

TOWN OF NATICK MASSACHUSETTS

TO: Natick Board of Selectmen
Martha White, Town Administrator
William Chenard, Deputy Town Administrator – Operations
Janice Dangelo – Director of Assessing

FROM: Bryan R. Le Blanc, Procurement Officer

DATE: September 1, 2017

SUBJECT: CONTRACT AWARD
Personal Property Assessment

On August 29, 2017, sealed bids were received in response to the Town of Natick's IFB for Services Related to Conducting a Comprehensive Update to Personal Property Accounts in the Town of Natick. Bids were received from one (1) bidder. (See attached.)

The lowest bid, in the amount of eighty thousand dollars and zero cents (\$80,000.00), was received from Patriot Properties, Inc. After reviewing references and background, it has been determined that Patriot Properties, Inc. is a responsible and responsive bidder.

We recommend that the Natick Board of Selectmen award the contract to Patriot Properties, Inc. for the amount of its bid.

Please advise if you have any questions or require additional information.

Bids Received:	08/29/17
Newspaper Advertisement:	08/14/17
(MetroWest Daily News)	
Website/Town Hall Posting:	09/02/17
Goods and Services Publication:	08/14/17

Funding information: Budget Line, from Assessors' Operating Budget (\$80,000.00)

IFB Opening Form

Bids - Personal Property Assessment

Date & Time: August 29, 2017, 11:00 EDT

[illegible]

CPO Signature: _____

Witness Signature: _____

Town of Natick, Massachusetts
Contract for Services Related to Conducting a Comprehensive Update to Personal
Property Accounts in the Town of Natick, Massachusetts

This Contract is made this eighteenth day of September, 2017, by and between the Town of Natick, Massachusetts, Natick Town Hall, 13 East Central Street, Natick, MA 01760, acting by the Natick Board of Selectmen (hereinafter the "Town of Natick," the "Town," or the "Owner"), and Patriot Properties, Inc., a corporation organized under the laws of the Commonwealth of Massachusetts, with a principal office located at 123 Pleasant Street, Marblehead, MA 01945 (hereinafter the "Contractor").

The words "he," "him" and "his" in this Contract, as far as they refer to the Contractor, shall so refer whether the Contractor is an individual, partnership or corporation. All prior contracts, if any exist between the Town and the Contractor, are hereby terminated and shall be of no force and effect.

1. Scope of Services

The Contractor shall provide services related to conducting a comprehensive update to personal property accounts in the Town of Natick, Massachusetts, as set forth in the Invitation for Bids for Services Related to Conducting a Comprehensive Update to Personal Property Accounts in the Town of Natick, Massachusetts ("IFB"), issued by the Board of Selectmen of the Town of Natick, Massachusetts, which is incorporated herein by reference.

2. Standard of Care

The Contractor shall exercise due care and diligence in the rendition of all services under this Contract in accordance with the applicable professional standards in the Eastern Massachusetts area. The Contractor's services shall be performed as expeditiously as is consistent with such standards, with professional skill and care, and with the orderly progress of the work.

3. Term

The term of this Contract shall be for one (1) year, commencing as the execution date above and ending one (1) year later. Time is of the essence in the performance of all services rendered under this Contract. All work shall be completed no later than January 1, 2018.

4. Incorporation of the Invitation for Bids/Order of Priority of Contract Documents

The provisions of the IFB and the Contractor's Bid are incorporated herein by reference. In the event of any conflict among the Contract Documents, the Documents shall be construed according to the following priorities:

Highest Priority:	Amendments to Contract (if any)
Second Priority:	Contract
Third Priority:	Addenda to the IFB (if any)

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Fourth Priority: IFB
Fifth Priority: Contractor's Bid.

5. Payment

In consideration for performance of the work in accordance with the requirements of this Contract, the Town shall pay the Contractor the prices set forth in the Contractor's Bid, a copy of which is attached hereto and incorporated by reference.

This Contract is a fixed price/fixed rate contract and therefore miscellaneous expenditures associated with the Contractor's work on this project shall not be paid by the Town. In the event that an unforeseen miscellaneous expense is incurred, the Contractor shall receive the Town's approval in writing prior to incurring the expense if it will subsequently seek payment of said expense from the Town.

Payment shall be made to the Contractor for work completed in accordance with this Contract. All requests for payment shall be submitted to the Town as an invoice and shall specify work completed, progress made toward completing deliverables, the number of hours worked, the classification of each employee who performed work, and the billing rate for each employee who performed work on the project.

The Contractor shall submit a monthly invoice, in duplicate, to the Owner for work completed in accordance with this Contract during the month in question.

Payment will be due thirty (30) days after receipt of the Contractor's invoice by the Town for services rendered in accordance with this Contract. The Town shall not make payments in advance.

If the Town objects to all or part of any invoice, the Town shall notify the Contractor in writing within two (2) weeks of the date of receipt of the invoice, and shall pay that portion of the invoice not in dispute within thirty (30) days after the date of receipt of the invoice.

Should it be necessary for the Contractor to engage the services of a specialized contractor or companies other than those originally proposed in the Contractor's response to the Town's IFB, the Contractor shall take such measures only with the Town's prior written approval. Charges for such services shall be billed directly to the Town unless otherwise agreed upon by the parties.

Payment of the amounts due under this Contract shall release the Town of Natick, Massachusetts and its officers, employees, boards, commissions, committees, agents and representatives, from any and all claims and liability in any way relating to this Contract or anything done in pursuance thereof.

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6. Warranty

DELETED – NOT APPLICABLE.

7. Compliance with Laws

The Contractor shall comply with all provisions of Federal, Massachusetts and Town of Natick law applicable to his work including, without limitation, statutes, by-laws, rules, regulations, orders and directives, as amended, and including, without limitation, the Williams-Steiger Occupational Safety and Health Act, as amended, and related regulations, as amended, in effect throughout the term of this Contract and any extension or renewal thereof. Without limitation, the Contractor shall comply with the provisions of Chapter 149, Section 26 to 27D of the Massachusetts General Laws, as amended, and the applicable minimum wage rates as determined by the Massachusetts Commissioner of Labor and Industries. This Contract shall be considered to include in their entirety all terms respecting workers' compensation insurance and other terms required to be included in it by Chapter 152 of the Massachusetts General Laws, as amended, as though such terms were set forth in their entirety herein.

8. Insurance

The Contractor shall provide and maintain throughout the term of the Contract and any extension or renewal thereof the following insurance with companies that are authorized and licensed in the Commonwealth of Massachusetts to issue policies for the coverages and limits so required.

- a. Workers' Compensation Insurance as required by the laws of the Commonwealth of Massachusetts and employer's liability insurance in the amount of \$1,000,000/\$1,000,000/\$1,000,000.
- b. Commercial General Liability Insurance, \$1,000,000 each occurrence and \$2,000,000 aggregate limit. Commercial General Liability insurance shall include personal injury liability, broad form property damage liability, products/completed operations liability and broad form contractual liability.
- c. Automobile Liability Insurance - Combined single limit of \$1,000,000.
- d. Professional Liability Insurance – \$1,000,000 each occurrence and \$1,000,000 aggregate limit. If written on a “claims made” basis, each such policy of professional liability insurance shall be in effect for at least six (6) years following the termination of this Contract.

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- e. Excess Liability Insurance, Umbrella Form - \$1,000,000 each occurrence and \$2,000,000 aggregate, which shall be following form, providing coverage over commercial general liability insurance, automobile liability insurance, and employer's liability under workers' compensation insurance.
- f. The Town of Natick shall be named as an additional insured on each such policy of Commercial General Liability Insurance, and Automobile Liability Insurance.
- g. All certificates and policies shall contain the following provision:

“Notwithstanding any other provision herein, should any of the above policies be cancelled or materially amended before the expiration date thereof, the issuing company will mail thirty (30) days prior written notice thereof to the named certificate holder and to the Natick Town Administrator, Natick Town Hall, 13 East Central Street, Natick, MA 01760, before such cancellation or amendment shall take place.”
- h. Certificates evidencing such insurance in five (5) copies shall be furnished to the Town at the execution of this Contract. Such certificates shall not merely name the types of policy provided, but shall specifically refer to this Contract and shall state that such insurance is as required by this Contract. The Contractor shall make no claims against the Town of Natick or its officers for any injury to any of its officers or employees or for damage to its equipment arising out of work contemplated by the Contract.
- i. The Contractor shall also be required to provide to the Town of Natick with its proof of insurance coverage endorsements or riders to the policies of commercial general liability insurance and automobile liability insurance, which indicate that the Town of Natick is named as an additional insured on each such policy.
- j. No insurance shall be obtained from an insurer which:
 - (1) is not licensed to sell insurance in the Commonwealth of Massachusetts; or
 - (2) is not authorized to provide insurance as an excess or surplus lines insurer, and does not have a current Best's rating of A or better.
- k. Failure to provide and continue in force such insurance as aforesaid shall be deemed a material breach of this Contract and shall operate as an immediate termination thereof.

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9. Indemnification

The Contractor shall compensate the Town of Natick for all damage to Town property of any nature arising out of the Contractor's work. To the fullest extent permitted by law, the Contractor shall indemnify, defend, and hold harmless the Town of Natick and all of its officers, employees, boards, commissions, committees, agents and representatives from and against all claims, causes of action, suits, costs, damages, and liability of any kind which arise out of the breach by the Contractor of its obligations under this Contract, or the willful or negligent act or omission of the Contractor, its subcontractors, or their officers, employees, agents and representatives or anyone directly or indirectly employed by them, or anyone for whose willful or negligent acts or omissions they may be liable, regarding the work to be performed by the Contractor under the Contract, or which arise out of the violation of any federal, Massachusetts or Town of Natick statute, by-law, rule, regulation, order or directive, or which relate to personal injury or property damage suffered by the Contractor or any of its officers or employees regarding the subject matter of this Contract. Said costs shall include, without limitation, reasonable legal costs, collections fees, and counsel fees incurred in defending any claim or suit that may be brought against the Town and any judgment that may be obtained in any such claim or suit.

