

COMMONWEALTH OF MASSACHUSETTS
MASSACHUSETTS TRIAL COURT
OFFICE OF COURT MANAGEMENT
FACILITIES MANAGEMENT & CAPITAL PLANNING

REQUEST FOR PROPOSALS
**STATEWIDE STANDBY GENERATOR, ATS &
UPS**
PREVENTIVE MAINTENANCE SERVICES

Five Regional Award Opportunities

Item	Information
COMMBUYS Bid No.	BD-27-1107-FREG5-ACCOU-133129
Issue Date	September 14 th , 2026
Bid Due Date	September 30 th , 2026 @ 12:00 PM
Initial Contract Term	November 1, 2026 – June 30, 2029 (32 months)
Renewal Options	Two optional one-year renewals

Solicitation Overview

The Massachusetts Trial Court, through the Office of Court Management, Facilities Management & Capital Planning (FMCP), invites bids from qualified contractors to provide preventive maintenance, inspection, operational testing, load-bank testing, repair, and emergency service for standby generators, automatic transfer switches (ATS), and identified uninterruptible power supply (UPS) systems at Trial Court facilities statewide.

The solicitation is divided into five regional award groups. A Bidder may bid on one or more complete regions. Each region will be evaluated separately and awarded to the lowest responsible and eligible bidder for that region. The procurement may therefore result in as many as five contracts.

Key Procurement Information

Item	Requirement
Contract structure	Statewide solicitation with five independent regional awards
Initial term	November 1, 2026 through June 30, 2029 (32 months)
Renewals	Two optional one-year renewals, exercisable by the Trial Court
Bid scope	One or more complete regions; no partial-facility bid within a region
Award basis	Lowest responsible and eligible bidder for each region
Core pricing	Facility PM, generator/ATS/UPS testing, load-bank testing, labor, and parts
Submission	Through COMMBUYS in accordance with the final posting

Procurement Contact Information

Contact Item	Information
Designated Procurement Contact	Odair D. Brandao, Contracts Manager
Telephone	617-725-3176
Email	Odair.brandao@jud.state.ma.us
Mailing Address	Three Pemberton Square, Boston, MA 02108

The designated Procurement Contact is the sole point of contact for this solicitation. Questions must be submitted through the method stated in the COMMBUYS posting. Bidders shall not contact facility personnel concerning the procurement except during an authorized site visit or when directed by FMCP.

Procurement Calendar

Milestone	Date / Time
RFP posted in COMMBUYS	September 14 th , 2026
Pre-bid conference	
Site visits	To be scheduled with Individual Buildings
Questions due	September 24 th , 2026 @ 12:00PM
Answers/addendum issued	September 25 th , 2026
Bids due	September 30 th , 2026 @ 12:00 PM
Anticipated notice of award	October 2 nd , 2026
Contract start	November 1, 2026

1. Contract and Award Structure

1.1 Regional Awards

- Region 1, Region 2, Region 3, Region 4, and Region 5 are separate bid and award units.
- A Bidder may bid on any number of regions but must bid every listed facility and all required services within each selected region.
- The Trial Court may award multiple regions to one Bidder when that Bidder is the lowest responsible and eligible bidder for each region and demonstrates capacity for simultaneous performance.
- The Trial Court may make no award for a region, reject a nonresponsive bid, or reject a Bidder determined not responsible or not eligible.
- Facilities and equipment may be added, removed, relocated, or replaced through an authorized contract amendment or other written mechanism permitted by the contract.

1.2 Term

The initial contract term is thirty-two (32) months, beginning November 1, 2026, and ending June 30, 2029. The Trial Court may exercise two additional one-year renewal options: July 1, 2029 through June 30, 2030, and July 1, 2030 through June 30, 2031. Each renewal is subject to satisfactory performance, available funding, authorized pricing, and required approvals.

1.3 No Guaranteed Volume

The Trial Court does not guarantee any minimum quantity of repair calls, parts, load-bank tests beyond the scheduled requirements, or additional services. Preventive-maintenance services identified as required are firm obligations; all other work must be authorized in writing.

2. Applicable Requirements and Contractor Qualifications

2.1 Codes and Standards

Work shall comply with all applicable laws, regulations, permits, manufacturer instructions, and the editions of codes and standards adopted or otherwise applicable to the facility and equipment at the time the work is performed. Requirements include, as applicable:

- NFPA 110, Standard for Emergency and Standby Power Systems, including routine maintenance and operational testing requirements.
- NFPA 111, Standard on Stored Electrical Energy Emergency and Standby Power Systems, for covered stored-energy systems.
- NFPA 70, National Electrical Code, including emergency, legally required standby, and optional standby systems as applicable.
- NFPA 70B, Standard for Electrical Equipment Maintenance, where applicable to electrical maintenance practices.
- 527 CMR 1.00, Massachusetts Comprehensive Fire Safety Code; 527 CMR 12.00, Massachusetts Electrical Code; and other applicable Massachusetts codes.
- OSHA requirements, environmental requirements, hazardous-material handling rules, and manufacturer service bulletins.

