



**TOWN OF TRUMBULL, CONNECTICUT
BOARD OF EDUCATION**

REQUEST FOR PROPOSAL

**BOOTH HILL ELEMENTARY SCHOOL WINDOW & ENTRANCE REPLACEMENT
544 BOOTH HILL ROAD
TRUMBULL, CONNECTICUT 06484**

**STATE PROJECT NO. 144-0105 EC/CV
S/P+A PROJECT NO. 18.089
RFP #6301**

PREPARED FOR THE TOWN OF TRUMBULL BY:



**Architects/Engineers/Interior Designers
Silver/Petrucci + Associates, Inc.
3190 Whitney Avenue
Hamden, Connecticut 06518**

NOTICE TO PROPOSERS

**TOWN OF TRUMBULL
TRUMBULL PUBLIC SCHOOLS
REQUEST FOR PROPOSALS
RFP# 6301 DUE: AUGUST 7, 2018 @ 2:30PM**

**BOOTH HILL ELEMENTARY SCHOOL WINDOW & ENTRANCE REPLACEMENT
STATE PROJECT NO. 144-0105 EC/CV**

Sealed proposals for the removal and replacement of windows and entrances at Booth Hill Elementary School, 544 Booth Hill Road, Trumbull, CT will be received at the Office of the Purchasing Agent, 5866 Main Street, Trumbull, Connecticut, on or before the date indicated above, at which time all proposals received will be opened and read aloud.

Bid documents are available from the Purchasing Department website www.trumbull-ct.gov and on the State Contracting Portal <http://dass.ct.gov/portal> and may be obtained (at a cost to you) from Digiprint, 909 Main Street, Stratford, CT 06615, and (203-375-1228).

The consulting Architect for this project is David Stein, Silver/Petrucci + Associates, Hamden, CT (203-230-9007).

A non-mandatory, but highly encouraged pre-proposal meeting will be held on Wednesday July 25 2018 at 11 am for interested parties at the school, **544 Booth Hill road, Trumbull, CT 06484.**

Proposers shall comply with State mandated Prevailing Wage Guidelines, Equal Opportunity Employment Practices, and Safety and Health Regulations.

Proposal (Bid) Security is required in the amount of ten percent (10%) of the base proposal and shall be in the form of a Certified Check or Bond. A Performance and Payment Bond in the full amount (100%) of the contract is required and shall be included in the Base Proposal. No oral, telephone or telegraphic responses shall be considered. A proposer may not withdraw a proposal within ninety (90) days of the proposal opening.

The Town of Trumbull reserves the right to waive and/or reject any and all proposals or any part thereof, waive the information in the proposal process, and reject any unqualified proposals, or accept any proposal or part thereof, deemed to be in the best interest of the Town of Trumbull.

In accordance with Connecticut General Statute Sections 4a-100 and 4b-91, a responsible bid must contain two (2) documents: The Contractor Prequalification Certificate and the Update (Bid) Statement. The classification DOORS AND WINDOWS is required as a minimum.

This contract is subject to state set-aside and contract compliance requirements.

An Affirmative Action/Equal Opportunity Employer. Minority/Women's Business Enterprises are encouraged to apply.

Kevin J Bova
Purchasing Agent

**TOWN OF TRUMBULL
TRUMBULL PUBLIC SCHOOLS
REQUEST FOR PROPOSALS
RFP# 6301 DUE: AUGUST 7, 2018 @ 2:30PM**

**BOOTH HILL ELEMENTARY SCHOOL WINDOW & ENTRANCE REPLACEMENT
STATE PROJECT NO. 144-0105 EC/CV**

GENERAL INSTRUCTIONS

The Town of Trumbull, (hereinafter referred to as Town or Owner), through the office of the Purchasing Agent, will accept sealed proposals for the **BOOTH HILL ELEMENTARY SCHOOL WINDOW & ENTRANCE REPLACEMENT** in the Town of Trumbull in accordance with the specifications and requirements detailed in this request. All qualified and interested parties (hereinafter referred to as proposer, bidder, contractor or supplier) are invited to submit proposals under the terms and conditions set forth as follows:

This RFP is not a contract offer, and no contract exists until a written contract is signed by the Town and the successful proposer.

