



**Cape Ann Transportation Authority**

**INVITATION FOR BID (IFB)**

**PARKING LOT PAVING & CULVERT IMPROVEMENT WORK**

**RFP 2025-01**

**January 10, 2025**

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**INVITATION TO BID**  
**THE CAPE ANN TRANSPORTATION AUTHORITY**  
**INVITES BIDS FOR**  
**PARKING LOT PAVING & CULVERT IMPROVEMENT WORK**

The Cape Ann Transportation Authority will receive bids for **Parking Lot Paving and Culvert Improvement Work** until Thursday, February 20, 2025 at the office of the Cape Ann Transportation Authority, Administration and Operations Center, 3 Pond Road, Gloucester, MA 01930.

A copy of the bid forms to be used will be available Friday, January 10, 2025. Please email a request for the documents to Jackie LaFlam, Administrative Assistant, at [laflamj@cannttran.com](mailto:laflamj@cannttran.com). Bid forms can also be obtained at CATA's offices on Pond Road, Gloucester, by 978-283-1886, or at [www.cannttran.com/procurement](http://www.cannttran.com/procurement).

The procurement is being financed in part with funds from MassDOT and the Federal Transit Administration (FTA) and is subject to the terms and conditions of the contracts for financial assistance. Disadvantaged Business Enterprise firms are encouraged to respond.

## INTRODUCTION

The Cape Ann Transportation Authority (CATA) is a political subdivision of the Commonwealth, created in 1974 by Chapter 161B of the Massachusetts General Laws. The Authority is given general responsibility to develop, finance, and contract for the operation of mass transportation facilities and services within its territory. The Authority Advisory Board is comprised of five member communities, including Gloucester, Rockport, Ipswich, Essex, and Hamilton, as well as a representative of the disabled commuter population and a rider community representative. The day-to-day affairs of the Authority are managed by an Administrator.

CATA oversees operations of both fixed route and demand response transit services. Year-round fixed route service is provided in Gloucester and Rockport. Additional fixed route service is provided during the summer season in Gloucester, Rockport, Ipswich, and Essex. Year-round demand response service is provided to all five communities. Complementary ADA Paratransit service is presently provided where fixed route transit service is provided. All CATA vehicles are wheelchair accessible and comply with the Americans with Disabilities Act (ADA). CATA is funded with federal, state, and local subsidies, as well as farebox and other revenue sources. CATA is required to comply with the mandates of the Americans with Disabilities Act (ADA), Federal Transit Administration (FTA), and Massachusetts Department of Transportation (MassDOT) funding rules and regulations, as well as those of other federal, state, and local funding entities, as are the entities with which CATA contracts.

CATA is an Equal Opportunity Employer. Disadvantaged Business Enterprises are encouraged to submit proposals and no proposer will be subject to discrimination based on race, color, religion, ancestry, national origin, age, gender, handicap, sexual orientation, veteran status, or other protected class, as identified by law, in consideration of an award of contract.

The Awarding Authority is the Cape Ann Transportation Authority.

## PROCUREMENT SCHEDULE

The major milestones of this procurement are as follows.

Advertise Request for Proposals	January 10, 2025
Availability of the Request for Proposals	January 10, 2025
Facility Tours by appointment only	January 21 through January 31, 2025
Deadline for Written Questions	February 6, 2025
Answer to Questions Distributed	February 13, 2025
Proposal Due Date	February 20, 2025
Anticipated Award Date	February 27, 2025

## SCOPE OF WORK

Cape Ann Transportation Authority (CATA) is requesting bids priced on a fixed price basis from qualified sources to undertake the paving of the parking lot area located at the CATA Administration and Operations Building as well as the evaluation and potential repair of the culvert under the bridge leading from Pond Road to 3 Pond Road.

## TECHNICAL SPECIFICATIONS

### PROJECT DESCRIPTION

The project description includes the following areas:

1. The driveway and bridge from Pond Road into the parking area of 3 Pond Road, approximately 5,000 sq. ft.
2. The parking lot area around the building is approximately 60,000 sq. ft
3. The gravel parking area next to the solar panels, approximately 9,500 sq. ft.

Digsafe notification is required at least 72 hours prior to start of work.

The contractor will be responsible for assisting CATA with any applications to the City of Gloucester Conservation Commission as required for this project. The contractor must also adhere to any requirements of the City of Gloucester Conservation Commission.