If requirements conflict, the Contractor shall promptly notify FMCP in writing and follow the more stringent applicable requirement unless directed otherwise by FMCP or the authority having jurisdiction.

2.2 Minimum Bidder Qualifications

- At least five years of demonstrated experience maintaining commercial or institutional standby power systems of comparable size and complexity.
- Factory-trained or equivalently qualified technicians for the manufacturers and equipment types included in the region.
- All licenses, registrations, permits, and certifications required for electrical, fuel-system, mechanical, battery, and related work.

- A staffed 24-hour emergency dispatch capability and sufficient personnel, vehicles, diagnostic tools, test equipment, and replacement parts.
- Ability to support simultaneous outages or emergencies at multiple facilities within every region bid.
- Three references for comparable multi-site generator maintenance contracts performed within the past five years.
- CORI or other courthouse security screening compliance for assigned personnel when required.

3. Scope of Preventive Maintenance Services

3.1 General Responsibility

The Contractor shall furnish all supervision, labor, transportation, tools, diagnostic equipment, consumables, lubricants, filters, sampling kits, reports, and incidentals required to inspect, test, and maintain the covered systems. Unless the Pricing Form expressly identifies an authorized separate charge, travel, mobilization, vehicle, fuel, environmental, disposal, administrative, and routine service expenses are included in the preventive-maintenance price.

3.2 Required Service Frequencies

Service	Minimum Frequency	General Requirement
Monthly operational inspection/test	When assigned to Contractor in the final facility schedule	Visual condition, alarms, starting system, charger, heaters, fluids, leaks, fuel, exercise record, ATS indication and transfer observations.
Semiannual preventive maintenance	Twice per contract year, targeted for June and November	Complete generator, engine, controls, starting system, fuel system, cooling, exhaust, ventilation, annunciation, ATS, and associated equipment inspection and testing.
Annual comprehensive service	Once per contract year	Oil and filters as required by OEM/hours and at least annually when specified; fuel filters; air-system service; fluid sampling; battery test; full safety and performance review.
Load-bank / building-load test	As scheduled in Attachment A and authorized	Test using rated external load bank or approved building load; document steps, load, voltage, frequency, temperatures, pressures, alarms, and results.
ATS preventive maintenance	At least annually and during scheduled system testing	Inspection, cleaning, exercising, control verification, time-delay checks, interlock checks, connection review, and transfer/retransfer testing.
UPS preventive maintenance	At least annually or more frequently when specified	Inspection, alarms, charger/inverter/rectifier checks, bypass operation, battery condition and impedance/conductance testing, environmental review, and documented results.

3.3 Generator and Engine Maintenance

- Inspect engine, generator end, enclosure, mounting, vibration isolators, guards, wiring, controls, instrumentation, remote annunciation, and emergency-stop devices.
- Check for fuel, oil, coolant, exhaust, and water leaks; document and immediately report unsafe conditions.
- Inspect diesel fuel system, pumps, injectors/nozzles, day tanks, supply/return piping, filters, valves, gauges, leak detection, and fuel-quality indicators.
- Inspect natural-gas and gasoline fuel trains, regulators, shutoffs, ignition components, spark plugs, wiring, and related controls.
- Check lubricant level and condition; change oil and filters based on manufacturer requirements, operating hours, analysis, and the annual service schedule.
- Replace fuel filters at least annually unless a more stringent manufacturer interval applies; clean sediment bowls and properly dispose of waste.
- Inspect cooling system, coolant concentration, hoses, clamps, radiator, louvers, fan, belts, jacket-water/block heater, and low-temperature alarms.
- Inspect air intake, filters, turbocharger, crankcase ventilation, exhaust system, silencer, flex connections, supports, insulation, and rain protection.

- Inspect batteries, racks, terminals, cables, electrolyte where applicable, charger, starting voltage, cranking performance, and conductance/impedance; clean and protect terminals.
- Inspect alternator/generator, slip rings where applicable, brushes, bearings, excitation, voltage regulation, grounding/bonding, wiring, and accessible connections.
- Verify instruments, meters, timers, alarms, shutdowns, remote annunciators, and communications interfaces without defeating required protective functions.
- Collect engine-oil samples during scheduled comprehensive service and provide laboratory reports with trend interpretation and recommended actions.