A non-mandatory, but highly encouraged pre-proposal meeting will be held on Wednesday July 25 2018 at 11 am for interested parties at the school, 544 Booth Hill road, Trumbull, CT 06484.

1. PREPARATION FOR PROPOSALS

Bids shall be submitted by using the enclosed BID PROPOSAL FORM that accompanies this request. Submit one (1) ORIGINAL and Two (2) EXACT COPIES. Bidders should submit bids in a clear, concise and legible manner to permit proper evaluation of responsive bids.

In addition, addressed to: Purchasing Agent, Town of Trumbull, in a sealed envelope and plainly marked on the outside as **“BOOTH HILL ELEMENTARY SCHOOL WINDOW & ENTRANCE REPLACEMENT”**. The envelope shall bear on the outside the name of the proposer and address. No oral, telephone or telegraphic responses will be considered. Proposals received after the advertised time and date due shall not be opened or considered. The Town reserves the right to communicate with any or all of the proposers to clarify the provisions of Proposals. The Town further reserves the right to request additional information from any proposer at any time after proposals are opened.

2. PROPOSAL SUBMISSION

a) Proposals are to be completed (unless directed otherwise in the specifications), printed, signed by an authorized agent, and sealed in an envelope (including all official literature, brochures, etc., which support this request) and addressed as follows:

RFP #6301 DUE: August 7, 2018 @ 2:30 PM
Trumbull Town Hall – Attn: Kevin Bova, Purchasing Agent
5866 Main Street, Trumbull CT 06611

b) All Proposals must be made on the enclosed Proposal forms. All blank spaces for Proposal prices must be filled in, in ink or typewritten, and the proposal form must be fully completed and executed when submitted. Please be advised that the person 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 subject project and for the contractual period requested.

c) Sealed Proposals for the work of this Contract will be received at the time and place indicated in the Notice to Proposers. The sealed proposal shall consist of the following completed forms:

Statement of Qualifications (including Schedules A-C)

Proposal Forms

Commission on Human Rights and Opportunities – Contract Compliance Regulations Notification to Bidders

Proposed Schedule of the Work

Bids that do not include all of the above forms shall be considered incomplete.

d) The Town reserves the right to correct, after proposer verification, any mistake in a proposal that is a clerical error, such as a price extension or decimal point error.

3. PROPOSAL 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 proposal amount only) shall be publicly opened and read aloud. A proposer may withdraw a proposal at any time prior to the above scheduled date and time. Any proposal received after the above scheduled date and time shall not be considered or opened. No proposer may withdraw a proposal within ninety (90) days after the actual proposal opening.

4. TOWN OPTIONS

The Town reserves the right to accept all or any part of a proposal, reject any or all proposals and to waive any requirements, informalities or irregularities, technical defects or non-material deficiencies in a proposal. The Town also reserves the right, if applicable, to award the purchase of individual items under this RFP to any combination of separate proposals or proposers. The award shall be made after careful consideration of all factors including but not limited to price.

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 proposal price. The Town of Trumbull Tax Exempt number upon request

6. SPECIFICATIONS

If quoted materials and/or equipment do not meet or better the attached specifications on ALL points, the proposer must note ALL exceptions as separate attachments to their formal response; otherwise, it will be presumed that the proposal is in accordance with all specifications requested herein.

