

**CITY OF NEWTON
PURCHASING DEPARTMENT**

DISPOSITION OF SURPLUS PROPERTY

PROJECT MANUAL:

**DISPOSITION OF SENIOR CENTER SURPLUS
*Request For Quotes #23-55***

Submission Deadline: January 12, 2023 at 10:00 a.m.

December 2022

Ruthanne Fuller, Mayor

**CITY OF NEWTON
PURCHASING DEPARTMENT
CITY HALL ROOM 108, NEWTON CENTRE, MASSACHUSETTS 02459
(617) 796-1220**

DISPOSITION OF SENIOR CENTER SURPLUS

REQUEST FOR QUOTES #23-55

The Newton City Council approved full project funding for the Newton Center for Active Living, NewCAL, a new facility with programs and services for the City of Newton's (City's) older residents and the community at large, projected to open in 2024. The City will build the new center at the site of the current Newton Senior Center at 345 Walnut Street in Newtonville.

The project will require the demolition of the current Senior Center, many furnishing of which will not be needed for NewCAL. These surplus furnishings (Surplus) are listed on Attachment A and are being offered for purchase to the general public.

Specifically, the City, acting through its Purchasing Department, seeks price quotes for the disposition of available Surplus in Attachment A hereto.¹ A link next to each item will take you to a photo of that item. Estimated Values are for reference and do not constitute a reserve or minimum bid amount.

You are invited to provide a price quote to purchase one or more of the Attachment A Surplus items on the terms and conditions set forth herein and attached hereto.

This Request For Price Quotation (RFQ) is being solicited from the general public. Each item shall be sold to the person providing the highest quote for that item on the attached Bid Submission Form.

Bidders interested in seeking to inspect Surplus items in person may attend a walk-thru scheduled for January 5, 2023 between the hours of 4:00-6:00PM at the Newton Senior Center, 345 Walnut St., Newton, MA 02460

Quotations shall be received by the City of Newton no later than *10:00 a.m. on Thursday, January 12, 2023*. Quotes shall be addressed to the Newton Purchasing Department and shall either be emailed to purchasing@newtonma.gov or delivered to the Purchasing Department, 1000 Commonwealth Avenue, Room 108, Newton, Massachusetts. Quoted prices must remain in effect a minimum of thirty (30) days after the quote response deadline.

Surplus to be sold "AS IS," "WHERE IS," in accordance with this RFQ.

SUCCESSFUL BIDDERS MUST REMOVE THE ITEMS PURCHASED IN ACCORDANCE WITH THE REQUIREMENTS OF THE CITY OF NEWTON

CITY EMPLOYEES MUST COMPLY WITH THE PROVISIONS OF G.L. 268A WHEN BIDDING ON SURPLUS PROPERTY. THEY MUST ALSO FILE A DISCLOSURE WITH THE NEWTON CITY CLERK'S OFFICE.

Surplus is offered for sale as is without warranty, guarantee or liability of any kind on the part of the City.

This RFQ 23-55 is posted on-line at: www.newtonma.gov/bids

If you have downloaded this RFQ from the internet website (www.newtonma.gov/bids) you should email (purchasing@newtonma.gov) your Name, Address, Email, Phone, Fax AND the RFQ NUMBER (#23-55), so that we may add you to the Bidders List and you will be notified of any/all addenda.

¹ Available items are highlighted in yellow.

Bidders requiring clarification or interpretation of this RFQ shall make a written request to the *Chief Procurement Officer*, at purchasing@newtonma.gov or via facsimile (617) 796-1227. The City will answer such requests if received by **12:00 noon on January 6, 2023**.

If you wish to receive notification of the City's RFQ, please email us your company information to purchasing@newtonma.gov, otherwise you may view all City of Newton public bids online at www.newtonma.gov/bids.

The City may reject any and all bids in accordance with M.G.L. c.30B, and reserves the right to negotiate the sale of any item of surplus with a purchaser that will pay more than the highest price bid received. In addition, the City reserves the right to waive any informalities in any or all bids, or to reject any or all bids (in whole or in part) if it be in the public interest to do so.

This RFQ is issued in accordance with the City's Procedures For Departmental Purchasing.

In the event that any person wishes to attend a bid opening or pre-bid meeting, accessible and reasonable accommodations will be provided to persons requiring assistance. If you need a reasonable accommodation, please contact the city of Newton's ADA Coordinator, Jini Fairley, at least two business days in advance of the meeting: jfairley@newtonma.gov or (617) 796-1253. For Telecommunications Relay Service, please dial 711.

CITY OF NEWTON

A handwritten signature in black ink that reads "Nicholas Read". The signature is written in a cursive, slightly slanted style.

Nicholas Read
Chief Procurement Officer
December 22, 2022

BID SUBMISSION FORM²

Item of Interest _____
(List Item Number and Item Name)

The undersigned submits the price quotation of \$ _____

Item of Interest _____
(List Item Number and Item Name)

The undersigned submits the price quotation of \$ _____

Item of Interest _____
(List Item Number and Item Name)

The undersigned submits the price quotation of \$ _____

Item of Interest _____
(List Item Number and Item Name)

The undersigned submits the price quotation of \$ _____

Pursuant to M.G.L. c. 62C, §49A, I certify under the penalties of perjury that I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support, as well as paid all contributions and payments in lieu of contributions pursuant to MGL 151A, §19A(b).

Print Name and Title of Person Signing

All Quotations Must Be Signed

Street Address

Signature of Bidder

City, State Zip Code

Telephone Number Fax Number

Email Address

² If needed, bidders may submit additional Bid Submission Forms.