



**TOWN OF TRUMBULL, CONNECTICUT**

**REQUEST FOR PROPOSAL, CONDITIONS, SPECIFICATIONS,  
SPECIAL PROVISIONS AND DRAWINGS**

**RFP # 6262  
ROOF REPLACEMENT  
HEALTH DEPARTMENT BUILDING  
355 WHITE PLAINS ROAD, TRUMBULL, CT**

**PRE-PROPOSAL MEETING: Wednesday September 13 @ 3:30 pm  
PROPOSAL SUBMITTAL: September 28, 2017 @2 pm**

PREPARED FOR THE TOWN OF TRUMBULL BY:



**ANTINOZZI ASSOCIATES**  
ARCHITECTURE & INTERIORS

**271 Fairfield Avenue  
Bridgeport, CT  
203.377.1300**

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*NOTICE TO PROPOSERS*

**TOWN OF TRUMBULL  
REQUEST FOR PROPOSAL  
PWD**

**Bid number 6262    DUE: September 28, 2017 @ 2pm**

**ROOF REPLACEMENT AT HEALTH DEPARTMENT BUILDING**

Sealed proposals for the Roof Replacement at the Health Department Building, 355 White Plains Road, Trumbull, CT will be received at the office of the Purchasing Agent, 5866 Main Street, Trumbull, Connecticut, on or before the date indicated above, at which time all proposals received will be opened and read aloud.

Bid documents are available from the Purchasing Department website [www.trumbull-ct.gov](http://www.trumbull-ct.gov), on the State Contracting portal <http://dass.ct.gov/portal>. In addition, may be obtained (at a cost to you) from Digiprint, 25 Ferry Blvd., Stratford, CT 06615, and (203-375-1228). The consulting architect for this project is: Paul Lisi, Antinozzi Associates, Bridgeport, CT (203-377-1300).

A Pre Proposal meeting will be held on Wednesday September 13 @ 3:30pm for interested parties at the Health Department Building, 355 White Plains Road, Trumbull, CT

Proposers shall comply with State mandated Guidelines if and shall comply with Equal Opportunity Employment Practices, and Safety and Health Regulations.

The Town of Trumbull reserves the right to waive and/or reject any and all proposals or any part thereof, waive the information in the proposal process, and reject any unqualified proposals, or accept any proposal or part thereof, deemed to be in the best interest of the Town of Trumbull.

Kevin Bova  
Purchasing Agent

**TOWN OF TRUMBULL  
REQUEST FOR PROPOSAL  
PWD  
ROOF REPLACEMENT AT THE HEALTH DEPARTMENT BUILDING**

**Bid number 6262    DUE: September 28, 2017 @ 2pm**

**GENERAL INSTRUCTIONS**

The Town of Trumbull, (hereinafter referred to as Town or Owner), through the office of the Purchasing Agent, will accept sealed proposals for the **ROOF REPLACEMENT AT THE HEALTH DEPARTMENT BUILDING** in the Town of Trumbull in accordance with the specifications and requirements detailed in this request. All qualified and interested parties (hereinafter referred to as proposer, bidder, contractor or supplier) are invited to submit proposals under the terms and conditions set forth as follows:

This RFP is not a contract offer, and no contract exists until a written contract is signed by the Town and the successful proposer.

A Pre Proposal meeting will be held on Wednesday September 13 @ 3:30 pm for interested parties at the Health Department Building, 355 White Plains Road, Trumbull, CT

**1. PREPARATION FOR PROPOSALS**

Bids shall be submitted by using the enclosed BID PROPOSAL FORM that accompanies this request. Submit one (1) ORIGINAL and Two (2) EXACT COPY. Bidders should submit bids in a clear, concise and legible manner to permit proper evaluation of responsive bids.

