

CITY OF EVERETT, MASSACHUSETTS



INVITATION FOR SEALED BIDS

PLD-27-42F

Everett Square Improvement Project –

Roadway Lighting Procurement

Release Date: Wednesday, October 7th, 2026

Responses Due: Thursday, October 22nd, 2026 at 2:00PM

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1. Introduction

The City of Everett is seeking sealed bids for the purchase of construction materials for Item 821.8 – Lighting Pole – Decorative, Tyle B, and Item 823.101 – Luminaire – LED, Post Top, on Type B Pole.

This procurement is conducted pursuant to M.G.L. c.30, §39M (public works construction materials), or M.G.L. c.30B, §5 (materials-only sealed bids), whichever is applicable to the project.

Rule of Award: The City will award the contract to the lowest responsible and responsive bidder. This IFB is for construction materials only. No labor is included in this procurement.

Contract Term (if applicable):

2. Scope of Work

The materials under this item will conform to the applicable provisions of Section 820 of the Commonwealth of Masscahsuetts Department of Transportation Standard Specificaitons for Highways and Bridges 2026 Edition Division.

NO substitutions will be accepted without prior written approval from the City.

Submittals

See Division I - General Requirements and Covenants of the Commonwealth of Masscahsuetts Department of Transportation Standard Specificaitons for Highways and Bridges 2026 Edition Division, for submittal procedures.

A. Material Description

Lighting Pole

- Provide a decorative, fluted, steel lighting pole.
- Provide a lighting pole tube length as shown on the drawings.
- Provide a decorative, cast iron, two-piece base.
- Coordinate with the City for finish color.

Luminaire

- Provide a luminaire which is decorative, post top, and LED.
- Provide a luminaire with lumens, IES Distribution, and color temperature as shown on the Drawings.
- Provide NEMA 7 pin receptacle and photocell.
- Coordinate with the City for finish color.

B. Quantity Requirements

Item 821.8 – Lighting Pole – Decorative, Tyle B – **10 EA**

Item 823.101 – Luminaire – LED, Post Top, on Type B Pole – **10 EA**

C. Delivery Requirements

Delivery Location: Exact location shall be coordinated prior to delivery which shall be within 1 mile of 19 Norman Street, Everett, Massachusetts, 02149

Delivery Deadline: December 11th, 2026

Deliver materials to site in manufacturer's original, unopened containers and packaging, with labels clearly identifying product name and manufacturer. Inspect delivered materials for damages prior to signing and note on bill of lading (BOL)

3. Background

These materials are to support the construction of the Everett Square Improvement Project.

4. Site Visit

☐ Required ☒ Not Required

5. Submission Deadline & Instructions

a. Bidders shall submit **hard copy, sealed bids** in accordance with **M.G.L. c.30, §39M** or **M.G.L. c.30B, §5**.

- **Bid submissions must be delivered in sealed envelopes, each clearly labeled with:**
- Contractor's name
- IFB number
- Due date and time

All questions must be submitted in writing by **4:00 PM on Thursday, October 15th** to:

Kiara M. Freeman, Chief Procurement Officer

City of Everett

484 Broadway, Room 6

Everett, MA 02149

617-394-2288

Email: Kiara.freeman@ci.everett.ma.us

Sealed responses must be delivered on or before:

Thursday, October 22nd at 2:00 PM to:

Kiara M. Freeman, Chief Procurement Officer

City of Everett

484 Broadway, Room 6

Everett, MA 02149

Late submissions will not be accepted. Bids that are not clearly labeled, not sealed, or received after the deadline may be rejected as non-responsive.

6. Additional Terms

- ☐ The Contractor shall comply with all applicable federal, state, and local laws.
- ☐ All documents prepared under this contract shall become the property of the City.
- ☐ The Contractor shall indemnify and hold harmless the City to the extent permitted by law.
- ☐ No contract shall be considered executed until approved and signed by the appropriate City authority.
- ☐ The City reserves the right to amend or cancel this IFB at any time.
- ☐ The City encourages participation from MBE/WBE firms and those with experience serving diverse communities.

