



Purchasing Department
Finance Group

February 19, 2014

INVITATION TO BID

The City of Norwalk is soliciting bid submissions for American with Disability Act (ADA) site accessibility alterations within the Mill Hill historic Park. The removal of existing masonry steps of the Town House structure and replacement with new steps and a ramp with railings; removal of existing steps at the doors into the Fitch Law Office structure and replacement with a new stone landing; removal of existing gravel and brick walks, wood curbs, etc. Installation of new walkways and curbs connecting the site buildings as outlined in the drawings; Installation of a new flagpole with internal halyard and concrete supporting foundation; Installation of new lighting for the flagpole, including electrical supply and lighting controls; new sloping pathway and overlook area with fencing and seat wall as outlined in the drawings; new fencing and gate at existing utility area outside of the town house structure as outlined in the drawings; new fence along edge of site area(s) as outlined in the drawings. The approximate budget for this project is \$120,000.00. Your firm has expressed interested in providing these services. The requirements of these services are discussed in greater detail under Section 2 – Project Specifications.

PROJECT NUMBER:	3396
DEADLINE :	2:00 PM, March 12, 2014
BID TITLE :	ADA Site Accessibility Alterations within Mill Hill Historic Park
SITE LOCATION:	MILL HILL HISTORIC PARK, TWO EAST WALL STREET, NORWALK, CT 06851

BID DOCUMENTS for this project may be ordered directly from Technical Reproductions, Inc. Please call Karyn Boczer at (203) 849-9100 to order these documents. All documents must be ordered in complete sets at a cost of \$25.00, non-refundable. Checks are to be made payable to: **“The City of Norwalk.”** Pick up the plans and specifications from Technical Reproductions, 326 Main Avenue, Norwalk, CT, 203-849-9100.

A Pre-bid Conference will be held at 10:00AM, Wednesday, February 26, 2014, meeting at the rear entrance to the Town House structure within the Mill Hill Historic Park. A walk-through of the project area will follow the pre-bid conference.

All questions must be directed in writing via e-mail or fax to Gerald J. Foley, Purchasing Agent, e-mail gfoley@norwalkct.org fax 203-854-7817. The deadline for submission of questions for this bid solicitation is 2:00pm, Wednesday, March 5, 2014.

Bidders will be required to provide:

- 10% bid bond with your response (see Section 3.1 C).
- Performance, labor, and materials bond for 100% of the project upon award if the contract value exceeds \$50,000.00 (see Section 3.1 C & D).
- Copies of current certifications as applicable to this solicitation.
- Original bid response, plus six (6) copies.

SPECIAL NOTES:

- 1.) The completion date of this project shall not exceed one-hundred and twenty (120) days of from the date of the contract award.
- 2.) **BUILDING PERMITS** - Contractors shall obtain and pay for all required permit(s) for this project. Permits fees are NOT waived for this project.
- 3.) References to Department of Public Works, Director of Public Works, and Engineer in section 3 and section 4 are to be interpreted as "Owner's designated representative".
- 4.) Section 4, Item 109-04-2b, Contractor Charges is changed to read "...profit and overhead shall be figured at fifteen (15) percent unless some other basis is approved by the Director."
- 5.) Section 3.8, Liquidated Damages, change to read "Liquidated damages as defined in Article 20 of the Norwalk General Conditions for Construction will be \$250.00 per day.
- 6.) Contractors are hereby reminded that all submitted bid amounts **MUST** include all costs/insurance premium required to satisfy the various insurance limits as identified in these documents.

BIDDER LISTS will not be published.

ADDENDAS, if issued, will be available over the Internet at <http://www.norwalkct.org>. It is the responsibility of the bidders to verify the issuance of any addenda. We strongly suggest that you check for any addenda a minimum of forty eight hours in advance of the bid deadline.

If, after review of the bid documents, your firm is interested in performing the services specified, provide the information requested, sign and return the complete documents, along with your detailed proposal, to the Purchasing Department by the due date. We would appreciate the courtesy of promptly advising us if you do not intend to respond. To properly maintain our records those firms who do not respond may be removed from our vendor records.

Gerald J. Foley,
Purchasing Agent,
City of Norwalk
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