

Town of Needham  
**Department of Public Works**  
 Public Services Administration Building, 500 Dedham Avenue  
 Needham, Massachusetts 02492  
 Telephone (781) 455-7550

**ACKNOWLEDGEMENT OF RECEIPT**

Release Date	<b>October 10, 2019</b>
Bid Title	<b>Miscellaneous Water, Sewer, &amp; Drain Materials and Supplies for Construction and Maintenance</b>
Bid Number	<b>20DPW088G</b>
Number of Documents	The Bid Package consists of 2 PDF documents. Returning this form confirms receipt of all the documents.
Pre-Bid Meeting	<b>N/A</b>
Questions Due	<b>October 18, 2019 at 2:00pm</b>
Bids are Due	<b>October 25, 2019 at 2:00pm</b> , Administration Office of the Department of Public Works located at the Public Services Administration Building, 500 Dedham Ave., Needham, MA, 02492
Please provide the requested information below as acknowledgment that you have received our bid package noted above. It is <b>recommended</b> that interested bidders complete this <b>acknowledgment and return via email to <a href="mailto:dpwadmin@needhamma.gov">dpwadmin@needhamma.gov</a></b> or fax to the Department of Public Works at (781) 449-9023. Only by doing this, will the Town be able to provide notification of any addenda or answered questions relating to this bid. <b>Only those companies or individuals shown on the Distribution Register will receive addenda to this bid. By completing and returning this acknowledgement will ensure you are recorded on the Distribution Register.</b> Proposals from companies or individuals <b>not</b> acknowledging the addenda may be <u>rejected</u> as <b>not responsive</b> .	
Name of Company or Individual	
Name / Title of Contact	
Address	
City/Town, State, Zip Code	
Telephone Number	
Fax Number	
Email Address	
Signature	
Date	
Addenda will be posted to the Town's website. Please check the website for addenda before submitting your bid to the Town. Bidders who access the bid package from the Town's website are responsible for checking the website periodically for any addenda that may be issued by the Town.	

**Miscellaneous Water, Sewer, & Drain Materials and Supplies for Construction and Maintenance  
20DPW088G**



Release Date	<b>October 10, 2019</b>
Pre-Bid Conference	<b>N/A</b>
Deadline for Questions	<b>October 18, 2019 at 2:00pm</b>
Bids Due	<b>October 25, 2019 at 2:00pm Director of Finance and Administration PSAB 500 Dedham Ave. Needham, MA 02492</b>

**(Advertised in the Needham Times issue of Thursday, October 10, 2019)**  
**(Advertised on the MNPA's website, Thursday, October 10, 2019)**  
**(Published in Central Register issue of Wednesday, October 9, 2019)**  
**(Advertised in CommBuys on Tuesday, October 1, 2019)**

**Town of Needham  
Invitation for Bid (IFB)  
Bid # 20DPW088G**

**Miscellaneous Water, Sewer, & Drain Materials and Supplies for Construction and Maintenance**

The Town of Needham is accepting sealed bids for a Miscellaneous Water, Sewer, & Drain Materials and Supplies for Construction and Maintenance. Copies of the Invitation for Bid (IFB) package will be available beginning **October 10, 2019** at the Administration Office of the Public Works Department, 500 Dedham Ave., Needham, MA 02492 between the hours of 8:30 A.M. – 5 P.M, or from the Town's web site [www.needhamma.gov/bids.aspx](http://www.needhamma.gov/bids.aspx) and will be available until submission deadline. Sealed bids must be submitted no later than **2:00pm, October 25, 2019** to the Administration Office of the Public Works Department, Town of Needham, 500 Dedham Ave., Needham, MA 02492. All bids must be accompanied by a bid deposit in an amount that is not less than five percent (5%) of the value of the bid. LATE BIDS WILL NOT BE CONSIDERED. Bids will be publicly opened after submission deadline. The Town reserves the right to reject any and all bids as determined to be in the best interests of the Town and to waive minor informalities.

**Kate Fitzpatrick  
Town Manager  
October 10, 2019**

**Bid # 20DPW088G**  
**Miscellaneous Water, Sewer, & Drain Materials and Supplies for Construction and Maintenance**  
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Appendices <ul style="list-style-type: none"> <li>• Specimen Agreement</li> </ul>	<b>Separate Document</b>

**Bid # 20DPW088G**  
**Miscellaneous Water, Sewer, & Drain Materials and Supplies for Construction and Maintenance**  
**Procurement in Brief**

Primary Procurement Contact	<b>Mohammed Uddin, Administrative Analyst</b> <b>781-455-7550 x345</b>
Contract Manager	<b>Sean Harrington, Acting Superintendent Water &amp; Sewer</b>
Bid Package Available	<b>October 10, 2019</b> - Information and details of bidding requirements may be obtained at the Administration Office DPW, PSAB, 500 Dedham Ave., Needham, MA 02492, or online at the Town's web site <a href="http://www.needhamma.gov/bids.aspx">http://www.needhamma.gov/bids.aspx</a>
Pre-Bid Meeting	<b>N/A</b>
Bid Deposit	<b>N/A</b>
Deadline for Written Questions	<b>October 18, 2019 at 2:00pm</b> By Mail: DPW - 500 Dedham Ave., Needham, MA 02492 By Email: <a href="mailto:dpwadmin@needhamma.gov">dpwadmin@needhamma.gov</a> By Fax: 781-449-9023 <b>Questions are to be clearly labeled as: QUESTIONS - Miscellaneous Water, Sewer, &amp; Drain Materials and Supplies for Construction and Maintenance, 20DPW088G</b>
Addenda	If any changes are made to this bid, an addendum will be issued. Addenda will be posted on the Town's webpage and emailed to all bidders on record as having received the bid package.
When and where bids are due	<b>October 25, 2019 at 2:00pm, Administration Office DPW, PSAB, 500 Dedham Ave., Needham, MA 02492.</b>  <b>LATE BIDS WILL NOT BE CONSIDERED</b>
Where bids will be opened	<b>Charles River Room, PSAB, 500 Dedham Ave., Needham, MA, 02492, after submission deadline</b>
Number of Required Paper Copies	<b>3 copies</b>
Contract Award	<b>Anticipated November 1, 2019</b> Approval of Town Manager and Town Counsel is REQUIRED
Contract Length	<b>This Agreement shall be for a term commencing upon execution of this agreement and ending June 30, 2020. This Agreement may be renewed or extended for up to 2 years, in one year terms, at the sole option of the Town.</b>

<b>Upon Award of Contract</b>	
Payment Bond	Will NOT be Required
Performance Bond	Will NOT be Required
Insurance	Refer to Contract Terms
<p>* Facsimile transmissions for written inquiries must be sent prior to the above date and time deadlines. Any hand delivery or facsimile received after the due date and time will not be addressed. The time/date stamp machine located in the receiving office will govern for the date and time requirements mentioned in the table above and throughout this document. Please allow enough time for hand delivery or facsimile transmissions.</p> <p>** The time for award may be extended by the Town. The Town reserves the right to change, delay, cancel, or expedite the contract award date. The Bidder agrees that the offer is effective for (a) at least ninety (90) calendar days from the opening date of the bids (b) a contract is executed, or (c) this bid is cancelled, whichever of (a), (b) or (C) occurs first. The Town reserves the right to reject any and all bids as determined to be in the best interests of the Town and to waive minor informalities.</p>	

## **PART 1 – GENERAL CONDITIONS AND SUBMISSION REQUIREMENTS**

### **1.01 About Needham**

The Town of Needham is located in Norfolk County, 10 miles southwest of Boston. It is bordered on the west and northwest by the Town of Wellesley, on the north and northeast by the City of Newton, on the east by the West Roxbury section of the City of Boston, on the southeast by the Town of Dedham, and on the south by the Towns of Westwood and Dover. Needham has a population of 28,886 (2010 Federal Census) and occupies a land area of approximately 12.75 square miles. Established as a town in 1711, Needham is governed by a representative form of town meeting and a five-member Board of Selectmen. The day-to-day management is under the direction of a Town Manager. School affairs are administered by a seven-member School Committee and a Superintendent of Schools. The Town is classified as an economically developed suburb with above average wealth levels and higher education attainment. The Town has an "AAA" credit rating from Standard and Poor's.

The Town provides a full range of governmental services including police and fire protection, emergency medical services, collection, disposal, and recycling of solid waste, sewers, streets, water services, health and human services, town library, and recreation. The Town also provides public education in grades kindergarten through twelve. The Town operates 1 pre-school, 5 elementary schools (K – 5), 1 sixth-grade center, 1 middle school (7 - 8), and a senior high school (9 – 12). Technical education is offered to grades nine through twelve by the Minuteman Regional Vocational Technical School District. The total expenditures in the most recent fiscal year exceeded \$160 million.

### **1.02 Intent**

The Town of Needham is circulating this Invitation for Bids (IFB) with the intention of acquiring bids for Miscellaneous Water, Sewer, & Drain Materials and Supplies for Construction and Maintenance. All bids are subject to the provisions of M.G.L. Chapter 30B. The Town will award the contract to the lowest responsive and responsible bidder. The Town of Needham reserves the right to reject any and all bids as determined to be in the best interests of the Town and to waive minor informalities. Such actions will be deemed to be in the best interests of the Town. Unless sooner rejected or accepted, all bid proposals must be firm and continue in effect for ninety calendar days (90) following the date of bid opening.

### **1.03 Quantities**

Unless otherwise stated, the quantities set forth herein are ESTIMATES ONLY. Any quantities indicated on the Bid Price Form or elsewhere in the bid package are estimates only and are given solely as a basis for the comparison of bids. The Vendor shall have no claim for additional compensation, or refuse to do the work called for, or provide the requested items, by reason of the actual quantities involved being greater or lesser by any amount than those called for in the bid.

### **1.04 General Contract Terms**

The successful Bidder must enter into the Form Agreement prepared by Town Counsel (Sample Available Online). In accordance with Massachusetts General Laws, the contract continuation beyond first year is subject to annual appropriation and/or availability of funding.

