INSTRUCTIONS TO BIDDERS

Mail or deliver this entire completed bid package in a sealed envelope to be received no later than 2:15 P.M. on October 10, 2023.

TO: Town of Ledyard
Mayor's Office
741 Colonel Ledyard Highway
Ledyard, CT 06339

To be noted on the outside of the envelope:

DO NOT OPEN UNTIL 2:15 P.M. on October 10, 2023.

Project #072- ARPA-102
46 Blacksmith Drive
Ledyard, CT 06339

Mandatory pre-bid conference
October 3, 2023, at 10:00 A.M.
46 Blacksmith Drive
Ledyard, CT 06339

All interested contractors are required to attend.

Note: Contractor is to submit the entire bid package and any addendum issued. All bids must be filled in completely. It is suggested that the contractor retain a copy of the entire bid package.

All bids shall remain in effect for forty–five (45) calendar days after the receipt of bids.

CONTRACTOR'S BUSINESS NAME: _____

AN AFFIRMATIVE ACTION/ EQUAL OPPORTUNITY EMPLOYER
WBE/ SBE/ MBE & SECTION 3 DESIGNATED BUSINESSES
ARE ENCOURAGED TO APPLY

GENERAL CONDITIONS

OWNER: Gregory & Rebecca Cephas
ADDRESS: 46 Blacksmith Drive
Ledyard CT 06339

PROJECT: 072-ARPA-102

1. The Contractor, unless otherwise specified, shall provide all labor, materials, tools, equipment, and related items, and pay all necessary taxes, fees, and permits necessary to complete all of his work as detailed on the attached scope of work.

2. All rehabilitation, alterations, repairs, or extensions shall be in compliance with all applicable codes of the Municipality. All electrical, heating, and plumbing work shall comply with the rules and regulations of the National, State and Local Codes. Before commencing work, contractors and/or subcontractors shall obtain all necessary permits.

3. The Contractor certifies that he has familiarized himself with the requirements of the specifications and plans and understands the extent and character of the work to be done, and inspected the premises and given his full attention to any and all areas with which he might become specifically involved. He must familiarize himself with all conditions relating to and affecting his work and bid.

4. The selected Contractor must, prior to contract signing, supply the Town and the Owner with the original certificates of insurance for general liability, auto liability, and worker's compensation, as applicable. General liability insurance shall be a broad form contractual endorsement with minimum limits of one million ($1,000,000.00) dollars per occurrence for bodily injury and five hundred thousand ($500,000.00) dollars per occurrence for property damage. Auto Liability insurance shall cover hired and non-hired autos in accordance with State law. Workers' Compensation Insurance shall have a minimum limit of one hundred thousand ($100,000.00) dollars for each accident. The Contractor shall indemnify and save harmless the Owner and the Town under these policies. The contractor shall name the Owner, the Town, and A&E Services Group, LLC as additional insured as their interests may appear on the General Liability Insurance.

5. The Owner may cancel this contract by _____ and not be liable to the Contractor or the Municipality. Should the Owner opt to cancel they must sign and send the attached cancellation notice, see Attachment A, to the Contractor, otherwise the Owner shall issue a Notice to proceed authorizing the contractor to commence with the proposed improvements. Should the Notice to Proceed not be issued prior to 10 consecutive calendar days from the date of the expiration date of the right to cancel then the Contract will become Null and void.

6. The Contractor shall commence work under this contract prior to _____ and complete the work by_____.

7. The Contractor and Owner agree that all services offered by the Municipality and A&E Services Group, LLC. (hereinafter referred to as the "Program Manager"), which may affect the Contractor and Owner, are offered to facilitate the project implementation and applicable program compliance. The Contractor and Owner agree to, upon review and acceptance of such services provided, indemnify, defend, save and hold harmless the Municipality and Project Manager, their officers, agents and employees from and against any and all damage, liability, loss, expense, judgment or deficiency of any nature whatsoever (including, without limitation, reasonable attorney's fees and other costs and expenses incident to any suit, action or proceeding) incurred or sustained by Municipality or Project Manager which shall arise out of or result from Project Manager's actions performed in good faith of services pursuant to the Professional Services Contract. The Contractor and Owner agree that the Project Manager shall not be liable to the Contractor or Owner, its heirs, successors or assigns, for any act performed within the duties and scope of employment pursuant to Professional Services Contract.

