

**SOUTHERN CONNECTICUT STATE UNIVERSITY
NEW ACADEMIC LABORATORY BUILDING
NEW HAVEN, CT**

**State of Connecticut Department of Construction Services
Project No. BI-RS-283-CMr**

**SUPPLEMENTAL INSTRUCTIONS TO BIDDERS
SECTION 00 21 19**

1. BIDS

All proposals, to be submitted in duplicate, shall be received by the Construction Manager on the date shown on the "Invitation to Bid" for each individual bid package. Bids will be opened publicly and read aloud. Clearly indicate the amount of your proposal in both words and figures.

Each Bid must be in a sealed envelope, addressed to FIP Construction, Inc. Each sealed envelope containing a bid must be plainly marked on the outside with the following information:

- a. Title of Project: SOUTHERN CONNECTICUT STATE UNIVERSITY
NEW ACADEMIC LABORATORY BUILDING
Project No. BI-RS-283-CMr
- b. Bid Package No. and Title
- c. Name and Address of Bidder

If submitted by mail, the envelope containing the Bid must be enclosed in another envelope.

2. BIDDING DOCUMENTS

Documents may be purchased or viewed as described in the Invitation to Bid. Deposits will not be accepted; all bid documents must be purchased at the Bidder's expense.

3. COMBINATION BID

Individual Bids must be sent in separately sealed envelopes with accompanying Bid security for each bid package.

If submitting a combination Bid, the combination Bid must be sent in a separate sealed envelope marked as such, with accompanying Bid security.

Combination Bids will only be considered if the Bidder has submitted separate individual bids for each package included in his Combination Bid. Individual package bids will be considered stand alone as submitted and not dependent upon acceptance or rejection of a Combined Bid.

4. BID FORM

The Form of Proposal is included in this Bid Document and shall be submitted in duplicate. Bid amounts shall be clearly indicated on the Bid Form, in ink or typewritten, in both words and figures. All blank spaces for Bid prices must be filled in. The Bid Form must be fully completed and executed when submitted. **Bidders must also submit the appropriate Supplemental Bid Information Form related to their package.**

5. MANDATORY UNIT PRICES

By submission of a bid proposal, bidders shall be bound by unit prices established and issued in Specification Section 01 20 00 Contract Considerations.

6. ADDENDA AND INTERPRETATIONS

No interpretations of the meaning of the Plans, Specifications or other Contract Documents will be made orally to any Bidder. Every request for such interpretation must be in writing to the awarding authority and to be given consideration must be received at least seven (7) days prior to the date fixed for the opening of Bids. No oral or telephonic requests will be accepted.

Oral questions may be asked at the Pre-Bid Meeting, but oral responses given by the Architect/Construction Manager or their representative shall not be binding unless confirmed in writing by addendum as set forth below. Any and all such interpretations, responses and supplemental instructions will be in the form of written addenda to the specifications which, if issued, will be mailed to all prospective Bidders (at the respective addresses furnished for such purposes pursuant to the provisions of the Invitation to Bid) not later than five (5) days prior to the date fixed for the opening of Bids. All such modifications shall be included in the work covered by the Bid and shall become a part of this contract. The Bidder shall state in his Bid the number and title of all addenda which he has received.

7. QUALIFICATION OF BIDDERS

The Construction Manager may make such investigation as he deems necessary to determine the ability of the Bidder to perform the work. The Bidder shall furnish all information and data for this purpose as the Owner may request. The Construction Manager reserves the right to reject any Bid if evidence submitted by the Bidder or investigation of the Bidder fails to satisfy the Construction Manager that the Bidder is not responsible or properly qualified to carry out the obligations of the Contract and to complete the work within a specified time.

8. REPRESENTATION

Each Bidder, by submitting their Bid, represents that they have read and understand the Bidding Documents and their Bid is made in accordance therewith. Also, they represent that they have visited the site and have familiarized themselves with the conditions under which the work is to be performed. Failure to do so will not relieve the successful Bidder of his obligation to furnish all labor, material and equipment necessary to complete his work in accordance with the Contract Document.

9. PRE-CONTRACT AWARD REQUIREMENTS

After submitting a Bid Proposal and prior to the award of a contract, each Trade Contractor shall submit to the Construction Manager a list of the proposed subcontractors which the Trade Contractor intends on using for the project.