3.4 Automatic Transfer Switch Maintenance

- Coordinate outages and switching with the facility contact; no transfer or de-energized work may occur without authorization.
- Inspect enclosure, housekeeping, control power, sensing, relays, timers, wiring, position indication, exercise clock, bypass/isolation features, and mechanical operation.
- Clean accessible components using manufacturer-approved methods and inspect for overheating, corrosion, contamination, looseness, damage, and abnormal wear.
- Exercise normal-to-emergency and emergency-to-normal transfer; verify engine start signal, transfer time, retransfer time, cool-down, interlocks, alarms, and indications.
- Perform de-energized torque verification, contact inspection, insulation testing, or infrared scanning only when authorized and appropriate for the equipment and outage conditions.
- Document each ATS served, including manufacturer, model, serial number, ampere rating, poles, served load, test method, and results.

3.5 UPS and Stored-Energy System Maintenance

- Maintain only UPS and stored-energy systems specifically listed in the final equipment schedule or added by written authorization.
- Inspect rectifier, inverter, charger, static switch, maintenance bypass, controls, alarms, fans, capacitors, filters, connections, environment, ventilation, and housekeeping.
- Record input/output voltage, current, frequency, load percentage, DC bus, battery float voltage, temperature, alarms, event logs, and other available operating data.
- Inspect battery cabinets/racks, terminals, intercell connections, corrosion, swelling, leakage, temperature, and ventilation; perform manufacturer-approved impedance or conductance testing.
- Provide a battery-by-battery test report identifying weak, marginal, or failed units and recommending replacement timing.
- Runtime or discharge testing may be performed only when scheduled and authorized under an approved method of procedure that protects critical loads.

3.6 Load-Bank and Operational Testing

- Submit a written test plan at least ten business days before testing, identifying load-bank size, connection method, cables, protection, setup, ventilation, staffing, test steps, acceptance criteria, and contingency actions.
- Provide calibrated test instruments and a resistive or resistive/reactive load bank of adequate capacity for the required test.
- Coordinate any building-load transfer, outage, fire-alarm impairment, elevator impact, security impact, or other operational restriction with FMCP.
- Record load steps, duration, kW/kVA, voltage, current by phase, frequency, oil pressure, coolant temperature, exhaust observations, battery/charging data, alarms, and abnormalities.
- Immediately stop testing when unsafe conditions, damaging parameters, or unacceptable building impacts occur and notify FMCP.
- Restore all systems to normal automatic operation and obtain facility acknowledgment before leaving.

4. Repair and Emergency Services

4.1 Authorization

No repair outside included preventive maintenance may begin without written authorization from FMCP or an identified emergency authorization contact. The Contractor shall provide a written estimate identifying labor classification and hours, parts, materials, equipment, subcontractors, schedule, warranty, and operational impacts. Diagnostic disassembly must be authorized when chargeable.

4.2 Emergency Response

- Maintain one 24-hour emergency telephone number for the entire contract.
- Return an emergency call within 15 minutes and provide qualified remote triage immediately.
- Arrive on site within two hours after an urgent dispatch unless FMCP approves another response time because of weather, access, or safety conditions.
- Provide continuous response or an approved stabilization plan until the system is restored, made safe, or transferred to another authorized service provider.
- Immediately report any condition that jeopardizes life safety, court operations, equipment, fuel integrity, or environmental compliance.

4.3 Parts and Warranty

- Use new OEM parts or FMCP-approved equivalent parts compatible with the equipment and listing.
- Parts shall be billed at documented net cost less the quoted discount or plus the quoted markup, as applicable; supporting supplier invoices must be provided.
- Repairs shall carry a minimum one-year parts-and-labor warranty unless a longer manufacturer warranty applies.
- Callbacks caused by incomplete, defective, or incorrectly diagnosed work are not separately billable.

5. Scheduling, Documentation, and Invoicing

5.1 Scheduling and Access

- Submit an annual regional PM schedule within 30 days after contract execution and update it as conditions change.
- Schedule routine visits at least ten business days in advance with the facility contact and FMCP regional representative.
- Comply with courthouse security, identification, CORI, parking, escort, key, and restricted-area requirements.
- Protect court operations and coordinate noise, exhaust, outages, transfers, and testing that may affect occupants or building systems.

5.2 Service Reports

A complete electronic service report is required for every visit and is a condition of payment. Reports shall be submitted to FMCPReports@jud.state.ma.us and the designated regional contact within two business days, or immediately for critical deficiencies.