8. All materials shall be new and of acceptable quality to what is specified. The property Owner shall select all colors for materials. All work performed, and materials utilized must be performed and installed in accordance with the applicable manufacturer's latest instructions and specifications. If there is a conflict between the specifications and manufacturer's installation instruction, the manufacturer's installation instructions shall prevail.

9. All work shall be neat and accurate and done in a manner in accordance with customary trade practices.

10. All manufacturers' warranties are to be extended to the property Owner free and clear of all liens.

11 The Contractor shall provide a written warranty and guarantee for labor and materials for a one (1) year period from the date of the Certificate of Completion. This guarantee shall be in addition to and not in limitation of, in lieu of, or modify any other guarantee that is due the property Owner from any manufacturer. See enclosed sample letter of warranty and guarantee.

12. The Contractor shall repair or replace all work, materials, and equipment which are found to be defective during the construction and guarantee period. Repair shall include any damage to surrounding work caused by the failure and/or necessary for the repair or replacement of the defect. All repairs and replacements shall be performed at no additional expense to the Owner and shall be completed prior to final payment.

13. The Contractor shall be responsible and take all necessary measures and precautions to protect and safe keeping of the surroundings from damage occurring due to the performance of their work. If such damage occurs, it will be repaired by the Contractor at no cost to the Owner. All on-site maintenance relating to the performance of the work shall be the responsibility of the Contractor until the Certificate of Completion is issued. The project shall be maintained in a habitable and safe condition daily if the project is to remain occupied.

14. The Contractor shall be responsible to remove and lawfully dispose of all debris resulting from his work in accordance applicable laws and regulations unless otherwise specified.

15. The Contractor shall reinstall any accessories removed while performing the work.

16. No changes shall be made to the contracts scope of work by either the Owner or Contractor without the written consent of the Project Manager. Any approved change in the scope of work will not commence until a written change order is processed and fully executed by the property Owner, Contractor, and the Program Manager. Any work performed without a fully executed change order may not be eligible for payment.

17. The Contractor may request a maximum of ___ progress payments. Payments will be made only for work completed, inspected, and approved by the local authority having jurisdiction over the work, the Owner, and Program Manager. The Contractor's request shall be in the form of an itemized bill, made to the Owner, for the portion of work completed to date. No payment will be made for materials stored on site. Payment requests shall be accompanied by a fully executed Lien Waiver, on a form provided by the Program Manager or other documentation, satisfactory to the Program Manager and Owner. The Contractor shall be responsible for obtaining the signatures and presenting them upon final payment.

18. Working hours shall be Monday – Friday 7:30 AM – 5:00 PM. Unless otherwise agreed to by the Owner. The Owner shall be responsible to make the property available to the Contractor during these hours. If the Owner is not available during these hours, they shall appoint someone to be there as their representative.

19. If the Contractor is delayed at any time in the progress of the work by any act or neglect of the Owner, or by changes ordered in the work or by labor disputes, fire, unusual delay in delivery of materials, transportation, adverse weather conditions not reasonably anticipatable, unavoidable casualties, or any causes beyond the Contractor's control, or by delay authorized by the Owner pending dispute resolution or by any other cause which justifies the delay, the contract time shall be extended by Change Order for such reasonable time as may be agreed upon by all parties. It shall be the responsibility of the Contractor to request and document in writing the reasons for such extensions within three (3) calendar days of the occurrence.