7. INQUIRIES & ADDENDA

- a) All technical inquiries regarding this request may be directed to David Stein, Silver/Petrucci + Associates, dstein@silverpetrucci.com or Mark Deming, BOE Facilities Director, (203-452-4306) Mdeming@trumbullps.org. All other questions shall be directed to Kevin Bova, Purchasing Agent, (203-452-5042) Kbova@trumbull-ct.gov. No inquiries shall be responded to that are received after July 31, 2108 by close of business, 5:00pm.
- b) Answers to questions the Town deems to be in the interest of all proposers will be made available in writing, email or by addendum on the Town website as appropriate to all proposers.
- c) The Town reserves the right to communicate with any or all of the proposers to clarify the provisions of this request; the Town further reserves the right to request additional information from any proposer at any time after proposals are opened.
- d) **It is the sole responsibility of a proposer to verify any addenda 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 (www.trumbull-ct.gov) in the Purchasing Department Section (Bid Notices). Failure to submit a response that does not address any changes or addenda may result in a disqualification of a proposal submission.**

8. ASSIGNMENT OF RIGHTS, TITLES, AND INTERESTS

Any assignment or subcontracting by a proposer, bidder, supplier, 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.

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 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.

10. WORK REGULATIONS, STANDARDS AND FEDERAL AND STATE PREVAILING WAGE

- 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) Applicable laws and regulations relating to **State of Connecticut Prevailing Wages**, employment practices, nondiscrimination, safety and health regulations shall be adhered to by the contractor. The contractor shall be responsible for "Certified Statements of Compliance" regarding Prevailing Wages. Contractor shall also collect and

submit four (4) Certified “Statements of Compliance” from any sub-contractors. Prevailing Wage rates are either included in the initial bid documents or will be issued as an addendum (Once the State issues the Prevailing Wage summary to the Town).

11. INSURANCE

The successful proposer shall provide the Town Purchasing Agent with a Certificate of Insurance before work commences. The Town shall be named as an additional insured with 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	\$2,000,000	\$5,000,000
Property Damage Liability	\$1,000,000	\$5,000,000
Personal Injury Liability	\$1,000,000	\$5,000,000
Comprehensive Auto Liability	Each Occurrence	Aggregate
Including coverage of owned, non-owned & rented vehicles	\$2,000,000	\$5,000,000

The insurance policy must contain the additional provision wherein the company agrees that Thirty (30) 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 proposer (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 proposer (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.

12. CONFLICT OF INTEREST

Public officials shall be prohibited from receiving any town work procured through a public Bid or bid waived process so as to avoid any appearance of impropriety or conflict of interest; And; Public officials cannot circumvent the intent of this ordinance by receiving town work Through a bid waiver, as proscribed by the Trumbull Town Charter.

13. PROPOSAL, PERFORMANCE AND PAYMENT BONDS

- a) A Bond payable to the Owner must accompany each Proposal for ten percent (10%) of the total amount of the Proposal. As soon as the Proposal prices have been compared, the Owner will return the bonds of all except the three (3) lowest responsible Proposals. When the Agreement is executed, the bonds of the two (2) remaining unsuccessful Proposers will be returned. The Proposal Bond of the successful Proposer will be retained until the Payment Bond and Performance Bond have been executed and approved, after which it will be returned. A certified check may be used in lieu of a Proposal (Bid) Bond.
- b) A Performance Bond and a Payment Bond, each in the amount of one hundred percent (100%) of the Contract Price, with a corporate surety approved by the Owner, will be required for the faithful performance of the contract. Attorneys-in-fact who sign the Bid Bonds or Payment Bonds and Performance Bonds must file with each bond, a certified and effective dated copy of their power of attorney.
- c) The party to whom the contract is awarded will be required to execute the Agreement and obtain the Performance Bond and Payment Bond within ten (10) calendar days from the date when Notice of Award is delivered to the Proposer. The Notice of Award shall be accompanied by the necessary Agreement and Bond forms. In case of failure of the Proposer to execute the Agreement, the Owner may, at his option, consider the Proposer in default, in which case the Bid Bond accompanying the proposal shall become the property of the Owner.
- d) The Owner, upon receipt of acceptable Performance Bond, Payment Bond and Agreement signed by the Contractor, shall sign the Agreement and return to the Contractor an executed duplicate of the Agreement within a reasonable period of time. The returned executed Agreement by the Owner to the Contractor shall be accompanied with a Notice to Proceed.