The Town may terminate the Contract at any time upon written notice for any reason including its own convenience or for cause, including but not limited to, failure to perform the work required under the contract, failure to document satisfactorily to the Town amounts being charged, failure to have any necessary local, State or Federal licenses and/or permits, failure to pay any and all required taxes, failure to comply with any local, State or Federal regulations pertaining to services to be provided, failure to promptly correct any performance or lack of performance which conflicts with the Town's use, and failure for satisfactory behavior of all staff and management. In the case of a termination for cause, the Town shall give the Contractor a written notice as provided in the Agreement.

## 1.05 Questions Regarding Bid

The Bidder shall be satisfied as to the requirements to enable intelligent preparation of your bid. The Bidder shall be familiar with all the Bid material requirements and documents before submitting the bid in order that no misunderstanding shall exist. Bidders shall promptly raise the issue of any ambiguity, inconsistency or error, which they may discover upon examination of the bid documents, specifications, services, work site or any other conditions which may apply. No allowance will be made for any claim that the bid is based on incomplete information.

Inquiries concerning any part of this Bid shall be directed to the individual(s) listed under the **Procurement in Brief**. Bidders should note that **oral communications are not binding on the Town and only written responses by the Town will be considered**. All requests/questions must be submitted in writing. Questions may be delivered by hand, fax or email as referenced under the **Procurement in Brief** by the deadline. Questions that may be asked during any pre-bid conference should also be sent in writing in order to receive an official response. Requests properly presented that in the opinion of the Town require interpretation, correction, or change in the Bid Documents will result in an issuance of an Addendum to the Bid Documents. Such Addendum shall subsequently become part of the contract. The Town will forward responses to all persons who are on record as receiving the bid package. Questions received after the due date will not be responded to unless the Town determines it is necessary. Bidders, please allow enough time for hand delivery or facsimile transmissions.

## 1.06 Information about Changes to the Bid (Addenda)

In the event that changes/additions are made to this bid, an addendum will be issued to every person (entity) on record as receiving the bid package. Addenda will be emailed, if an email address was not provided, then it will be faxed. If a fax number was not provided, then the addenda will be mailed. **Addenda will also be posted to the website.** Please check back on the website for addendums before submitting your bid to the Town. Bidders may not be notified individually of Addendums.

## 1.07 Bid Deposits, Bonds, Insurance, and Indemnification

Refer to the Procurement in Brief section to see whether bid deposits, surety, payment and/or performance bonds are required.

If a bid deposit is required, it must be made payable to the TOWN OF NEEDHAM in the form of a bid bond, or cash, or a certified check or a treasurer's check issued by, a responsible bank or trust company. A bid bond shall be (a) with a surety company qualified to do business in the Commonwealth of Massachusetts and satisfactory to the Town, and (b) conditioned upon the faithful performance by the principal of the agreements contained in the bid. The bid deposit shall be in the amount specified in the request for Bids. Bid deposits of the three (3) lowest bidders will be returned upon the issuance of the contract or bid is cancelled whichever is later. Bid deposits of all other bidders will be returned within 15 days of the bid opening date.

### Insurance

Bidder awarded a contract under this bid must provide proof of insurances in at least the minimum amounts required in the contract and when requested shall name the Town of Needham as an additional insured for the amounts written.

The Bidder awarded a contract shall deposit with the Town Certificates of Insurance for the coverage required, in form and substance satisfactory to the Town, and shall deliver to the Town new policies and certificates thereof for any insurance about to expire at least ten (10) days before such expiration. All such insurance policies shall contain an endorsement requiring thirty (30) days written notice to the Town prior to cancellation of change in coverage, scope or amount of any such policy or policies. Compliance by the Bidder with the insurance requirement, however, shall not relieve the Bidder from liability under the indemnity provisions.



## Indemnification

The Bidder shall indemnify, defend, and save harmless the Town and all of the Town's officers, agents and employees from and against all suits and claims of liability of every name and nature, including costs of defending any action, for or on account of any injuries to persons or damage to property of the Town or any person, Contractor, corporation or association arising out of or resulting from any negligent act, omission, or negligence of the Bidder, its subcontractors and its and their agents or employees in the performance of the work covered by the Contract and/or failure to comply with terms and conditions of the Contract, but only in respect of such injuries or damages sustained during the performance and prior to the completion and acceptance of the work covered by the Contract and to the extent such injuries or damages are not covered by the Town's insurance. The foregoing provisions shall not be deemed to be released, waived or modified in any respect by reason of any surety or insurance provided by the Bidder under the Contract.

### **1.08 Prevailing Wages – NOT REQUIRED - RESERVED**

### **1.09 Payment and Discount Terms, Adjustments for Incomplete or Unacceptable Work**

#### Payment and Discount Terms

Payment terms for the Town of Needham are net 30 days. Indicate discounts, if any, for payments made less than 30 days. The Prompt Payment Discount "Clock" begins at the date of receipt of the invoice, or the date of the receipt of the product or service, whichever occurs later.

The unit bid price shall be the basis for payment for purchased items or services. Payment shall be based on the items or services purchased. Invoicing may be performed after delivery, work has been completed, or monthly, for items or services that have been fulfilled.

Invoices are to itemize charges for labor, equipment, and supplies. The Town will not be responsible for payment of any charges not itemized to the Town's satisfaction. Pre-payment is NOT allowed. Invoices must include the Town's purchase order number. The Purchase Order number will change with each fiscal year.

Invoices for additional services must include the date and times of the work, the type of the services performed, the number of hours or units to be charged, and the name of the person who authorized the work. They are to be sent in duplicate directly to the Town's designee for processing and are not to be included on the regular monthly invoice.

#### Adjustments for Incomplete or Unacceptable Work

The Town reserves the right to withhold payment for incomplete or unacceptable work, as outlined in this IFB. The Town shall provide notice of any work that is deemed to be incomplete or unacceptable, for which the Vendor shall rectify that condition to the satisfaction of Town. The Town will also reduce the bill for any services deemed unsatisfactory. At no time will penalty assessment be recoverable by the Vendor.

The Vendor shall take all proper precautions to protect Town and private property from damage and/or loss. Should any damage to, and/or loss of, property be caused by the Vendor, the Vendor will be required to make repairs and/or restitution immediately at its expense.

### **1.10 Bid Modifications or Withdrawals**

Bids may be corrected, modified, or withdrawn prior to the submission deadline; requests to do so must be received in writing to the Town Manager. After the submission deadline, bids may not be changed. Minor mistakes may be waived by the Town.

### **1.11 Premature Opening of a Bid**

The Town will not be responsible for the premature opening of any bid not properly identified. The Town may reject bids which are incomplete, not properly endorsed, or signed, or which otherwise are contrary to these instructions.

### **1.12 Unexpected Closure Or Delays**

If, at the time of the scheduled bid submission deadline, the designated location for delivery of the bid is closed due to uncontrolled events such as fire, snow, ice, wind, building evacuation or other the deadline will be postponed until **the same time** on the next normal business day. Bids will be accepted at the same location until that date and time.

### **1.13 Late Submissions**

The Town assumes no responsibility for late submissions due to mail, courier, or delivery problems. LATE BIDS WILL NOT BE CONSIDERED.

### **1.14 Rejection of Bids**

The bid must satisfy all the requirements in order to be considered for award. Failure to complete the required forms, answer any questions, or provide the required documentation will be deemed NON-RESPONSIVE and result in rejection of the bid unless the Town determines that such failure constitutes a minor informality that can be corrected without prejudice to other Bidders. A bid may be rejected if the Bidder:

- Fails to adhere to one or more of the provisions established in the bid package;
- Fails to submit its bid by the time or in the format specified herein or to supply the minimum information requested herein;
- Fails to submit its bid to the required address on or before the specified submission deadline;
- Misrepresents its service or provides demonstrably false information in its bid, or fails to provide material information.

### **1.15 Taxes**

Purchases made by the Town are exempt from the payment of all Federal excise tax and the payment of Commonwealth of Massachusetts sales tax and any such taxes must not be included in the bid prices. If requested, the Town will provide the awarded bidder with a copy of the Certificate of Exemption.

### **1.16 Public Records**

Under the Massachusetts General Laws, the Town cannot assure the confidentiality of any materials or information that may be submitted by a contractor in response to this Bid. Thus contractors who choose to submit confidential information do so at their own risk. All bids or other materials submitted by the contractor in response to this Bid will be open for inspection by any person and in accordance with Massachusetts General Laws, Chapter 66 (Public Records Law). Any statements reserving any confidentiality or privacy rights in the submitted responses or otherwise inconsistent with these statutes will be void and disregarded.

### **1.17 Conflict of Interest**

By execution of a contract with the Town of Needham, the Bidder acknowledges that the Town of Needham is a municipality for the purposes of Massachusetts General Laws, Chapter 268A (the Massachusetts conflict of interest statute), and agrees, as circumstances require, to take actions and to forbear from taking actions so as to be in compliance at all times with the obligations of the contractor based on said statute.

### **1.18 Other Notices**

The consideration of all bids and subsequent selection of the successful applicant shall be made without regard to race, color, sex, age, handicap, religion, political affiliation or national origin.

The Bidder shall adhere to the provisions of the Fair Employment Practices Law of the Commonwealth (Massachusetts General Laws, Chapter 151B).

The provisions relating to non-discrimination and affirmative action in employment shall flow through all contracts and subcontracts that the successful Bidder may receive or award as a result of this contract.

Any services provided by the Bidder shall be rendered through a professional services contract; the Bidder will not be considered an employee of the Town and will not receive any benefits of an employee.

The Bidder shall comply with Massachusetts General Laws, Chapter 66A if the Bidder becomes a "holder" of "personal data". The Bidder shall also protect the physical security and restrict any access to personal or other Town data in the Bidder's possession, or used by the Bidder in the performance of the Contract, which shall include, but is not limited to the Town's public records, documents, files, software, equipment or systems.

### **1.19 Pre-Bid Conference**

Refer to Procurement in Brief for details, if any.