### WORK DESCRIPTION

1. Driveway, Bridge, Parking Lot
  - a. Pulverize all existing paved surfaces roadway & parking lot areas

- b. Remove and dispose of any excess material, fine grade and compact in preparation for paving
  - c. Pave with 2 ½" binder course of bituminous concrete
  - d. Install bituminous concrete berm where needed (appx. 520LF overall)
  - e. Pave with 1 ½" top course of bituminous concrete
  - f. Restripe all painted markings in the parking lot area per existing layout (to be provided by CATA)
2. Gravel area
- a. Remove and dispose of unsuitable material
  - b. Supply and install crushed stone pac, fine grade and compact in preparation for paving
  - c. Pave with 2 ½" binder and 1 ½" top course of bituminous concrete
  - d. Stripe painted markings (to be provided by CATA)
3. Culvert
- a. Remove and dispose of debris
  - b. Remove crushed pipe
  - c. Supply and place rip rap around the opening

CATA understands and accepts the potential for additional costs should the pipe need to be replaced. CATA understands complying with environmental-mandated regulation requirements may incur additional expenses. Any additional costs must be presented to and approved by CATA prior to additional work being performed.

### **CONSERVATION REQUIREMENTS**

The contractor will be responsible for assisting CATA with any applications to the City of Gloucester Conservation Commission for this project. The contractor must also adhere to conservation requirements of the City of Gloucester Conservation Commission.

The following are included as **examples only** of conservation requirements on past paving projects.

1. Include silt fences to protect the pond during the project
2. Include a water spray during saw cutting to reduce dust that may travel into the pond
3. Adjust the grading of the newly paved areas to discourage direct discharge of rainwater into the pond. Direct the water into a swale running along the right side of the road, with aggregate ~2 ft deep and ~3-4 ft wide, to allow water runoff to percolate through

the soil. A cross-section sketch of the swale must be submitted with the company's quote.

4. After the project, replace or rebuild the current dirt berms along the bridge
5. After the project, replace the silt fences with silt socks to provide continuing filtration of stormwater runoff

CATA expects similar requirements to be issued for this project.

## **BID REQUIREMENTS**

1. The General Bid proposal, contained herein, shall be properly filled out and signed in longhand by the bidder, must be placed in an envelope, sealed and marked "**PARKING LOT PAVING & CULVERT IMPROVEMENT WORK**" and delivered to the Awarding Authority as stated in the Invitation to Bid. One (1) original, with original signatures, and one (1) copy of the bid submission are required.
2. To be entitled for consideration, the proposals for bids must be properly filled out in accordance with General Laws, Chapter 149, Sections 44A to 44L inclusive, including amendments, with particular reference to Section 44B, subsection (2) as amended.
3. No claims for immunity or exceptions predicted upon misunderstanding or failure to correctly interpret the above paragraphs will be allowed.
4. Specifications and bid documents will be available as stipulated in the "Invitation to Bid."
5. A bid guarantee from each bidder equivalent to five percent of the bid price must be submitted with the bid. The "bid guarantee" shall consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of his bid, execute such contractual documents as may be required within the time specified.
6. Bids must be received by CATA no later than **Thursday, February 20, 2025 at 11:00 a.m.** at the following address:

Cape Ann Transportation Authority  
3 Pond Road  
Gloucester, MA 01930  
Attn: Felicia S. Webb, Administrator

## **SITE VISIT**

CATA strongly recommends potential bidders visit the site prior to submitting a bid. Site visits will be conducted January 21, 2025 through January 31, 2025 **by appointment only**. Please contact Jackie LaFlam, [laflamj@canntan.com](mailto:laflamj@canntan.com), to schedule a date and time for a site visit.

## **QUESTIONS**

All questions submitted shall be addressed in writing only to Felicia Webb, CATA Administrator. Questions will be accepted until **Thursday, February 6, 2025**. Questions may be hand delivered, mailed, emailed, or faxed.

Felicia Webb, Administrator  
Cape Ann Transportation Authority  
3 Pond Road  
Gloucester, MA 01930  
email [webbf@canntan.com](mailto:webbf@canntan.com)  
fax 978-281-4824

Written responses to questions received will be mailed, emailed, or faxed by the Authority no later than **Thursday, February 13, 2025**.