20. If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, or if the Contractor does not commence or pursue the work as hereinafter stated within the contract period, then the Owner shall have the right to terminate this agreement and to hire a successor Contractor to perform the remaining work. Any such termination shall be by certified mail to the Contractor to the address noted in this agreement and shall be effective as of the date of mailing.

21. In the event of termination payments by the Owner to the original contractor and successor contractor shall be as follows:

    The successor Contractor shall first be paid and then the terminated Contractor. Payments to the terminated Contractor shall be limited to those funds remaining after payment to the successor Contractor but shall not exceed the value of the work performed by the terminated

Contractor. Should the total cost for work performed by the successor contractor under this contract exceed the amount stated in this agreement due to the Contractors termination, then the Owner shall have a cause of action against the terminated Contractor for any such additional cost.

22. All claims or disputes between the Owner and Contractor arising out of or related to the work shall be resolved by the Program Manager, Town Representative and Local Code Official. It is understood and agreed by the parties hereto that neither party will institute any form of legal action, including, but not limited to, attaching the assets of the other party, unless and until it has made a good faith attempt to have the dispute resolved in accordance with the provisions of this Section. Noncompliance with the conditions precedent constitutes a waiver of the right to assert said claim.

23. The Contractor will not discriminate against any employee or applicant for employment because of race, color, creed, religion, sex, sexual preference, national origin, or mental or physical disability during the performance of this agreement. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship, without regard to their race, color, creed, religion, sex, sexual preference, national origin or mental or physical disability. This provision will be inserted in all subcontracts for work covered by this agreement.

24. In the event of the Contractor's noncompliance with this equal opportunity clause or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further contracts in accordance with procedures authorized in Presidential Executive Order 11246, or by rule, regulations, or order of the Secretary of Labor or as provided by law.

25. No officer, employee or member of the Governing Body of the Town shall have any financial interest, direct or indirect, in this contract or the proceeds of this loan.

26. The Owner and/or Town retains the right to reject any or all bids or any part of any bid in part or in whole if deemed to be in the best interest of the Owner and/or Town.

27. Substitutions of materials from that specified are only allowed on an approved/equal basis. The Contractor must submit written documentation of the substitute item or material for approval by the Owner and Program prior to making such substitution. Any items or material substituted by the Contractor without prior written approval of the Owner and Program will at Contractor's expense be replaced if it is determined not to be equal to the item or material specified. Any surrounding, adjoining, or dependent items affected by replacement of unequal substituted material shall also be replaced, reworked, and reinstalled at no cost to the Owner.

28. Bids shall contain prices for general categories of work and/or items as specified on the attached sheets. In the event of a discrepancy between prices listed in the specifications and those on the cost summary sheet, the prices listed on the specification for that section shall prevail. In the

case of a mathematical error by the Contractor, the correct sum of the individual line items in the specifications (not in the cost summary) shall be the Contractor's bid.

29. All bids shall remain in effect for forty five (45) calendar days.

30. The Owner will supply all necessary power required by the Contractor at no additional cost to complete his work. Power shall be limited to the use of existing outlets and shall not exceed the existing capacity of the system. Power required over the capacity of the existing electrical system shall be the responsibility of the Contractor. Heating during construction shall be supplied by the owner.

31. The specifications and drawings, if any, are complimentary. Work described in the specifications does not necessarily have to appear on the drawings, nor does work described on the drawings necessarily have to appear in the specifications. The Contractor is responsible for estimating all work whether described in the specifications, the drawings, or both. If there is a discrepancy between the drawings and the specifications, the specifications shall prevail. All work, whether described in the specifications, or the drawings is to be included in the bid summary sheet by appropriate line item. The contract will only be awarded to general Contractor's bidding on ALL line items.

ATTACHMENT A

Notice of Cancellation

«Date»

You may cancel this transaction without any penalty or obligation, within three business days from the above date.

If you cancel, any property traded in, any payments made by you under the contract or sale, and any negotiable instrument executed by you will be returned within ten business days following receipt by the seller of your cancellation notice, and any security interest out of the transaction will be canceled.

