



Owens, Renz & Lee Facility Management
 2 Summit Place
 Branford, CT 06405
 Phone (203) 643-1042
 Fax (203) 643-1190

REQUEST FOR QUOTATION
INSTRUCTIONS

Please quote us your prices as outlined in this RFQ/RFP. All prices must be F.O.B. destination and you must show Unit Price, Amount, and Total or bid may be rejected.

We reserve the right to reject in whole or in part, any or all bids submitted.

The contractor receiving the award agrees and warrants that, in the performance of this contract, He/she will not discriminate nor permit discrimination against any person or group of persons On the grounds of race, sex, sexual orientation, physical challenge or mental disability, color, Religion, or national origin and veteran status, in any manner prohibited by the laws of the United States or the State of Connecticut and, further agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission concerning employment practices and procedures of the contract as relate to the provisions of this section.

Issued by (Agency): Owens, Renz & Lee Facility Management		Return Bid Attention of: Kenneth Garreau 61 Woodland Street	Bid Number: 15-110-03
Agency Address & Telephone: 2 Summit Place, Branford, CT 203-643-1043			Date Issued: 3/17/2015
Site Visit: April 2, 2015, Time 10:00am. 110 Sherman Street Hartford, CT.			Date Bid Required: 4/17/2015 - 12:00PM
Signed for Agency:	Title: Buyer		Services Required: Asphalt

ITEM/CATEGORY:
Asphalt Replacement
 110 Sherman Street

- Request for Quotation:**
- Delivery Location:**
- Terms and Conditions (attached)**
- Standards and Specifications (attached)**
- Site Inspection Verification Form - Attachment "A"**

Company Name _____

R.F.Q #15-110-03

TABLE OF CONTENTS

	Page No.
1. TITLE PAGE	1
2. TABLE OF CONTENTS	2
3. INSTRUCTIONS TO BIDDERS	3
4. TERMS AND CONDITIONS A-Y	5
5. SECTION 1 - GENERAL SPECIFICATIONS	10
6. SECTION 2 – EQUIPMENT & DESCRIPTION OF SERVICES	14
7. EXHIBIT A - BID FORM	15
8. EXHIBIT B – SUBCONTRACTOR FORM	16
9. SECTION 3 - O, R&L CONTACT LIST	17

R.F.Q #15-110-03

**SERVICES
STANDARD INSTRUCTIONS TO BIDDERS**

All Requests for Quotation and Requests for Proposals issued by Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services will bind bidders to the Standard Instructions listed below, unless specified otherwise in any individual RFQ/RFP.

1. **Sealed Bids** – Bids must be received in sealed envelopes. Telephone or facsimile bids will not be considered. Reply envelope shall show the bidder name and bid number.
2. **Authorized Signature** – Bids must be signed by a company officer or representative authorized to make contractual commitments.
3. **Late Bids** – Bids received after the date and time specified for public opening on Page 1 of this document will not be accepted. Late bids will be returned unopened.
4. **Bid Price** – Bidders shall submit pricing as outlined in the bid document. In the event of a price discrepancy between the unit prices and extension, unit prices will govern.
5. **Bid Offer Firm** – Responses to this bid, including bid prices, must remain firm for a period of 120 days from the published date for submission of bids. Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services on behalf of State of Connecticut Department of Administrative Services shall not be liable for any costs incurred by the bidder in the preparation of this bid.
6. **Rejection Qualified Bids** – Bids are subject to rejection in whole or in part if they limit or modify any of the terms and or specifications set forth herein.
7. **Changes to Bid** – No additions or changes to the original bid will be allowed after the specified date and time for opening. While changes are not permitted, clarification at the request of the Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services on behalf of State of Connecticut Department of Administrative Services may be required at bidder's expense.
8. **Rejection for Default or Misrepresentation** – Owens, Renz & Lee Facilities Management as agent for The State of Connecticut Department of Administrative Services reserves the right to reject the bid of any bidder that is in default of any prior contract or for misrepresentation.
9. **Award** – Bids will be evaluated and awarded to the lowest competitive bidder based on quality of the goods and services to be supplied, their compliance with specifications, price, administrative costs, ability to perform within the required time or without delay, skill, judgment and experience, past performance, and financial responsibility.
10. **Clerical Errors** - Owens, Renz and Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services reserves the right to correct inaccurate awards resulting from its clerical and administrative errors.

