



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

BID No. 2015-017

Issued : March 27, 2015

Subject : Fence Installation at Wilcoxson School

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 April 10, 2015, 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Any bid may be withdrawn prior to the above-scheduled time for receiving bids or authorized postponement thereof.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 5% (five percent) of the total bid 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:** Final payment will be made upon the acceptance of the completed work by an authorized representative of the Town of Stratford. NO partial payments will be made. 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](http://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 bid 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 bids or parts of bids; to waive defects in same bids; or to accept any bid or part thereof deemed to be in the best interests of the Town of Stratford.

Supply detailed descriptions and specifications of all items.



**BID #2015-017  
FENCE INSTALLATION  
Wilcoxson School**

**Bid Requirements and Procurement Information.**

No partial payments shall be made on the project.  
All work shall be completed in a timely and work like manner.

The contract shall guarantee the costs for the labor and materials submitted under this bid for the period of one year. The contractor will be required to submit proof of insurance to the Town prior commencing the work. References from at least three other municipalities must be provided as part of this bid.

The Town reserves the right to increase or decrease quantities of the fencing as it determines is necessary to complete the intended scope of work.

**Submittals – The Contractor will be required to submit the following information prior to starting the project.**

- Changes in specifications may not be made after the published date of bid. All submittals of substitutions must be approved before bid date.
- Shop drawings of fences and gates with all dimensions, details, and finishes. Drawings must include post foundations.
- Product data: Manufacturer’s catalog indicating materials and a letter certifying that all conditions of the specifications have been met.
- The Town of Stratford in coordination with the Contractor will pre-locate the exact location of the fencing and the gates prior to installation.

Any questions regarding the bid requirements or specifications should be sent to Brian Carey, Town Conservation Administrator, via email at [bcarey@townofstratford.com](mailto:bcarey@townofstratford.com) or via fax (203) 385-4082. No verbal inquiries or phone calls with questions will be accepted. A final addendum to questions received will be issued no later than April 8<sup>th</sup>, 2015.

## **SCOPE OF WORK**

The project is to remove and install new fencing as the types as described herein as determined by need by the Town of Stratford Department at Wilcoxson School located at 624 Wilcoxson Avenue, Stratford, Connecticut.

## **MATERIALS**

All materials shall be furnished and delivered as described herein and shall be in new condition. No deviation from the specifications as described shall be made without approval from the Town of Stratford.

## **ADDITIONAL REQUIREMENTS**

1. All equipment and materials supplied/installed shall be new and of current manufacture, and shall meet or exceed all specifications herein. No deviations from the attached specifications will be excepted unless approved in writing by the Town of Stratford Director of Public Works or his designee.
2. The Contractor is responsible for verifying all field measurements and requirements prior to beginning work.
3. Installation procedures and materials shall be by approved manufacturers and requirements, and strictly adhered to.
4. The Contractor will be required upon request to provide proof of certification and/or licensing (where applicable).
5. The Contractor shall provide a list of all subcontractors employed by the Contractor and their respective labor rates with Proposal.
6. The Contractor shall remain the single point of contact for warranty regarding all labor, materials and services, and must provide repair services.
7. The Contractor will provide the Town of Stratford with three (3) references regarding recent projects completed for other municipalities within the State of Connecticut.
8. The Town of Stratford will not accept receipt of equipment and/or services performed (installed or otherwise) unless all specifications stated in the bid document have been accommodated, and/or approved by written consent. The Contractor shall be required to correct any nonconforming issues, at no expense to the Town of Stratford.
9. When not otherwise listed or called out in this bid, all materials and construction methods shall conform to those as detailed in the most recent CTDOT Form 816 guidance manual.

10. Exceptions: Bidders are required to provide full details of any exceptions to the Scope of Work and details must be attached to the Proposal.

### **DETAILED SPECIFICATIONS**

#### **Item #1 – 6'-0" Removal of Existing Galvanized Chainlink Fence along Property Line as Noted on attached Site Plans. (550 L.F.)**

Contractor will be responsible for the removal of the existing 6'-0" foot high galvanized chain link. The removal will include the cutting of the existing fence line posts to elevation below grade.

#### **Item #2 – 6'-0" Black Vinyl Coated Chainlink Fence – Location along the western property (550 L.F.)**

New fencing along the length of the property line as shown on the site plan shall be 6'-0" and shall conform to attached detail regarding post size, spacing, depth of concrete footings and top rail. Line posts shall be 2 ½" OD, 10 foot spacing. **Top and bottom rails shall be 1 5/8" OD.** **All** posts shall be set in 3000 PSI concrete footings, all pipe weight shall be Schedule 40. All fencing material shall be new and 1<sup>st</sup> class black PVC coated fabric No.8 gauge (No.9 gauge core) x 2" mesh with knuckle and knuckle sleeve, type 2b fusion bonded. Exact location and approximate linear footage to be installed is shown on the attached site plan detail.

#### **Item #3 – 6'-0" 5 foot wide Swing Gate (550 L.F.)**

The gates shall be 6'-0" high 5 foot wide hung swing gates that follow the same specifications as the fencing detail. The gates should be capable of being locked at the center breakaway post.

**BID #2015-017  
UNIT BID FORM  
FENCE INSTALLATION  
Wilcoxson School**

ITEM NO	DESCRIPTION	UNIT	EST. QTY	UNIT COST PER EACH	
1	Removal of Existing 6'0 High Galvanized chain link fence including cutting off existing fence post below grade Complete	L.F.	550	\$	per L.F.
2	6' Black vinyl coated chainlink fence, Complete	L.F.	550	\$	per L.F.
3	6' Single Hung Swing Gate, Black Vinyl Coated Chainlink Fence Complete	Each	1	\$	Each
<b>TOTAL PROJECT COSTS</b>				\$	

Bidder's Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone : \_\_\_\_\_ Date : \_\_\_\_\_

Authorized Signature : \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title : \_\_\_\_\_



**CONTRACTOR'S REFERENCE  
BID #2015-017  
FENCE INSTALLATION  
Wilcoxson School**

**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: \_\_\_\_\_