An original and three (3) exact copies of each Proposal shall be submitted in a sealed envelope, and addressed to: Purchasing Agent, Town of Trumbull, in a sealed envelope and plainly marked on the outside as "**ROOF REPLACEMENT AT THE HEALTH DEPARTMENT BUILDING**". The envelope shall bear on the outside the name of the proposer and address. No oral, telephone or telegraphic responses will be considered. Proposals received after the advertised time and date due shall not be opened or considered. The Town reserves the right to communicate with any or all of the proposers to clarify the provisions of Proposals. The Town further reserves the right to request additional information from any proposer at any time after proposals are opened

**2. PROPOSAL SUBMISSION**

- a) Proposals are to be completed (unless directed otherwise in the specifications), printed, signed by an authorized agent, and sealed in an envelope (including all official literature, brochures, etc., which support this request) and addressed as follows:  
**BID 6262 Roof replacement-Health Department Building**  
**DUE: September 28, 2017 at 2 pm sharp**  
Trumbull Town Hall – Attn: Kevin Bova, Purchasing Agent  
5866 Main Street, Trumbull CT 06611
- b) All Proposals must be made on the enclosed Proposal form. All blank spaces for Proposal prices must be filled in, in ink or typewritten, and the proposal form must be fully completed and executed when submitted. Please be advised that the person signing the formal proposal must be authorized by you organization to contractually bind your firm with regard to prices and related contractual obligations for the subject project
- c) The party signing the formal proposal must be authorized by your organization to contractually bind your firm with regard to prices and related contractual obligations for the contractual period requested.
- d) The Town reserves the right to correct, after proposer verification, any mistake in a proposal that is a clerical error, such as a price extension or decimal point error.

**3. PROPOSAL RESPONSE TIME**

Responses to this request shall be received at the office of the Purchasing Agent, Town Hall prior to the advertised hour (noted above) of opening, at which time all proposals (total proposal amount only) shall be publicly opened and read aloud. A proposer may withdraw a proposal at any time prior to the above scheduled date and time. Any proposal received after the above scheduled date and time shall not be considered or opened. No proposer may withdraw a proposal within ninety (90) days after the actual proposal opening.

#### 4. TOWN OPTIONS

- a) The Town reserves the right to reject any or all bids and to waive any requirements, irregularities, technical defects or service therein when it is deemed to be in the best interest of the Town.
- b) If your proposal does not meet or better the required specifications on all points that must be outlined in a letter otherwise it will be presumed that a proposal is in accordance with the required specifications.
- c) Any item that is submitted as equal but upon delivery is found to not meet the bid specifications, that item will be returned at the vendor's expense.
- d) The Town reserves the exclusive right to determine whether or not a proposal meets or exceeds the stated specifications. This is a RFP after an evaluation the lowest-best qualified bidder will be awarded and go to contracts. Once contracts are signed the results of the bid will be posted on the town website Results are available from the Purchasing Department website [www.trumbull-ct.gov](http://www.trumbull-ct.gov).

The award shall be made after careful consideration of all factors including but not limited to price.

#### 5. TAX EXEMPT

The Town of Trumbull is exempt from the payment of taxes imposed by the Federal Government and/or State of Connecticut. Such taxes must not be included in the proposal price All purchases made by the Town, and associated with the award of this requirement shall be tax exempt. Any taxes must not be included in bid prices. A Town Tax Exemption Certificate shall be furnished upon request.

#### 6. SPECIFICATIONS

- a) If quoted materials and/or equipment do not meet or better the attached specifications on ALL points, the proposer must note ALL exceptions as separate attachments to their formal response; otherwise, it will be presumed that the proposal is in accordance with all specifications requested herein. Each Bidder will be held responsible to have studied the Specifications, visit the site (if necessary), regarding the proposed work, satisfied itself regarding all existing conditions and measurements, and to have included in the proposal an amount sufficient to cover all work.
- b) Should any Bidder find discrepancies in the Specifications, or be in doubt as to the exact meaning, notify the Town at once. The Town may then at their option, issue Addenda clarifying same. The Town shall not be responsible for oral instructions or misinterpretations of Specifications.
- c) The Town reserves the right to issue Addenda at any time prior to the Bid Opening. All such Addenda become, upon issuance part of the Specification. Each Bidder shall cover such Addenda in the proposal and shall acknowledge receipt of same on the blank provided therefore. It is the bidders' responsibility to access the Town's website or contact the Town for any addenda that may be issued in conjunction with this bid.

The Town reserves the right to require any or all Bidders to submit statements as to previous experience in performing comparable work; and as to financial and technical organizations and resources available for this work. The mere opening and reading aloud of a bid shall not constitute or imply the Town's acceptance of the suitability of a Bidder or the bid, nor shall possession of Drawings or Specifications constitute an invitation to bid. The competency and responsibility of Bidders as well as the number of working days required for completion will be considered in making an award.