10. No Personal Liability

Neither the Town of Natick, nor any of its officers, employees, boards, committees, commissions, agents and representatives, shall be under any personal obligation or incur any personal liability by reason of this Contract, the execution thereof or anything relating thereto which arises out of the breach or violation of any provision of this Contract, or the violation of any Federal, Massachusetts or Town of Natick statute, by-law, rule, regulation, order or directive, or which relates to personal injury or property damage suffered by the Contractor or its employees, regarding the subject matter of this Contract.

11. Familiarity with Area of Work

By signing this Contract, the Contractor acknowledges that it has examined the subject matter of this Contract, and that it is familiar with all sites which are the subject of this contract in the Town of Natick and with all conditions of this Contract. The Contractor has entered into this Contract in reliance on its own examinations and estimates as to the amount and character of its work, and conditions which may be encountered in the performance thereof, and shall assume all risks and bear all losses pertaining thereto.

12. Performance Bond

DELETED – NOT APPLICABLE.

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Notwithstanding the foregoing, the Contractor shall furnish and shall deliver to the Town a fidelity bond to cover up to twenty-five thousand dollars and zero cents (\$25,000.00) in liability for each data collector employed by the Contractor.

13. Labor and Materials Payment Bond

DELETED – NOT APPLICABLE.

14. Independent Contractor Status

The Contractor shall provide services under this Contract as an independent contractor with the Town of Natick and not as an employee of the Town of Natick. No employee, agent or representative of the Contractor shall be entitled to receive any benefits of employment with the Town of Natick, including without limitation salary, overtime, vacation pay, holiday pay, sick leave, health insurance, life insurance, pension or deferred compensation.

15. Use of Alcohol and Controlled Substances Prohibited

The Contractor hereby acknowledges that the use of alcoholic beverages, narcotics, and mood altering substances, except under current valid, legal prescriptions, by any officer, employee, agent, or representative of the Contractor is prohibited on Town of Natick property which is the subject matter of this Contract and during all hours of work under this Contract. If any officer, employee, agent, or representative of the Contractor violates the foregoing provision, the Town of Natick shall have the right to order that such officer, employee, agent, or representative of the Contractor shall not be permitted to return to work on this Contract. Under such circumstances, the Contractor shall promptly remove the subject officer, employee, agent, or representative from the job site and shall not permit the subject officer, employee, agent, or representative to perform further work in conjunction with this Contract.

16. No Smoking

Pursuant to Massachusetts General Laws (M.G.L.) c. 270, §22, the Commonwealth of Massachusetts Smokefree Workplace Law, the Contractor, its officers, employees, agents, and representatives shall refrain from smoking and from using tobacco products in any public building in the Town of Natick.

17. Criminal Background Screening

For each employee of the Contractor who is performing services under this Contract, the Contractor shall, subject to its confidentiality and privacy obligations owing to its employees and third parties, provide a written

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confirmation to the Town that such employee passed the Contractor's pre-employment criminal background screen. In the event that any employee refuses to permit the Contractor to provide such information to the Town, the Contractor shall not assign such employee to perform services for the Town, and such employee shall not be authorized to perform services for the Town. The Town shall be permitted to keep such information in its files.

18. Delays/Force Majeure

Except as specifically set forth in this Contract, neither party shall hold the other responsible or liable for damages or delays in performance caused by acts of God, interruptions in the availability of labor, or other events beyond the control of the other party, or that could not have been reasonably foreseen or prevented. For this purpose, such acts or events shall include unusually severe weather, floods, epidemics, wars, riots, strikes, lockouts, or other industrial disturbances, protest demonstrations, and project site conditions which could not have been reasonably anticipated. Should such acts or events occur, both parties shall use their best efforts to overcome the difficulties arising and to resume as soon as reasonably possible the normal pursuit of the services for the Project.

19. Termination

- a. If the Contractor shall breach any provision of this Contract, which breach is not cured within twenty-one (21) days of written notice thereof from the Town to the Contractor, the Town shall have the right to terminate this Contract upon written notice to the Contractor.
- b. If any assignment shall be made by the Contractor or by any guarantor of the Contractor for the benefit of creditors, or if a petition is filed by the Contractor or by any guarantor of the Contractor for adjudication as a bankrupt, or for reorganization or an arrangement under any provision of the Bankruptcy Act as then in force and effect, or if an involuntary petition under any of the provisions of the Bankruptcy Act is filed against the Contractor and such involuntary petition is not discharged within ninety (90) days thereafter, in any event the Town may terminate this Contract upon written notice to the Contractor.
- c. The award of this Contract and the continued operation of this Contract are contingent upon appropriation by Natick Town Meeting of sufficient money to fund the Contract. Should Natick Town Meeting fail to appropriate necessary funds therefor, the Town of Natick shall no longer be under any obligation to tender performance, including payment, under the terms of this Contract. In that event, the Town may terminate this Contract upon written notice to the Contractor.
- d. The Town may terminate this Contract upon written notice to the

Town of Natick, Massachusetts
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Contractor if a source of money to fund the Contract is lost during the Contract term. In the alternative, the parties may agree in writing to amend the Contract to provide for a Contract price which represents a reduced appropriation for the Contract term.

- e. The Town may also terminate this Contract for convenience upon thirty (30) days' written notice to the Contractor.

In the event of termination, the Contractor shall be entitled to be paid for services rendered in accordance with this Contract prior to termination.

In the event that this Contract is terminated pursuant to Section 19a or 19b above, the Town may make any reasonable purchase or contract to purchase services in substitution for services due from the Contractor and may deduct the cost of any substitute contract, or damages sustained by the Town due to non-performance or non-conformance of services together with incidental and consequential damages from the Contract price, and shall withhold such damages from sums due or sums which become due.

20. Notices

Except as otherwise provided in this Contract all notices required or permitted to be given hereunder shall be in writing and shall be delivered by certified mail or registered mail, return receipt requested, to the parties at the following address or such other address or addresses as to which a party shall have notified the other party in accordance with this Section.

If to the Town: Natick Town Administrator
Natick Town Hall
13 East Central Street
Natick, MA 01760

With copies to: John P. Flynn, Esq.
Murphy, Hesse, Toomey & Lehane, LLP
300 Crown Colony Drive, Suite 410
Quincy, MA 02169

If to the Contractor: President
Patriot Properties, Inc.
123 Pleasant Street
Marblehead, MA 01945.

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21. License

The Town shall have unlimited rights, for the benefit of the Town, in all drawings, designs, specifications, notes and other work developed in the performance of this Contract, including the right to use same on any other project of the Town, without additional cost to the Town; and with respect thereto, the Contractor agrees and hereby grants to the Town an irrevocable royalty-free and nonexclusive license to all such data, which he may cover by copyright, and to all designs as to which he may assert any rights or establish any claim under any patent or copyright laws. The Contractor shall obtain similar irrevocable royalty-free nonexclusive licenses from the Contractor's consultants consistent with this Contract.

22. Miscellaneous Provisions

- a. Any action at law or suit in equity instituted by the Contractor as a result of the performance, non-performance or alleged breach of this Contract shall be filed in the Superior Court of the Commonwealth of Massachusetts for Middlesex County, MA, and in no other court or jurisdiction.
- b. No action or failure to act by the Town shall constitute a waiver of a right or duty afforded to the Town under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed in writing. No forbearance or indulgence in any form or manner by the Town shall be construed as a waiver or in any way limit the legal or equitable remedies available to the Town. No waiver by the Town of any default or breach by the Contractor shall constitute a waiver of any subsequent default or breach.
- c. If the Contractor discovers or is informed of any discrepancy or inconsistency in the Contract Documents in relation to any law, statute, ordinance, by-law, decree, code, rule, regulation, or order, the Contractor shall promptly, before commencing services under this Contract, report the same to the Town in writing.
- d. The Contractor acknowledges that it has not been influenced to enter into this Contract, nor has the Contractor relied upon any warranties or representations not set forth in this instrument.
- e. The Contractor shall maintain the confidentiality of information designated by the Town as confidential, unless withholding such information would violate the law or create a risk of significant harm to the public, or unless the Contractor has been required to release such information by final judgment or order of a court of competent jurisdiction, or unless the Town has expressly waived such confidentiality in advance in writing.
- f. The Contractor shall not represent or purport to represent that it speaks for the Town vis-à-vis the media or the public at-large without the Town's express, written

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consent in advance.

g. Prior to commencing services under this Contract, the Contractor shall furnish the Town, in writing, the names, addresses and telephone numbers of not fewer than two (2) principal employees of his business who are to be contacted in the event of an after-hours emergency.

h. By entering into this Contract, the Contractor certifies under penalties of perjury that its entry was made and submitted in good faith and without collusion or fraud with any person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

i. By entering into this Contract, the Contractor certifies under the penalties of perjury, pursuant to M.G.L. c.62C, Section 49A(b), that it has complied with all laws of the Commonwealth relating to taxes, to reporting of employees and contractors, and to withholding and remitting child support.

j. The Contractor understands that the Massachusetts Conflict of Interest Law, Chapter 268A of the Massachusetts General Laws, applies to the Contractor with respect to the services required to be provided under this Contract. The Contractor and its officers, employees, agents, subcontractors and affiliated agencies shall not participate in any activity which constitutes a violation of the Massachusetts Conflict of Interest Law or which creates an appearance of a violation of the Massachusetts Conflict of Interest Law.

k. Prevailing wage rates shall be paid, pursuant to M.G.L. c.149, §§26-27G, if they are applicable.

l. The Contractor shall not discriminate against or exclude any person from participation herein on grounds of race, color, religious creed, national origin, sex, gender identity, sexual orientation (which shall not include persons whose sexual orientation involves minor children as the sex object), age, genetic information, ancestry, children, marital status, veteran status or membership in the armed services, the receiving of public assistance, and handicap. The previous sentence shall include, but not be limited to, the following: advertising, recruitment; hiring; rates of pay or other forms of compensation; terms; conditions or privileges of employment; employment upgrading; transfer; demotion; layoff; and termination. The Contractor shall take affirmative actions to insure that applicants are employed, and that employees are treated during their employment, without regard to race, color, religious creed, national origin, sex, gender identity, sexual orientation (which shall not include persons whose sexual orientation involves minor children as the sex object), age, genetic information, ancestry, children, marital status, veteran status or membership in the armed services, the receiving of public assistance, and handicap.

m. To the extent that any of the foregoing sections required by Massachusetts law are inconsistent with other, non-statutory sections in this Contract, any statutorily-mandated

Town of Natick, Massachusetts
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provisions contained herein shall control.

