



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

BID No. 2016-021

Issued : April 8, 2016

Subject : Stage Curtains for Stratford Public Schools

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 27, 2016, 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Any bid may be withdrawn prior to the above-scheduled time for receiving bids or authorized postponement thereof.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.

A pre-bid walk-through will begin at Johnson House, 719 Birdseye St. on April 15 at 10:00am.

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 surety is not 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. 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.

STAGE CURTAINS FOR FOUR (4) LOCATIONS

The Stratford Board of Education is requesting bids for the installation of stage curtains at four (4) Stratford School locations (Bunnell High School, Flood Middle School, Wooster Middle School, Stratford Academy Johnson House). The project is turnkey to include cost for material, labor and freight. The pricing must be valid for a period of 120 days from the date of bid opening.

Responses to an Invitation to Bid will be received by the Purchasing Department, Telephone quotations or amendments will not be accepted at any time. All materials submitted will become property of the District.

SCOPE OF WORK AND SPECIFICATIONS:

The project shall consist of replacing and removing stage curtains at the required Stratford School locations (Bunnell High School, Flood Middle School, Wooster Middle School, Stratford Academy Johnson House). Please see the attached specifications included on response sheets.

FABRIC:

All drapery fabric must meet State of Connecticut Fire Safety Code requirements such as Inherently Flame Retardant materials (IFR). The bidder must include a standard one (1) year warranty. A copy of this warranty must be included with the bid documents. The bidder must include a sample of all colors available as outlined in the fabric specified.

RESPONSE SHEET:

Proposals are scheduled to be accepted or rejected by the Stratford Board of Education within forty-five (45) days of the proposal due date. The Stratford Board of Education reserves the right to waive any informality and to accept or reject all or any part of any or all Proposals.

UNINTERRUPTED SERVICES:

No interruption to, or interference with, any of the services such as heating, lighting, plumbing, etc., together with all normal means of ingress and egress to buildings and property will be allowed without the express permission from the Stratford Board of Education.

STANDARD OF QUALITY:

The contractor shall at all times maintain on the job a sufficient force of personnel and equipment to vigorously prosecute the work. The work shall be carried on in such a manner as to interfere as little as possible with the normal conduct of school activities and every reasonable care shall be taken to protect the safety of the children, school staff and other employees, as well as any School District Property.

WORK CONDITIONS:

The contractor will perform work in such a manner that it in no way will interfere with the functioning of the buildings or grounds for the students' use. Work may have to be performed after hours. Any area in which work has been performed must be returned in a condition for full use by the District. A schedule of requested times shall be submitted and agreed upon by the District.

WARRANTY

Workmanship will be warranted for 1- year after completion of project.

BID 2016-021 RESPONSE SHEET:

STAGE CURTAINS			
Quantity	Description	Unit Pricing	Total
Bunnell High School			
New Stage Curtains for Bunnell High School:			
1	Main Valance 36' - 0' wide x 6' -0" high 26 oz Prestige Velour with Janus Lining Inherently Flame Resistant 75 % Fullness Box Pleats 12" On - Center Grommets & Ties		
2	Main Travelers: 22' - 0' wide x 19' -6" high 26 oz Prestige Velour with Janus Lining Inherently Flame Resistant 75 % Fullness Box Pleats 12" On - Center Snap Hooks		
3	Masking Borders: 40' - 0" wide x 5' - 0" high Ovation, Unlined Inherently Flame Resistant 75 % Fullness Box Pleats 12" On - Center Grommets and Ties		
2	Up-Stage Travelers 19' - 0" wide x 17" - 3" high Ovation, Unlined Inherently Flame Resistant 75% Fullness Box Pleats 12" On- Center Snap Hooks		
4	Side Legs: 8' - 0" wide x 18" - 9" high Ovation Unlined Inherently Flame Resistant 75% Fullness Box Pleats 12" On- Center Grommets & Ties		
1	Curtain Track		
1	Removal and Installation with all Hardware		
			\$

