



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

BID No. 2015-022

Issued : April 10, 2015

Subject : Biofilter Media Replacement

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 28, 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Any bid may be withdrawn prior to the above-scheduled time for receiving bids or authorized postponement thereof.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:**

No bid surety is required.

**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 the required Performance Bond (if required in bid specs) and 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

**SPECIFICATIONS:** See next page.

TOWN OF STRATFORD  
WATER POLLUTION CONTROL

BIOFILTER MEDIA REPLACEMENT  
BID SPECIFICATIONS

**A. General Description**

Contractor is responsible for removal and transportation of exhausted media, disposal of exhausted media, blending of new media, transporting of new media to site and installation of new media per the specifications.

The work under these specifications shall include furnishing equipment, labor, materials and transportation to complete work.

**B. Biofilter Media**

1. Biofilter media shall be a mixture by volume of 1-part leaf compost and 2.5-parts softwood wood chips. \*Mixture may be adjusted as determined by analysis of compost.
2. The resulting mixture shall conform to the following:
  - Moisture Content – 50 to 70 percent range
  - Filter Media Air Filled Pore Space – 50 percent
  - Filter Media pH – 7.0 to 8.0
  - Total Volume – 3 foot depth plus 30 percent
  - Cell Size = 62ft X 31ft - (2) Cells Total
  - Each cell shall have a 6-in layer of chips between the baseplates and media and a 12-in cover on the media
3. Leaf compost shall be a product of thermophilic aerobic decomposition of leaves. Acceptance will be on the visual observation of the Owner. It shall be subjected to a minimum of 21 days of thermophilic conditions followed by 90 days of curing and be adequately stabilized so as to be free of any odors and essentially pathogen-free. All compost shall be cured to the point that it is no longer self-heating. The material shall pass through a ½-in mesh screen and be free of stones, sticks, and all objectionable debris. If multiple sources of leaf compost are necessary, supplier shall thoroughly blend each source together prior to mixing with softwood wood chips. Supplier shall

provide the Town with a 5-gallon representative sample of material for analysis.

4. The components that make up the biofilter media shall be thoroughly mixed by mechanical blending or other suitable mechanical means that will produce a homogeneous mixture. Media shall be mixed offsite and inspected by the Town prior to being shipped to the site. Supplier shall monitor media moisture content before, and after it is mixed and adjust as needed to obtain between 50 to 70 percent moisture content throughout.

#### **C. Softwood Woodchips**

1. Softwood Woodchips used for the media, between the baseplates and the biofilter media and as cover on the media shall be a papermill grade green woodchips from disease-free coniferous trees such as pine, spruce or fir. Chips shall be to ¼-in nominal thickness and 50 percent shall have an area of not less than 2-sq-in or more than 3-sq-in. Chips for the bottom and top layers shall be free of soil, twigs, leaves and grass. Chips shall not be weathered or decomposed.

#### **D. Site Work**

1. Exhausted material shall be loaded directly into bins or trucks for removal. The new media and chips shall be delivered in bins for immediate installation into cells.
2. Placement of the media shall be done in the Owner's presence. Material must be placed by working in a small area at a time and placing all layers in that small area before moving on. The layers may be placed by machine, but must be dressed manually. At no time is any equipment allowed on any layer. No compacting of material to dress the surface is allowed.

#### **E. Site Visit**

1. All bidders must make a site visit prior to bid. A site visit can be arranged by contacting:

Peter Stallings, Superintendent Stratford Water Pollution Control  
105 Beacon Point Road  
Stratford CT 06615  
203-385-4065

[pstallings@townofstratford.com](mailto:pstallings@townofstratford.com)

Hours: 7:00AM to 3:00PM M-F

**BID 2015-022**  
**Biofilter Media Replacement**  
**Bid Sheet**

**Description**

Remove and dispose of exhausted material, deliver and install blended material at 1.0 compost / 2.5 woodchip ratio, and woodchip layers per specifications:

TOTAL COST \$ \_\_\_\_\_

**Unit Cost**

Leaf Compost per specifications per cubic yard        \$ \_\_\_\_\_

Softwood Woodchips per specifications per cubic yard \$ \_\_\_\_\_

**Submitted by:** \_\_\_\_\_

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

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

**City, State, Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_        **Email:** \_\_\_\_\_

**Comments**