- n. The Contractor shall not assign or subcontract in whole or in part this Contract or in any way transfer any interest in this Contract without the prior express written approval of the Town.
- o. The Contractor shall not assign any money due or to become due to the Contractor unless the Town of Natick shall have received prior written notice of such assignment. No such assignment shall relieve the Contractor of its obligations under this Contract.
- p. This Contract may be amended only by written consent of the parties.
- q. This Contract constitutes the entire agreement of the parties and any other agreement, written or oral, that may exist is excluded from this Contract. When executed, this Contract supersedes any other agreement of any of the parties in connection with the transaction contemplated.
- r. If any provision, or portion thereof, of this Contract shall be adjudged to be invalid or unenforceable by final judgment or order of a court of competent jurisdiction the remaining provisions shall continue in effect to the extent permitted by law.
- s. The provisions of this Contract shall be binding upon and inure to the benefit of the heirs, assigns and successors in interest of the parties.
- t. This Contract shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts, regardless of choice of law issues or principles.
- u. This Contract is executed in triplicate as a sealed instrument.

[The remainder of this page is left intentionally blank.]

Town of Natick, Massachusetts
Contract for Services Related to Conducting a Comprehensive Update to Personal
Property Accounts in the Town of Natick, Massachusetts
The Town of Natick, Massachusetts Patriot Properties, Inc.

by: the Natick Board of Selectmen

by:

Jonathan H. Freedman, Chairman

Signature

Susan G. Salamoff, Vice Chairman

Printed Name

Richard P. Jennett, Jr., Clerk

Printed Title

Michael J. Hickey

Amy K. Mistrot

Dated: _____

Dated: _____

APPROVED AS TO AVAILABILITY OF APPROPRIATION:

This is to certify that, pursuant to M.G.L. c. 44, §31, an appropriation in the amount of this Contract is available therefor, and that the Natick Board of Selectmen is authorized to execute this Contract and to approve all requisitions and execute change orders.

Arti P. Mehta
Comptroller, Town of Natick

Dated: _____

APPROVED AS TO FORM ONLY, AND NOT AS TO SUBSTANCE:

John P. Flynn, Esq.

Dated: _____

Town of Natick, Massachusetts
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CERTIFICATE OF VOTE

I _____, hereby certify
(Clerk/Secretary)

that I am the duly qualified and acting
_____ of _____
(Title) (Corporation Name)

and I further certify that at a meeting of the Directors of said Corporation duly called and held on _____ 2015, at which meeting all Directors were present and voting, the following vote was unanimously passed:

VOTED: To authorize and empower either
_____, _____;
(Name) (Title)

_____, _____; or
(Name) (Title)

_____, _____;
(Name) (Title),

any one acting singly, to execute all contracts and bonds on behalf of the Corporation.

I, further certify that the above vote is still in effect on this, the _____ day of _____, 20____, and has not been changed or modified in any respect.

Signature

Printed Name

Printed Title

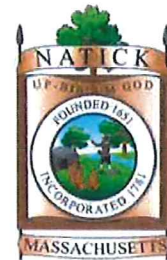
The certification contained hereabove shall be executed by CONTRACTOR or copy of current "certification of authority to sign for the Corporation" shall be attached



Patriot Properties, Inc.
123 Pleasant Street, Marblehead, MA 01945
Ph: (781) 586-9670 // Fx: (781) 586-9667
www.patriotproperties.com

August 23, 2017

Board of Assessors
Natick Town Hall
13 East Central Street
Natick, MA 01760



Dear Board Members:

Please accept this as the **Price Proposal** for the **"IFB: Comprehensive Update to Personal Property Accounts in the Town of Natick, MA – Bid."** This proposal is submitted in conjunction with the **"Non-Price Proposal"** that is under separate cover.

Enclosed please find the **"Fully executed Bid Form (Attachment A)"**.

In the event you may need clarification of our Proposal, or decide to discuss our proposal in greater detail, please contact me at our corporate office in Marblehead, MA.

Sincerely,

PATRIOT PROPERTIES, INC.

Mark Harrell, President
(781) 586-9670 x 2004
MarkH@patriotproperties.com

**ATTACHMENT A
TOWN OF NATICK
BID FORM**
(To be submitted in Envelope B)

(3 pages)

The undersigned hereby submits a sealed Bid for services related to conducting a comprehensive update to personal property accounts in the Town of Natick, Massachusetts

Printed Name of Bidder:

PATRIOT PROPERTIES, INC.

Address: 123 PLEASANT STREET

MARBLEHEAD, MA 01945

The Bidder hereby pledges to deliver the complete scope of services required, for the price shown below:

TOTAL COST EIGHTY THOUSAND dollars and ZERO cents (\$ 80,000 .00).

In the event of a discrepancy between words and numbers the price stated in words shall govern.

Bidder acknowledges receipt of addenda numbers N/A.
(Write out in both words and numbers.)

The Bidder certifies as follows:

- A. Bidder holds all applicable State and Federal permits, licenses and approvals. (Bidder shall attach to the Bid Form copies of all applicable State and Federal permits, licenses, and approvals.)
- B. Bidder holds all applicable documentation and Insurance in accordance with this Invitation for Bids. (Bidder shall attach to the Bid Form copies of relevant insurance certificates hereto. Nothing in this provision, however, shall eliminate the requirement that the Bidder, if chosen as the Successful Bidder, shall submit to the Town an endorsement or a rider in compliance with the Contract.)
- C. Bidder is registered with the Secretary of the Commonwealth of Massachusetts to do business in Massachusetts. (Bidder shall attach to the Bid Form a copy of a Letter of Good Standing from the Secretary of the Commonwealth's Office.)
- D. Bidder has not failed to perform satisfactorily on contracts of a similar nature.

- E. Bidder possesses the skill, ability and integrity necessary for the faithful performance of services under any contract with the Town. Each Bidder shall demonstrate that it is an established business with a minimum of five (5) years' experience in providing services of the type to be rendered in any contract pursuant to this IFB. Bidder's verifiable experience record shall be acceptable to the Town. (Bidder shall attach to the Bid Form a short statement of the status of the business, the year of incorporation/commencement, a list of any name changes, and a list of any lawsuits pending against it. Bidder shall have a fidelity bond from an insurance company to cover up to \$25,000 in liability for each data collector. Consultant shall have a valid driver's license and all insurance specified in the contract attached to and incorporated in the IFB.
- F. Bidder provides supervision of all workers performing under all contracts held and pledges to provide such supervision under any contract awarded by the Town.
- G. Bidder has adequate personnel and equipment to perform the work expeditiously.

The award of any contract pursuant to this IFB shall be subject to appropriation by Natick Town Meeting.

The undersigned agrees that all Bid specifications and Contract specifications are hereto made part of any Contract executed with the Town and are binding on the Successful Bidder.



Authorized Signature

MARK HARRELL

Printed Name

PRESIDENT

Printed Title

8/23/17

Date

Full Legal Name PATRIOT PROPERTIES, INC.

Officers of Corporation and Addresses

JAMES MCCATHERN, CEO - SWAMPSCOTT, MA

MARK HARRELL, PRESIDENT - NAHANT, MA

DAVID ZION, CFO - MARBLEHEAD, MA

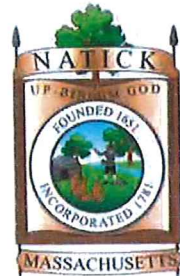
State of Incorporation MASSACHUSETTS



Patriot Properties, Inc.
123 Pleasant Street, Marblehead, MA 01945
Ph: (781) 586-9670 // Fx: (781) 586-9667
www.patriotproperties.com

August 23, 2017

Board of Assessors
Natick Town Hall
13 East Central Street
Natick, MA 01760



Dear Board Members:

Please accept this as the **Non-Price Proposal** for the **"IFB: Comprehensive Update to Personal Property Accounts in the Town of Natick, MA – Bid"**

This Proposal contains the following information requested in the IFB.

- **Executive Summary**
- **Background / Scope of Services**
- **Personnel / Qualifications**
- **Client List / References**
- **Bid Submission Requirements / Attachments**

Patriot Properties to the complete satisfaction of the Board of Assessors will provide all of the services indicated in the **"Invitation for Bids"**. I trust the submitted material is sufficient to evaluate our past performance.