- Contract, region, facility, equipment identifier, make/model/serial, date, arrival/departure time, technician, and purpose of visit.
- Checklist of every required task, readings, measurements, test equipment used, calibration status, alarms, deficiencies, photographs, and work performed.
- Generator run hours before and after service; ATS and UPS identifiers; load-test data; fluid and battery test results.
- Parts and consumables installed, waste removed, outstanding recommendations, priority classification, estimated repair cost, and operational status on departure.
- Facility representative acknowledgment and confirmation that equipment was returned to normal automatic operation.

5.3 Deficiency Priorities

Priority	Condition	Required Notice
Critical	System unavailable, unsafe, leaking fuel, failed start/transfer, life-safety impairment, or imminent failure	Immediate verbal notice and written report within 2 hours
Urgent	Condition likely to cause failure or material loss of reliability	Written report and estimate within 1 business day
Routine	Corrective maintenance that does not presently impair readiness	Include in service report and estimate within 5 business days

5.4 Invoices

Invoices shall be submitted in the format directed by FMCP and must include the contract, region, facility, equipment, service date, authorization number, accepted price/rate, labor hours, parts, materials, applicable credits, and the corresponding approved service report. Charges lacking required documentation may be rejected or returned.

6. Pricing Requirements

6.1 Contract Pricing Periods

Pricing Period	Dates	Length
Initial Period 1	November 1, 2026 – June 30, 2027	8 months
Initial Period 2	July 1, 2027 – June 30, 2028	12 months
Initial Period 3	July 1, 2028 – June 30, 2029	12 months
Renewal Option 1	July 1, 2029 – June 30, 2030	12 months
Renewal Option 2	July 1, 2030 – June 30, 2031	12 months

6.2 Required Price Components

- Preventive-maintenance price for each facility and each pricing period.
- Separate scheduled price for each generator, ATS, and UPS when required by the Pricing Form.
- Load-bank test price for each generator, including equipment, cables, labor, setup, testing, documentation, and removal.
- Regular, overtime, Saturday, Sunday, and holiday technician labor rates.
- Emergency-response rates and any minimum billing increment.
- Parts and materials discount from published list price or markup on documented net cost.
- Battery replacement, recycling, environmental fee, and disposal pricing or markup.
- Specialized testing rates, including fuel testing, coolant analysis, infrared scanning, insulation testing, and UPS battery testing when separately authorized.

6.3 Included Costs

Rates must include supervision, travel, mileage, vehicle, fuel, tools, routine diagnostic equipment, scheduling, reports, ordinary PPE, overhead, profit, and all other costs unless the Pricing Form expressly permits a separate charge. No fuel, environmental, administrative, delivery, or mobilization surcharge may be invoiced unless specifically priced and authorized.

6.4 Evaluated Regional Bid Price

Before posting, FMCP will insert fixed evaluated quantities for scheduled maintenance, load-bank tests, labor categories, and other price components. For each region, the evaluated bid price will be calculated by multiplying each Bidder's unit price by the stated evaluated quantity and adding the extended amounts for all pricing periods included in the evaluation. Evaluated quantities are used only to compare bids and do not guarantee purchase volume.

7. Bid Submission Requirements

- Completed Bidder Response Package and signature page.
- Regional selection and complete regional pricing forms.
- Company qualifications, licenses, technician qualifications, and 24-hour dispatch information.
- Three comparable references.
- Regional staffing, fleet, tools, test-equipment, parts-support, and simultaneous-event capacity plan.
- Subcontractor disclosure and assigned work.
- Exceptions and assumptions; silence constitutes acceptance of the requirement.
- Required certifications and addendum acknowledgments.
- General Bids shall be accompanied by a Bid Deposit that is not less the 5% of the greatest possible bid amount per region, (Consider all alternatives). And made payable to the Commonwealth of Massachusetts. All bids shall be submitted electronically online at www.COMMBuys.com and received no later than the date and time specified.

7.1 Responsiveness

A bid must be complete, signed, timely, and responsive to all material requirements for every region bid. Clarifications may not be used to cure a material omission, change a bid price, or otherwise revise a bid contrary to applicable procurement requirements.

8. Evaluation and Award

Bids will be evaluated separately by region. Each region will be awarded to the lowest responsible and eligible bidder for that region based on the evaluated regional bid price. FMCP may verify references, inspect facilities and equipment, review licenses and past performance, and assess staffing, financial capacity, technical capability, and simultaneous regional capacity solely to determine responsibility and eligibility.

