

**TOWN OF TRUMBULL
REQUEST FOR QUOTATION
REPLACEMENT OF VARIOUS DOORS
TRUMBULL TOWN HALL**

BID # 5969

DUE:

MARCH 13, 2013 @ 3:00 PM

GENERAL INSTRUCTIONS TO BIDDERS

The Town of Trumbull, (hereinafter referred to as Town or Owner), through the office of the Purchasing Agent, will accept sealed bids from qualified firms to provide all supplies and labor necessary for the **REPLACEMENT OF VARIOUS DOORS at TRUMBULL TOWN HALL** as detailed in this request. All qualified and interested parties (hereinafter referred to as bidder or contractor) are invited to submit bids under the terms and conditions set forth herein.

1. BID SUBMISSION AND PREPARATION

- a) An original and two (2) exact copies of the bid response shall be submitted in a sealed envelope. The sealed envelope containing a Bid must be plainly marked as follows

Bid 5969 - REPLACEMENT OF VARIOUS DOORS at TRUMBULL TOWN

HALL

Due: March 13, 2013

Purchasing Agent

Town of Trumbull, 5866 Main Street, Trumbull CT 06611

- b) All Bids must be submitted on the enclosed Bid Proposal form. All blank spaces must be filled in, in ink and the Bid proposal form must be fully completed and executed when submitted.
- c) Please be advised that the person signing the formal proposal must be authorized by you organization to contractually bind your firm with regard to prices and related contractual obligations for the subject project.
- d) No oral, telephone or telegraphic responses will be considered.
- e) 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.

2. BID RESPONSE TIME

Responses to this request shall be received at the office of the Purchasing Agent, Town Hall prior to the advertised hour (noted above) of opening, at which time all proposals (total bid amount only) shall be publicly opened and read aloud. 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. No bidder may withdraw a bid within ninety (90) days after the actual bid opening.

3. TOWN OPTIONS

The Town reserves the right to reject any or all proposals and to waive any requirements, irregularities, technical defects or service therein when it is deemed to be in the best interest of the Town. The selection of a contractor by the Town shall be made after careful consideration of all factors including but not limited to price.

4. PRICING

All prices quoted must be firm for ninety (90) days following the proposal opening; nothing elsewhere in this request shall abrogate this firm period.

5. TAX EXEMPT

The Town of Trumbull is exempt from the payment of taxes imposed by the Federal Government and/or State of Connecticut. Such taxes must not be included in the bid price. The Town of Trumbull Tax Exempt number is 05-010 31-000.

6. TIME IS OF THE ESSENCE

The Town considers the required delivery date(s) to be of utmost importance. Consideration may be given to the bidder that offers the most favorable delivery date.

7. SPECIFICATIONS

If quotes do not meet or better the attached specifications on ALL points, the bidder must note ALL exceptions as separate attachments to their formal response; otherwise, it will be presumed that the bidder is bidding according to all specifications.

8. INQUIRIES & ADDENDUMS

- a) **All technical inquiries regarding this request may be directed to Mr. Allen White - Facilities Director (203-673-5994).** No inquiries shall be responded to that are received after March 11, 2013.
- b) The Town reserves the right to communicate with any or all of the bidders to clarify the provisions of this request; the Town further reserves the right to request additional information from any bidder at any time after proposals are opened.
- c) **It is the sole responsibility of a bidder to verify any addendums that may have been issued relating to this request prior to submission of a proposal. Any notice of addendum shall be published on the Town website. Failure to submit a response that does not address any changes or addendums may result in a disqualification of a proposal submission.**

9. ASSIGNMENT OF RIGHTS, TITLES, AND INTERESTS

Any assignment or subcontracting by a bidder, vendor, or 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.

10. 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 request, 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.

11. WORK REGULATIONS AND STANDARDS

- a) 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.
- b) The contractor shall comply with all applicable laws and regulations relating to State and Federal employment practices, nondiscrimination, safety and health regulations.

12. 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:

Commercial General Liability	Each Occurrence	Aggregate
Bodily Injury Liability	\$1,000,000	\$1,000,000
Property Damage Liability	\$1,000,000	\$1,000,000
Personal Injury Liability	\$1,000,000	\$1,000,000
Comprehensive Auto Liability	Each Occurrence	Aggregate
Including coverage of owned, non owned & rented vehicles	\$1,000,000	\$1,000,000

The insurance policy must contain the additional provision wherein the company agrees that fifteen (15) days prior to termination, expiration, cancellation or reduction of the insurance afforded by this policy with respect to the contract involved, written notice will be served by registered mail to the Purchasing Agent, Town of Trumbull. Additionally the successful bidder (Contractor) shall provide adequate statutory Workmen's Compensation Insurance for all labor employed on this project, and comprehensive General Public Liability Insurance (Coverage "B"). The successful bidder (Contractor) and each Subcontractor agree that their insurance carriers waive subrogation against the Town, its agents or employees with respect to any loss covered by the Contractor's and each Subcontractor's insurance.

