



**TOWN OF STRATFORD
PURCHASING DEPARTMENT
STRATFORD, CONNECTICUT**

BID No. 2014-068

Issued : September 22, 2014

Subject : Playground Wood Fiber

The Town of Stratford through the Office of the Purchasing Agent, will receive SEALED BIDS for furnishing the equipment described in the accompanying specifications, in accordance with the instructions, conditions and reservations that follow:

A. CLOSING DATE:

Bids will be received until 3:00 pm October 2, 2014 at which time they will be publicly opened and read. All bidders are invited to attend this public opening, which will be held immediately following the closing time specified above, in the Office of the Purchasing Agent, Room 202, Town Hall, 2725 Main Street, Stratford, CT 06615.

Any bid may be withdrawn prior to the above-scheduled time for receiving bids or authorized postponement thereof. Any bids received after the date and time specified shall NOT be considered. No bidder may withdraw a bid within 45 days after the actual opening thereof.

B. INSTRUCTIONS:

Bid proposals are to be submitted (**TWO COPIES**) in a sealed envelope and clearly marked with the bid number and description on the outside of the envelope, including all outer packaging (DHL, FedEx, UPS, etc).

Bids must be delivered to:

Purchasing Department
Stratford Town Hall – Rm 202
2725 Main Street
Stratford, CT 06615

C. CONDITIONS:

Bid Surety:

A Certified Check, Cashier's Check or Bid Bond in the amount of \$1,000.00 must accompany each proposal, made payable to the Town of Stratford. No bid will be considered without this surety. Upon award or rejection of the bid, all Certified Checks or Cashier's Checks received in lieu of Bid Bonds will be returned to the bidders.

Payment: Payment will be made upon the acceptance of the completed work by an authorized representative of the Town of Stratford. Invoices covering the work specified herein should be forwarded to the Purchasing Department upon completion of the project.

Taxes: The Town of Stratford is exempt from all State and Federal taxes. Do not include these amounts in your quotation.

Addendums: All addendums will be posted on the town website, www.townofstratford.com. It is the responsibility of the bidder to check the website for any addendums before submitting their bid.

F.O.B. Destination: All prices quoted must be net delivered to destination.

Conflict of Interest: No public official or employee shall, while serving as such, have any financial interest or engage in any business, employment, transaction or professional activity or incur any obligation of any nature which is in substantial conflict with the proper discharge of his/her duties or employment in the public interest.

Insurance Requirements:

A. General Liability

Occurrence limit \$1,000,000; aggregate limit \$2,000,000. The insurance carried by the proposer shall be on form CG 00 01, or equivalent. The Town of Stratford shall be named as an additional insured on the contractor's General Liability Insurance Policy with form CG 20 10 or CG 20 33, *and* CG 20 37.

B. Automobile Liability

Combined single limit of \$1,000,000. Comprehensive automobile policy to cover all owned, hired or non-owned automobiles or vehicles.

C. Workers Compensation

The proposer must have workers' compensation and employers liability insurance as required by Connecticut and federal law, plus employers liability limits of \$1,000,000 per accident, 1,000,000 disease each employee and \$1,000,000 disease policy limit.

D. Umbrella Liability

The proposer shall have a minimum coverage of \$1,000,000 excess umbrella coverage, naming the Town as additional insured.

The proposer shall procure and pay for the insurance coverage described above and must maintain the indicated insurance for a period of two (2) years after completion of the contract. All policies shall provide for thirty (30) days written notice prior to cancellation, substantial change or nonrenewal. The successful bidder must file an Insurance Certificate within two weeks of the date of notification of award. Failure or neglect to do so may be considered by the Town as proof that the proposer is unable to fulfill the contract. A current insurance certificate and a copy of the endorsement or policy wording adding the Town as Additional Insured must be in the Town's possession at all times. In addition, the selected firm shall require its subcontractors, if any, to meet the same insurance requirements and to furnish the Town with similar evidence of insurance.