### **1.20 Tie Bid**

In the event that there is a **tie bid** between two (2) responsive and responsible bidders, the award of the contract will be determined by a coin toss. The bidder's whose submission was received earliest shall be assigned "Heads" in the coin toss. In the event that there is a **tie bid** with three (3) or more responsive and responsible bidders, the award shall be made by a draw by lot limited to those bidders. The coin toss/draw by lot shall be scheduled within two (2) business days from when it was determined by the Town to be a tie bid. The bidders involved shall be given an opportunity to attend. The coin toss/drawing shall be witnessed by at least three (3) Town officials. The tie breaker event shall be held at the Needham Town Hall during regular business hours.

### **1.21 Contract Award**

**The Town reserves the right to reject any and all bids as determined to be in the best interests of the Town and to waive minor informalities.**

This bid may result in multiple awards. The Town of Needham will review all bids, and will award the contract to the lowest responsive and responsible bidder within each bid item/group. Bidders must provide pricing for all items within a bid item/group to be eligible for the award of that bid item/group.

The Town herein declares its express purpose not to award the contract to any Bidder unable to furnish evidence, satisfactory to the Town, that it has sufficient ability, experience, and capital to execute and complete the work in accordance with the contract. If requested, any Bidder may be required to demonstrate financial stability satisfactory to the Town.

The Town Manager is the awarding authority for the contract. Further the contract will not be binding until it has been approved as to form by Town Counsel. Award, payment and performance obligations shall depend on the availability and appropriation of funds.

The Town reserves a period up to ninety (90) calendar days following the opening of the bids in which to evaluate and award the contract.

Upon bidder selection, the Town of Needham will mail or email the contract to be executed by the Bidder, who will returned the required number of copies with the required insurances and bonds. The Town of Needham will then counter-sign the contracts and will return one complete contract to the Bidder. Unless

otherwise noted by the Town, the terms and conditions contained therein are **NOT** negotiable.

## **1.22 Submission Requirements**

### **Quality Requirements**

- ✓ **All bidders must furnish proof of a minimum of three (3) continuous years in business.**
- ✓ **All bidders must provide owner contact information for five (5) projects of similar nature and scope completed within the last five (5) years.**
- ✓ The bidder shall submit their proposal upon the bid forms supplied within these specifications. The bidder shall specify the unit prices as requested for each bid item. All bids shall be signed correctly with ink; in order to qualify, the bidder must provide bids for each required item within a section.

### **Submission Requirements**

1. The bid is to be submitted and addressed as follows: Director of Finance and Administration, PSAB, 500 Dedham Ave., Needham, MA 02492.
2. The bid is to be clearly marked: IFB 20DPW088G, Miscellaneous Water, Sewer, & Drain Materials and Supplies for Construction and Maintenance.
3. Bidder must acknowledge all addenda related to this IFB, if any.
4. Bidder must submit a completed **Bid Form A: Bid Form** or an exact copy, signed by an individual authorized to negotiate for and contractually bind the Bidder. All prices must be reflective of all costs for delivery. No price adjustments will be allowed. Fuel surcharges or vehicle surcharges or adjustments will not be allowed.
5. Bidder must submit a completed **Bid Form B: Bidder Information Response** form.
6. Bidder must submit a completed **Bid Form C: Authentication Form**.
7. Bidder must submit a signed **Bid Form D: Certificate of Good Faith**.
8. Bidder must submit a completed **Bid Form E: Certificate of Compliance with Massachusetts Tax Laws** or Certificate of Good Standing issued by the Massachusetts Department of Revenue.
9. Bidder must provide the required number of references. For each, provide the following: a contact person and title, customer's name, address, telephone number, email, and a brief description of the actual services provided (sample format included in bid package).
10. Bidder must submit a completed **Bid Form F: Certificate of Authority** (attached) or **Corporate Resolution**; if applicable.
11. Bids must be received and time stamped no later than the deadline stated in the **Procurement Schedule** (Where and When Bids are Due). **LATE BIDS WILL NOT BE CONSIDERED.**
12. A **Bid Deposit** is **NOT** required.
13. Delivery will be at the expense of the Bidder. Any and all damages that may occur due to packaging or shipping will be at the sole responsibility of the Bidder.
14. Any additional requirements as required in the Scope of Service.

**The Town reserves the right to reject any and all bids as determined to be in the best interests of the Town and to waive minor informalities.**

## **PART 2 – SCOPE OF SERVICES OR PRODUCT SPECIFICATIONS**

### **2.01 General**

Bidders must submit pricing on all materials and supplies within each bid item. Materials and supplies must be the items as described and sized in bid item (2.04 – 2.20). Incomplete bids will be considered unresponsive. Bidders are not required to bid on all bid items. *The specification is written for Mueller or equal as approved by the DPW Director or his designee, delivered to the Needham DPW yard. All brass must be made in the USA.*

### **2.02 Hours of Work**

Normal hours of work shall be between the hours of 7:00 am and 3:30 pm, Monday through Friday, unless otherwise specified. No work shall be performed on Saturdays, Sundays, Holidays, or any other times other than normal hours of work without express permission from the Director of Public Works or his designee. All work in this contract will be identified by the Director of Public Works and shall be constructed in accordance to Town Specification or as directed by the Director.

### **2.03 Response Time**

The contractor must designate an employee or contact with the authority to speak on behalf of the contractor for initiating requests for service. The Town will select a designee or designees to initiate work on behalf of the Town.

A request for service will be generated in writing (including email, mail, and fax) for work as scheduled. For emergency work, the first point of contact may be a phone call with a follow up written request.

Contractor must respond to emergency calls within two (2) hours after receipt of notification. Contractor must respond to on-call immediate response calls within forty-eight (48) hours after receipt of notification. Contractor must respond to scheduled work within forty-eight (48) hours after receipt of notification and schedule work to be completed within two (2) weeks.

Failure to meet these obligations may subject the contractor to penalties of \$500 per business day for noncompliance. Failure to meet these objectives may subject the contractor to loss of contract and the contractor may assess the difference between their bid price and the next lowest responsible and eligible bidder.

### **2.04 Supervision**

The contractor shall designate a project supervisor in writing upon a receipt of awarded contract. Any change in supervision shall require the prior approval in writing of the Director of Public Works or his designee. Failure of the contractor complying with this requirement may result in the Town, after one written warning, and at its sole option, charging a penalty of \$200 per day until an approved project supervisor is on site. The project supervisor shall be present at each project during the execution of work. Once project has begun, the contractor shall pursue and coordinate all work in a continuous and diligent manner until all work is completed, unless otherwise directed by the Director of Public Works or his designee. The contractor shall employ a minimum of 2 competent workers on site daily. Failure to comply with this requirement may result in a penalty of \$200 per business day of noncompliance as determined by the Director of Public Works.

### **2.05 Specifications**

#### **2.06 – Bid Item 1: Water Works & Brass Accessories**

All Water Works Brass fittings shall be free of lead. The vendor shall supply the Public Works Department with the lead content of the fittings, which must conform to AWWA Standard C-800 (or latest revision), and the pack joint end connections shall consist of a Buna-N beveled gasket for watertight seal. All rubber

gasket and O-ring seals shall be chloramines resistant. An independent, split-clamp locking device or stainless steel beveled gripper shall be incorporated in the design for additional restraint. All packed joint connections are to be without a set screw.

1A – Compression x Iron Pipe Adapters - Various sizes (3/4" thru 2") and quantities of male iron pipe (FIP) thread x pack joint end adapter fitting.

1B – Water Service Ball Valves with Standard Lever - Various sizes (3/4" thru 2"). All valves in Item 1B must be full port opening. Ball and seat material shall be fluorocarbon coated with a chloramines resistant seat material or nickel and chrome plated brass with a fluorocarbon seat. Lever and grip: Steel, zinc plated w/ vinyl grip provide for off and on positions to be padlocked, 7/16" holes for lock shank, RPTFE seats and stuffing box ring. Shall be water tight against flow in either direction. Seal around the stem shall consist of two (2) O-rings. Valves shall open and close within 90 degrees. Valves shall have a working pressure of 300 psi. Manufactured by Apollo.

1C – Brass Threaded Nipples - Various sizes (3/4" thru 1 1/2") and quantities of threaded brass nipples, complying with Federal Standards.

1D – Brass Threaded Tees - Various sizes (3/4" thru 2") and quantities of threaded brass tees, complying with Federal Standards.

1E – Brass Bushings - Various sizes (3/4" thru 2"x 1 1/2") and quantities of threaded brass bushings, complying with Federal Standards.

1F – Brass Meter Couplings - Various sizes (5/8" thru 2") and quantities of threaded brass meter coupling

1G – Brass Threaded Elbows - Various sizes (3/4" x 1/2" thru 2") and quantities of threaded brass Elbows, complying with Federal Standards.

1H – Brass Threaded Couplings - Various sizes (3/4" thru 2") and quantities of threaded brass threaded couplings, complying with Federal Standards.

1I – Corporations - Various sizes (3/4" thru 2"), shall be a ball valve type with full port opening. Inlet shall be male threaded to match the saddle. Outlet connections shall have a compression type fitting for water service lines.

1J – Curb Stops - Various sizes (3/4" thru 2"), shall be the ball valve type with full port opening, pack joint fitting on both ends. Ball and seat material shall be fluorocarbon coated with a chloramines resistant seat material or nickel and chrome plated brass with a fluorocarbon seat. Shall be water tight against flow in either direction. Seal around the stem shall consist of two (2) O-rings. Valve shall open and close with a 90 degree turn of a standard slotted wrench. Shall have a working pressure of 300 psi.

1K – 3 Piece Unions - Various sizes (3/4" thru 2") and quantities pack joint type water service union; working pressure shall be 150psig.

## **2.07 – Bid Item 2: Bolted Repair Sleeves for 3/4"-2" Iron Pipe/PE Tubing**

The coupling shall have a steel sleeve made of carbon steel with a minimum yield of 30,000 PSI. The flanges shall be made of ductile iron per ASTM A536. Coupling must be Fusion-Bonded Epoxy Coated to prevent corrosion, and have corrosion-resistant alloy bolts and nuts.