#### 7. INQUIRIES & ADDENDUMS

- a) All technical inquiries regarding this request shall be answered up to the close of business on September 21 2017 after which time no additional questions will be accepted to Pau Lisi – Antinozzi Associates (203-377-1300 ([PLisi@Antinozzi.com](mailto:PLisi@Antinozzi.com))). All other questions may be directed to Kevin J. Bova Purchasing Agent (203.452.5042) [kbova@trumbull-ct.gov](mailto:kbova@trumbull-ct.gov)
- b) Answers to questions the Town deems to be in the interest of all proposers will be made available in writing, email or by Fax as appropriate to all proposers.
- c) The Town reserves the right to communicate with any or all of the proposers to clarify the provisions of this request; the Town further reserves the right to request additional information from any proposer at any time after proposals are opened.
- d) **It is the sole responsibility of a proposer to verify any addendums that may have been issued relating to this request prior to submission of a proposal. Any notice of addendum shall be published on the Town website ([www.trumbull-ct.gov](http://www.trumbull-ct.gov)) in the Purchasing Department Section (Bid Notices). Failure to submit a response that does not address any changes or addendums may result in a disqualification of a proposal submission.**

**8. ASSIGNMENT OF RIGHTS, TITLES, AND INTERESTS**

Any assignment or subcontracting by a proposer, bidder, supplier, or contractor for work to be performed, or goods and/or services to be provided, in whole or in part, and any other interest in conjunction with a Town procurement shall not be permitted without the express written consent of the Town of Trumbull.

**9. HOLD HARMLESS CLAUSE**

The Contractor agrees to indemnify, hold harmless and defend the Town from and against any and all liability for loss, damage or expense which the Town may suffer or for which the Town may be held liable by reason of injury, including death, to any person or damage to any property arising out of or in any manner connected with the operations to be performed under this request, whether or not due in whole or in part of any act, omission or negligence of the Owner or any of his representatives or employees.

**10. WORK REGULATIONS, STANDARDS AND FEDERAL AND STATE PREVAILING WAGE**

- a) All work activities performed in association with this request must be performed and completed for the Town in accordance with current Federal State and Local regulations. All services performed shall also conform to the latest OSHA standards and/or regulations.
- b) Applicable laws and regulations relating to employment practices, nondiscrimination, safety and health regulations shall be adhered to by the contractor. The contractor shall be responsible for “Certified Statements of Compliance” regarding Prevailing Wages. Contractor shall also collect and submit four (4) Certified “Statements of Compliance” from any sub-contractors. **If the low qualified low bidder is chosen and is not over 100,000.00 then prevailing wages will NOT apply.**

**11. INSURANCE**

The successful proposer shall provide the Town Purchasing Agent with a Certificate of Insurance before work commences. The Town shall be named as an additional insured with an Insurance Company licensed to write such insurance in Connecticut, against the following risks and in not less than the following amounts:

- Worker’s Compensation
- Contractor’s Public Liability and Property Damage
- Automobile Insurance

<b>Commercial General Liability</b>	<b>Each Occurrence</b>	<b>Aggregate</b>
Bodily Injury Liability	\$2,000,000	\$5,000,000
Property Damage Liability	\$1,000,000	\$5,000,000
Personal Injury Liability	\$1,000,000	\$5,000,000
<b>Comprehensive Auto Liability</b>	<b>Each Occurrence</b>	<b>Aggregate</b>
Including coverage of owned, non owned & rented vehicles	\$2,000,000	\$5,000,000

The insurance policy must contain the additional provision wherein the company agrees that Thirty (30) days prior to termination, expiration, cancellation or reduction of the insurance afforded by this policy with respect to the contract involved, written notice will be served by registered mail to the Purchasing Agent, Town of Trumbull.

Additionally the successful proposer (Contractor) shall provide adequate statutory Workmen’s Compensation Insurance for all labor employed on this project, and comprehensive General Public Liability Insurance (Coverage “B”)

The successful proposer (Contractor) and each Subcontractor agree that their insurance carriers waive subrogation against the Town, its agents or employees with respect to any loss covered by the Contractor’s and each Subcontractor’s insurance.