If you cancel, you must make available to the seller at your residence, in substantially as good condition as when received, any goods delivered to you under this contract or sale; or you may, if you wish, comply with the instructions of the seller regarding the return shipment of the goods at the seller's expense and risk. If you do make the goods available to the seller and the seller does not pick them up within twenty days of the date of the cancellation, you may retain or dispose of the goods without any further obligation. If you fail to make the goods available to the seller, or if you agree to return the goods to the seller and fail to do so, then you remain liable for performance of all obligations under the contract.

To cancel this transaction, mail or deliver a signed and dated copy of this cancellation notice or any other written notice, or send a telegram to «Business_Name» at «Contractor_Address», «Contractor_CityStateZip», not later than midnight of «Contract_Cancel_Date».

I hereby cancel this transaction.

_____ _____

Signed Date

Gregory & Rebecca Cephas
46 Blacksmith Drive
Ledyard CT 06339
Project #072-ARPA-102

General Construction Notes

1. The Contractor shall perform the work to accommodate to the greatest extent reasonable the normal use of the premises by the Owner during the construction period.

2. It is the Owners intention to proceed with the dwelling occupied during the entire construction project. Coordinate with the Owner in all construction operations to minimize conflict, and to facilitate the Owner usage of the dwelling, parking, and access to the building. Working hours are Monday – Friday 7:30 AM – 5:00 PM unless otherwise agreed to by the Owner.

3. The Contractor shall maintain containment within the work area when performing lead based paint reduction activities as required, until such time as clearance is received.

4. The Contractor shall coordinate any and all short-term interruptions or shutdowns with the Owner prior to commencing.

5. The Contractor shall take every precaution to ensure the safety of the occupant(s) during all phases of construction. The Contractor shall to the greatest extent reasonable maintain a least one exit for access. Coordinate restrictions and closures with Owner.

6. The Contractor shall be responsible for protecting the dwelling and contents from weather and or physical damage during construction.

7. The Contractor shall be responsible for any damage caused to the building and or contents caused by lack of said protection to the dwelling or contents until completion of the contract at no additional cost to the Owner.

8. The Contactor will be responsible for the movement of the owner's furnishings as required to facilitate the proposed work The Owner is responsible for the movement and safe keeping of valuable personal items and kick-knacks.

9. The Contractor shall assume full responsibility for the protection and safekeeping of his materials and products under this Contract stored on the site. The Contractor shall move any stored products under the Contractor's control which interfere with operations of the Owner.

10. Plants, shrubs, and lawn areas are to be protected from damage and debris. Repair and/ or replacement of all damage to existing landscaping shall be done at no additional cost to the Owner.

Project Meetings

1. The selected Contractor shall attend a contract signing and pre-construction meeting as scheduled by the Owner and Project Manager.

2. The selected Contractor shall attend periodic job meetings during the course of construction, on site, as required.

Product and Execution

1. Workers shall be experienced and skillful in performing the work assigned to them.

2. Contractor shall verify critical dimensions, operations and functions in the field before ordering or fabricating items which must fit adjoining construction. The Contractor shall verify all existing conditions and dimensions prior to the work. Any and all discrepancies shall be reported to the Owner and Project Manager prior to ordering any materials or performing the work.

3 The Contractor shall follow manufacturer's instructions for assembly, installation and product adjustment. In the event of conflicting specifications the specifications of the manufacturer shall prevail.

4. The Contractor shall notify the Owner and Project Manager, within 24 hours of discovery, in the event unforeseen circumstances. If the work is deemed additional or extra by the Project Manager then a change order will be negotiated, executed and authorized by the Contractor, Owner and Project Manager prior to the commencement of the work. Any work performed prior to the execution of a change order may not be considered for payment.