14. LIQUIDATED DAMAGES

- a) Non-compliance with the scheduled completion date of the Contract shall result in charges as follows:
 - 1) The Contractor shall pay liquidated damages of One thousand Dollars (\$1,000.00) per working day for each day after the agreed Contract completion date up to, and including, the actual date of completion.

15. LOWEST RESPONSIBLE PROPOSAL

- a) The Town shall determine the “lowest responsible qualified proposer” on the basis of the Proposer submitting the lowest “Total Proposal”, responsiveness of his Technical Proposal; and demonstrating a history of the ability and integrity necessary to perform the required work; and certifying that it shall perform the work in accordance with the specifications.
- b) Proposals will be compared on the basis of the “Total Proposal” of the items listed in the Proposal and on basis of the Proposer’s experience and competence.
- c) If the Lowest Total Proposal exceeds the amount of funds available for the project, the Town reserves the right to increase or decrease any class, item or part of the work. After determining the “lowest responsible qualified proposer”, the Town will issue a Notice of Award to the successful Proposer.
- d) The Proposer designated by the Town as the “lowest responsible qualified proposer” to whom the contract is awarded shall execute the Contract and submit the following documents:
 - 1) Performance Bond
 - 2) Labor, Payment and Materials Bond
 - 3) Copy of valid license issued by the State of Connecticut, Department of Consumer Protection.
- e) In the event that the lowest responsible qualified proposer fails to execute the Contract and/or fails to provide the required documents within the time period prescribed, the Town, at its option, may consider the lowest responsible qualified proposer to be in default, in which case the Bid Guarantee shall become the property of the Town.

16. MISCELLANEOUS

- a) All Contractors must develop a complete and thorough schedule, which demonstrates that the Contractor will be able to complete the project in a timely fashion. BOE is asking it to be done before **August 23, 2019**.
- b) Selected proposer agrees to warranty all work completed for this requirement.
- c) The Town may make such investigations as necessary and it deems appropriate to determine the qualifications of the proposer to perform the work required. Each proposer shall submit a Statement of Bidder Qualifications. If the Town is not satisfied that the proposer is properly qualified, the Town reserves the right to reject the proposal of said proposer.

17. STATE SET-ASIDE

- a) The contractor who is selected to perform this State project must comply with CONN. GEN.STAT. §§ 4a-60, 4a-60a, 4a-60g, and 46a-68b through 46a-68f, inclusive, as amended by June 2015 Special Session Public Act 15-5.
- b) State law requires a minimum of twenty-five (25%) percent of the state-funded portion of the contract for award to sub-contractors holding current certification from the Connecticut Department of Administrative Services (“DAS”) under the provisions of CONN. GEN. STAT. §4a-60g. (25% of the work with DAS certified Small and Minority owned businesses and 25% of that work with DAS certified Minority, Women and/or Disabled owned business) The contractor must demonstrate good faith effort to meet the 25% set-aside goals.
- c) Contractor will coordinate with the State directly for Commission on Human Rights & Opportunity Contract Compliance regulations (CHRO)
- d) For municipal public works contracts and quasi-public agency projects, the contractor must file a written or electronic non-discrimination certification with the Commission on Human Rights and Opportunities. Forms can be found at: http://www.ct.gov/opm/cwp/view.asp?a=2982&q=390928&opmNav_GID=1806

Must fill out : to CHRO *Forms and Reports For Construction Contractors*

- [Checklist for Contractors on Municipal Public Works Contracts](#)
- [Affirmative Action Plan Format](#) ***Rev. June 2018***
- [Set Aside Plan Format](#) ***Rev. June 2018***
- [Sample AA/EOE Policy Statement](#) ***Rev. March 2018***

