

Bid Breakdown demonstration

Town of Longmeadow | Catch Basin Cleaning | IFB 2502061

CLOSED SOLICITATION DEMONSTRATION. This is a dated sample, not an invitation to bid. As of 15 September 2026 at 20:38 UTC (4:38 p.m. EDT), the official archive shows Awarded. Official documents and addenda control. [S1, status and bid number]

Prepared by BidMuni for contractor review. Version 1.1, 15 September 2026. The \$199 service covers one accepted solicitation of no more than 250 searchable pages. No customer or customer outcome is represented.

What the work involved

Supply equipment and labor to clean catch basins and dispose of debris, supplementing the Town storm-drainage maintenance program. Work locations vary throughout Longmeadow, Massachusetts. [S2, PDF pp. 4 and 10, Articles 1.1 and 7]

Decision factor	What the source establishes
Historical bid deadline	27 February 2025, 11:00 a.m. The source does not label a time zone. [S2, PDF p. 3]
Pricing basis	325 catch basins (each) and 775 cubic yards of disposal are estimated bid quantities. Actual accepted quantities govern payment. [S2, PDF pp. 6 and 62, Articles 5.3 and Base Bid]
Experience	At least two completed years in catch basin cleaning and a completed project of similar scale or larger. [S2, PDF p. 6, Article 5.2]
First issues to resolve	Conflicting delivery addresses; site-visit representations; public addendum-history limitations. See the issue register. [S2, PDF pp. 3-5, 58 and 60]

Suggested next review: three practical checks

1. Scope: Compare vacuum equipment, disposal capacity and reference projects with the requirements (report pp. 3-5). **2. Conflicts:** Review the two delivery addresses and site-visit wording before making any representation (pp. 2 and 5). **3. Sources:** Resolve the historical addendum gap before considering any live use (p. 6). These are BidMuni review suggestions, not eligibility findings or advice to bid; this opportunity is closed.

Source basis: searchable 69-page base PDF, official archive notice and one-page bid tab for historical context. References use **PDF page position**, not inconsistent printed numbering. Source links and page map: report p. 6.

BidMuni is independent commercial research and decision support. Official solicitation documents and addenda always control. The customer remains responsible for eligibility, licensing, qualifications, pricing, bonds, insurance, certifications, signatures, deadlines, and compliant submission. BidMuni does not prepare, sign, certify, or submit bids.

Dates and submission instructions

Historical dates only. Every entry is as of 15 September 2026 at 20:38 UTC (4:38 p.m. EDT).

Event	Historical source requirement	Reference
Bid receipt	27 February 2025 at 11:00 a.m.; late bids rejected. Public opening immediately follows in the auditorium. Time zone not stated. If the Town is closed at receipt time, Article 4.3 extends receipt to the next regular business day Purchasing is open, at the same time.	S2 PDF pp. 3 and 5, Legal Notice and Article 4.3
Questions	Written questions must reach the Director of Procurement no later than 144 hours (6 days) before the deadline.	S2 PDF pp. 4-5, Article 3
Calculated question cutoff	21 February 2025 at 11:00 a.m., calculated by subtracting 144 hours from the notice deadline. This is a derived time, not a separately printed date. Confirm interpretation with the agency.	S2 PDF pp. 3 and 5
Completion	Sample contract requires completion by 15 November 2025; \$100 per calendar day for non-completed work afterward. A notice-to-proceed date was not located.	S2 PDF p. 56, Article 2
Execution after award	Original signed contract within 5 days after forms are presented, excluding Saturdays, Sundays and legal holidays. The further two-day notice procedure is described in Article 5.4.	S2 PDF p. 6
Work hours and notice	Notify Town Engineer at least 48 hours before work; normal hours 7:30 a.m.-3:00 p.m. Monday-Friday. Outside-hours work requires written approval, subject to the stated emergency exception.	S2 PDF p. 10, Article 7

Meeting and site visit

A scheduled pre-bid meeting was **not located** in the 69-page package or notice. Article 4.7 strongly advises a site walk, while the bid and contract forms represent that the bidder has visited the site. Treat the required extent of a visit as **unclear and requiring agency confirmation**. [S2, PDF pp. 5, 58 and 60]

Delivery and questions

The notice directs sealed bids to Purchasing, Attn: Chad Thompson, 231 Maple Road, Longmeadow, MA 01106. The Bid Submission Form instead lists 735 Longmeadow Street, Suite 101. **Do not resolve this conflict by assumption**. [S2, PDF pp. 3 and 60]

Questions go in writing to Chad Thompson, Director of Procurement, or cthompson@longmeadowma.gov. Verbal interpretations are nonbinding; changes are issued by written addendum. Other Town employees should not be contacted about the bid. [S2, PDF pp. 4-5, Article 3]

