.4. Have a minimum of six (6) service trucks that are either owned or leased (or employee owned), and are available for use by the work force on a full-time basis and are stocked with commonly used consumable supplies and repair parts associated with the Boiler-Burner trade and especially for the burners used by the Tewksbury Public Schools.
- 5.5. Maintain a twenty-four (24) hour, seven (7) day per week emergency response telephone number that is staffed by a person and not just an answering machine. (Passive answering machines are not acceptable.)
- 5.6. Carry the required amount of insurance as shown by the Insurance Requirements enclosed herewith. Certification of Insurance shall be provided to the Owner prior to commencement of work and not later than fifteen (15) calendar days from notice of contract award. Insurance shall remain in force during the full term of the contractual agreement and/or until work is completed and accepted by the Owner, whichever is later.

- 5.7. Provide at least three (3) current references that are satisfactory to the Owner and will serve to illustrate the ability of your firm to act as the primary conveyor to accomplish boiler/burner service in accordance with specifications. References used for this purpose shall be other Commonwealth of Massachusetts Public School Departments that your firm has provided boiler/burner service for, while serving in the capacity as the “primary” boiler-burner contractor, versus a subcontractor, and has maintained a contractual work agreement for accomplishing boiler-burner services for a period not less than twelve (12) consecutive months, during the past two (2) years. The Tewksbury Public Schools may also be a reference if applicable.
- 5.8. Rate per hour of the wages to be paid under this particular contractual agreement shall be not less than the applicable rate of wages as determined by the Commissioner of Labor and Industries and announced in the “Prevailing Wage Rates Schedule” enclosed herewith.
- 5.9. Be capable of securing Performance Bonding and Labor and Materials Payment Bonding for Public Contracts.
- 5.10. Contractor must be a factory authorized service representative for PVI and Riverside Hydronics heating and domestic hot water equipment.

6. GENERAL

The Contractor must check in and out with a School Department Authorized Representative in the case of work to be performed for the Owner to determine the exact scope of the task required and open a work order which specifies the work and labor force required. If this work is of a nature to require a boiler/burner permit, the boiler/burner permit number shall be included on the work order. After the work is completed, the contractor shall list the hours worked on site, the worker’s name, trade skill level (licensed oil burner technician or registered apprentice), and the materials used. The School Department Authorized Representative (or his designee) must sign off on the work order before the Contractor leaves the work site. A copy of the work order must accompany the invoice submitted for payment of the work. If a boiler/burner permit is required, the work order must have the Inspector’s signature. The invoice must show the labor hours and costs, the Contractor direct cost and mark-up of all materials used, and any other miscellaneous charges.

7. HOURS OF WORK

It is intended that the Contractor shall accomplish the majority of work during normal business hours and on a straight time basis. Work shall not be accomplished on an overtime basis unless prior approval has been obtained from the School Department Authorized Representative. Payment of overtime requires approval of the Business Manager. Standard hours of work shall be Monday-Friday 7:00 AM until 5:00 PM.

8. QUALITY OF WORK

All work is to be quality work and shall be performed according to the standards of the industry and according to the plans, directions, and instructions as presented by any Authorized Representatives of the Owner.

9. NUMBER OF WORKERS

The hourly rates reflect the amount a Contractor will charge per hour only - not per hour per person. Only one (1) tradesman shall be assigned to work on a job. Prior permission must be received before the Contractor can assign more than one (1) worker per job, including apprentices/helpers. The Owner reserves the right to question whether additional personnel are warranted on a particular job based upon each job quote/proposal and performance status. Special attention will be given to allow for assistance when needed, or an unexpected parts acquisition is needed during a job to contain costs. However, the Contractor must arrive at any routine job that he has quoted; prepared with the appropriate personnel, equipment, and supplies to perform the project with minimal off-site time and travel.

10. CONTRACTOR'S PERSONNEL

The Contractor shall only use trained personnel who are directly employed and supervised by the Contractor unless prior approval is obtained (See Subcontracting). The Contractor and/or any boiler-burner technician that performs oversight of this work (under this contract) shall hold a valid Massachusetts unrestricted Oil Burner Certificate of Competency (License).

a. CORI: Upon award of contract, contractor must have all personnel fill out a CORI form and be approved by the School Department before they perform work at the Tewksbury Public Schools.