5. The specifications do not attempt to detail every task and procedure required to perform the work in full. The Contractor shall perform the work as required to complete the work in a professional manner using customary trade practices and standard work practices.

Removal of Debris and Site Maintenance

1 The contractor shall include in their bid the cost of trash containers and the removal and lawful disposal of said debris off site as required.

2. The Contractor shall coordinate with the Owner for the placement of trash containers if necessary prior to the start of the proposed work.

3. The Contractor shall be responsible for the daily clean up and maintenance of the site. All debris, construction materials, scrap, rubbish etc. shall be placed in a trash container or dumpster on a daily basis. Sidewalks, driveways and pedestrian ways shall be clean and free of debris at the end of each day.

4. The Owner shall not place anything in the dumpster without prior approval from the Contractor.

Material Delivery, Storage and Handling

1. The Contractor shall determine and comply with manufacturer's recommendation on product handling, storage installation and protection.

2. Products shall be delivered to the job site in their manufacturers' original containers, with labels intact and legible. Do not deliver materials to job site until they can be properly protected.

3. Maintain packaged materials with seals unbroken and labels intact until time of use.

4. The Owner and or Project Manager may reject materials and products which do not bear identification satisfactory to the Owner or Project Manager

Submittal

The following list of submittals is for the convenience of all parties concerned it is not necessarily a complete list of all submittals required.

1. Submit the following before the start of work:
   a. Copy of building permit.
   b. Material submittals.

2. Submittals before Certificate of Completion and final payment.
   a. Acceptance of work from local Building Official.
   b. All warranty and guarantee information.
   c. Signed and notarized lien waivers from first tier subcontractors.

Warranties and Guarantees

1. The Contractor shall issue the Owner a written Notice of Guarantee after the date of receipt of Certificate of Completion. Submit to the Owner on letterhead in the following form: Name of Project and date

   I/We, (FIRM NAME), hereby warrant, and guarantee workmanship on labor for the renovations performed at 46 Blacksmith Drive, Ledyard CT 06339 as per contract signed on _____ for a period of ONE (1) YEAR from the date of the Certificate of Completion.
   Signed Dated

End of Section

ROOFING

General

1. Work in this section shall be governed by the Contract Documents. Contractor shall provide all materials, labor, equipment and services necessary, to perform and complete the work specified herein and or as required by job conditions.

2. The Contractor shall maintain the buildings in a weather tight condition throughout the course of construction.

Intent

The intention of this section of the specification includes but not limited to the following:

1. Remove and dispose of all roofing materials from the house.

2. Install asphaltic, architectural, strip type shingles and SBS membrane roofing materials including but not limited to metal rake and drip edging, ice & water shield, shingle underlayment, ridge vents, plumbing boots, and flashings.

References

1. ASTM D 224 - Standard Specifications for Smooth Surfaces Asphalt Roll Roofing

2. ASTM D226 - Standard Specifications for Asphalt Saturated Organic Felt used in Roofing & Waterproofing

3. ASTM D 3018 - Standard Specification for Class A Shingles Surfaced with Mineral Granules.

4. ASTM 3161 - Standard Test Method for Wind Resistance of Asphalt Shingles (Fan Induced Method)

5. ASTM 3462 - Standard Specification for Asphalt Shingles Made from Glass felt and Surfaced with Mineral Granules.

6. ASTM 4586 - Standard Specification for Asphalt Roof Cement, Asbestos Free

7. ASTM D4869 - Standard Specification for Asphalt – Saturated Organic Felt Shingle Underlayment used in roofing.

8. ASTM D 6757 - Standard Specifications for Inorganic Underlayment for Use with Steep Slope Roofing

9. ASTM E 108 - Standard Test Methods for Fire Tests of Roof Coverings.

Materials

1. Sheathing – ½" 4-ply fir sheathing. APA rated CDX exterior grade.

2. Seam Tape- As manufactured by 3M, Scotch or approved equal.

3. Rake & Drip Edge – White aluminum rake & drip. Drip edge shall be 5" wide.

4. Underlayment - . GAF "Shingle Mate" or approved equal for strip type shingles and GAF " Roof Pro" for SBS roofing application where applicable. Underlayment shall conform to ASTM - D226, Type 1 or ASTM D4869 type 1.