Award Requirement	Method
Bid responsiveness and completeness	Pass/Fail
Bidder eligibility	Pass/Fail
Bidder responsibility and regional capacity	Pass/Fail
Evaluated regional bid price	Lowest evaluated price
Award	Lowest responsible and eligible bidder for the region

A Bidder that is apparent low for multiple regions must demonstrate adequate resources to perform all such regions simultaneously. If it cannot, FMCP may determine the Bidder not responsible for one or more regions and proceed to the next lowest responsible and eligible bidder for the affected region.

9. Contract and Administrative Requirements

9.1 Contract Documents

The apparent successful Bidder must timely execute and return all required documents in the form provided and without unauthorized alteration, including as applicable:

- Commonwealth Standard Contract Form.
- Commonwealth Terms and Conditions.
- Authorized Signatory Listing and corporate vote or equivalent authorization.
- W-9, electronic funds transfer information, tax-compliance and other required certifications.
- Certificate of insurance and required endorsements.
- Prevailing-wage acknowledgments and payroll documentation when applicable.
- Required bonds, security, supplier-diversity documents, and subcontractor disclosures identified in the final posting.

9.2 Insurance

Coverage	Minimum Limit
Commercial General Liability	\$1,000,000 each occurrence; \$2,000,000 general aggregate
Automobile Liability	\$1,000,000 combined single limit
Workers' Compensation	Statutory limits
Employers' Liability	\$500,000 each accident/disease employee; \$500,000 disease aggregate
Umbrella / Excess Liability	\$2,000,000 each occurrence and aggregate

Certificates shall identify the contract and awarded region(s) and name "Massachusetts Trial Court – Office of Court Management" as certificate holder and additional insured where applicable. The Contractor shall maintain coverage throughout the contract and require appropriate subcontractor coverage.

9.3 Prevailing Wage

The Contractor shall comply with all prevailing-wage requirements determined applicable to the work. The final solicitation will include the current wage schedule obtained from the Massachusetts Department of Labor Standards and instructions concerning certified payrolls, wage updates, and recordkeeping.

9.4 Performance and Remedies

- FMCP may inspect work, require correction of deficient work, reject unsupported invoices, and require removal of unsafe or unqualified personnel.
- The Contractor is responsible for damage caused by its operations and for restoring affected equipment and property.
- Repeated callbacks, missed PM visits, incomplete reports, untimely emergency response, or failure to return systems to automatic operation may constitute deficient performance.
- The Trial Court retains all contractual rights concerning cure, withholding, back-charges, suspension, termination for default, and termination for convenience.

Attachment A — Working Generator and ATS Inventory

The following schedule is carried forward from the prior contract as a working baseline only. FMCP must verify facility status, make/model, fuel, capacity, ATS quantity, serial numbers, and added or removed equipment before posting.

Region	Facility	Generator Make / Model	Fuel	kW	ATS Qty.
1	Berkshire Probate Court	MTU / 30PGC6NLT1	Natural Gas	30	1
1	Franklin County Justice Center	Kohler / 500REOZJB	Diesel	500	5
1	Holyoke District Court	Onan Corp / 6.0.JE18R/7328AE	Natural Gas	60	2
1	Northampton District & Superior	Generac / SG0300	NG	300	2
1	Springfield Hall of Justice	Kohler / 200REZXB	NG	200	3
1	Springfield Housing and Juvenile	Onan Corp / 100GGHD	NG	100	2
2	Ayer District Court	Kohler / 30RZ82	NG	30	1
2	Concord District Court	Kohler / D2300 D2300X109	Diesel	25	1
2	East Brookfield District Court	Kohler / 45RZ72	NG	39.2	1
2	Fitchburg District Court	Katolight / D60FPP4	Diesel	60	2
2	Framingham District Court	Generac Corp / 95A01351-S	Diesel	80	1
2	Worcester Trial Court	Caterpillar / 3512	Diesel	1500	1
3	Fenton Judicial Center	Caterpillar / 3412	NG	460	3
3	Lawrence Superior Court	DMT Corp / DMT-40C	Diesel	40	1
3	Lynn District Court	Kohler / 35RZ02	NG	35	1
3	Haverhill District Court	Marathon	Diesel	100	1
3	Newburyport District Court	Generac / 90A02425	Diesel	100	2
3	Ruane Judicial Center	Kohler / 600-1000REOZMB	Diesel	1020	3
3	Salem Probate Court	Kohler / 500REOZJB	Diesel	500	1
3	Lowell Justice Center	Kohler / 500REOZJB	Diesel	510	3
4	Brockton Trial Court	Caterpillar / SR4B	Diesel	350	4
4	Fall River Trial Court	Caterpillar / SR4	NG	240	1
4	Fall River Justice Center	Caterpillar / LC6	Diesel	500	3
4	Plymouth Trial Court	Cummings / DFEK576217	Diesel	500	3
4	Taunton Trial Court	Caterpillar / 136-6643	Diesel	800	2
5	John Adams Courthouse	Generac / 2655070100	NG	1000	3
5	Edward w. Brooke Courthouse	Onan Corp / 1250DFLC	Diesel	1250	6
5	Chelsea District Court	Kohler / 230R0ZD	Diesel	230	2
5	Dorchester District Court	kohler / 50RZ272	NG	55	1
5	E. Cambridge District Court	AC-Gen / DMT 125CA	Diesel	125	2
5	Roxbury District Court	Onan Corp / 200DFAA	Diesel	200	1
5	Suffolk County Courthouse	Caterpillar / SR4	Diesel	1250	2