Harry B. Flood Middle School			
New Stage Curtains for Harry B. Flood Middle School:			
1	Main Valance 43' - 0' wide x 3' -0" high 26 oz Prestige Velour with Janus Lining Inherently Flame Resistant 75 % Fullness Box Pleats 12" On - Center Grommets & Ties		
2	Main Travelers: 23' - 0' wide x 11' -8" high 26 oz Prestige Velour with Janus Lining Inherently Flame Resistant 75 % Fullness Box Pleats 12" On - Center Snap Hooks		
1	Masking Borders: 35' - 0" wide x 3' - 0" high Ovation, Unlined Inherently Flame Resistant 75 % Fullness Box Pleats 12" On - Center Grommets and Ties		
1	Masking Borders: 32' - 0" wide x 3' - 0" high Ovation, Unlined Inherently Flame Resistant 75 % Fullness Box Pleats 12" On - Center Grommets and Ties		
1	Masking Borders: 30' - 0" wide x 3' - 0" high Ovation, Unlined Inherently Flame Resistant 75 % Fullness Box Pleats 12" On - Center Grommets and Ties		
1	Masking Borders: 28' - 0" wide x 3' - 0" high Ovation, Unlined Inherently Flame Resistant 75 % Fullness Box Pleats 12" On - Center Grommets and Ties		

2	Rear-Stage Travelers 14' - 0" wide x 11" - 6" high Ovation, Unlined Inherently Flame Resistant 75% Fullness Box Pleats 12" On- Center Snap Hooks		
4	Traveling Side Legs: 10' - 0" wide x 11" - 6" high Ovation Unlined Inherently Flame Resistant 75% Fullness Box Pleats 12" On- Center Snap Hooks		
1	Curtain Track		
1	Removal and Installation with all Hardware		
			\$
	Stratford Academy Johnson House		
	New Stage Curtains for Stratford Academy Johnson House:		
2	Bi - Parting Mid - Stage Traveler 21' - 0' wide x 16' -0" high 26 oz Prestige Velour, Unlined Inherently Flame Resistant 50% Fullness Box Pleats 12" On - Center With Snap Hooks		
2	Bi - Parting Rear - Stage Traveler 19' - 0' wide x 16' -0" high 26 oz Prestige Velour, Unlined Inherently Flame Resistant 50% Fullness Box Pleats 12" On - Center With Snap Hooks		
3	Masking Borders: 32' - 0" wide x 4' - 9" high 26 oz Prestige Velour, Unlined Inherently Flame Resistant 50 % Fullness Box Pleats 12" On - Center with Grommets and Ties		

2	Side Legs: 3' - 6" wide x 16" - 2" high 26 oz Prestige Velour, Unlined Inherently Flame Resistant 50% Fullness Box Pleats 12" On- Center with Grommets & Ties		
6	Side Legs: 6' - 0" wide x 16" - 2" high 26 oz Prestige Velour, Unlined Inherently Flame Resistant 50% Fullness Box Pleats 12" On- Center with Grommets & Ties		
	Curtain Track		
	Installation with all Hardware		
			\$
	David Wooster Middle School		
	New Stage Curtains for David Wooster Middle School:		
1	Main Valance 32' - 0' wide x 3' -6" high 26 oz Prestige Velour with Janus Lining Inherently Flame Resistant 75 % Fullness Box Pleats 12" On - Center Grommets & Ties		
2	Main Travelers: 18' - 6' wide x 13' -3" high 26 oz Prestige Velour with Janus Lining Inherently Flame Resistant 75 % Fullness Box Pleats 12" On - Center Snap Hooks		
6	Side Legs: 6' - 0" wide x 15" - 3" high Ovation, Unlined Inherently Flame Resistant 75% Fullness Box Pleats 12" On- Center with Grommets & Ties		

1	Masking Borders: 32' - 0" wide x 4' - 6" high Ovation, Unlined Inherently Flame Resistant 75 % Fullness Box Pleats 12" On - Center Grommets and Ties		
2	Mid - Stage Travelers 16' - 0" wide x 15" - 4" high Ovation, Unlined Inherently Flame Resistant 75% Fullness Box Pleats 12" On- Center Snap Hooks		
2	Up - Stage Travelers 16' - 0" wide x 14" - 3 " high Ovation, Unlined Inherently Flame Resistant 75% Fullness Box Pleats 12" On- Center Snap Hooks		
	Curtain Track		
	Removal and Installation with all Hardware		
			\$

REFERENCES:

Provide project name, contact name, address and phone number of three (3) Stage Curtain projects completed by your firm in the last 3 years. These projects will at least be of the same scope as this project.