5. Leak Barrier - GAF "Weather Watch" mineral surfaced leak barrier or approved equal. Material shall conform to the requirements of ASTM D 1970. Thickness to be min. 40 mils. Tensile strength MD (lbf/in) minimum 25.

6. Starter Strip Shingles shall be Pro Start eave and rake starter strip as manufactured by GAF or approved equal.

7. Laminated fiberglass – shall be GAF Timberline HD Shingles or approved equal. Shingles shall carry Underwriter's Laboratories labels, UL® 790 Class A Fire Resistance, UL® 997, Wind Resistance and ASTM D3462. Shingles shall be Class A, strip type, self sealing

8. Membrane Roofing – Roofing membrane shall be styrene-butadiene styrene (SBS) membrane roofing. Membrane roofing shall carry Underwriter's Laboratories label. Class A fire resistant, Wind resistant and ASTM. Where applicable.

9. Hip and ridge shingles shall be Seal – A – Ridge, ridge cap shingles as manufactured by GAF or approved equal

10. Ridge Vent - GAF "Cobra Ridge Vent, or approved equal.

11. Fasteners - Aluminum or galvanized sharp pointed conventional roofing nails with smooth shanks, minimum 3/8" diameter head and of sufficient length to penetrate ¾" into solid decking or penetrate through plywood sheathing. Provide 6 nails per full shingle. Staples are not acceptable.

12 Roof boots/ Flashing Vents - EPDM rubber-aluminum boots.

13. Flashing cement - trowel grade non asbestos mineral- fibered roofing mastic ASTM D-2822 Type 1 and ASTM D-4586 Type 1, equivalent to Karnak.

14. Step and roll flashing - Aluminum 0.040" thick, color mill finish.

15. Chimney flashing – step and counter flashing, lead flashing.

Shingle Removal

1. Remove and legally dispose of existing shingles and related roofing materials such as, but not limited to, underlayment, roof vents, plumbing boots, flashing materials, rake and drip edge, and fasteners from all roof sections of the house.

2. Contractor shall remove only as much material as can be replaced in a single work day. If additional sections of the roof are removed then the contractor shall provide tarps or other methods of protecting the structure from water infiltration. Contractor shall be responsible for any water damage to the structure and to owners' property as a result of inadequate protection from the elements.

3. Removal work shall be done in a manner and by such means as is necessary to protect the buildings and surrounding areas from damage; to cause minimum interruption to activities; to avoid hazard or injury to persons or property during the entire construction project.

Unit Price #1
Remove existing damaged or rotted decking and install new 1/2" x 4'x8' 4 ply CDX plywood decking. Provide APA exterior exposure plywood. Include all required labor and materials in cost per 4' X 8' sheet. Do not include in base bid.

$ _____ / 4 x 8 sheet

Preparation of Roof Deck

1. Inspect sheathing and notify owner & project manager of condition.

2. Tape all seam on plywood and seal voids in sheathing where vent pipes and or duct work penetrate roof deck.

3. Install leak barrier so as to extend a minimum of 24" beyond the face of the heated space, however no less that two courses along eaves. Extend leak barrier a minimum of an 1"-1 ½" onto fascia.

4. Install (18") eighteen inch wide strip of ice & water barrier along the rakes. Overlap and seal joints a minimum of 6".

5. Install a minimum of 18" x 18" piece of leak barrier around any roof penetrations such as

vent, hoods, plumbing stacks etc.

6. Install new metal rake and drip edge on all rakes and eaves. Fasten new metal edging every 8" on center using approved fasteners.

7. Install roofing underlayment over all roof decks to receive new roofing. Lap each course a minimum of 6" over lower course, and side lapping 4" at all joints.