Attachment B — UPS and Stored-Energy Inventory

Complete this schedule for every UPS or stored-energy system to be included. Attach additional rows as necessary.

[illegible]

Attachment C — Facility Contact Schedule

This schedule is carried forward from the prior contract and must be verified before public posting. FMCP may replace personal contact information with regional or functional contacts where appropriate.

Region	Facility	Address	Contact	Office / Mobile	Email
1	Berkshire Probate Court	44 Bank Row, Pittsfield MA 01201	Mike Briggs	C: (413) 449-4115	Michael.briggs@jud.state.ma.us
1	Holyoke District Court	20 Court Plz, Holyoke, MA 01040	Kevin Byrne	O: (413) 283-2406 – C: (413) 207-2577	kevin.byrne1@jud.state.ma.us
1	Franklin County Justice Center	43 Hope Street, Greenfield, MA 01301	Bill Ryan	C: (413) 265-0549	William.ryan@jud.state.ma.us
1	Northampton District & Superior	15 Gothic St, Northampton, MA 01060	Bill Ryan	C: (413) 265-0549	William.ryan@jud.state.ma.us
1	Springfield Hall of Justice	50 State St., P.O. Box 559, Springfield, MA 01102	David Paye	C: (81) 379-6403	David.paye@jud.state.ma.us
1	Springfield Housing and Juvenile	80 State Street, Springfield MA 01102	David Paye	C: (81) 379-6403	David.paye@jud.state.ma.us
2	Ayer District Court	25 East Main Street, Ayer 01432	Robert Coughlin	C: (857) 895-2510	Robert.coughlin@jud.state.ma.us
2	Concord District Court	25 East Main Street, Ayer 01432	Frank Rothfuchs	C: (781) 400-9185	Frank.rothfuchs@jud.state.ma.us
2	East Brookfield District Court	544 East Main Street, East Brookfield, MA 01505	Blaise Lee	C: (781) 400-9491	Blaise.lee@jud.state.ma.us
2	Fitchburg District Court	100 Elm Street, Fitchburg, MA 01420	Jay Gilbert	C: (978) 855-0461	Jay.gilbert@jud.state.ma.us
2	Framingham District Court	600 Concord Street, Framingham MA 01701	Dan Morreale	C: (774) 823-5196	Dan.Morreale@jud.state.ma.us
2	Worcester Trial Court	225 Main Street, Worcester, MA 01608	Fred Ericsson	C: (508) 635-7402	Fredrik.ericsson@jud.state.ma.us
3	Fenton Judicial Center	2 Appleton Street, Lawrence, MA 01840	Jose Ramos	C: (617) 721-4018	jose.ramos@jud.state.ma.us
3	Haverhill District Court	45 Ginty Boulevard, Haverhill, MA 01831	Michael Angluin	C: (978) 494-2601	Michael.angluin@jud.state.ma.us
3	Lawrence Superior Court	43 Appleton Way, Lawrence, MA 01840	Jose Ramos	C: (617) 721-4018	jose.ramos@jud.state.ma.us
3	Lynn District Court	580 Essex Street, Lynn, MA 01901	Patrick Reardon	C: (71) 525-4121	patrick.reardon@jud.state.ma.us
3	Newburyport District Court	188 State Street, Newburyport, MA 01950	Jose Ramos	C: (617) 721-4018	jose.ramos@jud.state.ma.us
3	Ruane Judicial Center	56 Federal Street, Salem, MA 01970	Jose Ramos	C: (617) 721-4018	jose.ramos@jud.state.ma.us
3	Salem Probate Court	36 Federal Street, Salem, MA 01970	Patrick Reardon	C: (71) 525-4121	patrick.reardon@jud.state.ma.us
3	Lowell Justice Center	370 Jackson Street, Lowell, MA 01852	Michael Angluin	C: (978) 494-2601	Michael.angluin@jud.state.ma.us
4	Brockton Trial Court	215 Main Street, Brockton, MA 02301	Richard Connaughton	C: (774) 264-1899	Richard.connaughton@jud.state.ma.us
4	Fall River Trial Court	289 Rock Street, Fall River, MA 02720	Timothy Sampaio	C: (774) 810-5224	Timothy.sampaio@jud.state.ma.us