R.F.Q #15-110-03

SERVICES - TERMS AND CONDITIONS A - Y

- A. **Entire Agreement** - The terms and conditions of this contract constitute the entire agreement between parties hereto and supersede all previous agreements, promises or representations whether written or oral. This contract may not be changed, altered or modified except by an instrument in writing signed by a duly authorized representative of both parties.
- B. **Acceptance** - The Contractor agrees to and accepts the terms and conditions stated herein.
- C. **Payment Terms** - Payment for services provided to Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services are net 90 days upon receipt of invoice, unless otherwise agreed to in writing by both parties.
- D. **Tax Exempt** - Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services is exempt from Connecticut Sales Tax under G.S. Sect. 12-412, Federal Excise Taxes, and the provisions of the Federal Robinson-Patman Act.
- E. **Applicable Law** - The Contractor shall comply with all Federal, State and local laws, standards and regulations applicable to the services being provided under this contract. The Contractor shall defend and save the O, R&L Facilities Management on behalf of State of Connecticut Department of Administrative Services harmless against any actions or claims brought against it for losses, costs, or damages by reason of actual or alleged infringements of letter of patent.
- F. **Default by the Contractor** - If the Contractor defaults or otherwise fails to comply with any of the terms, conditions and provisions set forth in this contract or in any of the attachments which are part of this contract, Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services may elect to pursue any one or more of the following remedies in any combination or sequence:
- Seek damages.
 - Withhold or reduce payments.
 - Suspend services.
 - Require the contractor to correct or cure such default to the satisfaction of Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services.
 - Terminate the contract.
 - take such other action as deemed appropriate and in the best interests of Owens, Renz & Lee Facilities Management as agent for State of Connecticut Department of Administrative Services, along with other remedies provided by law, including but not limited to procuring the services from another source(s) and charging the contractor any excess costs incurred or damages thereby.
- G. **Settlement of Claims** - Any controversy or claim arising out of, or relating to this contract, or the breach thereof, shall be settled by Arbitration in accordance with the rules of The American Arbitration Association then in effect. Judgment upon the award rendered by the Arbitrator(s) may be entered in any court having jurisdiction thereof.

R.F.Q #15-110-03

- H. **Warranty** - The Contractor agrees that all services provided hereafter will conform to specifications, drawings, samples, or other descriptions furnished or adopted by Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services, and that such services will be fit and sufficient for the purposes intended, of merchantable and good quality and workmanship, and free from defect, liens, and encumbrances.
- I. **Final Inspection** – All services provided pursuant hereto, shall be subject to final inspection by Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services before acceptance is affected. Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services reserves the right to reject said services provided not in compliance with the purchase order.
- J. **Delay** - If services are not provided within the time specified or within a reasonable time, if no time is specified, Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services may exercise its options as outlined in Paragraph F herein.
- K. **Contingencies** - Neither party hereto shall be liable to the other for default or delay in delivering or accepting services hereunder if caused by fire, strike, riot, war, Acts of God, delay of carriers, governmental order or regulation or other contingency beyond the reasonable control of the respective parties. The Contractor shall give notice to Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services of any such unavoidable delays or defaults.
- L. **Non-Waiver** - Failure of the Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services to insist upon strict performance of any terms and conditions herein shall not be deemed a waiver of any rights or remedies that Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services may have, nor deemed a waiver of subsequent default herein.
- M. **Equal Opportunity** - Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services is an Equal Opportunity employer and purchaser. No employee or applicant for employment or vendor will be discriminated against because of race, color, religious creed, marital status, national origin, ancestry, sex, sexual orientation, age, present or past history of mental disorder, mental retardation or physical disability including but not limited to blindness, or veteran's status.
- N. **Civil Rights Agreement** - (1) The Contractor agrees and warrants that in the performance of the contract he will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, mental or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or the State of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, mental disability or physical disability, including, but not limited to blindness, unless it is shown by such contractor that such disability prevents performance of the work involved;

R.F.Q #15-110-03

(2) that contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the Commission on Human Rights and Opportunities; (3) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding of each vendor with which such contract has a contract or understanding, a notice to be provided by the commission, advising the labor union or worker's representative of the contractor's commitments under section 4a-60, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the contractor agrees to comply with each provision of Section 4a-60, 4a-60a, 46a-68f and with each regulation or relevant order issued by said commission pursuant to Connecticut General Statutes Section 46a-56, 46a-68e and 46a-68f; and (5) the contractor agrees to provide the Commission on Human Rights and Opportunities and Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services with such information requested by them, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor as relate to the provisions of Connecticut General Statutes Section 4a-56 and 4a-60. If the contract is a public works contract, the contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works project.