11. PREVAILING WAGES

All personnel providing services in support of this contract are subject to the prevailing wage rates as determined by the Commissioner of Labor and Industries.

12. OSHA CERTIFICATION

All personnel providing services in support of this contract must have completed OSHA training.

13. MATERIALS SAFETY DATA SHEETS

The Contractor must supply all applicable MSDS forms as requested by the Owner. Pursuant to M.G.L. Ch. 111F, ss. 8, 9, 10, any Vendor or Contractor who receives a contract resulting from this invitation agrees to submit a Material Safety Data Sheet for each toxic or hazardous substance or mixture containing such substance when deliveries are made. The Vendor or Contractor agrees to comply with all requirements set forth in the pertinent laws.

14. RESPONSE TIMES

- a. **Emergency Repairs:** The Contractor shall acknowledge all service calls within one (1) hour of the call being placed. Response to calls from the Owner for emergency service is required 24 hours a day, seven days a week. Contractors must have an interactive paging or telephone answering service; passive answering machines are not acceptable. Repair personnel shall arrive at the designated job site not later than two (2) hours after a School Department Authorized Representative has made notification that an emergency repair is required.

- b. **Non-emergency Repairs:** Repair must start within two (2) business days of receipt of a work order initiated by the School Department Authorized Representative.

15. SUBCONTRACTING

The Contractor shall not subcontract or sublet any portion of the work without the (prior) written consent of the Tewksbury Public Schools Business Manager.

16. PERMITS AND LICENSES

The Contractor shall be responsible to obtain any necessary permits (including fire watches) for work directed under this contract. Payments for such will be made on the basis of direct cost to the Contractor without mark-up. This payment provision relates to permits that are exclusive, and a “one-time use” type permit for work performed under this contract.

17. INSPECTION

The Owner reserves the right to inspect (or hire other people to inspect) any and all work in progress or completed. Any omission or failure on the part of the Owner to disapprove or reject inferior or defective work or materials shall not be construed to be an acceptance of such work or material. If any defective work or material is found during inspection, the Contractor shall remove and replace or repair, at his/her/their own expense, such defective work, or material rejected and shall repair or replace same without extra charge.

If the Contract Documents, the Owner’s or Owner’s Agent’s instructions, or laws, ordinances or regulations of any public authority require any work to be tested or approved, the Contractor shall give the Owner or Owner’s Agent timely notice of its readiness for inspection by the proper authorities. If any such work shall be covered up without approval or consent, it must, if required by the Owner or Owner’s Agent or other proper authorities, be uncovered for examination at Contractor’s expense.

18. WARRANTY OF MATERIALS AND WORKMANSHIP

All materials and equipment provided under the contract shall be listed and labeled for the purpose intended. All work provided under this contract shall have, as a minimum, a one (1) year warranty from the date of final acceptance thereof against any latent defects, design, materials, workmanship and installation.

The Contractor shall provide a written one (1) year warranty for equipment installed during the contract period. Warranty Certificate shall be provided to the Owner. The Contractor warrants that, unless otherwise specified, all materials and equipment, incorporated in the work under the Contract shall be new, first class, and in accordance with the Contract Documents. The Contractor further warrants all workmanship shall be first class and in accordance with the Contract Documents and shall be performed by persons qualified in their respective trades. Work not conforming to these warranties shall be considered defective.

19. WORKING TIME

Charges incurred by the Contractor for the time spent in transit (portal-to-portal) from the Contractor's place of business to the job site and back are not part of this Contract and will not be paid by the Owner. Computation of the number of hours worked shall include only those hours spent at the job site excluding meal times. Work time shall be computed to the nearest quarter hour (15 minute) time period.

20. PAYMENT

The Contractor will be paid per approved invoice(s) on a monthly basis. An invoice will be presented for the services performed for each job or service call. Each invoice shall, as a minimum, identify (in detail) the work that was done, where it was done, when it was done (including time of arrival and time of departure), who authorized it and the applicable work order. Additionally, it will detail the unit cost and extended cost for each wage/labor category, Contractor cost and applicable markup for parts and/or materials and costs for equipment rental.