This proposal, as well as the **"Price Proposal"** shall remain in effect (30) working days after the proposal opening; August 29, 2017

If you should need further information or clarification of the information submitted, please contact me at our corporate office, in Marblehead.

Sincerely


PATRIOT PROPERTIES, INC.

Mark Harrell, President
(781) 586-9670 x2004
MarkH@patriotproperties.com

Executive Summary

In the (32) plus years since the founding, Patriot Properties, Inc., has converted and installed software, or provided services, for over (228) counties or municipalities in (19) States from Alaska to Florida.

Patriot Properties, Inc. is the developer of AssessPro, a highly versatile and comprehensive, Computer Assisted Mass Appraisal (CAMA) application with the most powerful assessment tools available in today's market. Full real and personal property valuation models, administration, document and photograph storage, and the best integrated sketch application available are all included.

The company's original CAMA system was a multi-user DOS based assessing system developed in 1985. In 1995, a Windows® product, AssessPro for Windows, was released and is now the primary product in the Patriot Properties' software line. As Patriot Properties continues to grow and meet the demands of a changing market, CollectPro, our billing & collections application has been an increasingly important addition to our product line.

With a staff of (75) employees providing software and revaluation services, quality control by the working partners has remained a constant priority since the company's founding. Patriot offers (toll-free) telephone lines to our fully staffed technical support group from 8:30 a.m. - 5 p.m. Monday through Friday. We pride ourselves on our level of customer satisfaction and our timely response to client needs.

Patriot Properties provides its clients with "core" assessing applications developed specifically for a given state and client. The Patriot team then works very closely in conjunction with their clientele to customize and "fine tailor" the specific core applications for the government's assessing requirements. Patriot's experienced development and consulting team understands and recognizes that the assessing operation and "style" of each client can be very different from others nationwide, as well as within that same state. In order to provide its clientele with superior state of the art assessing solutions and to ensure operational consistency, maximum efficiency, and return on investment, Patriot has undertaken this revolutionary approach. Patriot seeks to enter into a business "partnership" with its clients in order to ensure the delivery of technical products and services unmatched in the market place.

BUSINESS DESCRIPTION

Patriot Properties, Inc., (Federal ID # 04-2864004) was incorporated in June of 1985. Our corporate office is located at 123 Pleasant Street, Marblehead, MA 01945. Patriot Properties employs (75) individuals in Software and Revaluation Services. We operate on a standard work week with normal business hours from 8:30 am to 5 pm (EST), Monday through Friday; special requirements to provide support to clients outside normal operating hours are available on a case-by-case basis.

Background / Scope of Services

The Successful Bidder shall perform the following tasks with respect to data collection:

1. Patriot Properties, Inc. shall be provided with a detailed personal property list of approximately one thousand seven hundred and fifty (1,750) accounts, generated from Patriot Properties' AssessPro CAMA database.
2. Patriot Properties, Inc. shall provide an inventory of the data characteristics of the interior of the property utilizing coding methodologies used with the AssessPro CAMA database.
3. Patriot Properties, Inc. shall check for new accounts. The Assessors anticipate approximately ten percent (10%) to be identified during field inspections (approximately one hundred seventy five (175) accounts).
4. Patriot Properties, Inc. shall identify and shall note all closed accounts.
5. Patriot Properties, Inc. shall submit completed property cards to the Assessors' staff at a minimum of twice per week.
6. All data entry will be the responsibility of the Town of Natick.

All work shall be complete under any contract awarded pursuant to this IFB no later than January 1, 2018.

The Successful Bidder shall provide the following deliverables:

1. The Successful Bidder shall provide deliverables on forms specified by the Town of Natick Assessors' Office, a complete listing of each parcel, describing each in detail. Work shall be completed off-site. The completed property listings shall be delivered to the Town Assessors' Office at a minimum of twice weekly.
2. All material created or used (in the form of existing data collection records, documents, maps, charts, notes, property record cards, data collection manuals, data files, computer records, worksheets, and related material(s), shall be the property of the Town of Natick. These materials shall be delivered to the Town Assessors' Office upon completion of the contract.

Personnel / Qualifications

The Successful Bidder shall be responsible for any training of his/her/its personnel. The Successful Bidder's personnel shall be adequately trained by the Successful Bidder, shall meet the requirements of this IFB, and shall be of good moral character. All of the Successful Bidder's employees assigned to the sites shall pass Criminal Offender Record Information screening.

The Successful Bidder shall provide the Town with the following information:

1. Name, business address, telephone, and cell phone numbers of the president and foreman.

RESPONSE: Patriot Properties, Inc. is located at 123 Pleasant Street, Marblehead, MA 01945. (781) 586-9670 (Resumes for the president and foreman are included with this proposal response.)

2. Name, address, and telephone number of all employees assigned to the sites. The Successful Bidder will update this list whenever there is a change in personnel.

RESPONSE: Patriot Properties, Inc. is located at 123 Pleasant Street, Marblehead, MA 01945. (781) 586-9670 (Please see included resumes.)

Patriot Properties, Inc. will provide services as an independent contractor with the Town and Patriot's employees will not be entitled to receive any benefits of employment with the Town, including without limitation salary, overtime, vacation pay, holiday pay, health insurance, life insurance, pension or deferred compensation.

Resumes

JAMES J. MCCATHERN

CHIEF EXECUTIVE OFFICER

Certified General Real Estate Appraiser

Commonwealth of Massachusetts - License No. 87

EDUCATION:

Carnegie Mellon University: Pittsburgh, Pennsylvania: (1975 – 1978)
School of Architecture, Architectural Major

APPRAISAL EDUCATION:

All continuing education current for Commonwealth of Massachusetts
Certified General Real Estate Appraiser license No. 87 through January of 2016

Massachusetts Board of Real Estate Appraisers

Course I - Introduction to Real Estate Appraisal

Course IA - Appraising the Single Family Residence/Case Study

Course II - The Appraisal of Income Properties

Uniform Standards of Professional Appraisal Practice, 1990, 2004

Seminar on Appraising the Small Residential Income Property

Seminar, USPAP Update (1994, 1998, 2001, 2003, 2005, 2008, 2009 and 2010)

Commercial Appraisal Problem Solving, Land Development Seminar

Appraisal Institute

Capitalization Theory and Techniques (Part A) - Course 1BA

Capitalization Theory and Techniques (Part B) - Course 1BB

Seminars - Discounted Cash Flow Analysis, Appraiser as an Expert Witness, Appraisal of

Nursing Facilities, Analyzing Operating Expenses, GIS Applications for Real Estate Appraisal

International Association of Assessing Officers

Course 202 - Income Approach to Valuation II

Course 207 - Industrial Property Appraisal

JMB Real Estate Academy

Appraising Income Properties

EXPERIENCE:

Patriot Properties, Inc.; (1985 – Present)

Chief Executive Officer (2004 – Present), Vice President (1985 – 2004) and Partner of a real estate appraisal firm specializing in; professional real estate appraisals, property tax consulting, tax assessment, revaluation programs, governmental tax assessing and mass appraisal software

Project Director, Project Supervisor, Commercial and Industrial Appraisal Supervisor for more than (250) revaluation programs

Supervisor and Review Appraiser for fee appraisal department

Managing Partner responsible for all company administration functions

Municipal Management Consultants, Inc. (M.M.C. Inc.); 1980 – 1985

Performed Inspections of all types of property, including; commercial, industrial and residential
Verified property data, including; structural elements, mechanical systems and interior finish

Commercial & Industrial Staff Appraiser

Performed commercial and industrial appraisals in numerous cities and towns in Massachusetts and Rhode Island

Involved in mass appraisal programs in over (30) cities and towns in New England

OTHER:

Certified General Real Estate Appraiser / Commonwealth of Massachusetts (License No. 87)

Member of International Association of Assessing Officers

Subscribing Member Massachusetts Association of Assessing Officers

Qualified as expert witness before Mass. Appellate Tax Board

Qualified as expert witness before Superior Court/ Hampden County

Qualified as expert witness before Superior Court/ Essex County

Qualified as expert witness before United States Bankruptcy Court

Licensed Massachusetts Real Estate Salesman (Currently Inactive)

Approved Project Supervisor - State of Vermont, Division of Property Valuation and Review

Faculty Member - Lorman Education Services, Property Tax Seminars

Faculty Member - M.C.L.E., Property Tax Seminar

Subscribing Member Northeast Regional Association of Assessing Officers

Faculty Member - Massachusetts Association of Assessing Officers Annual School

Seminar Instructor - Massachusetts Association of Assessing Officers

Seminar Instructor - Northeast Regional Association of Assessing Officers

Seminar Instructor - Essex County Association of Assessing Officers

Seminar Instructor - Worcester County Association of Assessing Officers

President - The Phoenix School, Salem, MA (2005-2010)

President - Tedesco Country Club, Marblehead, MA (2010-2011)

MARK M. HARRELL

PRESIDENT

EDUCATION:

Boston University

- B.A. Political Science, Urban Development and Planning

Salem State College

- Home Building

APPRAISAL EDUCATION:

Massachusetts Board of Real Estate Appraisers

Course I: Introduction to Real Estate Appraisal

Course IA: Appraising the Single Family Residence/Case Study

Course II: The Appraisal of Income Properties

Standards of Professional Appraisal Practice

Massachusetts Area Planning Council

- Seminars on Area Planning, Development, and Flood Hazard Zoning

EXPERIENCE:

Patriot Properties, Inc. 1985 – Present

President and Partner of a real estate firm specializing in professional real estate appraisals, property tax consulting, tax assessment, revaluation programs and governmental tax assessing software. Project Director and Project Supervisor for more than 200 revaluation program and responsible for all State Certification of Revaluation projects. Managing Partner responsible for all revaluation projects, including marketing and staffing of these projects.