Total Price

Bunnell High School \$ _____

Harry B. Flood Middle School \$ _____

Stratford Academy Johnson House \$ _____

Wooster Middle School \$ _____

Vendor Name: _____

Address: _____

City/Town: _____ **State** _____ **Zip Code** _____

Phone Number: _____

Contact: _____

CONNECTICUT STATE FIRE SAFETY CODE

Effective December 31, 2005

(Add) **13.4.5.7.6.3** The fire curtain shall be a listed minimum 20-minute opening protective assembly or shall be constructed as required in 13.4.5.7.6.3(A) through 13.4.5.7.6.3(G).

(A) Fabrics. Curtains shall be made of one or more thicknesses of a noncombustible fabric or a fabric with a noncombustible base material and shall comply with the following:

- (1) The fabric shall be permitted to be given a coating, provided that the modified fabric meets the criteria detailed in 12.4.5.7.
- (2) Curtain fabrics shall have a weight of not less than 1.3 kg/m^2 ($2 \frac{3}{8} \text{ lb/yd}^2$).

(B) Tensile Strength Requirements. Curtain fabric shall have tensile strength requirements of not less than 540 N/m (400 lbf/in.) in both the warp and fill directions.

(C) Wire-Insertion Reinforcement Requirements. The fabric shall be reinforced with noncorrosive wire intertwined with the base fiber at a rate of not less than one wire per yarn. Wire shall not be required, and fabric weight shall be permitted to be less than 1.3 kg/m^2 ($2 \frac{3}{8} \text{ lb/yd}^2$) if it can be substantiated by approved tests that it is equivalent in strength and durability.

(D) Fire Test. A sample curtain with not less than two vertical seams shall be subjected to the standard fire test specified in NFPA 251, Standard Methods of Tests of Fire Endurance of Building Construction and Materials, as applicable to nonbearing walls and partitions for a period of 30 minutes, as follows:

- (1) The curtain shall overlap the furnace edges by a length that is appropriate to seal the top and sides.
- (2) The curtain shall have a bottom pocket containing not less than 5 kg/linear m (4 lb/linear ft) of batten.
- (3) The unexposed surface of the curtain shall not glow, and neither flame nor smoke shall penetrate the curtain during the test period.
- (4) Unexposed surface temperature and hose stream test requirements shall not be applicable to this proscenium fire safety curtain test.

(E) Smoke Test. Curtain fabrics shall have a smoke density not to exceed 25 where tested in accordance with NFPA 255, Standard Method of Test of Surface Burning Characteristics of Building Materials, and the curtain fabric shall be tested in the condition in which it is to be used.

(F) Curtain Operation. The complete installation of every proscenium curtain shall be subjected to operating tests, as follows:

- (1) Any theater in which a proscenium curtain is placed shall not be open to public performance until after the proscenium curtain has been accepted and approved by the authority having jurisdiction.
- (2) The curtain shall be automatic-closing without the use of applied power.
- (3) The curtain also shall be capable of manual operation.

(G) Curtain Position. All proscenium curtains shall be in the closed position, except during performances, rehearsals, or similar activities.

(Amd) **13.4.5.12.1** Stages over 93 m^2 (1000 ft^2) in area shall be equipped with 38-mm ($1\frac{1}{2}$ -in.) hose connections for first aid fire fighting at each side of the stage.

(Amd) **13.4.8.3.2** An outdoor wooden grandstand unit shall not exceed 929 m^2 ($10,000 \text{ ft}^2$) in ground area or 61 m (200 ft) in length, and the following requirements also shall apply:

- (1) Grandstand units of the maximum size shall be placed not less than 6100 mm (240 in.) apart or