



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

BID No. 2016-052

Issued : October 13, 2016

Subject : Whippoorwill Lane Landscape Project

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Any bid may be withdrawn prior to the above-scheduled time for receiving bids or authorized postponement thereof.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

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 bid surety is not required.

Performance & Payment Bond: A performance and payment bond in the amount of \$10,000 will be required,

Maintenance Bond: A maintenance bond in the amount of \$10,000 will be 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 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 John Casey at jcasey@townofstratford.com.

TOWN OF STRATFORD – BID 2016-052
Whippoorwill Lane Landscape Project

SPECIFICATIONS AND BID FORM

The scope of work which is indicated on the drawings and specifications dated September 26, 2016 prepared by Artemis Landscape Architects Inc, and having these drawings, specifications and the site of the proposed work, and being familiar with all the conditions surrounding the proposal of the project, including the availability of materials and labor, hereby propose to furnish all labor, materials, and supplies, and to perform the work in accordance with the Drawings and Contract Documents at the prices stated below.

In submitting this bid, the contractor agrees to:

PLEASE NOTE: ANTICIPATED PROJECT START & COMPLETION DATE: Fall 2016

1. Hold the bid open until 30 days after the date on which bids are due.
2. That prices are to cover all expenses incurred in performing the work required by the Drawings and Contract Documents of which this proposal is a part. The Town is exempt from State Sales tax.
3. That the Owner reserves the right to reject any and all bids by the Contractor.
4. That at all times while doing the work the contractor will maintain insurance that will protect him from any claims which may arise out of or result from Contractor's operations under the contract, whether such operations be by employees or any other part for which he may be liable.
5. The Contractor is responsible for all labor and materials needed to complete the work shown on the plans, details and specifications.
6. Please provide your availability and schedule to accomplish this work.
7. The Contractor is to locate all underground and overhead utilities. Call Dig Safe 811 or 1-888-DIG SAFE (344-7233) prior to digging for verification. The owner and Landscape Architect shall not be responsible for any damage to utility or irrigation lines.

PLANTING

- 8. The Contractor is responsible for site preparation, topsoil, plant material, tree pits, labor, fertilizer, mulch and guarantee, unless otherwise stated. Refer to Sheet L-1 for complete landscape notes.
- 9. For plant material, the Contractor shall state in writing the guarantee on all work with regards to water requirements, deer damage and winter damage.

MASONRY

- 10. The Contractor is responsible for resetting loose stones in existing stone wall and provide waterplug for small seep in the center of the existing dam.

A.) PLANTING & IRRIGATION

In the following Bid, amounts shall be shown in both numbers and words. In case of discrepancy between numbers and words, the words will govern.

All work to include required labor and materials as shown on and noted in the drawings and specifications shall be done for the following amount:

A. Sub-total: \$ _____
(numbers) *(words)*

Provide Breakdown pricing for A. Sub-total for the following items as indicated:

a) Planting (include all required materials to complete): \$ _____
_____ *(numbers)*
(words)

b) Transplanting (8) existing rhododendrons (include all required materials to complete):

\$ _____
(numbers) *(words)*

c) Seed disturbed areas (include all required materials to complete):

\$ _____
(numbers) (words)

d) Extend & repair drip irrigation line (include all required materials to complete):

\$ _____
(numbers) (words)

Unit Costs:

For Planting item a) above, Contractor to provide unit prices for the following items:

ITEM	UNIT PRICING	AMOUNT INC.	TOTAL
Topsoil:	Per CY _____	_____	_____
Seeding:	Per SY _____	_____	_____
Clean Fill:	Per CY _____	_____	_____
Mulch:	Per CY _____	_____	_____

Plant Material: Provide unit costs for planted and guaranteed plant material as specified below:

Plant List:

<u>Plant ID</u>	<u>Quantity</u>	<u>Size</u>	<u>Unit Cost</u>	<u>Total Cost</u>
PLANTED TREES				
BN River Birch	6	8-10' HT	_____	_____
JV Eastern Red Cedar	6	7-8' HT	_____	_____
TOGG Green Giant Arborvitae	43	7-8' HT	_____	_____
SHRUBS				
IVL Little Henry Sweetspire	47	3 Gal.	_____	_____
PJM Japanese Andromeda Mountain Fire	7	30-36" HT	_____	_____
RRE Roseum Elegans Rhododendron	34	30-36" HT	_____	_____

TOTAL PLANT MATERIALS COST: \$ _____

B.) MASONRY

In the following Masonry Bid, amounts shall be shown in both numbers and words. In case of discrepancy between numbers and words, the words will govern. All work to include required labor and materials as shown on and noted in the drawings and specifications shall be done for the following amount:

B. Sub Total: \$ _____
 (numbers) (words)

Provide Breakdown pricing for B. Sub-total for the following items as indicated:

ITEMS	AMOUNT
1. Cut back curb line 3' per Town of Stratford direction	_____
2. Reset loose stones on existing stone wall <i>(Provide colored masonry sample for approval by owner)</i>	_____
3. Waterplug small seep in the center of the dam at the construction joint using hydraulic cement grout per Town of Stratford direction	_____

Proposal of: _____ Company Name
 _____ Company Address
 _____ Contact Information

Total Bid: \$ _____