21. REPORT

The Contractor shall maintain and keep current a summary report that will reflect cumulative dollar figures for items invoiced. This report shall be made available to the Owner, upon request, and shall reflect cumulative dollar figures for each wage/labor category, Contractor cost and applicable markup for parts and/or materials and costs for equipment rental.

22. CHARGES FOR EQUIPMENT RENTAL AND SUBCONTRACTORS

Any equipment that is rented by the Contractor in the performance of this contract shall require prior approval of the Owner and then if approved may be charged to the Owner at the same rate as invoiced by the rental company.

Any charges for (approved use of) Subcontractors shall include a mark-up of not more than the mark-up contractually agreed to for materials. In case(s) where the cost for any (approved use of) Subcontractors is estimated at \$2,000.00 or more, the Contractor shall provide either a set cost, or cost per person-hour, cost for materials, and mark-up percentage.

23. REJECTION OF BIDS

The Awarding Authority reserves the right to reject any or all bids and/or to award the contract to the Bidder deemed to be in the best interest to the Town.

24. CANCELLATION OF CONTRACT

The Owner reserves the right to cancel and terminate the contract in the event that the services provided by the Contractor are deemed to be unsatisfactory.

25. CONTRACT VALUE

Work to be performed and material to be supplied under this contract will be paid as invoiced and approved. Estimated value of contract is less than \$390000

26. BASIS FOR DETERMINING LOW BIDDER

The lowest Bid shall refer to the lowest total 3 year cost as presented on the Bid Pricing Sheet and the material markup.

27. BASIS FOR AWARD OF CONTRACT

Award of this contract shall be made to the lowest responsible and eligible general bidder within thirty (30) days, Saturdays, Sundays and legal holidays excluded, after the opening of the bids. The Awarding Authority reserves the right to reject any or all bids if deemed in the Owner's best interest.

28. CONTRACT LENGTH

The (period of this) Contract shall start on September 1, 2026 through August 31, 2029.

29. INSURANCE REQUIREMENTS

A Worker's Compensation and Employer's Liability Insurance:

Coverage as required by the Worker's Compensation laws of the Commonwealth of Massachusetts, M.G.L. Ch. 149 § 34A, including both statutory lines and Coverage B with a 500/500/1,000 limit of liability.

B. Comprehensive General Liability Insurance:

Coverage for Bodily Injury and Property Damage as follows:

Limits of Liability:

Bodily Injury	\$1 Million each person
	\$1 Million each occurrence
	\$2 Million aggregate
Property Damage	\$1 Million each occurrence
	\$2 Million aggregate

The Comprehensive General Liability Policy shall provide insurance for the Contractor for Bodily Injury and Property Damage to third parties arising out of:

1. Work performed by the Contractor himself with his own employees; "premises-operations" line.
2. Work performed by his Subcontractors; Contractor's Protective Liability; ("sublet work"

or "Independent Contractors") line. Use of subcontractors may be subject to provisions within the Specifications regarding prior approval by the School Department/Town. All subcontractors must also provide Certificates of Workers' Compensation or General Liability Insurance.

3. The Contractor's liability assumed under the Contract Terms; "hold harmless" or indemnity agreement" line also known as Contractual Liability Insurance. This coverage must be explicitly stated on the Contractor's Insurance Certificate.

C Owner's Protective Liability Insurance

The Contractor shall take out and furnish to the Owner Certificates of Insurance naming the Town of Tewksbury and the Tewksbury Public Schools as additional insured as their interest may appear and maintain during the life of this Contract with complete General Liability Insurance in amounts set forth above for Bodily Injury Liability Insurance and for Property Damage Liability Insurance.

D. Comprehensive Automobile Liability Insurance

All minimum coverage as required under Massachusetts General Laws for operation and registration of motor vehicles, and excess Bodily Injury and Property Damage coverage as follows:

Limits of Liability

Bodily Injury and Property Damage Combined single limit of \$1 Million

The insurance is to include all owned or hired vehicles of the Contractor and non-ownership protection for all employees of the Contractor engaged in the performance of the Contract.