13. 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.

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REQUIREMENTS AND SPECIFICATIONS

Furnish all labor and materials to supply & install various exterior doors at the Trumbull Town Hall (and to remove and dispose of existing doors) as follows:

Town of Trumbull -Town Hall

Exterior Doors

1

DOOR HARDWARE:

Product Manufacturer	Specified Manufacturer	Equivalent
Butt Hinges	McKinney Bommer	Hager
Floor Closer	Rixson	None
Exit Devices	Corbin ED5000 Sargent 80	Von Duprin 98
Door Closers	Norton 7500 Sargent 351	LCN 4040XP
Kickplates	Rockwood McKinney	Trimco
Wall / Floor Stops	Rockwood McKinney,	Trimco

NOTE: Use Specified Manufacturers or Listed Acceptable Manufacturers Only. Other Products Implied on shop drawings will be rejected without prior approval.

DOOR #101 - HARDWARE SET #01 - Main Entry Exterior

6	Butt Hinges	T4A3386 4 1/2 X 4 1/2 NRP	32D MC
2	Exit Device	16 43 8804 x 814-MSL	32D SA
1	Removable Mullion	L980 SA	
2	Door Closers	7500 MC	
1	Perimeter Seal	S773 PE	
1	Threshold	To remain	
2	Brush Seal	18100 CNB	PE

DOOR #102 - HARDWARE SET #02 - Main Entry Interior Vestibule

2	Floor Closers	Remove top knuckle of Floor closer, and replace with new knuckle.	
1	Intermediate Pivot	M19	626 RX
1	Top Pivot	180	626 RX
2	Exit Device	43 8893 x 814-MSL	32D SA
1	Removable Mullion	L980	SA
2	Door Closers	7500	MC
1	Threshold	by Rixson	
2	Kickplates	K1050 10" High x CSK	32D RO

Note: If it is determined that top knuckle of floor closer cannot be replaced, or cleaned, recommend that pivot arm is sawed off, and doors be hung on heavy weight hinges.

SPECIFICATION (continued)

DOOR #103 - HARDWARE SET #03 - Secondary Entry Exterior

6	Butt Hinges	T4A3386 4 1/2 X 4 1/2 NRP	32D MC
2	Exit Device	16 43 8804 x 814-MSL	32D SA
1	Removable Mullion	L980 SA	
2	Door Closers	7500 MC	
1	Perimeter Seal	S773 PE	
1	Threshold To remain		
2	Brush Seal	18100 CNB PE	

DOOR #104 - HARDWARE SET #04 - Secondary Interior Vestibule

6	Butt Hinges	T4A3786 4 1/2 X 4 1/2	26D MC
2	Exit Device	43 8893 x 814-MSL	32D SA
2	Door Closers	7500	MC
2	Kickplates	K1050 10" High x CSK	32D RO

Note: Remove floor closer if possible, or saw cut pivot arm.

DOOR #105 - HARDWARE SET #05 - Single Interior

3	Butt Hinges	T4A3786 4 1/2 X 4 1/2	26D MC
1	Push/Pull	70Cx110C	32D RO
1	Door Closers	7500 MC	
2	Kickplates	K1050 10" High x CSK	32D RO

Note: Sand down existing frame as required to set new door plumb and square.

DOOR & FRAME TYPES:

Type A - Hollow Metal Doors:

Ceco, Ultradoor - UP-E201, Embossed High Definition 2 Panel, 18 ga., A40.

Type A - Hollow Metal Frames:

Ceco, 16 gauge, knock down type with compression anchors for installation in masonry partitions. Prepared and reinforced for specified hardware.

Type B - Raised Panel Wood Doors:

Marshfield Doors, Signature Series - Premium Grade, Five ply, Stile and Rail, Interior Solid-Core Doors with MDO facing.

NOTE: Contractor to submit product data / shop drawings for all doors, frames and hardware for approval.

THE **DOOR SCHEDULE AND TOWN HALL FLOOR PLAN** ARE LOCATED ON THE TOWN HALL WEBSITE www.trumbull-ct.gov IN THE PURCHASING DEPARTMENT SECTION ("BID INVITATIONS").

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BID PROPOSAL

THE UNDERSIGNED AFFIRMS AND DECLARES that this proposal 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 proposal for the request noted above and certifies that this proposal meets all the specifications and conditions requested herein. Any substitutions to the specifications requested are clearly and completely noted. Any alternate proposals are presented in a similar format to those requested and are attached herein. It is understood that the Town reserves the right to reject any or all proposals or waive any formalities in this request. The proposed rates and discounts as follows:

Total Proposed: _____
Written amount

\$ _____

Above Price Shall Remain Firm for: _____ Days

Anticipated time for completion: _____ Days

Work shall commence _____ days after receipt of Purchase Order (ARO)

The quality of workmanship is guaranteed for a period of _____ year(s) from acceptance.

Company Name

By (Signature)

Address

Print Name

Date:

Title

Email:

Telephone/Fax