The Awarding Authority will not be responsible for ANY ORAL INSTRUCTIONS.

## **ADDENDA**

Any addenda issued during the time of bidding shall be covered in the Form for General Bid, Form for Sub-Bid, and in closing a Contract; they shall become a part thereof.

## **ACCEPTANCE OF BIDS**

The Awarding Authority reserves the right to reject any or all General Bids if it is in the public interest to do so.

## **WITHDRAWAL OF BIDS**

No Bidder shall withdraw his/her bid for a period of sixty (60) days, Saturdays, Sundays, and legal holidays excluded, after the date set for the opening of General Bids. No Bidder may withdraw his/her bid except as provided for by law.

## **LATE BIDS**

Bids received in the place designated in the IFB after the exact time set for bid opening are considered "late bids". Late bids will not be considered. The only acceptable evidence to establish the time of receipt at the CATA will be the time/date written on the bid wrapper.



## **AWARD**

The award will be made by written notice. The award will be made to the lowest responsible and responsive bidder, price, and other factors affecting price considered. The award will not be made until all required approvals have been obtained.

## **RESPONSIBLE BIDDER – REASONABLE OF PRICE**

Before awarding the contract, the CATA will determine that a prospective contractor is responsible and that the prices offered are reasonable. These determinations will be made in the light of all prevailing circumstances. Prior to award, CATA will verify that the bidder is not suspended, debarred, ineligible, or voluntarily excluded from participation in federally assisted transactions or procurements using the System for Award Management (sam.gov). If CATA becomes aware that an excluded party is participating in a covered transaction, after the award of a contract, CATA will notify the FTA in writing of this information

## **OUT-OF-STATE BIDDERS**

1. Bidders having their place of business outside the Commonwealth of Massachusetts are considered as Foreign Corporations, according to the General Laws, Chapter 181, Section 1, et seq.
2. Each "Out-of-State" General Bidder shall furnish with bid, separate statements verifying compliance with the above requirements.

## **MASSACHUSETTS SALES TAX**

All bidders are advised that this project is exempt from Massachusetts Sales Tax. It shall be the successful bidder's responsibility to obtain the statutory sales tax exemption certificates.

## **TERMS AND CONDITIONS**

1. The CATA, reserves the right to reject any and all proposals for failure to meet the requirements contained herein, to waive any technicalities, and to select the proposal which, in the CATA's sole judgment, best meets the requirements of the project.
2. The CATA creates no obligation on the part of the CATA to award a contract or to compensate the proposer for any costs incurred during the proposal presentation, response, submission, or oral interviews (if held). The CATA reserves the right to award a contract based upon proposals received without further discussion or negotiation. Proposers should not rely upon the opportunity to alter their Proposal during discussions.
3. Limitation on Funding – The Contract for services resulting from this IFB will be subject to the contract between the CATA and the availability of on-going funds from the Cape Ann Transportation Authority's funding sources. The Contract for this service is contingent upon

receipt of these funds by the CATA. In the event that funding from these sources is eliminated or decreased, the CATA reserves the right to terminate the Contract or modify it accordingly.

#### **CATA'S RESERVATION OF RIGHTS AND DISCLAIMERS**

1. The CATA is requesting responses to this IFB pursuant to its determination that such a process best serves the interests of the CATA and the general public, and not because of any legal requirement to do so.
2. The CATA shall not be responsible in any manner for any costs associated with responses to this IFB.
3. The CATA reserves the unqualified right, in its sole and absolute discretion, to undertake discussions with one or more Respondents or any third party, to waive any irregularities, to waive defects or noncompliance in the filing or contents of any Proposal, and to proceed with that Proposal, or elements of one or more Proposals, if any, which in its sole judgment will, under the circumstances, best serve the CATA's interest.
4. The CATA reserves the unqualified right to amend the terms of this IFB at any time, and to solicit and accept modifications to any Proposal at any time when it is in the best interest of the CATA to do so.
5. The CATA reserves the unqualified right, in its sole and absolute discretion, to reject any and all Proposals or to suspend or abandon this IFB process at any time, with no recourse for any Respondent.
6. The information contained in this IFB and in any subsequent addenda or related documents is provided as general information only. The CATA makes no representations, warranties, or guarantees that the information contained herein is accurate or complete. The furnishing of such information by the CATA shall not create or be deemed to create any obligation or liability upon it for any reasons whatsoever, and each recipient of the RFP, by submitting a Proposal to the CATA, expressly agrees that it has not relied upon the foregoing information, and that it shall not hold the CATA, or any third party who advised or prepared a report for the CATA, liable or responsible therefore in any manner whatsoever.
7. The CATA reserves the right, in its sole discretion, to develop the project on any schedule and use any chosen approach.
8. Neither the expression of any Respondent's interest, nor the submission of any Respondent's qualifications and any documents or other information, nor the acceptance thereof by the CATA, nor any correspondence, discussions, meetings or other communications between a Respondent and the CATA, nor a determination by the CATA that the Respondent is qualified hereunder, shall: (i) impose any obligation on the CATA to include the Respondent in any such further procedures which the CATA may utilize prior to the final selection of a Respondent, (ii) be deemed to impose any obligation whatsoever on the CATA to select the Respondent, or to enter into negotiations with the Respondent, or (iii) entitle the Respondents to any