## **2.08 – Bid Item 3: Water Service Saddles**

Saddle casting or body shall be of the double strap/bale with minimum four studs/bolts on the single band type and shall be cast bronze of the size and application specified. Material shall be in accordance with ASTM B62 and B584 (85-5-5-5) requirements and fabricated to ANSI/AWWA C800, latest revision. Saddles shall be pre-formed to AWWA C900 and C905 outside diameter dimensions and so stamped or otherwise identified by a permanent inked marking that will not smear or wash off on the body of the saddle. MUELLER parts, BR2B Bronze Service Saddles.

## **2.09 – Bid Item 4: Stainless Steel Repair Clamps**

- a. Type 304 (18-8) Stainless Steel Bolts with 1/2" or 5/8"UNC rolled threads, Teflon coated
- b. 304 (18-8) Stainless Steel Band
- c. 304 (18-8) Heavy Gauge Stainless Steel Lifter Bar
- d. Gridded Virgin SBR Gasket
- e. 304 (18-8) Heavy Gauge Stainless Steel Armor per ASTM A 240
- f. 304 (18-8) Heavy Gauge Stainless Steel Sidebars TIG welded
- g. 304 (18-8) Stainless Steel Heavy Hex Nuts and Plastic Lubricating Washers

## **2.10 – Bid Item 5: Hymax Grip Coupling Restraint**

Sleeve type design consisting of center sleeve, one end ring and multi-range two layered EPDM gasket and stainless steel spanner per end. Compression end rings to be either one or two bolt design, fabricated of carbon steel equivalent to ASTM A576, and 304 stainless steel nuts and bolts per end. Gasket to be Chloramines Resistant NSF-61, hydraulically actuated with a pressure-equalizing dam. Pressure cavity and sealing lip for working pressure of 260 psi. Design per AWWA standards.

## **2.11 – Bid Item 6: Dresser Style Cast Couplings & Solid Sleeves**

The coupling shall have follower flanges and a sleeve that is made of cast ductile iron per ASTM A-536. The follower flanges shall be color coded to identify the general type of pipe the flange is to fit: Red for IPS sizes, Blue for Ductile Iron sizes and Gray for Asbestos Cement sizes. The gasket shall be Nitrile (Buna N) NSF 61 listed, compounded to resist water, oil acids, alkali's, most (aliphatic) hydrocarbon fluids and many other chemicals. The temperature range of the gasket shall be -20°F to +180°F. The gaskets shall have the color of follower flange it is compatible with molded into it. The nuts and bolts are to be 5/8" high strength low alloy steel to AWWA C 219 (ANSI A21.11) standards. The standard coupling coating shall be Felix-Coat fusion bonded epoxy.

## **2.12 – Bid Item 7: Ductile Iron Water Pipes, Cement Lined**

Various quantities of 4", 6", 8", 10", 12", 14", 16", 20", and 24" diameter Ductile Iron Water Pipe and Fittings. Estimated Quantity Bid Price shall be per 100 (one hundred) linear feet of pipe delivered to the Town Yard. New pipe to be Push-on-Joint, Ductile-Iron Pipe, Cement lined: AWWA C151, with push-on-joint, bell- and plain-spigot end. push-on-Joint, Ductile-Iron Fittings AWWA C153, ductile-iron compact pattern. Gaskets: AWWA C111, rubber.

## **2.13 – Bid Item 8: Water Gate Valves**

Opening – Right Gate valves shall open clock-wise (red operating nut).

Sizes – 4", 6", 8", 10", 12", 14", 16" and 20" diameter.

Description – Resilient Wedge Gate Valves for water service shall have mechanical joints at each end and shall be supplied with joint accessories. Standard mechanical end joints shall comply with ANSI/AWWA C111.

Body – Ductile Iron body to be supplied with a nominal 10 mil thickness of fusion applied epoxy coating to the exterior and interior surfaces.

Wedge – Iron wedge to be symmetrical and fully encapsulated in molded rubber. There will be no exposed iron.

Stem – Non-rising

Wrench Nut – 2" square nut, open right.

Pressure Rating – For all sizes, there shall be 250 psig maximum working pressure and 500-psig static test pressure.

Resilient Wedge Gate Valves shall be MUELLER A-23661, A-23662 M.J. x M.J. or equal as approved by the department.

## **2.14 – Bid Item 9: Mechanical Joints & Mega Lug M.J. Kits**

Compatible with joints which meet AWWA C111, latest revision. The follower gland and gripping wedge style joint restraint shall be acceptable on pipe diameters from 4" to 20". Meet or exceed ASTM F1674 for use on Ductile Iron Pipe. Body material shall be ductile iron conforming to ASTM 536. Wedge gasket material shall be chloramines resistant. Gripping wedge and actuating component material shall be ductile

iron conforming to ASTM 536. Working pressure shall be 250 psi, minimum, for use on ductile iron pipe. Shall be rated to the full working pressure of the Ductile Iron pipe.

Mega Lug Restraint devices shall consist of multiple gripping wedges incorporated into the follower gland. Mechanism shall be in place to ensure proper tightening of the restraint without overstressing the pipe. Properly tightening the restraint shall not depend upon accurate field measurements of applied pressure or utilize a tool which requires calibration. Torque-off bolts are an example of an acceptable tightening mechanism.

### **2.15 – Bid Item 10: Mechanical Joint Bends & Tees**

Meet or exceed AWWA/ANSI C153/A21.53 or C110/A21.1, latest revision. Shall be the rubber gasket compression type. Joints shall conform to AWWA/ANSI C111/A21.11, latest revision. Gasket material shall be chloramines resistant. Fitting body material shall be ductile iron conforming to ASTM 536. Pressure rating shall be 350 psi for 4"- 24"diameter fittings. Plain end fittings are not permitted. Note: All Fittings are to be cement-lined and seal-coated in accordance with ANSI/AWWA C104/A21.4, latest revision. Price quote at per each and quantities indicated.

### **2.16 – Bid Item 11: Type K Copper Tubing**

Various Sizes (3/4" thru 2") rolls of Type K Copper Tubing, complying with American Water Works Association (AWWA) Standards. Must be made in the United States.

### **2.17 – Bid Item 12: Sewer/Drain Solid Covers, Frames, & Grates**

12A - GREY IRON CLASS 35B MANHOLE CASTINGS - Cover and frame shall be made of Grey Iron Class 35B Ductile Iron. Frames shall have plain vertical walls with a flange at the bottom. The flange shall incorporate bedding slots and four 3/4" bolt holes evenly spaced. The covers shall be operable by one person using standard tools and shall be capable of handling H2O loading. The frames shall have a clear access opening of no less than 24" in diameter with a grate seat no less than 26" across from side to side. The cover surface shall be blank or with the lettering of "Sewer" or "Drain". All components shall be black coated. Must be made in the USA.

12B - CAST IRON CATCH BASIN GRATE CASTINGS - Various quantities of catch basin frame and grate sets - 4", 6" and 8" high. Frames shall have plain vertical walls with a flange on the bottom on 3 sides only. The frames shall have a clear access opening of no less than 21" from side to side with a grate seat no less than 26" across from side to side. The frame and cover set shall be capable of handling H2O loading. The grate shall have a square hole pattern. Must be made in the USA. The price shall be per frame and grate set delivered to the Department of Public Works yard and at the Plant. Price quote at per each and quantities indicated.

### **2.18 – Bid Item 13: SDR-35 Gravity Sewer Pipes & ADS Drain Pipes**

13A – SDR-35 GRAVITY SEWER PIPE - SDR-35, PVC gravity sewer pipe and fittings shall conform to ASTM D 3034 for diameters from 4"-15", and ASTM F 679 for 18"-24", with integral-bell gasketed joints. Rubber gaskets shall be factory installed and conform to ASTM F 477. Pipe joints shall conform to ASTM D 3212.

Pipe shall be made of PVC plastic having a cell classification of 12454 or 12364 as defined in ASTM D 1784 and shall have a SDR of 35 and minimum pipe stiffness of 46 PSI. ASTM D 3034 4"-15" is also available with a SDR of 26 and a minimum pipe stiffness of 115 PSI.

13B – ADS DRAIN PIPE - ADS N-12 ST IB pipe shall have a smooth interior and annular exterior corrugation.

- a. 4 through 10 inch (100 to 250mm) shall meet AASHTO M252, Type S.
- b. 12 through 60 inch (300 to 1500 mm) shall meet AASHTO M294, Type S or ASTM F2306.
- c. Manning's "n" value for use in design shall be 0.012.
- d. Pipe shall be joined with the ADS N-12 ST IB (bell-and-spigot) joint meeting AASHTO M252, AASHTO M294, or ASTM F2306.
- e. The joint shall be soil-tight and gaskets shall meet the requirements of ASTM F477.
- f. Gaskets shall be installed by the pipe manufacturer and covered with a removable wrap to ensure the gasket is free from debris. A joint lubricant available from the manufacturer shall be used on the gasket and bell during assembly.



- g. Fittings shall conform to AASHTO M294 or ASTM F2306. Fabricated fittings shall be welded at all accessible interior and exterior junctions.
- h. Pipe and fittings shall be made of virgin polyethylene compounds that comply with the cell classification 424420C for 4- through 10-inch (100 to 250mm) diameters, or 435400C for 12- through 60-inch (300 to 1500mm) diameters, as defined and described in ASTM D3350, except that carbon black content should not exceed 4%.
- i. The 12- through 60-inch (300 to 1500mm) virgin pipe material shall comply with the notched constant ligament-stress (NCLS) test as specified in Section 6.1.1 and 5.1 of AASHTO M294 and ASTM F2306 respectfully.

**2.19 – Bid Item 14: Rubberized Pipe Connectors/(Fernco Coupling)**

- a. Various Sizes (4" thru 12") and Made of an elastomeric compound that meets the requirements of ASTM #D5926, C1173 and applicable portions of ASTM #C443, C425, C564, CSA B602 and D1869
- b. Leak-proof, root-proof and are resistant to chemicals, ultraviolet rays, fungus growth, and normal sewer gases
- c. Stainless steel clamps are corrosion-resistant and rust-proof. Must be made in the USA.