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Region	Facility	Address	Contact	Office / Mobile	Email
4	Fall River Justice Center	186 South Main Street, Fall River, MA 02721	Timothy Sampaio	C: (774) 810-5224	Timphy.sampaio@jud.state.ma.us
4	Plymouth Trial Court	52 Obery Street, Plymouth, MA 02360	Mark Ronan	O: (508) 747-8593 – C: (617) 780-7019	mark.ronan@jud.state.ma.us
4	Taunton Trial Court	40 Broadway, Taunton, MA 02780	Doug Loud	O: (508) 977-2701 – C: (617) 594-1683	douglas.loud@jud.state.ma.us
5	John Adams Courthouse	15 Somerset Street, Boston, MA 02108	Amilton Cardoso	(617) 719-7517	Amilton.cardoso@jud.state.ma.us
5	Edward w. Brooke Courthouse	24 New Chardon Street, Boston, MA 02114	Michael Bova	(617) 997-7439	Michael.ova@jud.state.ma.us
5	Chelsea District Court	120 Broadway, Chelsea, MA 02150	Erwin Lopez	(781) 465-4121	Erwin.lopez@jud.state.ma.us
5	Dorchester District Court	510 Washington Street, Dorchester, MA 02124	Jeff Daru	O: (617) 989-9559 – C: (617) 590-8728	jeff.daru@jud.state.ma.us
5	E. Cambridge District Court	121 Third Street, East Cambridge, MA 02141	Joao Lopes	O: (617) 768-5822 – C: (617) 455-8517	joao.lopes@jud.state.ma.us
5	Roxbury District Court	85 Warren Street, Roxbury, MA 02119	Jeff Daru	O: (617) 989-9559 – C: (617) 590-8728	jeff.daru@jud.state.ma.us
5	Suffolk County Courthouse	Three Pemberton Square, Boston, MA 02108	Joseph Paris	(617) 356-2433	Joseph.paris@jud.state.ma.us

Attachment D — Bidder Response Package

The Bidder shall complete this package and submit it as one file through COMMBUYS, together with any official forms that must remain separate.

D.1 Bidder Information

Item	Bidder Response
Legal business name	
DBA, if applicable	
Business address	
Primary contact / title	
Telephone / emergency telephone	
Email	
Federal Tax ID	
Years in business	
Authorized signer / title	

D.2 Regional Selection

Region Selected	Bid Commitment
☐ Region 1	Bid all listed facilities and required services
☐ Region 2	Bid all listed facilities and required services
☐ Region 3	Bid all listed facilities and required services
☐ Region 4	Bid all listed facilities and required services
☐ Region 5	Bid all listed facilities and required services

D.3 Qualifications and Capacity

Required Information	Bidder Response
Comparable multi-site experience	
Generator manufacturers supported	
ATS manufacturers supported	
UPS manufacturers supported	
Number of qualified technicians	
24-hour dispatch location and process	
Regional service vehicles and tools	
Load-bank equipment owned/available	
Parts sources and backup support	

Required Information	Bidder Response
Plan for simultaneous regional emergencies	

D.4 References

Reference 1

Item	Response
Client / agency	
Contact / title	
Telephone / email	
Contract dates / value	
Facilities and equipment maintained	

Reference 2

Item	Response
Client / agency	
Contact / title	
Telephone / email	
Contract dates / value	
Facilities and equipment maintained	

Reference 3

Item	Response
Client / agency	
Contact / title	
Telephone / email	
Contract dates / value	
Facilities and equipment maintained	

Attachment E — Pricing Forms

Submit one complete set of pricing forms for each region bid. Duplicate the facility schedule as needed. All blank prices will be interpreted as no bid unless the final solicitation expressly states otherwise.