- [Instructions for Filing Forms](#)
- [Minority Workforce Utilization Report \(CHRO CC257 AND CC 257a\)](#)
- [Cumulative Minority Workforce Utilization Report \(CHRO CC257b\)](#)
- [Small Contractor and MBE Status Report \(CC258a\)](#)
- [Monthly Materials Consumption Report \(CHRO CC259\)](#)
- [Map of CT Metropolitan Statistical Areas](#)
- [Links to maps for download in various formats](#)

18. AWARD AND AUTHORITY

The Purchasing agent from Town Hall on will issue notification of award in writing along with Standard contract and a Purchase order. **THE TOWN RESERVES THE RIGHT TO ELIMINATE ANY OR ALL ALTERNATE ITEMS. LOW BIDDER WILL THEN BE BASED ON THE PROPOSAL OF REMAINING BASE BID**

19. PRICING

All prices quoted are to be firm for a period of Three hundred & ninety (390) days following bid opening. Special Consideration will be given to responses with extended firm price dates. The Town & THE BOE is always interested in any and all cost reduction opportunities. The Award will be made by the best value and qualified for the both schools.

Note each project Jane Ryan and Booth hill will be awarded separately according to the State regulations. One contract can be awarded both projects.

**TOWN OF TRUMBULL
TRUMBULL PUBLIC SCHOOLS
REQUEST FOR PROPOSALS
RFP# 6301 DUE: AUGUST 7, 2018 @ 2:30PM**

**BOOTH HILL ELEMENTARY SCHOOL WINDOW & ENTRANCE REPLACEMENT
STATE PROJECT NO. 144-0105 EC/CV**

STATEMENT OF QUALIFICATIONS (To be submitted with proposal)

Submitted by:

Name of Organization _____

Name of Individual _____

Title _____

Address _____

Telephone _____ Fax: _____ Cell: _____

Contractor's General Business Information

Check If: Corporation Partnership Joint Venture Sole Proprietorship

If Corporation:

a. Date and State of Incorporation

b. List of Officers

Name Title

If Partnership

a. Date and State of Organization

b. Names of Current General Partners

c. Type of Partnership

General Publicly Traded

Limited other (describe _____)

If Joint Venture:

a. Date and State of Organization

b. Name, Address and Form of Organization of Joint Venture Partners: (Indicate managing partner by an asterisk*)

If Sole Proprietorship:

a. Date and State of Organization

b. Name and Address of Owner or Owners

1. On Schedule A, attached, list major engineered construction projects completed by this organization in the past five (5) years. (If a joint venture list each participant's projects separately).
2. On Schedule B, attached, list current projects under construction by this organization. (If joint venture, list each participant's projects separately).
3. Name of Surety Company and name, address, and phone number of agent.

4. Is your organization a member of a controlled group of corporations as defined in I.R.C. Sec. 1563?

Yes___ No ___

If yes, show names and addresses of affiliated companies.

5. Furnish on Schedule C, attached, details of the construction experience of the principal individuals of your organization directly involved in construction operations.

6. Has your organization ever failed to complete any construction contract awarded to it?

Yes___ No ___

If yes, describe circumstances on attachment.

7. Has any Corporate officer, partner, joint venture participant or proprietor ever failed to complete a construction contract awarded to him or her in their own name or when acting as a principal of another organization?

Yes___ No ___

If yes, describe circumstances on attachment.

8. In the last five years, has your organization ever failed to substantially complete a project in a timely manner?

Yes ___ No ___

If yes, describe circumstances on attachment.

9. Indicate general types of work performed with your own work force.

10. If required, can your organization provide a bid bond for this project? Yes ___ No ___

11. What is your approximate total bonding capacity?

\$500,000 to \$2,000,000 _____ \$2,000,000 to \$5,000,000 _____

\$5,000,000 to \$10,000,00 _____ \$10,000,000 or more _____

12. Describe the permanent safety program you maintain within your organization. Use attachment if necessary.

13. Furnish the following information with respect to an accredited banking institution familiar with your organization.

Name of Bank _____

Address _____

Account Manager _____

Telephone _____

I hereby certify that the information submitted herewith, including any attachment is true to the best of my knowledge and belief.