**2.20 – Bid Item 15: Fire Hydrants and Appurtenant Parts**

*The specification is written for Mueller Super Centurion 250 hydrants and Mueller Hydrant Repair Kits, as approved by the DPW Director or his designee, delivered to the Needham DPW yard.*

- a. All fire hydrants shall meet or exceed the requirements of AWWA C-502, be listed by Underwriters Laboratories, Inc. and have Factory Mutual Research approval.
- b. Hydrants shall be in compliance with the EPA requirement for "lead free" as found in section 1417(d)(1)42U.S.C.&300g-6. Lead Free will mean "not more than a weighted average of 0.25 percent lead when used with respect to the wetted surfaces of pipes, pipe fittings, plumbing fittings, and fixtures."
- c. All hydrants shall be rated 250 PSI working pressure minimum and be tested to 500 PSI minimum. The rated working pressure shall be cast on the hydrant barrel.
- d. Hydrants shall be of the compression type, constructed such that the main valve closes with water pressure to assure no loss of water in the event of damage to the upper portion of the hydrant.
- e. The diameter of the main valve seat shall be five and one-quarter inches (5-1/4") minimum. The hydrants shall open clockwise (right) against the pressure and close counter clockwise (left) with the pressure.
- f. The bonnet assembly shall have a lubrication reservoir which is sealed from the waterway and all external contaminants by the use of "O" ring seals. A port to add lubricant to the reservoir, without removal of the bonnet, is required.
- g. Fire hydrant shall be manufactured with 1 1/2-inch Pentagon operating nut and thrust nut made of low zinc bronze complying with ASTM B-61, B-62 or B-96, with thrust bearings located both above and below the thrust collar and with operating nut protected by a cast iron weather shield. In lieu of the bronze operating nut, an integral ductile iron operating nut and weather shield will be acceptable.
- h. Hydrants shall be a 3-way type with two (2) outlet nozzles, two and one-half inches (2 1/2") NST and (1) Steamer nozzle four and one-half inches (4 1/2") NST. All nozzles shall be made of low zinc brass complying with ASTM B-61, B-62 or B-96. All nozzles shall be mechanically locked into the barrel and have "O" ring pressure seals. Caps shall be provided with chains and chain hooks.
- i. The hydrant shall have a traffic "breakaway" coupling which is designed to fracture when the hydrant is impacted by a vehicle. The breakaway coupling shall be made of cast iron or steel and shall allow for 360 degree rotation of the upper barrel to position the nozzles without removing the breakaway coupling or shutting down. All pins, clips, and or retainer rings associated with the "breakaway" coupling shall be stainless steel.
- j. The main valve seat shall have bronze to bronze seating arrangement of low zinc bronze complying with ASTM B-61, B-62 or B-96. A bronze seat ring shall be threaded into bronze sub-seat located in the hydrant elbow. All "O" rings sealing the main valve seat ring shall bear against a non-corrodible low zinc bronze surface.
- k. The main valve assembly shall include double drain valves to operate automatically each time operated without the aid of springs, pins or toggles. The valve upper plate and valve lower plate shall be made of ductile iron or low zinc bronze complying with ASTM B-61, B-62 or B-96. The entire valve and stem

assembly must be capable of removal and reassembly by the use of a small lightweight wrench without disassembly of the upper barrel.

- l. The shoe casting, lower barrel casting, and flanges below ground shall be manufactured in accordance with ASTM A- 126, Class B, Grey Iron or Ductile Iron. All ferrous metal surfaces in the hydrant shoe are to be fully coated with a minimum four (4) mills epoxy not to exclude the lower valve plate assembly.
- m. The hydrant will have five and one-half foot (5 1/2') of bury, unless otherwise noted
- n. The hydrant will have a six inch (6") inlet connection of the (mechanical joint) type, unless otherwise noted. Painting and coating of the hydrant shall be as prescribed in AWWA C-502, latest revision. The color above the ground line flange shall be YELLOW.

### **2.21 – Bid Item 16: Main Gate Boxes with Tops & Extensions**

Gate Valve Boxes – Shall be made of cast iron, tar coated, and sliding type adjustable with cast iron cover. Inside diameter shall be 5 1/4" or larger. Valve boxes shall have a thirty-six inch (36") top section and a forty-eight inch (48") bottom section. All valve boxes shall be furnished with a heavy duty cast iron cover, drop style, with the word "WATER" molded onto the top of the cover. Valve box extensions will be of the 2 inch riser type. Must be made in the USA.

### **2.22 – Bid Item 17: Arch Type Curb Boxes with Centering Rod and Extensions**

Curb boxes (one-inch) shall be Ford arch base curb box with Type PS lid (one inch upper section), and brass head plug or equivalent. Curb boxes (one-and-one-half-inch and two-inch size) shall be Ford arch base curb box with Type PS Lid (one inch upper section) and brass head plug or equivalent. Curb boxes shall be furnished with foot piece and stationary rod for six feet bury. All curb boxes will come as a complete package with "WATER" lettering molded onto the lid. Curb box extensions will be made of iron-pipe (one-and-one-quarter-inch size) to fit over the 1 inch upper section, length of 12 inches, with Type PS lid and brass head plug. All pieces will be tar coated. Must be made in the USA.

**PART 3 – CHECKLIST AND REQUIRED FORMS FOR SUBMISSION**

**Miscellaneous Water, Sewer, & Drain Materials and Supplies for Construction and Maintenance  
20DPW088G**

Company Name: \_\_\_\_\_

- Bidder has completed and returned the **Acknowledgment of Receipt** form (via fax or email).
- Bidder has completed, signed, and enclosed the **Bid Form A: Bid Price Form** or an exact copy.
- Bidder has completed, signed, and enclosed the **Bid Form B: Bidder Information Response** form.
- Bidder has completed, signed, and enclosed the **Bid Form C: Authentication Form.**
- Bidder has completed, signed, and enclosed the **Bid Form D: Certificate of Good Faith.**
- Bidder has completed, signed, and enclosed the **Bid Form E: Certificate of Compliance with Massachusetts Tax Laws** or Certificate of Good Standing issued by the Massachusetts Department of Revenue.
- Bidder has provided at least five (5) references on the **Bid Form F: Professional Reference Form** of which at least 3 are governmental units (municipal/county/regional district/state agency/special district).
- If the bid submission is signed by someone other than the Owner/President of the company, a completed **Bid Form G: Certificate of Authority of Corporate Resolution** for the person who signed the proposal or a valid Corporate Resolution stating the individual has the authority to submit the proposal on behalf of the Company and can bind the Company to the contract if awarded.
- Bidder acknowledged all addenda, if any  
Addendum Number 1 dated \_\_\_\_\_  
Addendum Number 2 dated \_\_\_\_\_  
Addendum Number 3 dated \_\_\_\_\_  
Addendum Number 4 dated \_\_\_\_\_  
Addendum Number 5 dated \_\_\_\_\_

This form must be completed and filed with bid submission

**Bid Price Form**  
**Miscellaneous Water, Sewer, & Drain Materials and Supplies for Construction and Maintenance**  
**20DPW088G**

(Bid Form Consists of 9 Pages)

Bidder Name: \_\_\_\_\_

Bidder Acknowledges Addenda# \_\_\_\_\_

The **Bid Form** or an exact copy is to be signed by the individual authorized to negotiate for and contractually bind the Bidder. Failure to fully complete the form, provide the requested information, or make any alterations may be considered a **conditional bid**. Conditional bids will be rejected.

All questions must be answered, and the data given must be clear and comprehensive. Please type or print legibly. If necessary, add additional sheets if needed. This information will be utilized by the Town for purposes of determining bidder responsiveness and responsibility with regard to the requirements and specifications of the Contract.

The bidder agrees with submission of this bid that the offer is effective for (a) at least ninety (90) calendar days from the opening date of the bids (b) a contract is executed, or (c) this bid is cancelled, whichever of (a), (b), or (c) occurs first.

		Unit	Est. Qty.	Subtotal
<b>Bid Item 1: Water Works &amp; Brass Accessories</b>				
		<b>1a: Compression x Iron Pipe Adapter</b>		
Item	Size			
Manufacturer & Part No				
Male Adapter / Compression x I.P. Thread	2"	\$	10	\$
Male Adapter / Compression x I.P. Thread	1 1/2"	\$	10	\$
Male Adapter / Compression x I.P. Thread	1 1/4"	\$	4	\$
Style 65 Male Adapter I.P. thread	1"	\$	150	\$
Style 65 Male Adapter I.P. thread	3/4"	\$	75	\$
Style 65 Male Adapter (K) # H-15428	1"	\$	200	\$
Style 65 Male Adapter (K) # H-15428	3/4"	\$	50	\$
<b>Subtotal for Item 1a</b>				\$
		<b>1b: Water Service Ball Valves with Standard Lever</b>		
Manufacturer & Part No				
Ball Valve (No Lock)	2"	\$	8	\$
Ball Valve (No Lock)	1 1/2"	\$	8	\$
Ball Valve (No Lock)	1 1/4"	\$	2	\$
Ball Valve (No Lock) # 70-105-01	1"	\$	250	\$
Ball Valve (With Lock) # 70-105-01	3/4"	\$	250	\$
Ball Valve (No Lock) # 70-104-01	1"	\$	100	\$
Ball Valve (With Lock) # 70-104-01	3/4"	\$	100	\$
<b>Subtotal for Item 1b</b>				\$
		<b>1c: Brass Threaded Nipples</b>		
Manufacturer & Part No				
Nipple	2" X 6"	\$	10	\$
Nipple	2" x 5"	\$	10	\$
Nipple	2" x 4"	\$	10	\$

