

1. Sealed proposals for the trade contracts listed below addressed to the Town of Rocky Hill will be received by the Finance Department, Rocky Hill Town Hall, 761 Old Main Street, Rocky Hill, CT, 06067, attention John Mehr, **2:00 p.m. local time on Tuesday, May 27, 2014**. Immediately following, all bids will be opened publicly and read aloud. Bids received after the specified closing time will not be accepted and will be returned unopened.

For questions regarding Addenda, or to confirm the bid date, contact: Mark Carroll at O&G Industries, Inc. (860) 496-4233 or email [markcarroll@ogind.com](mailto:markcarroll@ogind.com).

Technical questions, specific questions regarding bidding procedures, project scope and site visits may be directed to Lee Sullivan at O&G Industries, Inc. (860) 496-4285.

| <b>Trade Package Number</b> | <b>CTDAS Pre-Qualification Necessary</b> | <b>Description</b>               | <b>Bid Due Date</b> |
|-----------------------------|--|----------------------------------|---------------------|
| <b>1.25</b>                 | N/A                                      | <b>Griswold Air Conditioning</b> | <b>May 27, 2014</b> |

2. A Mandatory Prebid meeting will be held for all contractors at the Albert D. Griswold Middle School on **Thursday, May 15, 2014 at 3:30 p.m.**
3. Plans and specifications are available and may be viewed and downloaded free of charge from SmartBidNet. Contact Mark Carroll at O&G Industries, Inc via email: [markcarroll@ogind.com](mailto:markcarroll@ogind.com)

Bidders may purchase hard copies of bid documents from ARC Document Solutions at the following location:

ARC Document Solutions  
 17 Talcott Notch Road  
 Farmington, CT  
 Phone: (860) 677-8817 / Fax: (860) 677-6504  
 e-mail: [arcct@e-arc.com](mailto:arcct@e-arc.com)

4. Bidders will be held accountable for the requirements of all documents made available including subsequently issued addenda and memoranda, if any. Although efforts will be made to make bidders aware of all addenda and memoranda, bidders are advised to contact Mark Carroll at the above number to verify they have all addenda and memoranda.
5. The Owner, Town of Rocky Hill, has contracted with O&G Industries to serve as the Construction Manager Adviser (CMA).
6. No oral, telephone or electronic proposals will be considered. All bids shall stand available for acceptance for a period of ninety (90) days from the date proposals are received.
7. The successful bidder shall be given a Notice to Proceed with shop drawings on June 3, 2014. Work is expected to start in the field on June 19, 2014, the first day of summer break.
8. Please refer to Specification Section 003113 – Project Schedule for other milestone dates and terms of liquidated damages. The contractor shall be responsible for adequate manpower including overtime, if required, to meet the turn-over date.

9. No bid shall be accepted from any person/company who is in arrears to the Owner upon debt, or contract, or who is a defaulter as surety or otherwise upon obligations to the Owner.
10. The Owner or its Designee reserves the right to reject any or all bids, without stating reasons therefor, including without limitation the right to reject any or all nonconforming, non-responsive, unbalanced, or conditional bids and to reject the bid of any bidder if the Owner or its Designee believes that it would not be in the best interest of the Owner or the project to make an award to that bidder, whether because the bid is not responsive or the bidder is unqualified or of doubtful financial ability or fails to meet any other pertinent standard or criteria established by the Owner or its Designee. The Owner or its Designee reserves the right to waive informalities and to negotiate contract terms with one or more bidders without reopening the bidding process insofar as such negotiations are not violative of applicable competitive bidding statutes or law.

In the event of a tie low bid, the Owner reserves the right to take into account the residency of bidders within the Town of Rocky Hill and/or location of the bidder's business within the Town of Rocky Hill in awarding the bid.

In evaluating bids, the Owner or its Designee will consider the qualifications of bidder, whether or not the bids comply with the prescribed requirements, and such alternates, unit prices, and other data, as may be requested in the Form of Bid or prior to Notice of Award.

The Owner or its Designee may consider the qualification and experience of subcontractors and other persons and organizations proposed for those portions of the work as to which the identity of subcontractors and other persons and organizations must be submitted as provided by the bid documents.

The Owner or its Designee reserves the right to require, prior to Notice of Award, a statement of facts in detail of the business and technical organization and plant of the bidder available for the contemplated work, including financial resources, present commitments, and experience of the bidder in performance of comparable work.

11. Bid Security, Payment and Performance Bonds will be required. Refer to paragraph 1 in the Instructions to Bidders for amount of Bid Security required for this project.
12. Bidders should note attached insurance requirements.
13. Out-of-state bidders without a permanent office in the State of Connecticut are required by the Connecticut Department of Revenue Services to obtain an Out-of-State Contractors A Guarantee Bond@ if awarded the contract.
14. O&G is an Affirmative Action Equal Opportunity Employer M/F/H/V.
15. Town of Rocky Hill Affirmative Action Plan must be completed and submitted with bid.
16. Town of Rocky Hill Non-Collusion Affidavit must be completed and submitted with bid.

TOWN OF ROCKY HILL