

Sample Bid Readiness & Addenda Watch

An illustrative control report showing how one public solicitation is monitored from intake through final administrative release. It tracks published changes and action ownership; it does not answer technical questions or certify bidder eligibility.

EXAMPLE OPPORTUNITY	NEXT CONTROL EVENT	PUBLIC BID OPEN
City of Abilene, Texas CB-2639 / JM 23461	Mandatory pre-bid September 8, 10:00 AM CT	September 15, 2026 2:00 PM CT

WATCH ACTIVE - ACTIONS PENDING

The public project page lists a mandatory pre-bid event, registered-plan-holder eligibility language, four live bidder questions, no bid bond, and 100% performance/payment bonds. The questions are to be answered by addendum, so the administrative package is not yet stable.

Control snapshot

CONTROL	PUBLISHED FACT	OWNER ACTION
Plan-holder status	The page states that a contractor must obtain contract documents to be a registered plan holder eligible to bid.	Bidder confirms its exact listed entity/contact before final release.
Mandatory pre-bid	September 8 at 10:00 AM CT, Abilene City Hall. Contractor or designated representative may attend.	Assign attendee; preserve attendance evidence and resulting instructions.
Bonding	No bid bond is listed; 100% performance/payment bonds are listed.	Customer confirms surety path and bidder-specific capacity. We do not advise on bonding.
Addenda channel	Project questions are answered by addendum, distributed to plan holders, and posted on the site.	Monitor the official page; log each addendum and map administrative impacts.

Open-question watch

PUBLIC QUESTION	MONITORING TREATMENT	CUSTOMER OWNER
Bid-date extension requested	Watch for revised opening date and every dependent internal due date. Do not assume approval.	Proposal lead
Tank geometry / roof style	Log the addendum answer and affected drawing/spec reference; technical interpretation stays with qualified bidder personnel.	Technical lead
Maximum form height	Log the answer and source; route implications to engineering/estimating without interpreting means or methods.	Technical lead
SWPPP / erosion-control scope	Track the answer, cited sheets/sections/items, and whether bidder-owned quantities or documentation duties are stated.	Estimator / compliance owner

From public change to controlled action

Each published event becomes a dated evidence record, a named customer action, and a release check. Unknowns remain visibly open; no silence is converted into an assumption.

Illustrative change log

DATE / EVENT	SOURCE-TIED OBSERVATION	ACTION / STATUS
Intake checkpoint	Official page reviewed; bid open and pre-bid times captured; plan-holder and bond language recorded.	Baseline locked COMPLETE
Questions posted	Four public questions visible; page states responses will be issued by addendum.	Addendum watch enabled OPEN
Pre-bid - Sep. 8	Attendance and any instructions must be captured from bidder records and new public postings.	Bidder assigns attendee PENDING
Final release	Recheck official page, addenda, deadline, submission route, acknowledgements, and unresolved administrative items.	Business Ready Works recheck NOT YET DUE

Final administrative release checklist

1	Official bid-open date, time, receiving office, and delivery method rechecked	OPEN
2	Registered plan-holder identity and mandatory pre-bid attendance confirmed by customer	CUSTOMER
3	Every posted addendum logged; acknowledgement requirement mapped	OPEN
4	Published forms, attachments, signatures, seals/notarization, and copies indexed from the controlled package	PACKAGE REVIEW
5	Customer-owned technical, pricing, insurance, surety, certification, and approval items explicitly handed back	CUSTOMER
6	Unresolved items shown as open; no eligibility, completeness, or award guarantee stated	RELEASE GATE

What the \$495 service delivers

Included	Official-source package map; dated addenda/question log; administrative requirement and action tracker; one post-pre-bid/addenda refresh; and a final source-cutoff readiness handoff.
Not included	Engineering, design, quantity takeoff, estimating, pricing, legal advice, eligibility or compliance certification, insurance/surety advice, technical writing, signatures, representations, or bid submission.
Acceptance gate	The public package must be accessible and bounded, and enough deadline margin must remain. Unsuitable or specialized scopes are declined before payment.

Source trail

Official project page and live plan-holder/question record:
<https://jacobmartin.com/product/city-of-abilene-first-pressure-plane-2-0-mg-elevated-storage-tank/>

This sample demonstrates the control format and public-source discipline. It is not a complete solicitation review, an answer to any technical question, or advice to any bidder.