Nipple	2" x 3"	\$	10	\$
Nipple	2" x 2"	\$	10	\$
Nipple	2" Close	\$	10	\$
Nipple	1 1/2" X 6"	\$	10	\$
Nipple	1 1/2" x 5"	\$	10	\$
Nipple	1 1/2" x 4"	\$	10	\$
Nipple	1 1/2" x 3"	\$	10	\$
Nipple	1 1/2" x 2"	\$	10	\$
Nipple	1 1/2" Close	\$	10	\$
Nipple	1 1/4" X 6"	\$	6	\$
Nipple	1 1/4" x 5"	\$	6	\$
Nipple	1 1/4" x 4"	\$	6	\$
Nipple	1 1/4" x 3"	\$	6	\$
Nipple	1 1/4" x 2"	\$	6	\$
Nipple	1 1/4" Close	\$	6	\$
Nipple	1" x 6"	\$	50	\$
Nipple	1" x 5"	\$	50	\$
Nipple	1" x 4"	\$	50	\$
Nipple	1" x 3"	\$	200	\$
Nipple	1" x 2"	\$	300	\$
Nipple	1" Close	\$	50	\$
Nipple	3/4" x 5"	\$	50	\$
Nipple	3/4" x 4"	\$	50	\$
Nipple	3/4" x 3"	\$	25	\$
Nipple	3/4" x 2"	\$	25	\$
Nipple	3/4" Close	\$	25	\$
<b>Subtotal for Item 1c</b>				\$
			1d: Brass Threaded Tees	
<b>Manufacturer &amp; Part No</b>				
Tee	2"	\$	10	\$
Tee	1 1/2"	\$	10	\$
Tee	1 1/4"	\$	10	\$
Tee	1"	\$	100	\$
Tee	1" x 3/4"	\$	200	\$
Tee	1" x 1/2"	\$	200	\$
Tee	3/4"	\$	100	\$
Tee	3/4" x 1/2"	\$	100	\$
<b>Subtotal for Item 1d</b>				\$
			1e: Brass Bushings	
<b>Manufacturer &amp; Part No</b>				

Bushing	2" X 1"	\$	10	\$
Bushing	1 1/2" X 1"	\$	10	\$
Bushing	1 1/4" X 1	\$	6	\$
Bushing	1" X 3/4"	\$	250	\$
Bushing	1" X 1/2"	\$	250	\$
Bushing	3/4" X 1/2"	\$	100	\$
<b>Subtotal for Item 1e</b>				\$
			<b>1f: Brass Meter Couplings</b>	
Manufacturer & Part				
Straight Meter Coupling	2"	\$	10	\$
Straight Meter Coupling	1 1/2"	\$	10	\$
Straight Meter Coupling	1 1/4"	\$	10	\$
Straight Meter Coupling	1"	\$	60	\$
Straight Meter Coupling ( # C38-23-2-5)	3/4"	\$	200	\$
Straight Meter Coupling	5/8"	\$	200	\$
Bent Meter Coupling	1"	\$	60	\$
Bent Meter Coupling	3/4"	\$	200	\$
Bent Meter Coupling	5/8"	\$	200	\$
<b>Subtotal for Item 1f</b>				\$
			<b>1g: Brass Threaded Elbows</b>	
Manufacturer & Part No				
90 degree Elbow (Threaded)	2"	\$	10	\$
90 degree Elbow (Threaded)	1 1/2"	\$	10	\$
90 degree Elbow (Threaded)	1 1/4"	\$	6	\$
90 degree Elbow (Threaded)	1"	\$	200	\$
90 degree Elbow (Threaded)	3/4"	\$	100	\$
<b>Subtotal for Item 1g</b>				\$
			<b>1h: Brass Threaded Couplings</b>	
Manufacturer & Part No				
Couplings - Threaded	2"	\$	10	\$
Couplings - Threaded	1 1/2"	\$	10	\$
Couplings - Threaded	1 1/4"	\$	6	\$
Couplings - Threaded	1"	\$	25	\$
Reducer Couplings - Threaded	2" X 1"	\$	25	\$
Reducer Couplings - Threaded	1 1/2" X 1"	\$	25	\$
Reducer Couplings - Threaded	1" X 3/4"	\$	25	\$
Reducer Couplings - Threaded	1" X 1/2"	\$	25	\$
<b>Subtotal for Item 1h</b>				\$
			<b>1i: Corporations</b>	
Manufacturer & Part No				
Corporations - Mueller (H-15013N)	3/4"	\$	10	\$
Corporations - Mueller (H-15013N)	1"	\$	10	\$
Corporations - Mueller (H-15013N)	1 1/2"	\$	4	\$
Corporations - Mueller (H-15013N)	2"	\$	4	\$
<b>Subtotal for Item 1i</b>				\$
			<b>1j: Curb Stops</b>	
Manufacturer & Part No				

Curb Stop - Mueller (H-15209)	1"	\$	10	\$
Compression Curb Stop - Mueller (H-15209)	1 ¼"	\$	2	\$
Threaded Curb Stop - Mueller (H-10283)	1 ¼"	\$	2	\$
Compression Curb Stop - Mueller (H-15209)	1 ½"	\$	2	\$
Threaded Curb Stop - Mueller (B-25209)	1 ½"	\$	2	\$
Compression Curb Stop - Mueller (H-15209)	2"	\$	2	\$
Threaded Curb Stop - Mueller (B-25209)	2"	\$	2	\$
<b>Subtotal for Item 1j</b>				\$
			<b>1k: 3 Piece Unions</b>	
Manufacturer & Part No				
Unions Straight Compression (H-15403)	1" X ¾"	\$	20	\$
Unions Straight Compression (H-15403)	1 ½"	\$	10	\$
Unions Straight Compression (H-15403)	2"	\$	4	\$
Male Adapters Straight (Comp X IPS) H15428	¾"	\$	50	\$
Male Adapters Straight (Compression) H-15428	¾" X 1"	\$	10	\$
Male Adapters Straight (Compression) H-15428	1"	\$	200	\$
Male Adapters Straight (Compression) H-15428	1" X ¾"	\$	10	\$
Male Adapters Straight (Compression) H-15428	1 ½"	\$	6	\$
Male Adapters Straight (Compression) H-15428	2"	\$	4	\$
Female Adapters Straight (Compression) H-15451	¾" X 1"	\$	25	\$
Female Adapters Straight (Compression) H-15451	1" X ¾"	\$	25	\$
Female Adapters Straight (Compression) H-15451	1" X 1 ½"	\$	4	\$
Female Adapters Straight (Compression) H-15451	1 ½"	\$	4	\$
Female Adapters Straight (Compression) H-15451	2"	\$	6	\$
Quarter Bend Unions (Comp. Elbows) H-15526	1"	\$	4	\$
Quarter Bend Unions (Comp. Elbows) H-15526	2"	\$	2	\$
Straight Couplings Adapters (Corp. To K) H15512	¾"	\$	25	\$
Straight Couplings Adapters (Corp. To K) H15512	1"	\$	25	\$
Brass Plugs (Square Head With Taper) H-10033	5/8"	\$	10	\$
Brass Plugs (Square Head With Taper) H-10033	¾"	\$	10	\$
Brass Plugs (Square Head With Taper) H-10033	1"	\$	10	\$
<b>Subtotal for Item 1k</b>				\$
<b>Subtotal of Item 1 (Sum 1A - 1K)</b>				\$
Prompt Payment Discount			/	days
			<b>Bid Item 2 – Bolted Repair Sleeves for ¾" – 2" Iron Pipe/PE Tubing</b>	
Manufacturer & Part No				
Smith & Blair - Bolt Sleeves	¾"	\$	1	\$
Smith & Blair - Bolt Sleeves	1"	\$	10	\$
Smith & Blair - Bolt Sleeves	1 ¼"	\$	1	\$
Smith & Blair - Bolt Sleeves	1 ½"	\$	4	\$
Smith & Blair - Bolt Sleeves	2"	\$	4	\$
<b>Subtotal for Item 2</b>				\$
Prompt Payment Discount			/	days

		<b>Bid Item 3 – Water Service Saddle</b>		
Manufacturer & Part No				
Bronze Service Saddles, double strap	6" x 1"	\$	6	\$
<b>Subtotal for Item 3</b>				\$
Prompt Payment Discount			/	days
		<b>Bid Item 4 – Stainless Steel Repair Clamps</b>		
Manufacturer & Part No				
Stainless Steel Repair Clamp (Wrap Around) 15ll	4"	\$	5	\$
Stainless Steel Repair Clamp (Wrap Around) 15ll	6"	\$	5	\$
Stainless Steel Repair Clamp (Wrap Around) 15ll	8"	\$	6	\$
Stainless Steel Repair Clamp (Wrap Around) 15ll	10"	\$	3	\$
Stainless Steel Repair Clamp (Wrap Around) 15ll	12"	\$	4	\$
Stainless Steel Repair Clamp (Wrap Around) 15ll	14"	\$	4	\$
Stainless Steel Repair Clamp (Wrap Around) 15ll	16"	\$	4	\$
Stainless Steel Repair Clamp (Wrap Around) 15ll	20"	\$	4	\$
<b>Subtotal for Item 4</b>				\$
Prompt Payment Discount			/	days
		<b>Bid Item 5 – Hymax Grip Coupling Restraint</b>		
Manufacturer & Part No				
Hymax Grip (890-XX-04111-16)	4"	\$	4	\$
Hymax Grip (890-XX-06165-16)	6"	\$	20	\$
Hymax Grip (890-XX-08216-16)	8"	\$	10	\$
Hymax Grip (890-XX-10270-16)	10"	\$	4	\$
Hymax Grip (890-XX-12322-16)	12"	\$	5	\$
<b>Subtotal for Item 5</b>				\$
Prompt Payment Discount			/	days
		<b>Bid Item 6 – Dress Style Cast Couplings &amp; Solid Sleeves</b>		
Manufacturer & Part No				
Dresser Type Repair Couplings	14"	\$	6	\$
Dresser Type Repair Couplings	16"	\$	4	\$
Dresser Type Repair Couplings	20"	\$	4	\$
Solid Sleeve Couplings	4"	\$	4	\$
Solid Sleeve Couplings	6"	\$	6	\$
Solid Sleeve Couplings	8"	\$	6	\$
Solid Sleeve Couplings	10"	\$	6	\$
Solid Sleeve Couplings	12"	\$	6	\$
Solid Sleeve Couplings	14"	\$	6	\$
Solid Sleeve Couplings	16"	\$	6	\$
Solid Sleeve Couplings	20"	\$	6	\$
<b>Subtotal for Bid Item 6</b>				\$
Prompt Payment Discount			/	days
		<b>Bid Item 7 – Ductile Iron Water Pipes, Cement Lined</b>		
Manufacturer & Part No				