**12. CONFLICT OF INTEREST**

Public officials shall be prohibited from receiving any town work procured through a public Bid or bid waived process so as to avoid any appearance of impropriety or conflict of interest;  
 And; Public officials cannot circumvent the intent of this ordinance by receiving town work Through a bid waiver, as proscribed by the Trumbull Town Charter.

**13. PROPOSAL, PERFORMANCE AND PAYMENT BONDS**

- a) A Bond payable to the Owner must accompany each Proposal for ten (10%) percent of the total amount of the Proposal. As soon as the Proposal prices have been compared, the Owner will return the bonds of all except the three lowest responsible Proposals. When the Agreement is executed, the bonds of the two remaining unsuccessful Proposers will be returned. The Proposal Bond of the successful Proposer will be retained until the Payment Bond and Performance Bond have been executed and approved, after which it will be returned. A certified check may be used in lieu of a Proposal (Bid) Bond.

- b) A Performance Bond and a Payment Bond, each in the amount of 100 percent (100%) of the Contract Price, with a corporate surety approved by the Owner, will be required for the faithful performance of the contract. Attorneys-in-fact who sign the Bid Bonds or Payment Bonds and Performance Bonds must file with each bond, a certified and effective dated copy of their power of attorney.
- c) The party to whom the contract is awarded will be required to execute the Agreement and obtain the Performance Bond and Payment Bond within ten (10) calendar days from the date when Notice of Award is delivered to the Proposer. The Notice of Award shall be accompanied by the necessary Agreement and Bond forms. In case of failure of the Proposer to execute the Agreement, the Owner may, at his option, consider the Proposer in default, in which case the Bid Bond accompanying the proposal shall become the property of the Owner.
- d) The Owner, upon receipt of acceptable Performance Bond, Payment Bond and Agreement signed by the Contractor, shall sign the Agreement and return to the Contractor an executed duplicate of the Agreement within a reasonable period of time. The returned executed Agreement by the Owner to the Contractor shall be accompanied with a Notice to Proceed.

#### 14. LIQUIDATED DAMAGES:

- a) Non-compliance with the scheduled completion date of the Contract shall result in engineering charges as follows:
- b) The Contractor shall pay liquidated damages of **\$250.00** per working day for each day after the agreed Contract completion date up to, and including, the actual date of completion.

#### 15. LOWEST RESPONSIBLE PROPOSAL

- a) The Town shall determine the “lowest responsible qualified proposer” on the basis of the Proposer submitting the lowest “Total Proposal”, responsiveness of his Technical Proposal; and demonstrating a history of the ability and integrity necessary to perform the required work; and certifying that it shall perform the work in accordance with the specifications .
- b) Proposals will be compared on the basis of the “Total Proposal” of the items listed in the Proposal and on basis of the Proposer’s experience and competence.
- c) If the Lowest Total Proposal exceeds the amount of funds available for the project, the Town reserves the right to increase or decrease any class, item or part of the work. After determining the “lowest responsible qualified proposer”, the Town will issue a Notice of Award to the successful Proposer.
- d) The Proposer designated by the Town as the “lowest responsible qualified proposer” to whom the contract is awarded shall execute the Contract and submit the following documents:
  - i. Performance Bond
  - ii. Labor, Payment and Materials Bond
  - iii. Copy of valid license issued by the State of Connecticut, Department of Consumer Protection.
- e) In the event that the lowest responsible qualified proposer fails to execute the Contract and/or fails to provide the required documents within the time period prescribed, the Town, at its option, may consider the lowest responsible qualified proposer to be in default, in which case the Bid Guarantee shall become the property of the Town.

#### 16. MISCELLANEOUS

- a) All Contractors must develop a complete and thorough schedule which demonstrates that the Contractor will be able to complete the project in a timely fashion.
- b) Selected proposer agrees to warranty all work completed for this requirement.
- c) The Town may make such investigations as necessary and it deems appropriate to determine the qualifications of the proposer to perform the work required. Each proposer shall submit a Statement of Bidder Qualifications. If the Town is not satisfied that the proposer is properly qualified, the Town reserves the right to reject the proposal of said proposer.

#### 17. DELIVERY- SCHEDULE

Installation shall be scheduled with Allen White 203-452-5070, 203-673-5994 or ([awhite@trumbull-ct.gov](mailto:awhite@trumbull-ct.gov)) Facilities Director.