- O. **Non-discrimination Regarding Sexual Orientation** - Unless otherwise provided by Conn. Gen. Stat. Section 4a-60a of the Conn. Gen. Stat.: (a) (1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the contractor agrees to provide each labor union or representatives of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the contractor's commitments under section 4a-60 and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said commission pursuant to Section 46a-56 of the Connecticut Gen. Stat.; (4) the contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts concerning the employment practices and procedures of the contractor which relate to provisions of this section and Section 46a-56 of the Conn. Gen. Stat.; (b) The contractor shall include the provisions of subsection (a) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission.

The contractor shall take such action with respect to any such subcontract or purchase order as the commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Section 46a-56 of the Conn. Gen. Stat. provided, if such contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the commission, the contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

R.F.Q #15-110-03

- P. **Americans With Disabilities Act of 1990** - This clause applies to those contractors, which are or will come to be responsible for compliance with the terms of the Americans with Disabilities Act of 1990 (43 USCS Sections 12101-12189 and Sections 12201-12213) (Supp. 1993); 47 USCS Sections 225.611 (Supp. 1993). During the term of the contract, the contractor represents that it is familiar with the terms of this Act and that it is in compliance with the law. The contractor warrants that it will hold the state harmless from any liability, which may be imposed upon the State as a result of any failure of the contractor to be in compliance with this Act. Where applicable, the contractor agrees to abide by the provisions of section 504 of the federal Rehabilitation Act of 1973, as amended, 29 USC Section 794 (Supp. 1993), regarding access to programs and facilities by people with disabilities.
- Q. **Governing Law** - This contract and any resulting purchase order shall be governed by and construed in accordance with the laws of the State of Connecticut.
- R. **Cancellation** - This contract may be canceled by Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services upon 30 days written notice to the Contractor. In the event of cancellation, all monies due shall be prorated against the value of services accepted by the Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services.
- S. **Contract Period** - The contract period shall be limited to **job completion and acceptance** commencing on the **agreed upon scheduled day to start** unless funding is withheld for the next fiscal year by State of Connecticut Department of Administrative Services. An extension of the contract, under the conditions of this bid, may be authorized by the buyer with the consent of the Contractor.
- T. **Contract Price** - Prices must remain firm during the contract period. Price reductions may be taken at any time. Price increases shall not be granted unless specifically allowed for in this contract.
- U. **Amendments** – Any changes to the bid specifications will be made in the form of written amendments. Verbal instructions are to be disregarded unless these same instructions are documented in the form of a written amendment issued by the Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services.
- V. **No Joint Venture** – Nothing contained in this contract shall be construed as creating a joint venture, partnership, or employment relationship among the parties hereto, nor shall any party have the right, power, or authority to create any obligation or duty, express or implied, on behalf of any other party.
- W. **Employment of Workers** – In the employment of mechanics, laborers, or workmen to perform the work specified herein, preference shall be given to residents of this state who are, and continuously have been residents of this state for at least six months, and if no such person is available, then to residents of other states.
- X. **Indemnification** - The Contractor hereby agrees to indemnify and hold Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services, its agents, employees, public officials and representatives harmless from any and all claims, causes of action, demands for damages, or liabilities of any kind, brought by any person or entity whatsoever, arising from any act, error, or omission of the Contractor and or its

R.F.Q #15-110-03

Employees during or resulting from Contractor's activities (including those of subcontractors) under this contract.

- Y. **Subcontractors** – Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services reserves the right to approve any and all subcontractor agreements. The Contractor shall not subcontract any of the services required under this contract without prior written approval from Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services. Subcontractors shall be bound by all the terms and conditions of this contract. Subcontractors shall not relieve the prime Contractors of its responsibility under this contract.