In addition, the proposer shall, at all times, save, indemnify and hold harmless the Town of Stratford, its officers, agents, employees and servants from liability of any nature or kind, including costs and expenses for or on account of, any patented or copyrighted equipment, materials, articles, or processes used in the performance of this contract, or on account of any and all claims, damages, losses, litigation expense and counsel fees arising out of loss or injuries (including death) sustained by or alleged to have been sustained by the public or any persons affected by the proposer's work, or by the proposer or any subcontractor, or anyone directly or indirectly employed by them while engaged in the performance of their duties in connect

D. RESERVATIONS:

The Town of Stratford may consider informal any proposal not prepared and submitted to the Town in accordance with the provisions herein stated. The Town of Stratford reserves the right to reject any or all proposals or parts of proposals; to waive defects in same proposals; or to accept any proposal or part thereof deemed to be in the best interests of the Town of Stratford.

Michael Bonnar, Purchasing Agent

For questions or additional information, please contact Brian Carey at bcarey@townofstratford.com.

BID #2014-068
2014 Playground Surfacing Bid

The Town of Stratford reserves the right to accept or reject any and all proposals, to accept any proposal deemed advantageous and to waive irregularity in the proposals.

By bidding, the bidder acknowledges and will adhere to all bid specifications as stated within this bid packet.

Bidder is required to submit three (3) references of previous projects of similar or like nature.

Manufacturer's specifications (design guide), when used are to be considered informative to give the bidder information as to the type and kind requested. Proposals of any reputable manufacturer's regularly produced product of such item similar and substantially equivalent will be considered with the proper certifications.

Quantities required are substantially correct, but the town of Stratford reserves the right to increase and/or decrease the amount of work to be done by any amount at the same unit cost bid. Several areas will only requiring a resurfacing of fibar and not a complete replacement of the material.

Bid prices shall be firm for 90 days from bid opening. The Town may extend this contract for the same price for longer then 90-days in agreement with the selected contractor.

The successful bidder must be able to provide high quality customer service

Unit prices shall re-main in effect for the length of this agreement.

Evaluation of bid takes into account the following considerations: price, quality, delivery schedule, vendor's service and date of proposed delivery and placement.

All Bids must be made on the required BID TABULATION FORM. All blanks spaces for BID prices must be filled in, in ink or typewritten, and the BID form must be fully completed and executed when submitted.

Payment will be made by the Town of Stratford within thirty (30) calendar days after monthly invoice.

A conditional BID may be cause for rejection.

Please feel free to contact, Brian Carey via e-mail at bcarey@townofstratford.com if you have any questions about this bid or services.

General Specifications Acknowledgment

Bidder shall complete every space in the bidder proposal column with either a check mark to indicate the item being bid is exactly as specified or a description to indicate any deviation of item being bid from the specifications.

Item #	Description of Requirements	Bidder's Proposal
	<i>General and Delivery Only Requirements</i>	
1	Price bid shall include all cost for the service provided including but not limited to transportation, delivery, installation (if applicable), fuel surcharges, materials, staff time, equipment, etc.	
2	Vendor must provide a certificate from the International Playground Equipment Manufacturer Association (IPEMA) that ensures surfacing meets ASTM standards F1292 (impact attenuation) and F2075 (Engineered wood fiber).	
3	No taxes shall be included in the bid price since the Town of Stratford is exempt from all sales tax. The Town will provide selected vendor applicable proof of sales tax exemption.	
4	Transportation of wood fiber shall be done only in vehicles capable of handling the material in accordance with State and Federal transportation handling and safety requirements. Suppliers shall, if requested by the Town of Stratford, produce documentation to demonstrate compliance with such requirements.	
5	Vendor shall provide the Town of Stratford acceptable proof of insurance which meets the requirements as identified in the bid packet.	
6	Vendor has reviewed the information provide in this bid document on the identified playgrounds.	
7	In the event of any discrepancy in service, this agreement may be terminated by the Customer with a thirty (30) day written notice. At any time during this 30 day period, vendor may respond in writing as to the corrective measures to be taken. Continued like discrepancies will be cause for immediate cancellation.	
8	The contract for these services, if awarded, shall be for ten (12) months (October 2014 to October 2015)	
	<i>Additional Install and Delivery Requirements</i>	
9	The Vendor will be responsible for safety roping off and securing the work area during installation.	