Bid package and pricing

Assemble against the official forms

Use the supplied Bid Submission Forms or any replacements issued by addendum. Seal the envelope and label it IFB: CATCH BASIN CLEANING, with organization, contact name, full address and telephone number. An electronic submission option and an exact copy count were **not located**. [S2, PDF p. 5, Articles 4.1-4.4]

Package component	Customer action and reference
Bid and representations	Review and complete the applicable bid pages; prices include the full work. The forms contain site-visit, document-review and conflict-resolution representations. [S2 PDF pp. 60-61]
Base Bid	Enter unit prices in figures and words, extensions, and total for 325 EA cleaning and 775 CY disposal. Written words control numeric discrepancies under Article 4.5. [S2 PDF pp. 5 and 62]
Deposit and addenda	Include required 5% security, answer the deposit question and acknowledge addenda on the form. [S2 PDF pp. 3, 62 and 64]
Authority and business type	Authorized representative signs; printed name/title, firm/address/contact fields are supplied. Corporation resolution is listed; complete the appropriate individual, partnership, corporation or joint-venture execution section, including attestation/seal where applicable. [S2 PDF pp. 64-66]
Certifications	Non-collusion, tax compliance and suspension/debarment statements require customer completion and applicable signatures. The forms also contain tax, non-collusion and debarment representations. [S2 PDF pp. 62-64 and 67]
Qualifications and references	Answer all qualification questions, list equipment, comparable projects and references, and sign the accuracy certification. The printed form gives two project spaces. [S2 PDF pp. 68-69]

Pricing structures and cash flow

Only two base unit-price items were located; no alternates or allowances were located in the reviewed base package. Quantities are estimates, not guaranteed work. Unit prices remain applicable if quantities change. No additional fuel, mileage or unauthorized fees are allowed. [S2, PDF pp. 5-6, 8 and 62, Articles 4.8, 5.3 and 6.5.1]

Payment is based on actual accepted units. A basin that cannot be cleaned because of structural defect or lack of debris is not measured for payment. Disposal is measured by cubic yards and supported by facility load slips. Five-percent retainage is stated. [S2, PDF pp. 9 and 12, Articles 6.6.4 and 7; PDF p. 58, Article 15]

Handling note: official forms request tax identifiers. Complete those through the agency process; do not send completed sensitive forms or full identifiers to BidMuni.

Bonds insurance wages and qualifications

Requirement	Source language summarized
Bid security	5% of total bid, payable to Town of Longmeadow. Notice permits bid bond, certified check, treasurer's check or cashier's check from a responsible bank/trust company. Form lists bond or certified check only; confirm permissible instrument. [S2 PDF pp. 3 and 64]
Payment bond	50% payment bond required on award; sample agreement lists it as a contract document. [S2 PDF pp. 3 and 56, Article 4]
Performance bond	A separate performance-bond requirement was not located in S2 PDF pp. 1-69 or S1. This does not establish an exemption; requires agency confirmation for an actual procurement.
General liability	Bodily injury and property damage limits each shown as \$1,000,000 per occurrence, or a \$1,000,000 combined single limit. [S2 PDF p. 57, Article 11]
Automobile liability	Bodily injury and property damage limits each shown as \$1,000,000 per occurrence, or a \$1,000,000 combined single limit. [S2 PDF p. 57, Article 11]
Other insurance terms	Contractor and subcontractors certify workers compensation, property damage, personal and product liability coverage. Workers compensation covers all employees under Massachusetts law. Before work: certificates including Town as additional named insured and 30-day cancellation notice. Aggregate, umbrella and employer-liability dollar limits not located. [S2 PDF p. 57, Article 11]

Wage and safety provisions

Prevailing wages apply. The attached DLS schedule is request 20250203-045, issued 3 February 2025, for Longmeadow catch basin cleaning/disposal and maintenance/repair. Schedule pages are PDF 17-54. These historical rates must not be used to price a new solicitation. [S2, PDF pp. 8, 17 and 57-58]

The schedule calls for weekly payroll reports and a Statement of Compliance to the awarding authority, three-year retention, and registered apprentices for apprentice rates. A legacy payroll instruction differs on the statement recipient/timing; see the issue register. OSHA safety and training certification requirements are referenced, but a specific course duration was not established by Article 13. [S2, PDF pp. 15-17 and 58]

Experience licensing and award

At least two completed years in catch basin cleaning, a completed comparable-or-larger project, and similar-work references are required. Services must be performed by a qualified licensed contractor and employees; the exact license class was **not located**. DCAMM/MassDOT certification mandates and participation quotas were not located. The MBE/WBE/MWBE question is a disclosure field, not evidence of a set-aside. [S2, PDF pp. 6-7 and 68]

One award is based on the lowest responsive and eligible bidder using the estimated-quantity bid total. The agency evaluates skill, ability, integrity, minimum requirements and labor-harmony certification. Ties use a Town-selected blind process; rejection/waiver rights remain reserved. BidMuni makes no determination that any customer meets this standard. [S2, PDF pp. 6-7, Articles 5.1-5.8]

