



City / Town / Other Awarding Authority Prequalification Form

Complete this form and email it with the Engineer's Bid Items Estimate and Detailed Scope of Work to prequal.r109@dot.state.ma.us.

Do not email the project advertisement with this form.

NOTE: A contractor that does not have the Single Class Limit for the assigned Class of Work but wants to bid a project must be given the opportunity to submit a waiver request at least 2 weeks prior to the project's bid opening date to allow for time to appeal a waiver denial.

Check all that Apply:

Chapter 90 Program	Complete Streets Funding Program	Shared Streets and Spaces Program
Local Bottle Neck Reduction Program	Mass-Works Program	Utility Grants Program
Municipal Small Bridge Program	Municipal Paving Program	Municipality Funds
Other _____		

Name of City/Town or OAA: _____

FOR A CONSORTIUM ONLY

Enter all Districts for the Project: District # _____ District # _____ District # _____ District # _____ District # _____ District # _____

Description of Work:

Class of Work (Assigned by MassDOT): _____

Is this an Option Years Contract? Yes No If yes, how many years? 1 year 2 years

Total Value of all Bid Items: _____

- ✓ Enter the Total Value of All Bid Items as it appears on the estimate; do not round off the amount.
- ✓ **For an options year project, enter the calculation for the Total Value of all Bid Items.** Refer to the examples below.
- ✓ Examples of Total Value of All Bid Items:
 - The total value of all bid items on the Engineer's Estimate is \$200,525.89.
 - The total value of all bid items to enter on the form: \$200,525.89.
- ✓ Examples of Total Value of All Bid Items for an Options Year Contract:
 - The project has 1 option year. The total project value from the Engineer's Estimate is \$200,000.
 - The calculation to enter for the Total Value of All Bid Items: $\$200,000 \times 2 = \$400,000$.
 - The project has 2 option years. The total project value from the Engineer's Estimate is \$200,000.
 - The calculation to enter for the Total Value of All Bid Items: $\$200,000 \times 3 = \$600,000$.

Bid Opening Date: _____

Bid Opening Time: _____

Start Date: _____

End Date: _____

Name of Contact Person: _____

Telephone #: _____

Email Address: _____

Notify the MassDOT Prequalification Program of any changes to contact information, bid opening date, total value of all bid items, etc. Email the notification to prequal.r109@dot.state.ma.us. Attach the addendum to the email.