Municipal Management Consultants, Inc. (M.M.C., Inc.) 1980 – 1985

Activities included:

Inspections of all types of property, including commercial, industrial, and residential. Verification of property data including structural elements, mechanical systems, interior finish, etc.

Project Supervisor, Regional Manager and Staff Appraiser

Appraisals of all types of real estate in numerous cities and towns in Massachusetts, Rhode Island, Maine, and New Hampshire. Have had over 30 projects certified in Massachusetts.

OTHER:

- Licensed Real Estate Salesman
- Member of Massachusetts Association of Assessing Officers
- Associate Member, Berkshire County Assessors Association
- Qualified as expert witness before Mass. Appellate Tax Board
- Approved by the State of NH as a Real Estate Appraisal Supervisor for Municipal Revaluation projects
- Subscribing Member of Northeast Regional Association of Assessing Officers

MICHAEL W. JAURON
PERSONAL PROPERTY APPRAISAL SUPERVISOR

EXPERIENCE:

Patriot Properties, Inc., 123 Pleasant Street, Marblehead, MA 01945
Personal Property Appraisal Supervisor (1986 – Present)

- Inspection of all types of commercial and industrial property.
- Verification of property data, including structural elements, mechanical systems, interior finish, etc.
- Listing and pricing of all types of personal property accounts.
- Personal Property Appraiser in over 150 revaluation programs.
- Supervisor of Personal Property Data Collection staff.

Marino Bros. Construction, Baltimore, MD
Job Supervisor / Equipment Design (1984-1986)

- Organizing roadwork crews
- supervising equipment
- maintenance and purchases

Jauron Sporting Goods, Nashua, NH
General Manager (1980 – 1984)

- Controlled store expenses, including payroll supplies, and services.
- Trained and developed a staff to consistently perform through daily coaching, meetings, performance evaluations, and disciplinary measures.
- Managed all operational procedures in order to satisfy the needs of the customer while helping the company achieve its goals

APPRAISAL EDUCATION:

American Society of Appraisers
Machinery and Equipment Course I

The International Association of Assessing Officers
Course 5 - Personal Property Valuation

EDUCATION:

(1978-1979) **New Hampshire College,** Manchester, NH
(1975-1977) **Boston University,** Commonwealth Ave., Boston, MA
(1974-1975) **Berwick Academy, Post Graduate, Business** South Berwick, ME

JAMES HARRIS
PERSONAL PROPERTY STAFF APPRAISER

EXPERIENCE:

- 1992 - Present **Patriot Properties, Inc.,** Marblehead, MA
Personal Property Appraiser, Specializing in municipal revaluations and fee appraising. Responsibilities include inspections and measuring of residential and Personal Property for municipal revaluations and inspections and appraising of residential properties for (FNMA) form appraisals.
- 1989- 1991 **Palm Beach County Property Appraiser,** Palm Beach County, FL
Property Appraiser
- Evaluated and placed values on all types of residential property.
 - Created finished building sketches of newly constructed properties.
 - Placed values on additional items such as; pools, decks, patios, and screen enclosures.
 - Updated and performed Data entry into the Computer Assisted Mass Appraisal (CAMA) System

EDUCATION:

- ✓ **Mass. Board of Real Estate Appraisers**
(REA I) - Intro to Real Estate Appraisal, 1992
- ✓ **International Association of Assessing Officers**, 1990
- ✓ **Salem State College**, Salem, MA
Liberal Arts Major, 1978-1979
- ✓ **Bridgewater State College**, Bridgewater, MA
Physical Education Major, 1976-1978

REGISTRATIONS:

- ✓ **Commonwealth of Mass Transitional Appraiser's License**
(License #2440)

BRIAN J. KENT

PERSONAL PROPERTY STAFF APPRAISER

EXPERIENCE:

1986 - Present **Patriot Properties, Inc., Marblehead, MA**

Staff Appraiser, specializing in municipal revaluations and fee appraising

Responsibilities include inspections and measuring of residential properties, field listing of taxable personal property for municipal revaluations and inspections and appraising of residential properties for FNMA form appraisals.

1980- 1986 **Essex County Registry of Deeds, South District, 32 Federal St., Salem, MA**

Senior Clerk, duties included maintenance and selective retrieval of registry documents. Additional duties include, banking transactions on behalf of the Registry, assistance to photocopy and plan room departments, data entry and frequent public contact in person and on the phone.

EDUCATION:

Merrimack College, North Andover, MA

Bachelor of Arts in Political Science Significant course work in English

APPRAISAL EDUCATION:

Fall 1992 Licensed Real Estate Appraiser, Mass. Lic. #1052

Massachusetts Board of Real Estate Appraiser

Spring 1986 Introduction to Real Estate Appraisal (MBREA 1)

Fall 1992 Appraising the Single-Family Residence - A Case Study (MBREA A)

Fall 1994 Introduction to Income Property Appraisal (MBREA 2)

Appraisal Institute

Spring 1991 Residential Valuation

Fall 1991 Standards of Professional Appraisal Practice

SEMINARS ATTENDED:

March 1990 MBREA - Understanding and Completing the New Small Residential Income Property Appraisal Report

October 1993 MBREA - New Single Family Appraisal Form Seminar

April 1994 MBREA - USPAP Update Seminar

RELATED COURSES 9/83-5/84 Introduction to Computers - Computing in Basic I

OTHER:

Approved as an appraiser by the State of New Hampshire for municipal revaluation projects.

Client List / References

MUNICIPALITY	STATE	CONTACT	PHONE	YR.	PARCELS
North Slope, AK	AK	Linda Chrestman	(907) 852-0355	2000	7,200
Hartford, CT	CT	John Philip	(860) 757-9645	1999	22,000
Meriden, CT	CT	Deborah Zunda	(203) 630-4065	2009	19,500
Kent County, DE	DE	Kimberly Crouch	(302) 744-2461	2016	95,000
Brevard County, FL	FL	Jamie Burdett	(321) 264-6713	2014	325,000
Broward County, FL	FL	William Barringer	(954) 831-4000	2012	750,000
Clay County, FL	FL	Roger A. Suggs	(904) 284-6305	2014	93,000
Dixie County, FL	FL	Robert Lee	(352) 498-1210	2002	18,000
Lee County, FL	FL	John Heaphy	(239) 339-6100	2004	500,000
Monroe County, FL	FL	Dee Dee Harnish	(305) 292-3521	2015	90,600
Orange County, FL	FL	Craig Sikes	(407) 836-5985	2001	480,000
St. Lucie County, FL	FL	Vincent Rahal	(772) 462-1000	1998	170,000
Pulaski County, KY	KY	Arlene Young	(606) 679-1311	2010	52,000
Acushnet, MA	MA	Kelly Koska	(508) 998-0205	2001	5,000
Agawam, MA	MA	Kevin Baldini	(413) 786-0400	1987	12,000
Amesbury, MA	MA	Jason DiScipio	(978) 388-8102	2006	600
Andover, MA	MA	David Billard	(978) 623-8270	1993	11,500
Arlington, MA	MA	Paul Tierney	(781) 316-3061	2000	15,220
Ashfield, MA	MA	Laura Arruda	(413) 628-4588	1988	1,600
Bedford, MA	MA	Alan Ferguson	(781) 275-0046	2009	6,000
Belchertown, MA	MA	John G. Whelihan	(413) 323-0413	1999	6,500
Bellingham, MA	MA	Betsy Cournoyer	(508) 966-5805	1999	6,500
Berlin, MA	MA	Molly Reed	(978) 838-2256	2007	200
Beverly, MA	MA	Terry DeBlasie	(978) 921-6000	1999	12,800
Billerica, MA	MA	Richard Scanlon	(978) 671-0971	1990	15,900
Blandford, MA	MA	Brenda Marra	(413) 848-2782	2009	2,500
Boston, MA	MA	Roy Alexis	(617) 635-1155	2011	30,000
Boxborough, MA	MA	Ruth Anderson	(978) 264-1720	2002	2,500
Braintree, MA	MA	Bob Brinkmann	(781) 794-8056	1990	13,372
Brimfield, MA	MA	Cynthia Poirier	(413) 245-4100	1989	2,500
Brookline, MA	MA	Gary McCabe	(617) 730-2060	2003	16,750
Buckland, MA	MA	Cherrie Smart	(413) 625-2335	1988	1,200
Burlington, MA	MA	Jim Doherty	(781) 270-1653	1996	9,000
Carlisle, MA	MA	Melissa Stamp	(978) 369-0392	1992	2,200
Charlton, MA	MA	Deborah Ceccarini	(508) 248-2203	1988	6,000
Cheshire, MA	MA	Gus Martin	(413) 743-3929	2005	1,600
Clarksburg, MA	MA	Ross Vivori	413-663-8247	2016	836
Cohasset, MA	MA	Mary E. Quill	(781) 383-4114	1999	3,500
Colrain, MA	MA	Alice Wozniak	(413) 624-3356	2004	1,500
Cummington, MA	MA	Joy Johns	413-200-5010	2016	844