8. Contractor to provide photographic evidence of underlayment installation and flashing details to Owner & Project Manager. Photos must show roof from ground and above prior to installation of shingles. Failure to provide photo documentation will result in removal of material to verify existence to the satisfaction of the Project Manager and Owner.

Shingle Roofing

1. Install shingles per manufacturer's written instructions.

2. Install starter course along eaves per manufacturer's written instructions.

3. Apply six nails per full shingle. Fasten shingles at or below nailing line. Maintain six inch (6") clearance from butt end of proceeding course with any fasteners. Install shingles to meet appropriate wind zone requirements per the building code.

Chimney Flashing

1. Reinstall existing chimney components as existing.

Roof Boots

1. Install EPDM rubber-aluminum roof boots on all plumbing vent pipes as required. Boot shall have soft rubber gasket and be sized to fit existing pipe.

End of Section

COST $_____

Gregory & Rebecca Cephas
46 Blacksmith Drive
Ledyard CT 06339
Project #072-ARPA-102

PROPERTY OWNER VERIFICATION

I the undersigned Owner acknowledge that I have fully read and understand the attached project specifications. I understand this to be the scope of work and the extent of the renovations to be performed at the property located at:

46 Blacksmith Drive
Ledyard CT 06339

I understand that any revisions to these specifications changing the scope of work can be made only for unforeseen circumstances. This is for my protection and for providing a clear understanding to the contractor who will provide a quote for the proposed work.

DATE: 9-5-23 OWNER: Gregory W. Cephas
Gregory Cephas

I, the undersigned agree to provide all labor, material, permits, taxes, insurance, equipment, and related fees, necessary to complete the work as specified above for the property located at:
46 Blacksmith Drive, Ledyard CT 06339

Gregory & Rebecca Cephas
46 Blacksmith Drive
Ledyard CT 06339
Project #072-ARPA-102

All work will be performed in accordance to applicable codes.

Small, Minority, Women-Owned Business Concern Representation

The bidder represents and certifies as part of its bid/ offer that it –

(a) ☐ is, ☐ is not a small business concern. "Small business concern," as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding, and qualified as a small business under the criteria and size standards in 13 CFR 121.

(b) ☐ is, ☐ is not a women-owned business. "Women-owned business enterprise," as used in this provision, means a business that is at least 51 percent owned by a woman or women who are U.S. citizens and who also control and operate the business.

(c) ☐ is, ☐ is not a minority business enterprise. "Minority business enterprise," as used in this provision, means a business which is at least 51 percent owned or controlled by one or more minority group members or, in the case of a publicly owned business, at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily operations are controlled by one or more such individuals. For the purpose of this definition, minority group members are (check the blocks applicable to you):

☐ Black Americans ☐ Asian Pacific Americans ☐ Hispanic Americans
☐ Asian Indian Americans ☐ Native Americans ☐ Hasidic Jewish Americans

(d) ☐ is, ☐ is not a bonafide Section 3 Company. "Section 3 company," as used in this provision, means that it meets the following definition:

1. 51% or more of the ownership of this company is owned by Section 3 residents, as defined by HUD.
2. Currently, at least 30% of the employees of the company are Section 3 residents, as defined by HUD.
3. At least 30% of the employees of the company were Section 3 residents, as defined by HUD, within three years of the date of first employment with this company.
4. I commit to subcontract at least 25% of the total value of this contract to Section 3 subcontractors, as these companies are defined above, and to provide the necessary evidence to substantiate this, prior to the award of contract.

****

Company Name: _____

Address: _____

_____

Phone: _____ Email: _____ CT Consumer Protection #_____

EIN-SS# _____ UE-ID# _____ CAGE # _____

Date: _____ Print Name: _____

Signature: _____

Total Bid Amount: $_____

Amount Written: _____

(This information must be submitted in order to have your bid considered responsive.)