Ductile Iron Pipe (Linear foot)	4"	\$	20	\$
Ductile Iron Pipe (Linear foot)	6"	\$	20	\$
Ductile Iron Pipe (Linear foot)	8"	\$	20	\$
Ductile Iron Pipe (Linear foot)	10"	\$	20	\$
Ductile Iron Pipe (Linear foot)	12"	\$	20	\$
Ductile Iron Pipe (Linear foot)	14"	\$	20	\$
Ductile Iron Pipe (Linear foot)	16"	\$	20	\$
Ductile Iron Pipe (Linear foot)	20"	\$	20	\$
Ductile Iron Pipe (Linear foot)	24'	\$	20	\$
<b>Subtotal for Bid Item 7</b>				\$
Prompt Payment Discount			/	days
<b>Bid Item 8 – Ductile Iron Water Pipes, Cement Lined</b>				
Manufacturer & Part No				
Mechanical Gates	4"	\$	1	\$
Mechanical Gates	6"	\$	20	\$
Mechanical Gates	8"	\$	10	\$
Mechanical Gates	10"	\$	1	\$
Mechanical Gates	12"	\$	1	\$
Mechanical Gates	14"	\$	1	\$
Mechanical Gates	16"	\$	1	\$
<b>Subtotal for Bid Item 8</b>				\$
Prompt Payment Discount			/	days
<b>Bid Item 9 – Mechanical Joints &amp; Mega Lug Kits</b>				
Manufacturer & Part No				
Mechanical Joint Flange Kit	4"	\$	12	\$
Mechanical Joint Flange Kit	6"	\$	40	\$
Mechanical Joint Flange Kit	8"	\$	30	\$
Mechanical Joint Flange Kit	10"	\$	12	\$
Mechanical Joint Flange Kit	12"	\$	12	\$
Mechanical Joint Flange Kit	14"	\$	12	\$
Mechanical Joint Flange Kit	16"	\$	12	\$
Mechanical Joint Flange Kit	20'	\$	12	\$
Mega Lug Kit	4"	\$	40	\$
Mega Lug Kit	6"	\$	30	\$
Mega Lug Kit	8"	\$	12	\$
Mega Lug Kit	10"	\$	12	\$
Mega Lug Kit	12"	\$	12	\$
Mega Lug Kit	14"	\$	12	\$
Mega Lug Kit	16"	\$	6	\$
Mega Lug Kit	20'	\$	1	\$
<b>Subtotal for Bid Item 9</b>				\$
Prompt Payment Discount			/	days
<b>Bid Item 10 – Mechanical Joint Bends &amp; Tees</b>				
Manufacturer & Part No				
90 Elbow (Mechanical Joint)	4"	\$	1	\$
45 Elbow (Mechanical Joint)	4"	\$	1	\$

22 Elbow (Mechanical Joint)	4"	\$	1	\$
90 Elbow (Mechanical Joint)	6"	\$	1	\$
45 Elbow (Mechanical Joint)	6"	\$	1	\$
22 Elbow (Mechanical Joint)	6"	\$	1	\$
90 Elbow (Mechanical Joint)	8"	\$	1	\$
45 Elbow (Mechanical Joint)	8"	\$	1	\$
22 Elbow (Mechanical Joint)	12"	\$	1	\$
Tee (Mechanical Joint)	6"	\$	2	\$
Anchor Tee (MJ)	6"	\$	6	\$
Tee (Mechanical Joint)	8" X 6"	\$	1	\$
Tee (Mechanical Joint)	8" X 8"	\$	4	\$
Anchor Tee (MJ)	8" X 6"	\$	2	\$
<b>Subtotal for Bid Item 10</b>				\$
Prompt Payment Discount			/	days
<b>Bid Item 11 – Type K Copper Tubing (Domestic)</b>				
Manufacturer & Part No				
Complete Rolls (Linear Foot)	1"	\$	600	\$
Complete Rolls (Linear Foot)	1 ½"	\$	100	\$
Complete Rolls (Linear Foot)	2"	\$	200	\$
<b>Subtotal for Bid Item 11</b>				\$
Prompt Payment Discount			/	days
<b>Bid Item 12 – Sewer/Drain Solid Covers, Frames, &amp; Grates (Domestic)</b>				
<b>Bid Item 12A – Casting/Frames (Solid Covers)</b>				
Manufacturer & Part No				EJ USA Inc.
Heavy Duty Drain Cover	26"	\$	50	\$
Heavy Duty Drain Cover	24"	\$	50	\$
Heavy Duty Sewer Cover	26"	\$	50	\$
Heavy Duty Sewer Cover	24"	\$	50	\$
Heavy Duty Manhole Frame	N/A	\$	50	\$
SMH Frames and Covers (00211042)	4"	\$	10	\$
DMH Frames and Covers (00211048)	4"	\$	10	\$
SMH Frames and Covers (00211042)	6"	\$	10	\$
DMH Frames and Covers (00211048)	6"	\$	10	\$
Blank Frames and Covers (0021104?)	6"	\$	20	\$
SMH Frames and Covers (00211042)	8"	\$	50	\$
Blank Frames and Covers (0021104?)	8"	\$	50	\$
DMH Frames and Covers (00211048)	8"	\$	50	\$
<b>Subtotal for Bid Item 12a</b>				\$
<b>Bid Item 12B – Cast Iron Catch Basin Grates &amp; Castings/ Square</b>				
Manufacturer & Part No				EJ USA Inc.
3 Flange Frame and Grate (00554411)	4"	\$	20	\$
4 Flange Frame and Grate (00554411)	4"	\$	30	\$
3 Flange Frame and Grate (00554411)	6"	\$	20	\$
4 Flange Frame and Grate (00554411)	6"	\$	30	\$
3 Flange Frame and Grate (00554411)	8"	\$	20	\$

4 Flange Frame and Grate (00554411)	8"	\$	75	\$
3 Flange Double Frame and Grate (00544411)	4"	\$	10	\$
4 Flange Double Frame and Grate (00544411)	4"	\$	20	\$
3 Flange Double Frame and Grate (00544411)	6"	\$	10	\$
4 Flange Double Frame and Grate (00544411)	6"	\$	20	\$
3 Flange Double Frame and Grate (00544411)	8"	\$	10	\$
4 Flange Double Frame and Grate (00544411)	8"	\$	20	\$
Subtotal for Bid Item 12b				\$
<b>Subtotal of Item 12 (Sum 12A - Item 12B)</b>				\$
Prompt Payment Discount			/	days
<b>Bid Item 13 – SDR 35 Gravity Sewer Pipes and ADS Drain Pipes</b>				
<b>Bid Item 13A – SDR 35 Sewer</b>				
Manufacturer & Part No				
SDR35 Sewer Pipe (Linear foot)	4"	\$	78	\$
SDR35 Sewer Pipe (Linear foot)	6"	\$	130	\$
SDR35 Sewer Pipe (Linear foot)	8"	\$	130	\$
SDR35 Sewer Pipe (Linear foot)	10"	\$	78	\$
SDR35 Sewer Pipe (Linear foot)	12"	\$	26	\$
Subtotal for Bid Item 13a				\$
<b>Bid Item 13B – ADS Drain Pipe</b>				
Manufacturer & Part No				
ADS Pipe (Linear foot)	8"	\$	400	\$
ADS Pipe (Linear foot)	15"	\$	200	\$
ADS Pipe (Linear foot)	18"	\$	20	\$
ADS Pipe (Linear foot)	24'	\$	20	\$
Subtotal for Bid Item 13b				\$
<b>Subtotal of Item 13 (Sum 13A - Item 13B)</b>				\$
Prompt Payment Discount			/	days
<b>Bid Item 14 –Rubberized Pipe Connectors/ (Fernco Coupling)</b>				
Manufacturer & Part No				
Fernco Coupling pvc to clay	4" X 4"	\$	20	\$
Fernco Coupling pvc to clay	6" X 6"	\$	20	\$
Fernco Coupling pvc to pvc	8" x 8"	\$	20	\$
Fernco Coupling pvc to pvc	10" x 10"	\$	5	\$
Fernco Coupling pvc to pvc	12" x 12"	\$	5	\$
Fernco Coupling pvc to pvc	4" X 6"	\$	10	\$
Fernco Coupling pvc to pvc	6" X 8"	\$	10	\$
<b>Subtotal for Bid Item 14</b>				\$
Prompt Payment Discount			/	days
<b>Bid Item 15 –Fire Hydrants &amp; Appurtenant Parts</b>				
Manufacturer & Part No				
Mueller Super Centurion 250	5 ½'	\$	15	\$
Mueller Super Centurion 250	6'	\$	12	\$
Mueller Hydrant Repair Kit	N/A	\$	20	\$
<b>Subtotal for Bid Item 15</b>				\$