compensation or reimbursement for any costs or expenses incurred by the Respondent in connection with the Respondent's submission hereunder. No costs of responding to the RFP or any addenda thereto, nor of the attending any subsequent interviews or meetings in connection with this development opportunity, shall be reimbursed by the CATA.

9. The CATA may consult individuals familiar with each Respondent regarding the Respondent's prior operations and development or management projects, financial plan, past performance, experience and qualifications, or other matters, whether or not the specific individuals are identified in the IFB response. Submission of a Proposal in response to this IFB shall constitute permission for the CATA to make such inquiries, and authorization to third parties to respond thereto.

10. The individual responses to this IFB, including all drawings, plans, photos and narrative material shall become the property of the CATA upon their receipt thereof. The CATA will maintain the confidentiality of any material that is provided in response to this IFB and clearly marked "Confidential", to the maximum extent possible, in a manner consistent with applicable law. Given the liberal nature of the Commonwealth's public records law, 9 Respondents should nevertheless be aware that any information given to the CATA in response to this IFB or any correspondence, discussion, meeting, or other communication between the Respondent and the CATA before, with, or after the submission of the response, either orally or in writing, may not be, or may not be deemed to have been, proprietary or confidential.

11. Neither the members of the CATA nor any individual member, nor any officer, agent, or employee thereof shall be charged personally by a Respondent or any third party with any liability or held liable to it under any term or provision of this IFB nor any statement made herein.

12. The CATA reserves the unqualified right, in its sole and absolute discretion, to disqualify any team, firm, or individual from any phase or component of the selection process for this development opportunity, due to: (i) felonious or other criminal record in any jurisdiction (domestic or foreign); (ii) a determination by the CATA that the Respondent has failed to disclose (x) any matter that materially relates to the fitness or ability of the Respondent to perform the work and services associated with this development opportunity, or (y) a conflict of interest; or (iii) a determination that such disqualification would serve the public interest.

13. The CATA reserves the unqualified right to: (1) disqualify any prospective Respondent or reject any response at any time solely on the grounds that a real or perceived legal or policy conflict of interest is presented; (2) require any prospective Respondent to take any action or supply any information necessary to remove the conflict, including without limitation, obtaining an opinion from the State Ethics Commission; or (3) terminate any contract arising out of this IFB if, in the opinion of the CATA, any such relationship would constitute or have the potential to create a real or perceived conflict of interest.

14. Appeals/Protests relative to this Invitation for Bid will be reviewed and adjudicated in accordance with CATA's Procurement Protest Policy. A copy of this procedure is included as **ATTACHMENT B.**

## **BID DOCUMENTS**

Forms begin on subsequent pages.

A complete submission shall consist of the fully prepared and signed forms. Please carefully review **ATTACHMENT A REQUIRED CONTRACT CLAUSES**. Failure to submit the REQUIRED CONTRACT CLAUSES with your bid will result in a non-responsive bid.