MUNICIPALITY	STATE	CONTACT	PHONE	YR.	PARCELS
Dalton, MA	MA	Laura L Maffuccio	(413) 684-6111	1986	2,800
Danvers, MA	MA	Steve Poulos	(978) 777-0001	1997	9,300
Deerfield, MA	MA	Karen Menard	(413) 665-7184	1990	3,500
Douglas, MA	MA	Beth MacKay	(508) 476-4000	1999	4,500
Dover, MA	MA	Karen MacTavish	(508) 785-0032	1996	3,000
Dunstable, MA	MA	Vicki Tidman	(978) 649-4514	1994	1,400
Erving, MA	MA	Jackie Boyden	(978) 544-2565	2002	900
Essex, MA	MA	Richard Cairns	(978) 768-7831	2011	2,500
Everett, MA	MA	Pam Davis	(617) 394-2209	2010	9,699
Fairhaven, MA	MA	Delfino Garcia	(508) 979-4018	2002	8,400
Fall River, MA	MA	Ben Mello	(508) 324-2300	2004	27,000
Falmouth, MA	MA	Trisha Favuilli	(508) 495-7377	2003	24,000
Fitchburg, MA	MA	Ken Wilson	(978) 829-1862	1989	12,300
Florida, MA	MA	Margo Van Peterson	(413) 664-6294	2004	800
Framingham, MA	MA	Will Naser	(508) 532-5415	2014	20,281
Franklin, MA	MA	Kevin Doyle	(508) 553-4879	2002	10,600
Gill, MA	MA	Lynda Hodson Mayo	(413) 863-0138	2007	900
Goshen, MA	MA	Cassandra Morey	(413) 268-7856	2005	1,100
Greenfield, MA	MA	Audrey Murphy	(413) 772-1509	1993	6,538
Groveland, MA	MA	Debbie Webster	(978) 372-8528	1997	2,400
Hancock, MA	MA	Linda Burdick	(413) 738-5225	2011	1,000
Hatfield, MA	MA	Jennifer Williams	(413) 247-0322	2010	4,000
Haverhill, MA	MA	Steve Gullo	(978) 374-2316	1990	20,000
Heath, MA	MA	Val Kaempfer	(413) 337-4934	2009	2,000
Holbrook, MA	MA	Patrick Harring	(781) 767-4315	2000	5,200
Holyoke, MA	MA	Anthony Delude	(413) 322-5550	1995	10,500
Hopedale, MA	MA	Teri Gonsalves	(508) 634-2203	1997	2,600
Hopkinton, MA	MA	John Neas	(508) 497-9720	1989	5,600
Hull, MA	MA	Katherine Rebell	(781) 925-2205	2002	5,400
Huntington, MA	MA	Al LaFrance	(413) 667-3501	1998	1,500
Ipswich, MA	MA	Robin Nolan	(978) 356-6603	1995	6,000
Lanesborough, MA	MA	Lisa Wellspeak	(413) 442-8622	1989	2,400
Leicester, MA	MA	John Prescott	(508) 892-7061	1992	5,200
Leverett, MA	MA	Donald Robinson	(413) 367-2039	1999	1,500
Lincoln, MA	MA	Edward Morgan	(781) 259-2611	1994	2,800
Littleton, MA	MA	Kathy Miller	(978) 940-2410	1994	3,900
Lynn, MA	MA	Peter Caron	(781) 586-6707	1996	23,000
Lynnfield, MA	MA	Raymond Boly	(781) 334-9450	1999	4,700
Malden, MA	MA	James O'Brien	(781) 397-7100	1992	13,800
Manchester, MA	MA	Ginny Noyes Thompson	(978) 526-2010	1998	2,500
Marblehead, MA	MA	Mike Tumulty	(781) 631-0236	1988	9,100
Marshfield, MA	MA	Libby Bates	(781) 834-5528	2005	11,500
Maynard, MA	MA	Angie Marrama	(978) 897-1304	2008	4,092
Medfield, MA	MA	Yvonne Remillard	(508) 906-3016	2004	4,500
Medway, MA	MA	Donna Greenwood	(508) 533-3203	2010	4,000

MUNICIPALITY	STATE	CONTACT	PHONE	YR.	PARCELS
Melrose, MA	MA	Chris Wilcock	(781) 979-4103	1996	9,467
Merrimac, MA	MA	Ed Davis	(978) 346-9022	1992	2,400
Methuen, MA	MA	Michele Mastrangelo	(978) 794-3219	1999	16,600
Middleton, MA	MA	Brad Swanson	(978) 774-2099	1998	3,500
Milford, MA	MA	Jennifer Sclar	(508) 634-2306	1992	10,000
Millville, MA	MA	Susan McNamara	(508) 883-8433	1989	1,600
Milton, MA	MA	Bob Bushway	(617) 898-4863	1994	8,686
Montague, MA	MA	Karen Tonelli	(413) 863-3200	1989	5,000
Monterey, MA	MA	Donald Clawson	(413) 528-1443	1991	1,900
Montgomery, MA	MA	Charles Darling	(413) 862-3386	1989	600
Mount Washington, MA	MA	Vicki Torrico	(413) 528-2839	1992	500
Nahant, MA	MA	Sheila Hambleton	(781) 581-0212	1993	1,400
Natick, MA	MA	Jan Dangelo	(508) 647-6418	1998	12,949
New Ashford, MA	MA	Gus Martin	(413) 743-9154	2014	208
New Bedford, MA	MA	Maria Pina-Rocha	(508) 991-6245	1996	28,000
Newbury, MA	MA	Michelle Branciforte	(978) 465-0211	1995	3,700
Newton, MA	MA	Elizabeth Dromey	(617) 796-1160	2003	1,300
North Adams, MA	MA	Ross Vivori	(413) 662-3012	1989	5,800
Northborough, MA	MA	Daniel Brogie	(508) 393-5005	2015	5,639
Northfield, MA	MA	Bethany Walker	(413) 498-2901	1995	2,400
Orange, MA	MA	Linda Bevan	(978) 544-1108	2001	3,900
Pembroke, MA	MA	Cathy Salmon	(781) 293-2393	1997	6,951
Pepperell, MA	MA	Maureen Bolger	(978) 433-0322	1990	4,000
Plymouth, MA	MA	Anne Dunn	(508) 747-1620	1999	25,800
Raynham, MA	MA	Jessica Garcia	(508) 824-2704	2015	5,118
Reading, MA	MA	Victor Santaniello	(781) 942-9027	2012	9,100
Revere, MA	MA	Dana Brangiforte	(781) 286-8170	2004	14,890
Rowe, MA	MA	Sandra Daviau	(413) 339-5520	1995	500
Salem, MA	MA	Debbie Jackson	(978) 945-9595	2000	12,500
Salisbury, MA	MA	Cheryl Gorniewicz	(978) 465-8242	1999	5,000
Sandisfield, MA	MA	Jacqueline Bitso	(413) 258-4701	1992	1,580
Saugus, MA	MA	Ron Keohan	(781) 231-4134	2016	9,955
Savoy, MA	MA	Julie Pavia	(413) 743-4290	1989	600
Shelburne, MA	MA	Jenn Morse	413-625-0300	2016	1,107
Sherborn, MA	MA	Wendy Curran-Elassy	(508) 651-7857	1993	2,300
Shirley, MA	MA	William Connor	(978) 425-2600	1992	2,800
Southborough, MA	MA	Paul Cibelli	(508) 485-0720	2016	4,040
Stoneham, MA	MA	Brian MacDonald	(781) 279-2640	1991	8,000
Stoughton, MA	MA	Joe Gibbons	(781) 341-1300	1997	11,000
Sudbury, MA	MA	Cynthia Gerry	(978) 639-3395	2001	6,500
Sunderland, MA	MA	Maryann Kowaleck	(413) 665-1445	1987	1,700
Swampscott, MA	MA	John Speidel	(781) 596-8817	1990	5,700
Tolland, MA	MA	Jessica Kelmelis	413-258-4794	2016	1,275
Topsfield, MA	MA	Toula Guarino	(978) 887-1514	2012	2,799
Townsend, MA	MA	Vicki Tidman	(978) 597-1760	1988	4,400