Prompt Payment Discount			/		days
<b>Bid Item 16 – Main Gate Boxes with Tops &amp; Extensions</b>					
Manufacturer & Part No					Bibby
Valve Box Cover – Water QWP (45005 600)	N/A	\$	100	\$	
Valve Box Cover – Sewer QWP (45025 600)	N/A	\$	100	\$	
Rite Rise VB Riser (45200 600)	5 ½ X 12	\$	100	\$	
Rite Rise VB Riser (45201 600)	5 ½ X 18	\$	100	\$	
Rite Rise VB Riser (45202 600)	5 ½ X 24	\$	100	\$	
Rite Rise VB Riser Dirt Shield (45159)	N/A	\$	100	\$	
Complete 3 piece gate box set	N/A	\$	100	\$	
Rite Riser VB Riser (45200 6000)	N/A	\$	100	\$	
Valve Box Cover Water Bibby (45005 014556)	N/A	\$	100	\$	
12" Gate Box Insert Riser w/Top (4520D-600-12)	N/A	\$	100	\$	
<b>Subtotal for Bid Item 16</b>				\$	
Prompt Payment Discount			/		days
<b>Bid Item 17 – Arch Type Curb Boxes with Centering Rod and Extensions</b>					
Manufacturer & Part No					
Arch Pattern Type Curb Box	¾"-1"	\$	200	\$	
Arch Pattern Type Curb Box	1 ½"– 2"	\$	10	\$	
Extensions for 1ll curb box	1'	\$	50	\$	
<b>Subtotal for Item 17</b>				\$	
Prompt Payment Discount			/		days

**Bidder Acknowledges Addenda #:** \_\_\_\_\_

Company Name: \_\_\_\_\_ Number of Years in Business: \_\_\_\_\_

Address: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Printed Name & Title: \_\_\_\_\_

This form must be completed and filed with bid submission

**Bid Form B: Bidder Information Response**  
**Miscellaneous Water, Sewer, & Drain Materials and Supplies for Construction and Maintenance**  
**20DPW088G**

Legal Name of the Bidder: \_\_\_\_\_

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

City State Zip: \_\_\_\_\_

Company Web Address: \_\_\_\_\_

Company Telephone: \_\_\_\_\_ Company Fax Number: \_\_\_\_\_

State of Incorporation (Date): \_\_\_\_\_

If the bidder is a partnership, give full names and addresses of all partners; and if an individual, give residential address if different from business address.

**Company Contacts – Required**

**Individual submitting the bid:** (This is the individual who should sign the Certificate of Good Faith)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Individual to be contacted about the bid:** (If different from the individual submitting the bid)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Best Times to Contact: \_\_\_\_\_

**Individual authorized to contractually bind the company:** (This will be the individual whose name and title will appear in the contract documents and will execute the contract if the contract is awarded to the company)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Best Times to Contact: \_\_\_\_\_

1. Has the bid been signed by a person legally authorized to commit the Bidder (Company) to the contract, if awarded?  **Yes**  **No**
2. Is the Bidder prepared to provide the insurances as required?  **Yes**  **No**
3. Has the Bidder placed any conditions or restrictions with its bid to the Town which conflict with the Scope of Services? (If yes, the bid may be deemed conditional.)  **Yes**  **No**
4. Has the Bidder identified any and all exceptions to the Town's specifications and are they included in the submission?  **Yes**  **No**
5. Is the Bidder prepared to execute the Town's contract, if awarded?  **Yes**  **No**

Signature of the Bidder: \_\_\_\_\_

Printed Name and Title of Signatory: \_\_\_\_\_

Date: \_\_\_\_\_

This form must be completed and filed with bid submission

**Bid Form C: Authentication Form**  
**Miscellaneous Water, Sewer, & Drain Materials and Supplies for Construction and Maintenance**  
**20DPW088G**

The undersigned agrees that, if selected as the contractor for any or all of the above bid items, the contractor shall be obligated to provide those services in accordance with the terms of these specifications at the bid price upon receipt of a fully executed contract.

Name of Bidder: \_\_\_\_\_

Address: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_ Email: \_\_\_\_\_

This form must be completed and filed with bid submission

**Bid Form D: Certificate of Good Faith  
Miscellaneous Water, Sewer, & Drain Materials and Supplies for Construction and Maintenance  
20DPW088G**

**CERTIFICATE OF GOOD FAITH**

The undersigned hereby certifies that s/he will comply with all laws and regulations applicable to awards made subject to Massachusetts General Laws, Chapter 30B.

The undersigned certifies under penalties of perjury that this bid or proposal 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.

\_\_\_\_\_  
Signature of individual submitting the bid or proposal

\_\_\_\_\_  
Individual Full Name (Print/Type)

\_\_\_\_\_  
Name of Business (Print/Type)

\_\_\_\_\_  
(Date)

**Two Witnesses or Notary**

\_\_\_\_\_  
Witness One Signature

\_\_\_\_\_  
Witness Two Signature

\_\_\_\_\_  
Witness One Full Name (Print/Type)

\_\_\_\_\_  
Witness Two Full Name (Print/Type)

\_\_\_\_\_  
Witness One Primary Address

\_\_\_\_\_  
Witness Two Primary Address

**OR**

Commonwealth of Massachusetts

County of \_\_\_\_\_

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned notary public, personally appeared \_\_\_\_\_(name of document signer), proved to me through satisfactory evidence of identification, which were \_\_\_\_\_, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.

- as partner for \_\_\_\_\_, a partnership.
- as \_\_\_\_\_ for \_\_\_\_\_, a corporation.
- as attorney in fact for \_\_\_\_\_, the principal.
- as \_\_\_\_\_ for \_\_\_\_\_, (a) (the) \_\_\_\_\_.

\_\_\_\_\_(official signature and seal of notary)

My commission expires: \_\_\_\_\_

This form must be completed and filed with bid submission



**Bid Form E: Certificate of Compliance with Massachusetts Tax Laws  
Miscellaneous Water, Sewer, & Drain Materials and Supplies for Construction and Maintenance  
20DPW088G**

Certificate of Good Standing issued by the Massachusetts Department of Revenue dated no earlier than 90 days before the bid submission deadline may be submitted in place of this certificate.

Pursuant to M.G.L. c.62C, §49A , the undersigned acting on behalf of the Contractor\* certifies under the penalties of perjury that the Contractor is in compliance with all laws of the Commonwealth relating to taxes including payment of all local taxes, fees, assessments, betterments and any other local or municipal charges (unless the Contractor has a pending abatement application or has entered into a payment agreement with the entity to which such charges were owed), reporting of employees and contractors, and withholding and remitting child support.\*\*

(1) Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Corporation, Association, or Partnership: \_\_\_\_\_

Federal Tax ID Number or Social Security Number: \_\_\_\_\_

(2) By: \_\_\_\_\_ Date: \_\_\_\_\_

(Authorized Corporate Signature)

Name and Title: \_\_\_\_\_

Note to Contractor\*\*\*: Please sign at (1) or (2), whichever applies.

In order to comply with all laws of the Commonwealth relating to taxes, the undersigned certifies that Contractor (check applicable item):

1. \_\_\_\_\_ has filed all tax returns and paid all taxes required by law; or
2. \_\_\_\_\_ has filed a pending application for abatement of such tax; or
3. \_\_\_\_\_ has a pending petition before the appellate tax board contesting such tax; or
4. \_\_\_\_\_ does not derive taxable income from Massachusetts Sources such that it is subject to taxation by the Commonwealth

\* As used in this certification, the word "Contractor" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

\* The provision in this Certification relating to child support applies only when the Contractor is an individual.

\*\*\* Approval of a contract or other agreement will not be granted until the Town of Needham receives a signed copy of this Certification.

**This form must be completed and filed with bid submission**

**Bid Form F: Professional References**  
**Miscellaneous Water, Sewer, & Drain Materials and Supplies for Construction and Maintenance**  
**20DPW088G**

Customer: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Period of Service (MM/YYYY): \_\_\_\_\_ through \_\_\_\_\_

Is this a Municipal or other Governmental Unit?:  Yes  No

Project Name: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone: \_\_\_\_\_ Ext: \_\_\_\_\_

Email: \_\_\_\_\_

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Customer: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Period of Service (MM/YYYY): \_\_\_\_\_ through \_\_\_\_\_

Is this a Municipal or other Governmental Unit?:  Yes  No

Project Name: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone: \_\_\_\_\_ Ext: \_\_\_\_\_

Email: \_\_\_\_\_

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Customer: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Period of Service (MM/YYYY): \_\_\_\_\_ through \_\_\_\_\_

Is this a Municipal or other Governmental Unit?:  Yes  No

Project Name: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone: \_\_\_\_\_ Ext: \_\_\_\_\_

Email: \_\_\_\_\_

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**(Make as many copies as necessary. A minimum of 5 references required)**

**THIS FORM OR SUBSTITUTE WITH THE REQUESTED  
INFORMATION MUST BE FILED WITH BID SUBMISSION**

**Bid Form G: Certificate of Authority**  
**Miscellaneous Water, Sewer, & Drain Materials and Supplies for Construction and Maintenance**  
**20DPW088G**

Complete Only If Applicable

1. I hereby certify that I am the Clerk/Secretary of \_\_\_\_\_  
(insert full name of Corporation)
2. corporation, and that \_\_\_\_\_  
(insert the name of officer who signed the contract and bonds.)
3. is the duly elected \_\_\_\_\_  
(insert the title of the officer in line 2)
4. of said corporation, and that on \_\_\_\_\_  
(insert a date that is **ON OR BEFORE** the date the officer signed the **contract and bonds.** )

at a duly authorized meeting of the Board of Directors of said corporation, at which all the directors were present or waived notice, it was voted that

5. \_\_\_\_\_ the \_\_\_\_\_  
(insert name from line 2) (insert title from line 3)

of this corporation be and hereby is authorized to execute contracts and bonds in the name and on behalf of said corporation, and affix its Corporate Seal thereto, and such execution of any contract of obligation in this corporation's name and on its behalf, with or without the Corporate Seal, shall be valid and binding upon this corporation; and that the above vote has not been amended or rescinded and remains in full force and effect as of the date set forth below.

6. ATTEST: \_\_\_\_\_ AFFIX CORPORATE  
(Signature of Clerk or Secretary)\* SEAL HERE
7. Name: \_\_\_\_\_  
(Please print or type name in line 6)\*
8. Date: \_\_\_\_\_  
(insert a date that is **ON OR AFTER** the date the officer signed the **contract and bonds.**)

The name and signature inserted in lines 6 & 7 must be that of the Clerk or Secretary of the corporation.