ALL Original Invoices, submittals waiver of liens and certified payroll TO BE SENT TO PWD  
Department: ATT: Allen White  
5866 MAIN STREET TRUMBULL CT 06611

#### 18. METHOD OF AWARD -PRICING

The following criteria will be used to evaluate all Proposals:  
Price along with proposal meets all the specifications and conditions requested herein  
Vendor reputation and support  
Vendors who provide the most favorable delivery date

All prices quoted are to be firm for a period of ninety (90) days following bid opening. Special Consideration will be given to responses with extended firm price dates. The Town is always interested in any and all cost reduction opportunities.

**19. AWARD AND AUTHORITY**

The Town Purchasing Agent will issue notification of award in writing along with a Standard Contract agreement. Also the Town Purchasing Agent will issue a Purchase Order

A Pre Proposal meeting will be held on Wednesday September 13 @ 3:30 pm for interested parties at the Health Department Building, 355 White Plains Road, Trumbull, CT



**TOWN OF TRUMBULL  
REQUEST FOR PROPOSAL  
PWD  
ROOF REPLACEMENT AT THE HEALTH DEPARTMENT BUILDING**

**Bid number 6262    DUE: September 28, 2017 @ 2pm**

**STATEMENT OF QUALIFICATIONS (To be submitted with proposal)**

**Submitted by:**

Name of Organization \_\_\_\_\_

Name of Individual \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone \_\_\_\_\_

**Submitted to:**

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone \_\_\_\_\_

Project Name and Description (if applicable)

\_\_\_\_\_

\_\_\_\_\_

**Contractor's General Business Information**

Check If:

Corporation Partnership Joint Venture Sole Proprietorship

**If Corporation:**

a. Date and State of Incorporation

\_\_\_\_\_

\_\_\_\_\_

b. List of Executive Officers

Name Title

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**If Partnership:**

a. Date and State of Organization

\_\_\_\_\_

b. Names of Current General Partners

\_\_\_\_\_

c. Type of Partnership

General Publicly Traded

Limited Other (describe): \_\_\_\_\_

**If Joint Venture:**

a. Date and State of Organization

\_\_\_\_\_

b. Name, Address and Form of Organization of Joint Venture Partners: (Indicate managing partner by an asterisk\*)

\_\_\_\_\_

\_\_\_\_\_

**If Sole Proprietorship:**

a. Date and State of Organization

\_\_\_\_\_

\_\_\_\_\_ b. Name  
and Address of Owner or Owners

\_\_\_\_\_

\_\_\_\_\_

1. On Schedule A, attached, list major engineered construction projects completed by this organization in the past five (5) years. (If a joint venture list each participant's projects separately).
2. On Schedule B, attached, list current projects under construction by this organization. (If joint venture, list each participant's projects separately).
3. Name of surety company and name, address, and phone number of agent.

\_\_\_\_\_

\_\_\_\_\_

4. Is your organization a member of a controlled group of corporations as defined in I.R.C. Sec. 1563?

Yes \_\_\_ No \_\_\_

If yes, show names and addresses of affiliated companies.

\_\_\_\_\_

\_\_\_\_\_

5. Furnish on Schedule C, attached, details of the construction experience of the principal individuals of your organization directly involved in construction operations.

6. Has your organization ever failed to complete any construction contract awarded to it?

Yes \_\_\_ No \_\_\_

If yes, describe circumstances on attachment.

7. Has any Corporate officer, partner, joint venture participant or proprietor ever failed to complete a construction contract awarded to him or her in their own name or when acting as a principal of another organization?

Yes\_\_\_\_ No \_\_\_\_

If yes, describe circumstances on attachment.

8. In the last five years, has your organization ever failed to substantially complete a project in a timely manner?

Yes\_\_\_\_ No \_\_\_\_

If yes, describe circumstances on attachment.

I hereby certify that the information submitted herewith, including any attachment is true to the best of my knowledge and belief.