**Form A-Bid Price Proposal Form and notarized affidavit of Bona Fide Offer**

**Form B-Background Information**

**Form C-Statement Re: Beneficial Interest 10 Form D-Non-Discrimination Statement**

**Form E-Business Plan Statement**

**Form F-Revenue Enforcement and Protection Certifications**

**Form G-Employer's Certificate of Compliance with Massachusetts Employment Security law**

**Certificate of Insurance or Affidavit** of coverage of Workman's Compensation Insurance as required by M.G.L. Ch. 152

**Attachment A-Required Contract Clauses**

**Attachment B-Bid Protest Procedures**

**Attachment C-Prevailing Wage Rates**

**Form A**  
**Bid Price Proposal**  
**PARKING LOT PAVING & CULVERT IMPROVEMENT WORK**

The undersigned agrees to furnish and deliver the service, equipment, and materials as contained in the Invitation for Bid, Parking Lot Paving and Culvert Improvement Work, IFB 2025-01, dated January 10, 2025, and within the time specified and at the prices quoted, which includes transportation costs, customers, duty charges, and other associated charges.

Furnish and Deliver **PARKING LOT PAVING & CULVERT IMPROVEMENT WORK** in strict accordance with the Scope of Work. Bidders are required to quote firm fixed prices. Additional and/or supporting information for the quoted contract price should be attached to this Bid Price Proposal.

**Bid Pricing:**

\_\_\_\_\_

Contract Price

\_\_\_\_\_

In submitting this bid, the undersigned hereby acknowledges that he/she has received and read a copy of CATA's Invitation for Bid, Parking Lot Paving and Culvert Improvement Work, IFB 2025-01, dated January 10, 2025, has acquainted himself/herself with all the matters therein referred to, and agrees to all terms and conditions thereof and to any and all conditions thereafter.

SIGNED AND SEALED:

By:

\_\_\_\_\_

Name

\_\_\_\_\_

Entity Name Telephone

\_\_\_\_\_

Street Address Date

\_\_\_\_\_

City State Zip

AFFADAVIT OF BONA FIDE OFFER

STATE OF: \_\_\_\_\_

DATE \_\_\_\_\_

COUNTY: \_\_\_\_\_

The undersigned, being duly sworn, deposes and says that he/she is the:

\_\_\_\_\_  
SOLE OWNER, PARTNER, PRESIDENT, TREASURER, OR OTHER DULY AUTHORIZED OFFICIAL OF A CORPORATION OR GOVERNMENT AGENCY

Of

\_\_\_\_\_  
NAMES OF BIDDERS APPEARING IN SUBMITTED BID

Submitting a bid for **PARKING LOT PAVING & CULVERT IMPROVEMENT WORK** and certified under penalties of perjury that his bid is in all respects a bona fide, fair, and without collusion or fraud with any other person. As used in this paragraph, the word "person" shall mean any natural persons, joint ventures, partnership, corporation, government, or other legal entity.

**Form B**

**Background Information**

**PARKING LOT PAVING & CULVERT IMPROVEMENT WORK**

Name of Entity \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

Entity Address \_\_\_\_\_ City \_\_\_\_\_

Entity Federal Tax Identification Number \_\_\_\_\_

All Entity Owner(s)/Title(s)

\_\_\_\_\_ SSN \_\_\_\_\_

\_\_\_\_\_ SSN \_\_\_\_\_

\_\_\_\_\_ SSN \_\_\_\_\_

Name/Title of Applicant \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Type of Entity \_\_\_\_\_

Is Entity a: Corporation (Y) (N)      Partnership (Y) (N)      Sole Proprietor (Y) (N)

Government Agency (Y) (N)

Length of Time Entity Owned by Applicant(s)  
\_\_\_\_\_

Current Locations and Operating Hours  
\_\_\_\_\_

Have you ever had a prior relationship with CATA as a vendor, employee, contractor, etc?

(Yes) (No)

If so, please elaborate

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



Have you or any of the Business Entity Owners in this endeavor ever been convicted for violations of federal, State, or local laws? (Yes) (No) If so, please elaborate

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Have you, the Entity, or any of the Entity owners ever filed for bankruptcy (Yes) (No) If so, please elaborate

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Are there any pending or recent law suits against the Entity, you, or the Entity Owners? (Yes) (No) If so, please elaborate

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In the last three years, has your firm, director, or officer engaged in a lawsuit against any former or current client? If so, please list the client and the date of the suit.