Name of Organization: _____

By: _____

Title: _____

Dated: _____

Notary Public Signature

Date Commission Expires

**TOWN OF TRUMBULL
REQUEST FOR PROPOSAL
RFP# 6300**

WINDOW & ENTRANCE REPLACEMENT

**JANE RYAN ELEMENTARY SCHOOL
STATE PROJECT NO. 144-0104 EC/CV**

**BOOTH HILL ELEMENTARY SCHOOL
STATE PROJECT NO. 144-0105 EC/CV**

PROPOSAL FORM

Proposal of _____ (hereinafter called "Proposer, Bidder"), organized and existing under the laws of the State of Connecticut, doing business as to the Engineering Department, Town of Trumbull, Connecticut (hereinafter called the "Owner").

In compliance with your Advertisement for Proposals, Proposer hereby proposes for the **JANE RYAN & BOOTH HILL ELEMENTARY SCHOOLS WINDOW & ENTRANCE REPLACEMENT** project, in the Town of Trumbull, Connecticut together with all related incidental and appurtenant work as described in the specifications or outlined and/or shown on the exhibits. The work is to be done in strict accordance with the Specifications, Drawings and all Contract Documents, within the time set forth therein, and at the prices stated on the Proposal Schedule.

By submission of this Proposal, each Proposer certifies, that this Proposal has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this Proposal with any other Proposer or with any competitor.

Proposer hereby agrees to commence work under this contract on or before a date to be specified in the "Notice to Proceed", and to fully complete the Project within one hundred and twenty (120) consecutive calendar days thereafter.

Proposer further agrees that he will provide and sustain the required Bonds and Insurance Policies as required.

Proposer understands that the Owner reserves the right to reject any or all proposals and to waive any informality in the bidding.

Proposer agrees that this proposal shall be good and may not be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for receiving proposals.

Upon receipt of written notice of the acceptance of this proposal, proposer shall execute the formal contract attached within five (5) days and deliver a Surety Bond or Bonds as required in the General Conditions. The Bid Security attached in the sum of _____ Dollars (\$ _____) is to become the property of the Owner in the event the contract and bond are not executed within the time above set forth, as liquidated damages for the delay and additional expense to the Owner caused thereby.

The undersigned hereby declares that in regard to all conditions affecting the work to be done and the labor and materials required, this proposal is based on his investigations and findings, and the Town of Trumbull and the Engineers and their officers, agents and employees shall not in any manner be held responsible for the accuracy of, or be bound by any estimates, borings, water or underground conditions relative to the proposed work, indicated in this or in the other contract documents; that no warranty or representation has been made by the Town of Trumbull or the Engineers or their officers, agents and employees as to subsurface soil or rock conditions, ground water, or other underground and similar conditions; nor has any representation or warranty been so made that the estimated quantities to be used for comparison of proposals will even approximate the actual quantities or materials and work which the Contractor may be required to furnish or perform.

Respectfully submitted,

Company Name

By (Signature)

Address -City /Town /Zip

Print Name

Email

Title

Date

Telephone/Fax

(SEAL-if proposal is by a corporation)

Note: Insert Proposer's name. If a corporation, give the State of Incorporation using the phrase, "A corporation organized under the laws of

_____, composed of officers as follows:

President

Secretary

Vice President

Treasurer

If a partnership, give names of partners, using also the phrase, "co-partners trading and doing business under the firm name and style of _____, composed of partners as follows:

PROPOSAL FORM (continued)

(TO BE ON BIDDER'S LETTERHEAD)