Name of Organization: \_\_\_\_\_

By: \_\_\_\_\_

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

Dated: \_\_\_\_\_





**TOWN OF TRUMBULL  
REQUEST FOR PROPOSAL  
PWD  
ROOF REPLACEMENT AT THE HEALTH DEPARTMENT BUILDING**

**Bid number 6262    DUE: September 28, 2017 @ 2pm**

**REFERENCES**

*(To be submitted with proposal – attach additional pages as necessary)*

List references for similar services provided for at least Four (4) clients in the past five (5) years (attach any other client references if desired). **PLEASE NOTE IT IS THE TOWN'S INTENT TO COMMUNICATE WITH THE REFERENCES LISTED HEREIN.**

CLIENT 1:

Organization Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Service Dates: \_\_\_\_\_  
Project(s): \_\_\_\_\_

CLIENT 2:

Organization Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Service Dates: \_\_\_\_\_  
Project(s): \_\_\_\_\_

CLIENT 3:

Organization Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Service Dates: \_\_\_\_\_  
Project(s): \_\_\_\_\_

CLIENT 4:

Organization Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Service Dates: \_\_\_\_\_  
Project(s): \_\_\_\_\_

**TOWN OF TRUMBULL  
REQUEST FOR PROPOSAL  
PWD  
ROOF REPLACEMENT AT THE HEALTH DEPARTMENT BUILDING**

**Bid number 6262    DUE: September 28, 2017 @ 2pm**

**PROPOSED SUBCONTRACTORS**

If none, write "None" \_\_\_\_\_.

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\*Description of Work \_\_\_\_\_  
Proposed Subcontractor Name \_\_\_\_\_  
Address \_\_\_\_\_

---

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\*Description of Work \_\_\_\_\_  
Proposed Subcontractor Name \_\_\_\_\_  
Address \_\_\_\_\_

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\*Description of Work \_\_\_\_\_  
Proposed Subcontractor Name \_\_\_\_\_  
Address \_\_\_\_\_

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\*Description of Work \_\_\_\_\_  
Proposed Subcontractor Name \_\_\_\_\_  
Address \_\_\_\_\_

\*Insert description of work and subcontractors' names as may be required.

This is to certify that the names of the above mentioned subcontractors are submitted with full knowledge and consent of the respective parties.

The Proposer warrants that none of the proposed subcontractors have any conflict of interest as respects this contract.

**Proposer** \_\_\_\_\_  
(Fill in Name)

**By** \_\_\_\_\_  
(Signature and Title)



**TOWN OF TRUMBULL  
REQUEST FOR PROPOSAL  
PWD  
ROOF REPLACEMENT AT THE HEALTH DEPARTMENT BUILDING**

**Bid number 6262    DUE: September 28, 2017 @ 2pm**

**PROPOSAL**

Proposal of \_\_\_\_\_ (hereinafter called "Proposer, Bidder"), organized and existing under the laws of the State of Connecticut, doing business as to the Engineering Department, Town of Trumbull, Connecticut (hereinafter called the "Owner").

In compliance with your Advertisement for Proposals, Proposer hereby proposes for the **ROOF REPLACEMENT AT HEALTH DEPARTMENT BUILDING** project, in the Town of Trumbull, Connecticut together with all related incidental and appurtenant work as described in the specifications or outlined and/or shown on the exhibits. The work is to be done in strict accordance with the Specifications, Drawings and all Contract Documents, within the time set forth therein, and at the prices stated on the Proposal Schedule.

By submission of this Proposal, each Proposer certifies, that this Proposal has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this Proposal with any other Proposer or with any competitor.

Proposer hereby agrees to commence work under this contract on or before a date to be specified in the "Notice to Proceed", and to fully complete the Project within **sixty (60)** consecutive calendar days thereafter.

Proposer further agrees to pay as liquidated damages, the sum of **(\$250.00)** two hundred and fifty dollars for each consecutive calendar day thereafter till completion of the full contract as provided in the General Conditions. Proposer further agrees that he will provide and sustain the required Bonds and Insurance Policies as required.

Proposer understands that the Owner reserves the right to reject any or all proposals and to waive any informality in the bidding.

Proposer agrees that this proposal shall be good and may not be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for receiving proposals.

Upon receipt of written notice of the acceptance of this proposal, proposer shall execute the formal contract attached within five (5) days and deliver a Surety Bond or Bonds as required in the General Conditions. The Bid Security attached in the sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) is to become the property of the Owner in the event the contract and bond are not executed within the time above set forth, as liquidated damages for the delay and additional expense to the Owner caused thereby.