MUNICIPALITY	STATE	CONTACT	PHONE	YR.	PARCELS
Tyngsborough, MA	MA	Lauren Woekel	(978) 649-2300	1989	5,081
Upton, MA	MA	Tracey Tardy	(508) 529-1002	2010	3,500
Uxbridge, MA	MA	Joan Navarro	(508) 278-8600	2017	5,900
Wakefield, MA	MA	Victor Santaniello	(781) 246-6300	1998	9,500
Waltham, MA	MA	Joseph Goode	(781) 314-3202	1996	16,000
Ware, MA	MA	Peter Harder	(413) 967-9610	1997	4,800
Warren, MA	MA	Kathy Czub	(413) 436-5700	1995	4,000
Watertown, MA	MA	Frank Golden	(617) 972-6410	1992	9,800
Wendell, MA	MA	Helen Williams	(978) 544-3395	2016	900
West Bridgewater, MA	MA	John Donahue	(508) 894-1212	1999	3,400
West Newbury, MA	MA	Meredith Stone	(978) 363-1100	2002	1,700
West Tisbury, MA	MA	Dawn Barnes	(508) 696-0101	2016	3,873
Westborough, MA	MA	Jonathan Steinberg	(508) 366-3010	1991	6,328
Westford, MA	MA	Paul Plouffe	(978) 692-5504	1999	9,343
Whately, MA	MA	Bruce Walker	(413) 665-3470	1987	1,300
Whitman, MA	MA	Kathy Keefe	(781) 618-9762	1988	5,000
Winchendon, MA	MA	Sherri DiPasquale	(978) 297-0155	1994	5,200
Winchester, MA	MA	Dan McGurl	(781) 721-7111	1990	8,200
Worthington, MA	MA	Jean Boudreau	(413) 238-5578	1996	1,200
Auburn, ME	ME	Karen Scammon	(207) 333-6601	2002	10,000
South Berwick, ME	ME	Joe Lessard	(207) 384-3300	2001	3,497
Mills Township, MI	MI	Toni Brusch	(989) 573-8195	2012	5,678
Presque Isle County, MI	MI	Sharyn Malone	(989) 734-3810	2010	10,000
ST. Cloud, MN	MN	Dan Lhotka	(320) 650-3315	2016	22,000
Jackson County, MS	MS	Nick Elmore	(228) 875-3367	2013	100,000
Buncombe County, NC	NC	Kathy Brady	(828) 250-4910	2015	120,000
Mecklenburg County, NC	NC	David D. Reeves	(980) 314-4270	2002	391,000
Orange County, NC	NC	Hank Derby	(919) 245-2111	2009	60,000
Brentwood, NH	NH	Jane Byrne	(603) 642-7013	1992	1,400
Gorham, NH	NH	Denise M. Vallee	(603) 466-3322	2016	1600
Hudson, NH	NH	Jim Michaud	(603) 886-6009	2001	8,700
Lebanon, NH	NH	Rick Vincent	(603) 448-1499	2010	7,000
Londonderry, NH	NH	Rick Brideau	(603) 432-1120	1994	8,900
Nashua, NH	NH	Ann Surwell	(603) 589-3042	2004	28,000
Plymouth, NH	NH	Kathryn Lowe	(603) 536-1731	1996	2,600
Rochester, NH	NH	Leona Alameda	(603) 335-7590	2001	10,400
Somersworth, NH	NH	Bob Belmore	(603) 692-4262	1993	4,000
Cleveland County, OK	OK	David Tinsley	(405) 366-0230	2014	104,000
Garfield County, OK	OK	Wade Patterson	(580) 237-0220	2013	35,000
Oklahoma County, OK	OK	Bob Maurer	(405) 713-1238	2014	337,000
Osage County, OK	OK	Gail Hedgecoth	(918) 287-3448	2013	42,000
Payne County, OK	OK	James Cowan	(405) 747-8300	2013	33,000
Pottawatomie County, OK	OK	Troyce King	(405) 275-4740	2014	46,000
Barrington, RI	RI	Mike Minardi	(401) 247-1900	2011	6,700
Bristol, RI	RI	Chris Belair	(401) 253-7000	2015	

MUNICIPALITY	STATE	CONTACT	PHONE	YR.	PARCELS
Central Falls, RI	RI	Matt Helfand	(401) 727-7430	2008	3,500
Coventry, RI	RI	Thomas Kane	(401) 822-9132	2008	15,000
East Greenwich, RI	RI	Wendy Shmidle	(401) 886-8601	2008	5,000
North Providence, RI	RI	Thomas Kane	(401) 232-0900	2008	14,000
North Smithfield, RI	RI	Dave Dolce	(401) 767-2200	2012	5,000
Warren, RI	RI	Kristopher Leadem	(401) 245-7342	2008	4,500
West Greenwich, RI	RI	Charlene Randall	(401) 392-3800	2014	
West Warwick, RI	RI	Christine Brochu	(401) 822-9208	2010	
Berkeley County, SC	SC	Wilson Baggett	(843) 719-4072	2007	84,000
Clarendon County, SC	SC	Bob Everett	(803) 435-4423	2005	35,000
Fairfield County, SC	SC	Randy Roberts	(803) 815-4027	2007	22,000
Georgetown County, SC	SC	Susan Edwards	(843) 545-3014	2005	63,500
Kershaw County, SC	SC	Curt Arnold	(803) 425-1523	2007	45,000
Lancaster County, SC	SC	Brad Carnes	(803) 285-6964	2004	46,000
Newberry County, SC	SC	Mary Arrowood	(803) 321-2125	2004	38,000
Spartanburg County, SC	SC	Earl Alexander	(864) 596-2548	2006	150,000
Bradley County, TN	TN	Stanley Thompson	(423) 728-7125	2012	50,529
Davidson County, TN	TN	Brad Pigue	(615) 862-6080	2001	235,000
Hamilton County, TN	TN	Marty Haynes	(423) 209-7334	2010	150,000
Montgomery County, TN	TN	Erinne Hester	(931) 648-5720	2011	65,000
Rutherford County, TN	TN	Rob Mitchell	(615) 898-7750	2014	140,676
Sumner County, TN	TN	John C. Isbell	(615) 452-2412	2012	73,000
Colonial Heights, VA	VA	Kathy Holladay	(804) 520-9272	2002	8,000
Fairfax, VA	VA	Thomas Reed	(703) 385-7840	2008	9,000
Goochland County, VA	VA	Mary Ann Davis	(804) 556-5853	2008	15,500
Petersburg, VA	VA	Richie McKeithen	(804) 733-2333	2010	14,000
Roanoke County, VA	VA	William E. (Billy) Driver	(540) 772-2035	2008	49,000
Barton, VT	VT	Randy Poginy	(802) 526-6222	2005	1,600
Burke, VT	VT	Judy Emerson	(802) 467-3717	2006	1,212
Burlington, VT	VT	John Vickery	(802) 865-7112	2003	11,000
Castleton, VT	VT	Lois Whitt	(802) 468-5394	2004	2,400
Concord, VT	VT	Lorraine Rainey	(802) 695-2910	2006	1,030
Derby, VT	VT	Tom Cyr	(802) 766-2012	2007	2,480
Grafton, VT	VT	Kimberly Record	(802) 843-2426	2003	650
Hardwick, VT	VT	Jean Hackett	(802) 472-6120	2005	1,484
Jay, VT	VT	Fred Cushing	(802) 988-2996	2008	950
Ludlow, VT	VT	Margot Martel	(802) 228-7206	2003	3,600
Lyndon, VT	VT	Kelly Harris	(802) 626-5785	2003	2,200
Montpelier, VT	VT	Steve Twombly	(802) 223-9505	2009	3,000
Newfane, VT	VT	Doris Knechtel	(802) 365-7772	2002	1,400
Norwich, VT	VT	Roberta Robinson	(802) 649-1419	2011	3,000
Proctor, VT	VT	Peter Ryma	(802) 459-2504	2002	700
Rutland, VT	VT	Barry Keefe	(802) 773-1800	2004	6,200
Salisbury, VT	VT	Kim Cunningham	(802) 352-4228	2004	800
Troy, VT	VT	Bruce McKay	(802) 988-4785	2004	1,100

MUNICIPALITY	STATE	CONTACT	PHONE	YR.	PARCELS
Walden, VT	VT	Board of Listers	(802) 563-2220	2005	700
West Rutland, VT	VT	Frances Flynn	(802) 438-2263	2008	1,000
Appleton, WI	WI	DeAnn Brosman	(920) 832-6407	2016	26,189
Eau Claire, WI	WI	Heidi Ender	(715) 839-4919	2003	22,000
Milwaukee, WI	WI	Steve Miner	(414) 286-3651	2016	161,960
Racine, WI	WI	Bill Bowers	(262) 636-9119	1998	27,000
Two Rivers, WI	WI	Shirley Shimulunas	(920) 793-5571	1998	5,500

Bid Submission Requirements / Attachments

All required forms are listed here and included on the following pages. (Except the "Bid From" which can be found included with the "Price Proposal")

Attachment A - Bid Form (Included with the Price Proposal)

Attachment B - Certificate of Non-Collusion

Attachment C - Certificate of Tax Compliance (M.G.L., C.62C, §49 A)

Attachment D - Conflict of Interest Certification (M.G.L. C.268A)

Attachment E - Certificate of Corporate Bidder

Attachment F - Certificate of Compliance with M.G.L. c. 15 IB

Attachment G - Certificate of Non-Debarment

A certificate of insurability from an insurance company that is licensed to do business in the Commonwealth of Massachusetts indicating that all the provisions of the specifications can be met, shall be submitted with the Bid documents. **(Please See Included Insurance Certificates)**

A statement of business experience and references **(Please See Included Client List)**

TOWN OF NATICK

**ATTACHMENT B
CERTIFICATE OF NON-COLLUSION**

The undersigned certifies, under penalties of perjury, that this Bid has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group of individuals.

PATRIOT PROPERTIES, INC.

Name of Bidder

123 PLEASANT STREET

Address of Bidder

MARBLEHEAD, MA 01945

Telephone Number (800) 527 - 9991

By: 

(Signature)

MARK HARRELL

Printed Name

PRESIDENT

Printed Title

8/23/17

Date

TOWN OF NATICK

ATTACHMENT C
CERTIFICATE OF TAX COMPLIANCE

Pursuant to Massachusetts General Laws (M.G.L.) c. 62C, §49A, I certify under the penalties of perjury that the Bidder named below has complied with all laws of the Commonwealth of Massachusetts pertaining to the payment of taxes, to the reporting of employees and contractors, and to the withholding and remitting of child support.

PATRIOT PROPERTIES, INC.

Name of Bidder

123 PLEASANT STREET

Address of Bidder

MARBLEHEAD, MA 01945

Telephone Number (800) 527 - 9991

By 

(Signature)

MARK HARRELL

Printed Name

PRESIDENT

Printed Title

8/23/17

Date

TOWN OF NATICK

**ATTACHMENT D
CONFLICT OF INTEREST CERTIFICATION**

The Bidder hereby certifies that:

1. The Bidder has not given, offered, or agreed to give any gift, contribution, or offer of employment as an inducement for, or in connection with, the award of a Contract pursuant to this IFB.
2. No consultant to, or subcontractor for, the Bidder has given, offered, or agreed to give any gift, contribution, or offer of employment to the Bidder, or to any other person, corporation, or entity as an inducement for, or in connection with, the award to the consultant or subcontractor of a Contract by the Bidder.
3. No person, corporation, or other entity, other than a bona fide full time employee of the Bidder has been retained or hired to solicit for or in any way assist the Bidder in obtaining a Contract pursuant to this IFB upon an agreement or understanding that such person, corporation or entity be paid a fee or other compensation contingent upon the award of a Contract to the Bidder.
4. Bidder understands that the Massachusetts Conflict of Interest Law, Chapter 268A of the Massachusetts General Laws (M.G.L.), applies to the Bidder and its officers, employees, agents, subcontractors, and affiliated entities with respect to the transaction outlined in the Invitation for Bids.
5. Bidder understands that the Bidder and its officers, employees, agents, subcontractors, and affiliated entities, shall not participate in any activity which constitutes a violation of the Massachusetts Conflict of Interest Law or which creates an appearance of a violation of the Massachusetts Conflict of Interest Law.

