

**TOWN OF TRUMBULL  
REQUEST FOR QUOTATION  
REPLACEMENT OF CHECK VALVE SYSTEM**

**GENERAL INSTRUCTIONS TO BIDDERS**

**BID NUMBER 5912      Due: November 8, 2011 3:00 PM**

The Town of Trumbull, Connecticut (hereinafter referred to as Town), through the Office of the Purchasing Agent, will accept sealed bids for the **replacement of two (2) hydraulic "Parco" check valve systems currently in place with an eight (8") inch manual "Surgemaster" check valve at the 118 Whitney Avenue Sewage Pump Station, Trumbull, CT** in accordance with the general information and drawing contained in this request.

**1. PREPARATION OF PROPOSALS**

- a. Bids shall be submitted by using the enclosed BID PROPOSAL FORM that accompanies this request. Submit one (1) ORIGINAL and one (1) EXACT COPIES. Bidders should submit bids in a clear, concise and legible manner to permit proper evaluation of responsive bids.
- b. Bidders may also submit, under separate cover with their proposal, any samples of reports and documents that are necessary to meet the requirements (deliverables) of this request should a purchase order be awarded
- c. No oral, telephonic, or faxed proposals will be considered. Corrections, deletions, or additions to bids may be made by wire, provided such wires are received in correct and comprehensive form prior to the opening time of bids, and confirmed by letter. No telephone corrections, deletions, or additions will be accepted. The Town reserves the right to reject any or all bids, and to waive any or all formalities in connection therewith.

**2. BID SUBMISSION**

Bids are to be submitted in a sealed envelope addressed as follows:

**Bid: 5912      Due: November 8, 2011**  
Purchasing Agent, Town of Trumbull  
5866 Main Street  
Trumbull, CT 06611

Please be advised that the person(s) signing the formal proposal must be authorized by your organization to contractually bind your firm with regard to prices and related contractual obligations for the delivery period requested.

**3. BID TIME**

- a) Bids shall be received at the office of the Purchasing Agent, Town Hall, prior to the advertised hour of opening, at which time all proposals will be publicly opened and read aloud. Any bids submitted or received after the advertised hour shall not be accepted, opened or read.
- b) A bidder may withdraw a proposal at any time prior to the above scheduled date and time. Any bid received after the above scheduled date and time shall not be considered or opened.

**4. TOWN OPTIONS**

- a) The TOWN reserves the right to reject any and all bids and does not bind itself to accept the lowest bid or any proposal for this work or any part thereof, and shall have the right to ask for new bids for the whole or parts, should it desire to do so.
- b) If your proposal does not meet or better the required specifications on all points that must be outlined in a letter otherwise it will be presumed that a proposal is in accordance with the required specifications.

**5. TAXES**

All purchases made by the Town, and associated with the award of this requirement shall be tax exempt. Any taxes must not be included in bid prices. A Town Tax Exemption Certificate shall be furnished upon request.

**6. INQUIRIES**

All inquiries regarding this request may be directed to **Mr. Joseph Solemene (203-452-5048)** or **Mr. Robert Chimini, Purchasing Agent (203-452-5042)**, and shall be answered up to the close of business on **November 4, 2011** after which time no additional questions will be accepted. To ensure consistent interpretation of inquires, answers to questions the Town deems to be in the interest of all bidders will be made available in writing, email, or by Fax as appropriate to all bidders.

The Town reserves the right to communicate with any or all of the bidders to clarify the provisions of Proposals. The Town further reserves the right to request additional information from any bidder at any time after proposals are opened.

**7. AWARD AND AUTHORITY**

The Town’s Purchasing Agent will issue notification of award in writing or purchase order.

**8. ASSIGNMENT OF RIGHTS, TITLES, AND INTERESTS**

Any assignment or subcontracting the selected contractor for work to be performed, or goods and/or services to be provided, in whole or in part, and any other interest in conjunction with a Town procurement shall not be permitted without the express written consent of the Town of Trumbull.

**9. HOLD HARMLESS CLAUSE**

The Contractor agrees to indemnify, hold harmless and defend the Town from and against any and all liability for loss, damage or expense which the Town may suffer or for which the Town may be held liable by reason of injury, including death, to any person or damage to any property arising out of or in any manner connected with the operations to be performed under this Contract, whether or not due in whole or in part of any act, omission or negligence of the Owner or any of his representatives or employees.

**10. WORK REGULATIONS AND STANDARDS**

All work activities performed in association with this request must be performed and completed for the Town in accordance with current Federal State and Local regulations. All services performed shall also conform to the latest OSHA standards and/or regulations.

**11. INSURANCE**

The successful bidder shall provide the Town Purchasing Agent with a Certificate of Insurance before work commences. The Town shall be named as an additional insured with an Insurance Company licensed to write such insurance in Connecticut, against the following risks and in not less than the following amounts:

- Worker’s Compensation
- Contractor’s Public Liability and Property Damage
- Automobile Insurance

| <b>General Liability</b>                  | <b>Each Person</b> | <b>Each Occurrence</b> | <b>Aggregate</b> |
|---|--------------------|------------------------|------------------|
| Bodily Injury Liability                   | \$1,000,000        | \$1,000,000            | \$1,000,000      |
| Property Damage Liability                 |                    | \$1,000,000            | \$1,000,000      |
| Personal Injury Liability                 |                    | \$1,000,000            | \$1,000,000      |
| <b>Comprehensive Automobile Liability</b> |                    |                        |                  |
| Bodily Injury                             | \$1,000,000        | \$1,000,000            | \$5,000,000      |
| Property Damage                           |                    | \$1,000,000            | \$1,000,000      |

Such policies shall provide that no coverage shall be changed or cancelled unless thirty- (30) days prior notice of such change or cancellation shall be made to the owner. Such notice shall be made by registered mail; postage prepaid, to the Purchasing Agent, Town of Trumbull, Town Hall, Trumbull, Connecticut 06611.

