

**TOWN OF TRUMBULL
PUBLIC WORKS DEPARTMENT
REQUEST FOR BID
TIMBERTECK /AZEK DECKING BOARDS**

BID NUMBER 6364

DUE: November 7, 2019 @ 2:00 PM

GENERAL INSTRUCTIONS TO BIDDERS

The Town of Trumbull, Connecticut (hereinafter referred to as Town), through the Office of the Purchasing Agent, will accept sealed bids for **TIMBERTECK/AZEK DECKING BOARDS** in accordance with the specifications and requirements contained in this request.

This RFB is not a contract offer, and no contract exists until a written contract is signed by the Town and the successful proposer. It's the sole responsibility of the contractor/ vendor to check the Towns website for any addendum(s).

TIMBERTECK /AZEK DECKING BOARDS

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 two (2) 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, Email, 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: 6364 Due: NOVEMBER 7, 2019 @ 2:00PM
KEVIN BOVA
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 shall be answered up to the close of business on **November 1, 2019** after which time No additional questions will be accepted. To ensure consistent interpretation of certain items, answers to questions the Town deems to be in the interest of all bidders will be made available in writing or by Email, or Fax as appropriate to all Bidders.

- a. All Technical inquiries regarding this request may be directed to **Dmitri Paris (203-452-5075)** or dparis@trumbull-ct.gov. 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 or by fax as appropriate to all bidders or listed on town website as addenda. All other questions may be directed to Kevin J. Bova Purchasing Agent (203-452-5042) kbova@trumbull-ct.gov additionally, after proposals are received, 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.

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7. **AWARD AND AUTHORITY**

The Town Purchasing Agent will issue notification of award in writing along with town Standard contract. Also a purchase order will be given to the selected contractor.

The award shall be made after careful consideration of all factors including but not limited to price.

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 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. The Contractor shall comply with all of the Connecticut General Statutes and comply with the EEO requirements.

12. **ADDENDA**

It is the responsibility of the bidder to verify prior to final submittal of a 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 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 **60 days** 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.

14. **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.

15. **DELIVERY**

- a. Delivery & schedule shall be coordinated with the Parks Supervisor Dmitri Paris.
- b. **Special consideration may be given to bidders that can expedite Delivery.**
- c. ALL INVOICES TO BE SENT TO ATTN:
Dmitri Paris
PWD – Parks department
366 Churchill Road TRUMBULL CT 06611

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TECHNICAL SPECIFICATIONS AND REQUIREMENTS

Park and Recreation Supervisor is requesting for the chosen contractor/ supplier to deliver the following supplies to 366 Church Hill Road, Trumbull, CT 06611.

Specifications of Timbertech/Azek Decking for Vietnam Memorial Bridge

ITEM 1 Quantity :
250, ADB15516CS / 5/4 X6 -16'
Timbertech Azek Vintage PVC Deck boards (Coastline 6" square edge (Actual size 1"x3-1/2)

ITEM 2 - Quantity :
250, ADB13516CS / 5/4 X4 -16'
Timbertech Azek Vintage PVC Deck boards (Coastline 4" square edge (Actual size 1"x3-1/2)

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PROPOSAL FORM

Having received the specifications prepared by the Town the undersigned hereby submits the following Lump Sum Price to perform the work outlined for the subject project, and attests that this bid meets all the specifications and conditions stated in this Request for Bid as follows: The undersigned hereby submits proposal(s) 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. It is understood that the Town reserves the right to reject any or all proposals

Item	Description	QTY	Unit cost each	Total cost each x 250
1	ADB15516CS / 5/4 X 6 -16' Timbertech Azek Vintage PVC Deck boards (Coastline 6" square edge (Actual size 1"x 3-1/2)	250		
2	ADB13516CS / 5/4 X 4 -16' Timbertech Azek Vintage PVC Deck boards (Coastline 4" square edge (Actual size 1"x 3-1/2)	250		

TOTAL AMOUNT OF ITEM 1 & 2 BID:

\$ _____
 (In figures)

 (In words)

The above price is firm for _____ months.

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 # _____, _____, _____, _____, _____

Company Name

by (Signature)

Address

Print Name

Town/State/Zip

Title

Date

Telephone/Fax

Email

Emergency Phone

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REFERENCES

(To be submitted with Bid – 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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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)

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NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of _____)

) SS:

County of _____)

_____, being first duly sworn,

1. He is _____ of _____ the bidder that has submitted the attached bid.
2. He is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such bid.
3. Such price is genuine and is not a collusive or sham bid.
4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communications or conference with any other Bidder, firm or person to fix the proceeds or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the Bid price of any bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage, against the Town of Trumbull, (Owner) or any person interested in the proposed Contract; and
5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest including this affiant.

Signature and Title of Person

Subscribed and sworn before me this _____ day of _____, 20_____.

My Commission Expires _____ (Date)