---

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References: Five are required; one is your commercial bank account, others are business or personal references

**Reference #1 Bank**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Contact Person \_\_\_\_\_

Account # \_\_\_\_\_  
Zip Code \_\_\_\_\_  
Phone \_\_\_\_\_

**Reference #2**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Contact Person \_\_\_\_\_

Account # \_\_\_\_\_  
Zip Code \_\_\_\_\_  
Phone \_\_\_\_\_

**Reference #3**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Contact Person \_\_\_\_\_

Account # \_\_\_\_\_  
Zip Code \_\_\_\_\_  
Phone \_\_\_\_\_

**Reference #4**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Contact Person \_\_\_\_\_

Account # \_\_\_\_\_  
Zip Code \_\_\_\_\_  
Phone \_\_\_\_\_

**Reference #5**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Contact Person \_\_\_\_\_

Account # \_\_\_\_\_  
Zip Code \_\_\_\_\_  
Phone \_\_\_\_\_

**I CERTIFY THAT THE STATEMENTS ABOVE OR ANY ATTACHMENTS ARE TRUE. I AUTHORIZE CATA TO OBTAIN CREDIT INFORMATION FROM MY BANK, INSURANCE AGENCY, AND CREDIT REFERENCES.**

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

To Whom It May Concern:

I, the undersigned, hereby authorize release to CATA of any and all credit information concerning the individual, business, or organization listed below.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Printed Name of Applicant

\_\_\_\_\_  
Title of Applicant

\_\_\_\_\_  
Print Entity Name

By: \_\_\_\_\_

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

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

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

**Form C**

**Statement re Beneficial Interest Required by Section 40J, Chapter 579 of the Acts of 1980**

I am in a position to know who has an interest in \_\_\_\_\_  
(name of business), and I hereby state, under the penalties of perjury, that the true names and addresses of all persons who have or will have a direct or indirect beneficial interest in the property described as follows:

**PARKING LOT PAVING & CULVERT IMPROVEMENT WORK**

are listed below in compliance with the provisions of Section 40J, of Chapter 579 of the Acts of 1980.

Name and residence(s) of all persons with said beneficial interest:

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The undersigned also acknowledges and states that none of the above listed individuals is an official elected to public office in the Commonwealth of Massachusetts, nor an employee of any of the following: (1) the State Division of Capital Asset Management and Maintenance, (2) CATA

Signed under the penalties of perjury:

---

Print Name

---

Signature

---

Date

**Form D**  
**Non-Discrimination Statement**  
**PARKING LOT PAVING & CULVERT IMPROVEMENT WORK**

The Contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR 26 in the award and administration of U.S. DOT-assisted contracts. Failure by the contractor or subcontractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the CATA deems appropriate.

\_\_\_\_\_  
Applicant Name

\_\_\_\_\_  
Applicant Name

\_\_\_\_\_  
Applicant Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Form E**  
**Business Plan Statement**  
**PARKING LOT PAVING & CULVERT IMPROVEMENT WORK**

Provide a comprehensive narrative description of the method to be utilized to complete the project as described in this Invitation for Bid, including the following information: (1) Project Understanding, (2) Technical Approach, and (3) Qualifications and Experience.

The business plan should be realistic. CATA reserves the right to reject any proposal if the plan is inadequate or inaccurate. Use additional pages if necessary.

**Form F**  
**Revenue Enforcement and Protection Program Certification**  
**PARKING LOT PAVING & CULVERT IMPROVEMENT WORK**

Pursuant to M.G.L. ch. 62 C, Sec. 49A, I certify under penalties of perjury that (my Entity), to my best knowledge and belief, have (has) filed all state tax returns and paid all state taxes required under law.

\_\_\_\_\_  
Social Security Number or  
Federal Identification Number

\_\_\_\_\_  
Signature of Individual or Entity Name

By: \_\_\_\_\_  
Entity/Corporate Officer (if applicable)

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

**Form G**  
**Employer's Certificate of Compliance with Massachusetts Employee Security Law**  
**PARKING LOT PAVING & CULVERT IMPROVEMENT WORK**

Pursuant to G.L.C. 151A, Sec. 19A (b), I \_\_\_\_\_ on behalf of (Name of Employer) \_\_\_\_\_, D.E.T. ID Number \_\_\_\_\_, certify under the penalties of perjury that the aforementioned employer has complied with all the laws of the Commonwealth relating to contributions and payments in lieu of contributions.

Signed under the penalties of perjury the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Name of Employer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Title (Printed)

The employer may certify its compliance if it has entered into and is complying with a repayment agreement satisfactory to the Commissioner or there is a pending adjudicatory proceeding or court action contesting the amount due pursuant to G.L.C. 161A Sec. 19A (c).