



**TOWN OF LEDYARD
CONNECTICUT**

741 Colonel Ledyard Highway
Ledyard, CT 06339-1541
(Phone)(860) 464-8740
(Fax)(860) 464-1126

**LEDYARD POLICE STATION
SITE IMPROVEMENTS
Bid No. 2009-01**

Town of Ledyard, CT

**Information to Bidders
&
Bid Form**

August 2008

LEGAL NOTICE
TOWN OF LEDYARD, CONNECTICUT
INVITATION TO BID – BID #2009-01

LEDYARD POLICE STATION SITE IMPROVEMENTS

August 11, 2008

The Town of Ledyard seeks sealed bids for site improvements to the Ledyard Police Station. Project Plans, Information to Bidders and Bid Proposal Forms may be obtained in person at the Ledyard Town Hall, 741 Colonel Ledyard Highway, Ledyard, CT 06339 or by contacting the Mayor's office at (860) 464-3220.

Sealed proposals will be received by the Director of Finance, Ledyard Town Hall, 741 Colonel Ledyard Highway, Ledyard, CT. 06339, until **2:00 p.m., Tuesday, August 26, 2008**, at which time they will be opened and read aloud. Proposals received after that time will not be accepted and will be returned to the bidder unopened. Proposals should be clearly marked **"SEALED BID #2009-01: LEDYARD POLICE STATION SITE IMPROVEMENTS"**.

Prospective Bidders may contact Public Works Director Steve Masalin at (860) 464-1100 for additional information or clarification of the bidding process. The Town of Ledyard reserves the right to waive any technical defects in the bids; to reject any bids which do not conform to the terms and conditions described in the specifications; to reject any or all bids and to again invite bids; and waive informalities or irregularities in the bidding process.

The award of a Contract, if awarded, will be to the lowest responsible qualified bidder, provided that the bid is reasonable, and provided that it is in the best interest of the Town of Ledyard to accept such bid, and subject to any choice by the Town of Ledyard as to any alternate specifications as may be agreed upon.

Marcia Hancock
Director of Finance

AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

PREPARED BY:
CLA ENGINEERS, INC.
CONSULTING ENGINEERS
317 MAIN STREET
NORWICH, CT 06360

INFORMATION TO BIDDERS

1. Receipt of Bids

Bids are to be delivered in accordance with the invitation to bid.

2. Definitions

The following terms as used in this contract are defined as follows:

- A. Owner - The Owner of the project is the Town of Ledyard, Connecticut, acting through the Mayor.
 - B. Contractor - The term "Contractor" as hereinafter used shall refer to the General Contractor for this job.
 - C. Owner's Representative - The term "Owner's Representative" as hereinafter used shall refer to any engineer or inspector who is appointed by the Town to supervise, test or oversee the work herein specified.
 - D. Town - Wherever the term "Town" is used in this document, it shall mean the Town of Ledyard, Connecticut.
 - E. Contract - Wherever the term "contract" is used in this document, it shall mean the actual bid form, information to bidders, contract drawings (plan entitled " Site Improvement plan", Property of the Town of Ledyard, Ledyard Police Station – Sheet 1 and Sheet 2 entitled "Details") and formal purchase order issued to the Contractor.
3. The Town reserves the right to reject any or all bids, or any part of any bid or waive any informality in bids received, where such action is deemed in the best interest of the Town.
4. Experience - The Town will not award this contract unless the Contractor furnishes satisfactory evidence of his/her ability and experience to perform this work, and that he/she has sufficient capital and equipment to enable him/her to execute the work successfully and to complete it within specified time. As part of the bid, at the request of the owner, the Contractor must submit a list of five similar and successfully completed jobs whose relevance to the proposed job shall be deemed by the Town. The name, address, and telephone number of a contact person involved with each of these projects must be included.

5. Method of Award-Lowest Qualified Bidder

If, at the time this Contract is to be awarded, the lowest base bid submitted by a responsible bidder which demonstrates adequate experience and does not exceed the amount of funds then estimated by the Owner as available to finance the Contract, the Contract will be awarded on the lowest base bid. If such bid exceeds such amount, the Owner expressly reserves the right to increase or decrease any class, item, or part of the work, and this reservation includes the omission of any such item, items, class, or part of the work as may be decided by the Owner at unit prices submitted by the bidder to bring the Contract within available funds; or the Owner may reject all bids. In determining the lowest qualified bidder the total price bid for the Basic Contract will be used.

6. Description of Work

Work under this contract shall consist of all work as delineated on the contract drawings.

7. Time of Completion

The selected Contractor must obtain bonding, insurance and sign a contract within five (5) days of receipt of notice of award and must commence work within ten (10) days thereafter. The selected Contractor shall fully complete all work within 30 consecutive calendar days once work has commenced.

8. Standard Specifications

The Standard Specifications for Roads, Bridges, and Incidental Construction, Form 816, dated 2004 of the State of Connecticut, as specifically referenced to on the Contract Drawings shall apply and be considered a part of this specification as though it were bounded herein. The Standard Specification is available from the:

Department of Transportation
Engineer of Contracts
2800 Berlin Turnpike
P.O. Box 317546
Newington, CT 06131-7546

9. Contractor's Insurance

The Contractor must be able to enter into contract, covering the work, within 10 days from the acceptance of his bid.

The Contractor must, within 5 days from the date of acceptance of his proposal, file with the Town, Workmen's Compensation, Comprehensive General Liability, Comprehensive Auto Liability, Certificates of Insurance satisfactory to the Town, in compliance with the law, and in the following form and amount:

Comprehensive General Liability

Premises - Operations - Products/Completed Operations

General Aggregate	\$1,000,000.00
Occurrence	\$1,000,000.00

Comprehensive Automobile Liability

Combined Single Limit	\$1,000,000.00
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Workmen's Compensation

Statutory

Employer's Liability

\$1,000,000.00

Fire and Special Extended Coverage in Builder's Risk policy in the amount of 100% of insurable completed value.