7. Forms

A. Attachments

- i. Required Certifications
- ii. Bid Form
- iii. Reference Form (if applicable)

B. Exhibits:

- i. Exhibit 1: Sample Vendor Agreement
- ii. Exhibit 2: City Insurance Requirements
- iii. Exhibit 3: City of Everett Vendor Reimbursement Guidelines

ATTACHMENT 1

Required Certifications

CERTIFICATIONS REQUIRED BY LAW

You must COMPLETE and SIGN the following certifications. You must also print, at the bottom of this page, the name of the contractor for whom these certifications are submitted.

TAX COMPLIANCE

Pursuant to Chapter 62C of the Massachusetts General Laws, Section 49A(b), I, the undersigned, authorized signatory for the below named contractor, do hereby certify under the pains and penalties of perjury that said contractor has complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

NON-COLLUSION

The undersigned certifies under the penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this subsection the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity.

CONFLICT OF INTEREST DISCLOSURE STATEMENT

The undersigned certifies that no conflict of interest exists under M.G.L. c. 268A and that no City of Everett employee or official has an undisclosed financial interest in the firm's response or potential award.

COMPLETE AND SIGN BELOW:

Authorized Person's Signature

Date

Print Name & Title of Signatory

Name of Contractor

CERTIFICATE OF CORPORATE AUTHORITY (if applicable):

I, _____ certify that I am the duly authorized Clerk/Secretary of
the corporation named below; that the individual signing the response on behalf of the
corporation is authorized to bind the corporation contractually; and that this certification is made
under the penalties of perjury.

(Corporate Seal)

(Secretary-Clerk)

(Signature of authorized individual submitting proposal)

(Printed Name)

(Name of Proposer)

(Date)

ATTACHMENT 2

CITY OF EVERETT, MASSACHUSETTS

City Project Number: PLD-27-42F

Everett Square Improvement Project – Roadway Lighting Procurement

(A) The undersigned proposes to furnish the construction materials only (no labor) specified for Project Name in accordance with the Invitation for Sealed Bids, all specifications, and all addenda issued by the City of Everett.

(B) This Bid includes addenda numbered _____

(C) The proposed fixed contract price is _____ dollars
(written)

Bidders must provide both the numeric dollar amount and the written-out amount for each line item. If there is a discrepancy, the written amount shall govern.

Item	Description	Unit	Quantity	Unit Price	Unit Price (Written)	Extended Price	Extended Price (Written)
821.8	Lighting Pole – Decorative, Type B	10	EA	\$ _____	_____	\$ _____	_____
823.10 1	Luminaire – LED, Post Top, on Type B Pole	10	EA	\$ _____	_____	\$ _____	_____

The undersigned certifies under the penalties of perjury that:

1. This bid is bona fide, fair, and made without collusion or fraud with any other person. As used in this certification, the word “person” shall mean any natural person, joint venture, partnership, corporation, or other business or legal entity.
2. The undersigned is not presently debarred from doing business with the Commonwealth of Massachusetts or any of its political subdivisions.
3. The undersigned has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support, as required by M.G.L. c.62C §49A.
4. All prices submitted in this bid include all costs associated with the delivery of the materials specified, and the written amount shall govern if there is a discrepancy between the written and numeric price.
5. The bidder agrees that, if selected, they will execute a contract with the City of Everett and comply with all terms, conditions, and specifications contained in the Invitation for Sealed Bids.

Date: _____

Name of Bidder (Company): _____

Authorized Signature: _____

Printed Name & Title: _____

Business Address: _____

City / State: _____

State of Incorporation: _____

Telephone: _____

Email: _____

Taxpayer ID #: _____

ATTACHMENT 3

Reference Form

VENDOR REFERENCE FORM

Bidder must provide a **minimum of three (3)** references for projects of similar size and scope completed within the last five (5) years.

REFERENCE #1

Client Organization:

Project Title / Description:

Contact Name & Title:

Phone: _____

Email: _____

Project Start & End Dates:

REFERENCE #2

Client Organization:

Project Title / Description:

Contact Name & Title:

Phone: _____

Email: _____

Project Start & End Dates:

REFERENCE #3

Client Organization:

Project Title / Description:

Contact Name & Title:

Phone: _____

Email: _____

Project Start & End Dates:

Attach additional sheets if needed.

Exhibit 1:
Sample Vendor Agreement

Exhibit 2:

Insurance Requirements

Exhibit 3:
Vendor Reimbursement Guidelines