In the event of cancellation, the contractor shall cease all operations on or before the effective date of said cancellation and he shall not commence work again until he has obtained replacement

insurance and has delivered a Certificate of Insurance to the office of the Owner's Purchasing Department.

**12. ADENDUMS**

It is the responsibility of the bidder to verify prior to final submittal of a bid or bid if any addenda to this request have been issued. Any addenda to this request shall be posted on the Town of Trumbull website [www.trumbull-ct.gov](http://www.trumbull-ct.gov) under the Purchasing Department's section. Bidders may also call the Purchasing Department directly 203.452.5042 for inquiries regarding addenda.

**13. PRICING AND TERM**

All prices quoted are to be firm for a period of **one (1) year** following bid opening. Special Consideration will be given to responses with extended firm price dates. The Town is always interested in any and all cost reduction opportunities.

The Town requires firmed fixed prices for a period of one (1) year following Quotation opening and nothing elsewhere in this Quotation shall abrogate this firm period. The Town may renew the term of the award for this requirement for an additional twelve (12) months, at the price stated in the Quotation Response Form by giving the contractor at least thirty (30) days written notice.

**14. CONFLICT OF INTEREST**

No purchase shall be made from nor shall services (other than services as an officer, agent, or employee of the Town) be secured from any officer or employee of the Town, or from any partnership or corporation in which such officer or employee is a partner or officer, or holds a substantial interest, unless such relationship and the fact that such purchase is contemplated shall be made known in writing to the agency making such purchase, and notice thereof posted, for at least five (5) days before such purchase be made, in the office of the agency making such purchase and in a public place in the Trumbull Town Hall.

**TOWN OF TRUMBULL  
REQUEST FOR QUOTATION  
REPLACEMENT OF CHECK VALVE SYSTEM  
BID NUMBER 5912      Due: November 8, 2011 3:00 PM  
GENERAL INFORMATION, SPECIFICATIONS, SCOPE OF WORK**

**GENERAL**

**Project Description**

The current Whitney Avenue Pump Station has a “Parco Surge Control Hydraulic Check Valve System” in place approximately 25 years. The Parco’s require intense maintenance including, Solenoid Valves, Limit Switches, Cables and Hydraulic Fluid replacement. They are prone to failure and alarm. A mechanical check valve replacement is sought.

**History**

A “Parco System” similar to the Whitney Avenue system was in place at the Merritt Blvd. pump station. It was replaced in June 2010 with two (2) 6” Surgebuster Check Valves. The Merritt Blvd. Surgebuster Specifications: Valmatic No. 7206BFMI w/disc accelerator, backflow actuator and mechanical indicator. They were ANSI class 125, CWP 250, ductile iron body, fusion bonded epoxy coating, buna-N disc, stainless steel disc accelerator. This bid is requiring an applicable 8” Surgebuster for the Whitney Avenue Pump Station.

**PUMP STATION SPECIFICATIONS**

Two (2) Aurora Pumps 700 G.P.M. Powered by Marathon 480 Volt, 100 H.P. Motors. The F.M. of 4,330 L.F. and 160 feet (head) elevation.

**SCOPE OF WORK**

Replacement of 8” Hydraulic Check Valve System with “Surgebuster” Mechanical Check Valve including the following:

- Form, install rebar and pour concrete to extend existing pump bases to the proper amount in order to install the check valves.
- Remove Pumps (one at a time) and shift to new location. Re-anchor the pump to the new base, furnish and install a flanged spool piece on the suction side to make up the difference on the discharge side when installing the check valve.
- Remove existing 8” Hydraulic Check Valve and replace with appropriate mechanical “Surgebuster” check valve including all nuts, bolts and gaskets.
- Test new check valves with pumps to customer satisfaction.

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**PROPOSAL FORM**

**THE UNDERSIGNED AFFIRMS AND DECLARES** that this Bid is executed with full knowledge and acceptance of the specifications, requirements, terms and conditions contained herein and with complete understanding and full compliance of system requirements and hereby submits this Bid for the request contained herein and certifies that this Bid meets all the specifications and conditions requested herein. Any substitutions to the specifications requested are clearly and completely noted. Any alternate Bids are presented in a similar format to those requested and are attached herein.

**Description of Work to be performed (attach additional as necessary):**

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**Total Proposed (including all labor and material):** \_\_\_\_\_

*(written amount)*

The above price is firm for \_\_\_\_\_ months.

Work to Commence \_\_\_\_\_ days after receipt of award and completed within \_\_\_\_\_ days.

**Note any exceptions or clarifications or substations :( use additional pages as necessary)**

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

\_\_\_\_\_  
By (Signature)

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Telephone/Fax

\_\_\_\_\_  
Email

\_\_\_\_\_  
Emergency Phone