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

\_\_\_\_\_  
By (Signature)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
City-Town-Zip

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Telephone/Fax

**PROPOSAL – ROOF REPLACEMENT AT HEALTH DEPARTMENT BUILDING (continued)**

The undersigned hereby declares that in regard to all conditions affecting the work to be done and the labor and materials required, this proposal is based on his investigations and findings, and the Town of Trumbull and the Engineers and their officers, agents and employees shall not in any manner be held responsible for the accuracy of, or be bound by any estimates, borings, water or underground conditions relative to the proposed work, indicated in this or in the other contract documents; that no warranty or representation has been made by the Town of Trumbull or the Engineers or their officers, agents and employees as to subsurface soil or rock conditions, ground water, or other underground and similar conditions; nor has any representation or warranty been so made that the estimated quantities to be used for comparison of proposals will even approximate the actual quantities or materials and work which the Contractor may be required to furnish or perform.

Project HEALTH DEPARTMENT BUILDING  
ROOF REPLACEMENT  
355 WHITE PLAINS ROAD  
TRUMBULL, CONNECTICUT

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

Submitted by:

\_\_\_\_\_  
(full name)

\_\_\_\_\_  
(full address)

**1. OFFER**

Pursuant to and in compliance with the Invitation to Bid relating thereto, the Undersigned,

\_\_\_\_\_  
himself/herself with the conditions present and carefully examined all the documents (including the drawings and specifications dated September 5, 2017), General Instructions, Bid Proposal Form, etc., together with all Addenda issued and received prior to closing time for receipt of Bids as prepared by Antinozzi Associates hereby offers and agrees as follows:

To provide all materials, all labor and all else whatsoever necessary to erect and properly finish all work in accordance with said documents for the above mentioned projects to the satisfaction of the Architect and Owner for the stipulated sum of

Base Bid (in words) \_\_\_\_\_

Base Bid (in figures) \$ \_\_\_\_\_

Enclosed herewith is the Bid Guaranty (10% of Base Bid minimum), which is in the form of:  
( ) Bid Bond ( ) Certified Check

All State of Connecticut taxes are excluded from the Bid Sum.

**PROPOSAL - ROOF REPLACEMENT AT HEALTH DEPARTMENT BUILDING (continued)**

**2. ACCEPTANCE**

- a. This offer shall be open to acceptance for ninety (90) days from the Bid opening date.
- b. If this Bid is accepted by the Owner within the time period stated above, Undersigned will:
- c. Execute this Agreement within ten days of receipt of acceptance of this Bid.
- d. Furnish the required bond (s) within ten days of receipt of acceptance of this Bid.
- e. Commence work within seven days after written Notice to Proceed or Contract signing.
- f. If this Bid is accepted within the time stated, and the Undersigned fails to provide the required Bond(s), the Owner may charge against the Undersigned the difference between the amount of this bid and the amount for which the contract for the work is subsequently executed, irrespective of whether the amount thus due exceeds the amount of the bid guaranty.
- g. In the event this Bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

**3. CONTRACT TIME**

If this Bid is accepted, the Undersigned will complete all the work per the contract documents and shall receive satisfactory inspection by the appropriate municipal and state entities within **60 calendar days** from Notice to Proceed. Is it additionally understood that liquidated damages, in the amount of **\$250 per calendar day**, will be assessed for failure to complete the project within the above time period.

**4. CHANGES TO THE WORK**

Equitable adjustments for Changes in the Work will be net cost plus a percentage feed in accordance with the General Conditions.

**5. ADDENDA**

The following Addenda have been received. The modifications to the Bid Documents noted therein have been considered and all costs thereto are included in the Base Bid.

Addenda # \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**6. BID FORM SIGNATURE (S)**

The Corporate Seal

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(Bidder - please print the full name of your Proprietorship, Partnership, or Corporation)

Was hereunto affixed in the presence of:

---

(Authorized signing officer) (Title)

(Seal)

---

(Authorized signing officer) (Title)

If the Bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture in the appropriate form or forms as above.

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

\_\_\_\_\_  
By (Signature)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
City, State, Zip code

\_\_\_\_\_  
Title

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
FAX

\_\_\_\_\_  
EMAIL

**END OF GENERA BID:**  
**PLEASE SEE DRAWINGS BID 6262 &**  
**TECHNICAL SPECS- SCOPE OF WORK**