10. IN ARREARS TO THE OWNER

The Construction Manager will consider as part of its criteria for responsive and qualified bidders the status of any person/company who is in arrears to the Owner or Construction Manager upon debt, or contract, appears on the State of CT Department of Labor Debarment List, or who is a defaulter as surety or otherwise upon obligations to the Owner or Construction Manager.

11. SITE VISITS

Arrangements can be made to visit the site by contacting Mark Culligan at FIP Construction, Inc. (telephone 203.271.0356).

12. PRE-BID MEETING

Pre-bid meeting will be held at the project site for all contractors on Tuesday, January 8, 2013 at 10:00 a.m. on the SCSU Campus, Room ASC P24 All Theater. All Trade Contractors are encouraged to attend the Pre-Bid Meeting, but it is not mandatory.

13. NON-DISCRIMINATION IN EMPLOYMENT

Each Trade Contractor, attendant subcontractors, vendors, and suppliers shall be subject to, and shall comply with the following requirements, included herein by reference, to ensure through affirmative action that qualified employees, applicants for employment and subcontracting are not discriminated against because of race, creed, color, religion, age, sex, physical disability, or national origin.

Said requirements shall include compliance with all applicable Federal, State and Local Statutes, Ordinances and Regulations relating to discrimination in employment. It shall be the responsibility of the Bidder to be familiar with and knowledgeable about the above.

The apparent successful Bidder may be required to undergo a pre-award compliance review for the purpose of ascertaining whether in the opinion of the Owner he is willing and/or capable of complying with the above requirement.

14. MANDATORY SET ASIDE PLAN

Successful Bidders for identified Bid Packages will be required to submit a mandatory Set Aside Plan describing their efforts to fulfill CHRO requirements with fourteen (14) days of contract award. A copy of the required plan is included with the Bid Documents. See section 007300 for list of trades who will be required to fulfill this mandatory requirement.

15. STATE LABOR STANDARD PROVISIONS, LAWS AND REGULATIONS

All provisions of all applicable State Labor Standards must be complied with under this Contract.

The execution of the Contract by the Bidder binds him to all applicable State Labor Laws and Regulations. All such Standards, Laws and Regulations shall be binding to the same extent as if they were copied at length herein.

As a condition of Contract, any out-of-state Trade Contractor who is awarded work must provide FIP Construction, Inc. with a copy of the State of Connecticut Trade License for Employees Working in the State of Connecticut.

16. DAS CERTIFICATION

For all bids greater than \$500,000 in value, Bidders must provide with their bid a copy of their current DAS Prequalification Certificate and an Update (Bid) Statement for the value and classification of work upon which they are proposing.

17. CODE OF ETHICS

Bidders on packages valued over \$500,000 must review and comply with the State of Connecticut "Guide to Code of Ethics for Current or Potential State Contractors" and provide an executed OPM Ethics Form 6 within 10 days of submission of Bid.

18. SALES TAX

This project is exempt from State of Connecticut Sales Tax. A Tax Exemption Certificate will be issued to all contractors and material suppliers.

If a Trade Contractor is a nonresident, within the meaning of Connecticut General Statutes Section 12-430 (7) and will consume or use tangible personal property in Connecticut in carrying out this contract, the Trade Contractor shall comply with the requirement set out in said Statute and cause the Commissioner of Revenue Services to provide the Construction Manager with a copy of the Commissioner's Certification of Compliance. If the Construction Manager does not receive this documentation on the earlier of (a) twenty-one (21) days from the date that the Trade Contractor signs this Contract, or (b) the date on which it commences to provide any services or materials under the Contract, then at the option of the Construction Manager, it may exercise any and all rights under the Statute, including, but not limited to, making the deductions provided for in said Statute and/or by declaring the Trade Contractor in breach and holding the Trade Contractor liable for any and all loss sustained as a result of the Trade Contractor's failure to comply with the Statute and losses sustained by the Construction Manager as a consequence of the Trade Contractor's failure of performance.

19. ACCEPTANCE OF TOWN ORDINANCES AND REGULATIONS

The submission of a bid or proposal by a Trade Contractor for the whole or any part of the work contained in the specifications shall constitute an acceptance by such Trade Contractor of the terms and conditions of all duly promulgated Ordinances and Regulations of the State of Connecticut and the City of New Haven, to the extent the same are applicable; and a contract awarded in response to such Bid or proposal shall be deemed to incorporate all such pertinent ordinances and regulations.

20. INCURRING COSTS

The Owner and the Construction Manager are not liable for any cost incurred for the preparation of proposals or submission of samples by the firms submitting proposals for the work requested in this bid document.

END OF SECTION