PATRIOT PROPERTIES, INC.

Name of Bidder

123 PLEASANT STREET

Address of Bidder

MARBLEHEAD, MA 01945

Telephone Number (800) 527 - 9991

By 

(Signature)

MARK HARRELL

Printed Name

PRESIDENT

Printed Title

8/23/17

Date

TOWN OF NATICK

**ATTACHMENT E
CERTIFICATE OF CORPORATE BIDDER**

I, DAVID ZION, certify that I am the CLERK of the Corporation named as Bidder in the attached Bid; that MARK HARRELL, who signed said Bid on behalf of the Bidder was then PRESIDENT of said Corporation; that I know his/her signature hereto is genuine and that said Bid was duly signed, sealed and executed for and on behalf of its governing body.

(Corporate Seal)

PATRIOT PROPERTIES, INC.

Name of Bidder

123 PLEASANT STREET

Address of Bidder

MARBLEHEAD, MA 01945

Telephone Number (800) 527 - 9991

By: 

(Signature)

DAVID ZION

Printed Name

CLERK

Printed Title

8/23/17

Date

This Certificate shall be completed where Bidder is a Corporation and shall be so completed by its Clerk. In the event that the Clerk is the person signing the Bid on behalf of the Corporation, this certificate shall be completed by another officer of the Corporation.

TOWN OF NATICK

ATTACHMENT F

CERTIFICATE OF COMPLIANCE WITH M.G.L. c. 151B

The Bidder hereby certifies that it is in compliance with and shall remain in compliance with Massachusetts General Laws (M.G.L.) Chapter 151B and shall not discriminate on any prohibited basis outlined therein. The Bidder also hereby certifies that it shall comply with any and all applicable Supplier Diversity Office (SDO) thresholds that have been established in conjunction with this Invitation for Bids.

Name of Bidder

PATRIOT PROPERTIES, INC.

Address of Bidder

123 PLEASANT STREET

MARBLEHEAD, MA 01945

Telephone Number (800) 527 - 9991

By: 

(Signature)

MARK HARRELL

Printed Name

PRESIDENT

Printed Title

8/23/17

Date

TOWN OF NATICK
ATTACHMENT G
CERTIFICATE OF NON-DEBARMENT

The Bidder hereby certifies that it is presently not debarred, suspended, or otherwise prohibited from practice by any federal, state, or local agency, and that, should any proceeding arise in which it is debarred, suspended, or otherwise prohibited from practice by any federal, state, or local agency, the Bidder shall inform the Town of Natick within one (1) business day of such debarment, suspension, or prohibition from practice.

PATRIOT PROPERTIES, INC.

Name of Bidder

123 PLEASANT STREET

Address of Bidder

MARBLEHEAD, MA 01945

Telephone Number (800) 527 - 9991

By: 

(Signature)

MARK HARRELL

Printed Name

PRESIDENT

Printed Title

8/23/17

Date



William Francis Galvin
Secretary of the
Commonwealth

The Commonwealth of Massachusetts
Secretary of the Commonwealth
State House, Boston, Massachusetts 02133

Date: August 10, 2017

To Whom It May Concern :

I hereby certify that according to the records of this office,
PATRIOT PROPERTIES, INC.

is a domestic corporation organized on **May 13, 1985** , under the General Laws of the Commonwealth of Massachusetts. I further certify that there are no proceedings presently pending under the Massachusetts General Laws Chapter 156D section 14.21 for said corporation's dissolution; that articles of dissolution have not been filed by said corporation; that, said corporation has filed all annual reports, and paid all fees with respect to such reports, and so far as appears of record said corporation has legal existence and is in good standing with this office.



In testimony of which,
I have hereunto affixed the
Great Seal of the Commonwealth
on the date first above written.

William Francis Galvin
Secretary of the Commonwealth

Certificate Number: 17080180450

Verify this Certificate at: <http://corp.sec.state.ma.us/CorpWeb/Certificates/Verify.aspx>

Processed by:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/24/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Integrated Insurance Solutions, LLC 1881 Worcester Road Suite 101 Framingham MA 01701	CONTACT NAME: Nelson Reis PHONE (A/C, No, Ext): (508) 370-0002 E-MAIL: nreis@iisagency.com ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Pilgrim Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	FAX (A/C, No): (508) 370-0758 NAIC #
INSURED Patriot Properties Inc. 123 Pleasant St Marblehead MA 01945	REVISION NUMBER:	

COVERAGES CERTIFICATE NUMBER: CL1751932113
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD / WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		PRC00001004214	5/21/2017	5/21/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$ PER STATUTE OTH-ER
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N N / A				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Automobile Physical Damage		PRC00001004214	05/21/2017	05/21/2018	Collision \$500 Comprehensive \$500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Town of Natick
13 East Central St
Natick, MA 01760

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Nelson Reis/NMR

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/29/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Farquhar & Black Insurance Agency, Inc. 85 Exchange Street - Suite 101 Lynn MA 01901-1475		CONTACT NAME: Greg Bates, CPCU PHONE (A/C, No, Ext): (781) 599-2200 FAX (A/C, No): (781) 581-3940 E-MAIL ADDRESS: greg@FandBInsurance.com PRODUCER CUSTOMER ID #: 00028426																						
INSURED PATRIOT PROPERTIES INC 123 PLEASANT STREET MARBLEHEAD MA 01945		<table border="1"><thead><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A:</td><td>Travelers Indemnity Co.</td><td>25658</td></tr><tr><td>INSURER B:</td><td>Technology Insurance Co.</td><td></td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></tbody></table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Travelers Indemnity Co.	25658	INSURER B:	Technology Insurance Co.		INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER C:																								
INSURER D:																								
INSURER E:																								
INSURER F:																								

COVERAGES **CERTIFICATE NUMBER:** CL1722808701 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY						EACH OCCURRENCE \$ 2,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X		I6802531A207IND	3/9/2017	3/9/2018	MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 4,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 4,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS						\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB						EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE \$ 2,000,000
	<input type="checkbox"/> DEDUCTIBLE			CUP-3844Y429-13-42	3/9/2017	3/9/2018	\$
	<input type="checkbox"/> RETENTION \$						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N	N/A	TWC3597589	12/12/2016	12/12/2017	E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Town of Natick is included as Additional Liability Insured per written contract

CERTIFICATE HOLDER

Town of Natick
13 East Central St.
Natick, MA 01760

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Gregory Bates/GBATES

**EVIDENCE OF INSURANCE
APPRAISER'S PROFESSIONAL LIABILITY INSURANCE**

	POLICYHOLDER - ISSUED TO THE AMERICAN SOCIETY OF APPRAISERS	POLICY NO. NAC 1380
ITEM 1:	NAMED INSURED:	EVIDENCE NO.
ITEM 2:	MAILING ADDRESS OF NAMED INSURED:	EFFECTED WITH UNDERWRITERS AT LLOYD'S OF LONDON (NOT INCORPORATED) LLOYD'S ILLINOIS, INC. 181 W. MADISON ST., SUITE 3870 CHICAGO, IL 60602-4541
ITEM 3:	COVERAGE PERIOD: INCEPTION: EXPIRATION:	BOTH DAYS AT 12:01 A.M. LOCAL STANDARD TIME AT THE MEMBERS MAILING ADDRESS
ITEM 4:	RETROACTIVE DATE:	
ITEM 5:	LIMIT OF LIABILITY:	
A)	LIMIT IN ALL (INCLUDING COSTS, CHARGES AND EXPENSES) IN RESPECT OF EACH INCIDENT	\$ 1 , 000 , 000
B)	LIMIT IN THE AGGREGATE (INCLUDING COSTS, CHARGES AND EXPENSES) FOR EACH ANNUAL PERIOD	\$ 1 , 000 , 000
ITEM 6:	DEDUCTIBLE EACH CLAIM:	\$ 2 , 500
ITEM 7:	TOTAL PREMIUM:	\$ 2 , 444
ITEM 8:	ENDORSEMENTS AT COVERAGE PERIOD INCEPTION DATE: NMA 1256 NMA1477	

THIS DOCUMENT (EVIDENCE OF INSURANCE) IS ISSUED AS NOTICE OF INSURANCE FOR INFORMATION ONLY. IT DOES NOT CONSTITUTE A LEGAL CONTRACT OF INSURANCE. THE MASTER POLICY AND THE APPLICATION OF THE INSURED, IF ANY, FORM THE ENTIRE CONTRACT. THIS EVIDENCE WHICH IS FURNISHED IN ACCORDANCE WITH, AND IN ALL RESPECTS IS SUBJECT TO, THE TERMS OF THE MASTER POLICY, A COPY OF WHICH IS ATTACHED HERETO FOR INFORMATION PURPOSES ONLY AND REPLACES ANY OTHER EVIDENCE PREVIOUSLY ISSUED COVERING THE INSURANCE DESCRIBED HEREIN.