E. General Requirements for All Lines of Insurance to be Furnished

All policies shall be written so the Tewksbury Public Schools shall be notified of cancellation or addition of "restrictive amendments" by Registered Mail or by FAX not later than twenty (20) days prior to the effective date of such cancellation or amendment.

If the initial policy/policies expire prior to the completion of the work, renewal certificates shall be promptly filed with the Tewksbury Public Schools for extensions of said coverage. The full cost of renewing such coverage for additional amounts of time shall be the full responsibility of the Contractor.

The Contractor shall require that each subcontractor procure and maintain, until the completion of that subcontractor's work, insurance of the types and to the limits set forth in the above sections. All such coverage by subcontractors shall be in favor of the Contractor, and the Tewksbury Public Schools shall be held harmless from liability in all such policies. Use of subcontractor(s) may be subject to the prior approval of the Tewksbury Public Schools as described more fully in applicable contract terms and conditions.

1. BONDING

The Contractor may be required to provide a 100% Labor and Materials Payment Bond and 100% Performance Bond. Within fifteen (15) days after award of the contract from the Owner, the Contractor shall provide such bonds using a Surety Company accepted by the Commonwealth of Massachusetts.

31. MATERIALS MARKUP

The Owner reserves the right to provide its own materials when deemed appropriate with no markup to the Owner.

QUALIFICATION DATA SHEET

CONTRACTOR QUALIFICATION DATA

1. List the exact name of your firm.

2. How many years has your firm been in business under its present business name and business organization structure? _____ years
3. How many years has your firm been regularly and actively engaged in the Boiler-Burner Service contracting business, performing the type of work described in the specification "Scope of Work"?
_____ years
4. How many full-time Oil Burner Technicians who hold a valid Massachusetts unrestricted Oil Burner Certificate of Competency (license) does your firm employ?
(____) _____
5. How many Boiler-Burner service trucks are either owned or leased by your firm (or employee owned/leased) and are available for your Boiler-Burner service work force on a full-time basis?
_____ Owned _____ Leased _____ Employee Owned or Leased
6. Does your firm provide emergency Boiler-Burner repair service on a 24-hour, 7-day per week basis? ☐ Yes ☐ No
7. Does your firm have a twenty-four (24) hour emergency number that is staffed by a person and not an answering machine? ☐ Yes ☐ No
If yes, please list number: (____) _____
8. Does your firm currently service Cleaver-Brooks Model LE Boiler/burner units capable of firing at least 8,200 MBTU/Hr of natural gas? ☐ Yes ☐ No
9. Does your firm currently service condensing type gas fired furnaces? ☐ Yes ☐ No
If yes, please list at least two (2) locations (site name and address):

10. Does your firm currently service PVI water heaters? ☐ Yes ☐ No
If yes, please list at least two (2) locations (site name and address):

QUALIFICATION DATA SHEET CONTINUED

11. Does your firm directly employ at least one (1) Plumber (currently licensed by the Commonwealth of Massachusetts)? ☐ Yes ☐ No

If yes, please list number: () _____

12. List number of years your senior six (6) Service Technicians have held an “unrestricted” Commonwealth of Massachusetts Certificate of Competency (Oil Burner license):

Burner Technician #1 _____ years

Burner Technician #2 _____ years

Burner Technician #3 _____ years

Burner Technician #4 _____ years

Burner Technician #5 _____ years

Burner Technician #6 _____ years

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13. List distance your three (3) nearest Service Technicians reside from the Town of Tewksbury:

Burner Technician #1 _____ miles

Burner Technician #2 _____ miles

Burner Technician #3 _____ miles

Indicate below three (3) references that will serve to illustrate the ability of your firm to act as the primary contractor for the contract:

School Department Name and Address	Contact Person, Company Name, Phone, Number and Email.
1.	
2.	
3.	

SIGNATURE OF AUTHORIZED INDIVIDUAL: _____

PRINTED NAME: _____ TITLE: _____