To: Town of Trumbull
5688 Main Street
Trumbull, CT 06611

Project WINDOW & ENTRANCE REPLACEMENT PROJECTS
Jane Ryan Elementary School
190 Park Lane
State Project No. 144-0104 EC/CV
&
Booth Hill Elementary School
544 Booth Hill Road
State Project No. 144-0105 EC/CV
Trumbull, Connecticut

Date: _____

Submitted by:

(full name)

(full address)

1. OFFERS

Pursuant to and in compliance with the Invitation to Bid relating thereto, the Undersigned,

himself/herself with the conditions present and carefully examined all the documents (including the Drawings and Specifications dated May 24, 2018), General Instructions, Bid Proposal Form, etc., together with all Addenda issued and received prior to closing time for receipt of Bids as prepared by Antinozzi Associates hereby offers and agrees as follows:

To provide all materials, all labor and all else whatsoever necessary to erect and properly finish all work in accordance with said documents for the above-mentioned projects to the satisfaction of the Architect and Owner for the stipulated sum of

Booth Hill ES Base Bid (in words) _____

Booth Hill ES Base Bid (in figures) \$ _____

If awarded Both Schools Base Bid (in words) _____

If awarded Both Schools Base Bid (in figures) \$ _____

Enclosed herewith is the Bid Guaranty (ten percent (10%) of Base Bid minimum), which is in the form of:

() Bid Bond () Certified Check

All State of Connecticut taxes are excluded from the Bid Sum.

2. ACCEPTANCE

- a. This offer shall be open to acceptance for ninety (90) days from the Bid opening date.
- b. If this Bid is accepted by the Owner within the time period stated above, Undersigned will:

- 1) Execute this Agreement within ten (10) days of receipt of acceptance of this Bid.
 - 2) Furnish the required bond(s) within ten (10) days of receipt of acceptance of this Bid.
 - 3) Commence work within seven (7) days after written Notice to Proceed or Contract signing.
- c. If this Bid is accepted within the time stated, and the Undersigned fails to provide the required Bond(s), the Owner may charge against the Undersigned the difference between the amount of this bid and the amount for which the contract for the work is subsequently executed, irrespective of whether the amount thus due exceeds the amount of the bid guaranty.
- d. In the event this Bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

3. CONTRACT TIME

If this Bid is accepted, the Undersigned will complete all the work per the contract documents and shall receive satisfactory inspection by the appropriate municipal and state entities within **ninety (90) calendar days** from Notice to Proceed. It is additionally understood that liquidated damages, in the amount **One Thousand dollars (\$1,000.00) per calendar day**, will be assessed for failure to complete the project within the above time period. . This Bid proposal is valid for 390 days from the day of the opening of the bid(s)

4. CHANGES TO THE WORK

Equitable adjustments for Changes in the Work will be net cost plus a percentage feed in accordance with the General Conditions. Using AIA change orders

5. ADDENDA

The following Addenda have been received. The modifications to the Bid Documents noted therein have been considered and all costs thereto are included in the Base Bid.

Addenda # _____, _____, _____, _____, _____

6. ALTERNATES

The undersigned proposes to furnish all Labor, Materials, Equipment and Services necessary to construct the items listed in the Alternates described in Section 012300 for the stipulated sum of:

THE TOWN /BOE RESERVES THE RIGHT TO ELIMINATE ANY OR ALL-ALTERNATE ITEMS. LOW BIDDER WILL THEN BE BASED ON THE PROPOSAL OF REMAINING BASE BID AND / OR EITHER ALTERNATE.