Scope details and issues to resolve

Execution items worth reviewing

Vacuum cleaning, removal/reset of grates, debris transport and permitted disposal are included. Report basin locations, counts, removed volumes and deficiencies daily. Traffic control, signage and personnel are the contractor's responsibility. Provide a written project-supervisor designation; the specified failure procedure can lead to \$200 per business day. [S2, PDF pp. 10-11, Article 7]

Identify the permitted off-site disposal facility before work. Temporary stockpiling requires Town approval, poly lining and perimeter erosion controls; remove stockpiles within 60 days. Load/weight slips support disposal reconciliation; the stated conversion is cubic yards x 1.3 = U.S. tons. Review this project-specific rule with the agency. [S2, PDF pp. 12-13, Article 7]

Subcontracting requires prior Town consent unless already stated in the bid and incorporated in the contract. The default is 100% performance by the successful bidder and personnel, subject to approved/emergency exceptions. A one-year workmanship/material warranty is stated. [S2, PDF pp. 7-8, Articles 5.7 and 6.3; PDF p. 12]

Issue	What is unclear and next review action
Delivery address	231 Maple Road in notice versus 735 Longmeadow Street, Suite 101 in bid form. Request written agency clarification before any actual delivery. [S2 PDF pp. 3 and 60]
Year and numbering	Cover says 6 February 2024; contract refers to 6 February 2025. Printed numbers jump and repeat. Confirm correct edition and use PDF positions to navigate. [S2 PDF pp. 1, 9, 55-56, 63-64]
Site visit	Instructions strongly advise a walk; bid and contract state that one has occurred. Clarify the required visits and basis for representations. [S2 PDF pp. 5, 58 and 60]
Security instruments	Notice lists four instruments; bid attachment clause lists two. Confirm accepted instrument without assuming the form narrows or expands the notice. [S2 PDF pp. 3 and 64]
Bid holding period	Bid form says 60 days; instructions exclude weekends/holidays, and a further form clause has conditional federal-approval wording. Confirm applicable calculation. [S2 PDF pp. 5, 60 and 63]
Payroll directions	Legacy form calls for a completion statement to a state division within 15 days; 2025 schedule calls for weekly statement to awarding authority and says not to submit weekly payrolls to DLS. Confirm the required recipient and timing. [S2 PDF pp. 15 and 17]

Do not infer missing requirements from another Town bid. Performance bond, exact license class, a scheduled pre-bid meeting, definitive addendum history, and certain insurance limits remain not located or unclear. The sample contract says provisions most favorable to the Town govern conflicts; BidMuni does not decide which provision that means. [S2, PDF p. 56, Article 4]

Sources addendum check and review record

Retrieval date for S1-S3: 15 September 2026. Final public addendum check: 15 September 2026 at 20:38 UTC (4:38 p.m. EDT).

S1 Official bid archive. <https://www.longmeadowma.gov/bids.aspx?bidID=101>

Sections used: bid identity, status, description, closing date and Related Documents. The page lists the IFB and bid tab; no separately labeled addendum was located at the final check.

S2 Base solicitation. <https://www.longmeadowma.gov/DocumentCenter/View/9845>

69 PDF pages, including instructions, scope, wage attachment, sample contract and bid forms. Text extraction succeeded on all pages. This fits the 250 searchable-page base-material limit. Retrieval copy retained with a checksum in the evidence register.

S3 Official bid tab. <https://www.longmeadowma.gov/DocumentCenter/View/10102>

One page; historical context only. No customer-facing price comparison or award-value inference is made in this report.

Addendum outcome and its limits

Public archive checked: no separately listed addendum found for IFB 2502061. The base instructions say addenda are emailed to the active bid list and available from Purchasing by request. BidMuni did not register retroactively or contact the agency, and has no bidder inbox archive. **Historical addendum completeness remains unconfirmed.** This is not a statement that zero addenda were issued. [S1, Related Documents; S2, PDF p. 4, Articles 2.2-2.4]

For a live customer report, obtain the official distribution record or a documented agency confirmation when public-source gaps could affect a material fact. Hold release if applicable addenda cannot be checked. This demonstration is prepared only for historical format review, with its limitations visible; it is not released for use in bidding.

Page map: PDF 1-8 = printed 1-8; PDF 9-14 = printed 27-32; PDF 15-16 = payroll forms; PDF 17-54 = wage schedule; PDF 55-62 = printed 70-77; PDF 63-64 both print 78; PDF 65-69 = printed 79-83.

Review record: automated consistency checks plus source-by-source and presentation review performed in this development task. Nathaniel's owner review is pending. No independent second person has signed off. See the editable claim ledger and release checklist for the operational review trail.

BidMuni is independent commercial research and decision support. Official solicitation documents and addenda always control. The customer remains responsible for eligibility, licensing, qualifications, pricing, bonds, insurance, certifications, signatures, deadlines, and compliant submission. BidMuni does not prepare, sign, certify, or submit bids.