	Though the playground will be closed, the park or school will remain open. All work at schools shall be pre-scheduled at least one-week in advance.	
10	All fall surfacing playground areas must be cleaned and prepped before installation of new wood fiber. The removal of minor stumps and roots may be necessary.	
11	The vendor will be responsible for repairing any damage to the surrounding park and/or turf areas caused by the installation of the wood fiber. Vehicle and equipment damage to turf must be repaired upon completion of installation.	
12	Wood fiber may be stored at the Town of Stratford Department of Public Works located at 550 Patterson Avenue, Stratford, Connecticut. The vendor must keep storage site clean and safe. Vendor's equipment left at storage site must be properly secured and parked in storage area.	
13	The wood fibers installation depth must meet a minimal of 12 inches throughout the playground area. Providing the existing fall surfacing meets standards, the new fall surfacing shall compose the difference to 12 inches.	
14	Vendor will be responsible for sweeping and/or raking wood materials away from all paved surfaces and removes it from all surrounding turf or planted areas.	
15	Vendor will be responsible for scheduling and deliveries of wood fiber to and from the storage area.	

DATE

PRINT/TYPE NAME

TITLE

Email

BID #2014-068
2014 Playground Fall Surfacing Bid
BID TABULATION FORM

<u>PARK/SCHOOL</u>	<u>Per Cubic Yard Installed</u>	<u>Per Cubic Yard Delivery Only</u>
Supply and/or installation of engineered wood fiber that meets all bid standards and specifications in this bid document.	<u>\$</u>	<u>\$</u>

I, _____, certify that this bid is made without prior Understanding, agreement or connection with any corporation, firm, or person submitting a bid for the same materials, supplies or equipment and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.

Signature

Name (please print)

Company

CONTRACTOR'S REFERENCES
BID #2014-068
2014 Playground Fall Surfacing Bid

Reference #1:

Project: _____

Total Project Cost: _____

Date Completed: _____

Location: _____

Reference: _____

Phone Number: _____

Reference #2:

Project: _____

Total Project Cost: _____

Date Completed: _____

Location: _____

Reference: _____

Phone Number: _____

Reference #3:

Project: _____

Total Project Cost: _____

Date Completed: _____

Location: _____

Reference: _____

Phone Number: _____

BID #2014-068
2014 Playground Fall Surfacing Bid
Playground Location and Estimate Quantities

Playground	Location	Estimated Cubic Yards
Birdseye Complex	Birdseye Street	41
Boothe Memorial Park	Lower Park	273
Center School	Sutton Avenue	87
Chapel School	Chapel Street	238
Clover Park	Canaan Road	68
Exchange Park	Reeds Lane	54
Franklin School	Barnum Avenue	215
High Park	Graham Street	72
Honeyspot School	Birdseye Street	294
Longbrook Park (Soto Playground)	Glendale Road	130
Longbrook Park	Glendale Road	81
Lordship School	Lordship Blvd.	221
Lyric/Spider Park	North Street	87
Motil Pond Park	Motil Place	64
Nichols School	Nichols Avenue	130
North end Park	Wigwam Lane	119
Stonybrook Park	Barnum Terrace Extension	63
Eli Whitney School	Huntington Avenue	228
Wilcoxson School	Wilcoxson Avenue	180
Wooster Park	Freeman Avenue	50
South End Community Center	Bates Drive	36
Short Beach Park	Dorne Drive	318
TOTAL ESTIMATED CUBIC VOLUME		3008