If subcontractors are employed, same limits as named above shall apply and the certificate of insurance must be filed with the Town.

No contract shall be binding upon the Town until Comprehensive General Liability, Comprehensive General Auto Liability and Workmen's Compensation policy certificates indicated-above have been filed with the Town and approved as to form and sufficiency by the Owner. The insurance policy certificate provided by the successful bidder and all subcontractors shall carry a statement by the insurance company that the Town will receive at least ten (10) days notice prior to cancellation of any portion of the policies or any modifications in the insurance coverage that may affect the Town's interest. The cost of all insurance coverage shall be included in the price of the contract cost.

The insurance company must be licensed to do business in the State of Connecticut and must be satisfactory to the Town. THE TOWN MUST BE NAMED AS ADDITIONAL INSURED.

10. Employment of Labor

The wages paid to mechanics, laborers or workmen employed upon the work herein contracted to be done shall be at a rate equal to the rate of wages prevailing for the same work in the same trade or occupation in the project area as determined by the labor Commissioner of the State of Connecticut. See Section 31-53 of the General Statutes of the state of Connecticut, Revision of 195S, as amended.

Public Act 79-325 passed by the 1979 Legislature covers exemptions from Section 31-53 of the General Statutes. Under the new exemptions, effective October 1985, the regulations that the prevailing wage must be paid for work performed by contractors and subcontractors in connection with work on public facilities will not apply:

To public work alterations, repair, refinishing projects with total cost of less than \$100,000.

To public works new construction with a total cost of less than \$400,000.

All Contractors are informed that the project is considered a repair project.

All Contractors are advised to inform themselves and to comply with the requirements of Federal, State and local laws governing the employment of labor. The Contractor shall provide certified payroll sheets to the Town, which shall include all employees involved with the project for each payroll period during the course of the project.

11. Contract Security

The Contractor shall furnish a Performance Bond and Payment Bond in amounts equal to at least one hundred percent (100%) of the contract price as security for the faithful performance of the Contract, and for the payment of all persons performing labor on the project under this contract and furnishing materials, equipment and all other incidentals in connection with this contract. The Surety on such a bond shall be a duly authorized surety company satisfactory to the Owner and the cost of the same shall be paid by the Contractor

prior to the starting of any work, the bonds must be approved by the Owner and be in the Owner's hands. The bonds must be from a surety company licensed and approved to do business in the State of Connecticut.

12. Guarantee

The Contractor at no cost to the Town shall replace any material of workmanship found to be defective for up to one year from the date of acceptance by the Superintendent. Upon notification of defective material or workmanship, the Contractor shall immediately replace such defective areas, unless otherwise instructed by the Owner. To this end the Contractor shall provide a maintenance bond through the guarantee period. The bonding company shall be acceptable to the Owner.

13. Testing of Materials

All materials and workmanship shall be subject to inspection, examination, and testing by the Owner at any and all times during manufacture and/or construction and at any and all places where such manufacture and or construction is carried on, to establish conformance with these specifications and suitability for uses intended.

Responsibilities concerning testing procedures or notifications are as follows:

- A. The testing laboratory or inspection agency shall be selected by the Owner.
- B. The Owner shall furnish all pertinent contact information for the testing laboratory directly to the Contractor.
- C. The Contractor shall be solely responsible for all inspection coordination with the chosen testing laboratory.
- D. The Owner shall be responsible for the cost of initial testing. The Contractor shall be responsible for the cost of any re-testing or re-inspection of work which fails to comply with the requirements of the Contract Documents.

BID FORM
LEDYARD POLICE STATION SITE IMPROVEMENTS
LEDYARD, CONNECTICUT

TO: Office of the Mayor
Ledyard Town Hall
741 Col. Ledyard Hwy
Ledyard, Connecticut 06339

FROM: _____

The undersigned, having familiarized (himself, itself, themselves) with the existing conditions on the Project Site affecting the cost of the work, and with the Contract Documents for the LEDYARD POLICE STATION SITE IMPROVEMENTS hereby proposes to furnish all supervision, technical personnel, labor, materials, equipment, tools, appurtenances, services, materials not supplied by the Owner, and anything else necessary, including utility and transportation services required to perform and complete this Contract, all in accordance with the Contract Documents, at and for the unit prices for work in place for the following work items. Unit prices are to be written in both words and figures. In case of discrepancy, the unit price shown in words will govern.

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
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Ledyard Police Station Site Improvements

All work shown on the contract drawings including but not limited to:
Pavement replacement, gravel installation, striping, drainage, electrical
conduit installation sidewalk, curbing, and final restoration.

Lump Sum Amount _____

LUMP SUM PRICE IN WORDS: _____

The undersigned agrees, if awarded the Contract, to execute and fully complete all work within 30 days in accordance with the Information To Bidders. The undersigned has checked carefully all the above figures and understands that the OWNER will not be responsible for any errors or omissions on the part of the undersigned in making up this bid.

The Contractor acknowledges the receipt of the following Addenda;

Addendum No. __, dated _____

Addendum No. __, dated _____

Contractor understands that the Owner reserves the right to reject any or all bids and to waive any informalities in the bidding. The Contractor agrees that this bid shall be good and may not be withdrawn for a period of 30 calendar days after the scheduled closing time for receiving bids.

Respectfully submitted:

By _____
(Title)

(Business Address)

(Telephone Number)

(SEAL - if bid is by a corporation)