E.1 Region 1 Facility Preventive-Maintenance Pricing

Region / Facility	P1 8 mo.	P2 12 mo.	P3 12 mo.	Opt. 1	Opt. 2
1 — Holyoke District Court					
1 — Northampton District & Superior					
1 — Springfield Hall of Justice					
1 — Springfield Housing and Juvenile					
1 — Worcester Trial Court					
1 — Franklin County Justice Center					
REGION 1 TOTAL					

E.2 Region 2 Facility Preventive-Maintenance Pricing

Region / Facility	P1 8 mo.	P2 12 mo.	P3 12 mo.	Opt. 1	Opt. 2
2 — Ayer District Court					
2 — Concord District Court					
2 — East Brookfield District Court					
2 — Fitchburg District Court					
2 — Framingham District Court					
REGION 2 TOTAL					

E.3 Region 3 Facility Preventive-Maintenance Pricing

Region / Facility	P1 8 mo.	P2 12 mo.	P3 12 mo.	Opt. 1	Opt. 2
3 — Fenton Judicial Center					
3 — Lawrence Superior Court					
3 — Lynn District Court					
3 — Newburyport District Court					
3 — Ruane Judicial Center					
3 — Salem Probate Court					
3 — Lowell Justice Center					
REGION 3 TOTAL					

E.4 Region 4 Facility Preventive-Maintenance Pricing

Region / Facility	P1 8 mo.	P2 12 mo.	P3 12 mo.	Opt. 1	Opt. 2
4 — Brockton Trial Court					
4 — Fall River Trial Court					
4 — Fall River Justice Center					
4 — Plymouth Trial Court					
4 — Taunton Trial Court					
REGION 4 TOTAL					

E.5 Region 5 Facility Preventive-Maintenance Pricing

Region / Facility	P1 8 mo.	P2 12 mo.	P3 12 mo.	Opt. 1	Opt. 2
5 — John Adams Courthouse					
5 — Edward w. Brooke Courthouse					
5 — Chelsea District Court					
5 — Dorchester District Court					
5 — E. Cambridge District Court					
5 — Roxbury District Court					
5 — Suffolk County Courthouse					
REGION 5 TOTAL					

E.6 Unit Pricing

Service	Unit	P1	P2	P3	Opt. 1	Opt. 2
Generator load-bank test — up to 100 kW	Each					
Generator load-bank test — 101–500 kW	Each					
Generator load-bank test — 501–1,000 kW	Each					
Generator load-bank test — over 1,000 kW	Each					
ATS annual PM and transfer test	Each					
UPS annual PM — up to 20 kVA	Each					
UPS annual PM — 21–100 kVA	Each					
UPS annual PM — over 100 kVA	Each					
UPS battery impedance/conductance testing	Battery					
Technician — regular time	Hour					
Technician — overtime	Hour					
Technician — Saturday/Sunday	Hour					

MASSACHUSETTS TRIAL COURT | STANDBY GENERATOR PM SERVICES

Service	Unit	P1	P2	P3	Opt. 1	Opt. 2
Technician — holiday	Hour					

E.7 Parts, Materials, and Additional Pricing

Price Component	Unit / Basis	Bidder Price / Response
OEM published list price discount	Percent discount	
Documented net-cost markup, if permitted	Percent markup	
Battery replacement labor	Hourly / fixed	
Battery recycling/disposal	Each / lot	
Oil analysis	Each	
Fuel-quality analysis	Each	
Coolant analysis	Each	
Infrared scan and report	ATS / panel	
Minimum billing increment	Describe	
Emergency response minimum charge	Describe	

E.8 Evaluated Regional Bid Worksheet

Component	Evaluated Quantity	Bidder Unit Price	Extended Price
Facility preventive maintenance	[Insert fixed quantity]		
Load-bank testing	[Insert fixed quantity by size]		
ATS maintenance/testing	[Insert fixed quantity]		
UPS maintenance/testing	[Insert fixed quantity]		
Regular labor	[Insert evaluated hours]		
Overtime/weekend/holiday labor	[Insert evaluated hours]		
Parts/materials allowance adjustment	[Insert evaluation method]		
EVALUATED REGIONAL BID PRICE			

Attachment F — Certifications and Signature

- ☐ The Bidder has reviewed the entire solicitation and all addenda.
- ☐ The Bidder's pricing is complete for every facility and required service within each region selected.
- ☐ The Bidder is responsible and eligible for public contracting and is not debarred or suspended.
- ☐ The Bidder possesses or will obtain all licenses, permits, personnel, tools, and insurance required to perform the contract.
- ☐ The Bidder can perform all regions selected simultaneously and has disclosed all shared resources and subcontractors.
- ☐ The Bidder has submitted a 5% Bid Deposit for each region bid.
- ☐ If selected, the Bidder will execute the Commonwealth Standard Contract Form, Commonwealth Terms and Conditions, and all other required documents.
- ☐ The information and pricing submitted are true, complete, and binding for the stated acceptance period.

Signature Item	Response
Bidder legal name	
Authorized representative	
Title	
Signature	
Date	