- a. Add Alternate No.1: Roller Window Shades – Booth Hill ES:

ADD TO THE BASE BID THE SUM OF \$ _____

7. UNITS PRICES

- a. Add pressure treated wood blocking, as specified, cut to fit around structure and systems and installed

\$ _____ BF

- b. Deduct pressure treated wood blocking, as specified, cut to fit around structure and systems and installed

\$ _____ BF

- c. Small containment preparation to enclose asbestos/PCB abatement areas (>160 SF/260 LF)

\$ _____ Containment

- d. Large containment preparation to enclose asbestos/PCB abatement areas (>160 SF/260 LF)

- \$_____ Containment
- e. Window and window/door system caulking, removal and disposal as ACM
\$_____ LF
- f. Window and window/door system caulking, removal and disposal as ACM/PCB bulk product, mixed waste
\$_____ LF
- g. Window glazing, removal and disposal as ACM/PCB bulk product, mixed waste (includes removal of entire window system – frame and glass)
\$_____ Unit
- h. Cement board (transite) soffit, removal and disposal as ACM
\$_____ SF
- i. Damp proofing, removal and disposal as ACM
\$_____ SF
- j. Containment, PPE, cleaning of materials and supplies, waste generated during removal of PCB waste, removal and disposal as PCB remediation waste
\$_____ 20-yd Container
\$_____ 30-yd Container
\$_____ 55-gallon Drum
- k. Dispose of lead painted waste as non-hazardous for lead as construction debris
\$_____ CY (add)
\$_____ CY (deduct)
- l. Dispose of lead painted waste as hazardous waste for disposal
\$_____ CY (add)
\$_____ CY (deduct)

BID FORM SIGNATURE (S)

The Corporate Seal

(Bidder - please print the full name of your Proprietorship, Partnership, or Corporation)

Was hereunto affixed in the presence of:

(Authorized signing officer) (Title)

(Seal)

(Authorized signing officer) (Title)

If the Bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture in the appropriate form or forms as above.

**TOWN OF TRUMBULL
TRUMBULL PUBLIC SCHOOLS
REQUEST FOR PROPOSALS
RFP# 6301 DUE: AUGUST 7, 2018 @ 2:30PM**

**BOOTH HILL ELEMENTARY SCHOOL WINDOW & ENTRANCE REPLACEMENT
STATE PROJECT NO. 144-0105 EC/CV**

REFERENCES

(TO BE SUBMITTED WITH PROPOSAL – ATTACH ADDITIONAL PAGES AS NECESSARY)
LIST REFERENCES FOR SIMILAR SERVICES PROVIDED FOR AT LEAST FOUR (4) CLIENTS IN THE PAST FIVE (5) YEARS (ATTACH ANY OTHER CLIENT REFERENCES IF DESIRED). PLEASE NOTE IT IS THE TOWN'S INTENT TO COMMUNICATE WITH THE REFERENCES LISTED HEREIN.

CLIENT 1:

Organization Name: _____
Contact Name: _____ **Phone:** _____
Service Dates: _____
Project(s): _____

CLIENT 2:

Organization Name: _____
Contact Name: _____ **Phone:** _____
Service Dates: _____
Project(s): _____

CLIENT 3:

Organization Name: _____
Contact Name: _____ **Phone:** _____
Service Dates: _____
Project(s): _____

CLIENT 4:

Organization Name: _____
Contact Name: _____ **Phone:** _____
Service Dates: _____
Project(s)

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THE PROPOSER SHALL STATE THE NAMES OF ALL OF ALL PROPOSED SUBCONTRACTORS. (Copy Additional Pages as Needed)

PROPOSED SUBCONTRACTORS

If none, write "None" _____.

*Description of Work _____
Proposed Subcontractor Name _____
Address _____

*Description of Work _____
Proposed Subcontractor Name _____
Address _____

*Description of Work _____
Proposed Subcontractor Name _____
Address _____

*Description of Work _____
Proposed Subcontractor Name _____
Address _____

*Insert description of work and subcontractors' names as may be required.

This is to certify that the names of the above-mentioned subcontractors are submitted with full knowledge and consent of the respective parties.

The Proposer warrants that none of the proposed subcontractors have any conflict of interest as respects this contract.

Proposer _____
(Fill in Name)

By _____
(Signature and Title)

Please BID 6301 Prevailing Wages, General conditions- Specifications requirements, & Drawings

END OF PROPOSAL FORMS