



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

BID No. 2017-038

Issued : December 13, 2017

Subject : Wood Waste Disposal

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 December 28, 2017 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Any bid may be withdrawn prior to the above-scheduled time for receiving bids or authorized postponement thereof.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

**A mandatory pre-bid meeting will be held 10:00 am on December 20 at the jobsite on 540 Longbrook Ave.**

## C. CONDITIONS:

### **Bid Surety:**

A Certified Check, Cashier's Check or Bid Bond in the amount of \$1,500.00 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:** 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 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.

The Town of Stratford is an Equal Opportunity and Affirmative Action Employer.

Small and Minority Businesses, Women-Owned Business are encouraged to apply.

Michael Bonnar, Purchasing Agent

For questions or additional information, please contact Maurice McCarthy at [mmccarthy@townofstratford.com](mailto:mmccarthy@townofstratford.com).

Town of Stratford  
BID 2017-038  
Wood Waste Disposal  
Specifications

The Town of Stratford Connecticut is requesting bids for the mulching and removal of approximately 92,000 cubic yards of wood waste consisting of large tree butts (trunks), tree stumps, brush piles, wood chips piles, rock and soil. The material listed covers approximately 4 acres of land located off Longbrook Avenue in Stratford CT.

The successful bidder will be required to have the area completely cleared within 45 working days.

The successful bidder will be required to supply adequate trucking and loading equipment to accomplish the project within the listed time frame.

Photos of the site will be supplied with this bid to each bidder in electronic format.

There will be a **mandatory** walk thru of the site (540 Longbrook Ave.) December 20 at 10:00am.

The successful bidder will possess the necessary permits for disposing of the subject material offsite.

The bid must indicate whether waste will be mulched onsite and removed or if waste will be removed and then processed off site.

TOWN OF STRATFORD  
BID 2017-038  
Wood Waste Disposal  
BID FORM

Bid Price for Total Removal of All Wood Waste: \$ \_\_\_\_\_ .

Unit Price per cubic yard of wood waste removed: \$ \_\_\_\_\_

Waste will be removed and processed offsite: Y/N \_\_\_\_\_

Copy of permits enclosed with bid Y/N \_\_\_\_\_

Work to be started: \_\_\_\_\_ days after receipt of order.

List of equipment to be used included with bid Y/N \_\_\_\_\_

Company Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

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

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

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

References ( At least three with contact information ):

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