END OF GENERAL CONDITIONS

R.F.Q #15-110-03

SECTION 1 - GENERAL SPECIFICATIONS

1. INTENT

Owens, Renz & Lee Facilities Management, as agent for the State of Connecticut Department of Administrative Services, intends to contract with an experienced and qualified contractor(s) to perform Asphalt Replacement at 110 Sherman Street Hartford, CT., in Hartford County, CT.

2. SCOPE OF SERVICES

The successful Contractor(s) shall be required to provide all labor, materials, equipment, and supplies that may be required to properly perform all services under this contract.

Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services reserves the right to solicit quotations, under separate bid, for repair work not covered under this contract if deemed to be in its best interest.

3. MANDATORY SITE INSPECTIONS

There will be a site inspection **4/2/2015 at 10:00 am**. Contractors will meet at 110 Sherman Street Hartford, CT. in the rear parking lot. Mandatory site inspections are required by all bidders prior to submission of a bid proposal to compare the sites to the specifications and to acquaint themselves with existing site conditions. All bidders shall be required to attend the site prior to bid submittal.

Prospective bidders and the Building Maintenance Supervisor at each site must sign in the spaces provided on the Site Verification Form-Attachment A, for each site upon which a bid is submitted. Bids received without the signatures of the bidder and the Building Maintenance Supervisor as a verification of attendance at the site inspection will not be considered.

Prospective bidders must adhere to the following:

- Check-in with the guard at the main entrance of each site **PRIOR TO** specified times.
- Be prompt. Prospective bidders will not be allowed to view the site(s) or be briefed at other than the time(s) designated.
- Coordinate site inspections with subcontractors as deemed necessary by the bidder.
- Verifying equipment inventory at each site.

4. BID DROP OFF

All sealed bids should be dropped off at **61 Woodland Street Hartford, CT., OR&L Property Management Office** located in the “G” level of the Asylum Ave entrance. Security will direct you to the office.

R.F.Q #15-110-03

5. BID OPENING

Bid openings will be done by the Property Manager and the award will be posted on the Biz Net Website.

6. INSURANCE SPEC.

Please see the attached memo regarding the insurance specification and additionally insured.

5. BID PRICES

Prospective bidders shall quote prices as outlined in the Bid Price Proposal Section of this bid. Prices quoted must include all costs associated with performance of this contract, including travel. Bid prices must remain firm throughout the contract term.

6. MINIMUM QUALIFICATIONS

The Contractor and Contractor's personnel must be licensed by the State of Connecticut to perform the work outlined in this contract. Contractor shall be solely responsible for obtaining all licenses and permits necessary to perform work under this contract.

7. SUBCONTRACTORS

The subcontractors must be listed on the Subcontractors Form – Page 16 of this bid. The prime contractor shall be responsible for all work performed by its subcontractors. Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services will make contract payments to the prime contractor only. The prime Contractor shall indemnify and hold-harmless Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services from any and all activities related to services provided by their sub-contractor.

8. MATERIAL SAFETY DATA SHEETS

The Contractor shall submit Material Safety Data Sheets (MSDS) proposed upon the contract Award. The Contractor shall provide updated MSDS to the Building Supervisor when chemicals are provided.

9. BIDDER CAPABILITIES

Prospective bidders must have sufficient licensed staff, vehicles, and inventory to meet the needs Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services. Bidders must demonstrate their capability to (a) meet contract response times and (b) respond to calls for service at multiple locations concurrently.

R.F.Q #15-110-03

10. BID EVALUATION AND AWARD

Bids will be evaluated based on the requirements set forth in this Request for Quotation Document which shall include, but not be limited to: price, compliance with bid requirements and specifications, bidder's skill and experience as determined by licenses and certifications, staffing levels, availability of required parts and equipment, bidder's proximity to the locations bid on, and prior performance.

This bid will be awarded to the lowest responsible bidder by location, groups of locations or total bid, whichever is deemed to be in the best interest of Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services.

11. PARTS AND WORKMANSHIP

A. All work shall be performed by experienced, skilled and licensed personnel. All work shall be of a quality consistent with a good trade practice and shall be performed in a neat, professional manner. Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services reserves the right to reject any work, which, in its opinion, has been performed in a substandard, dangerous or unserviceable manner.

The Contractor shall correct said deficiencies, or damage to property in a satisfactory manner, at no extra cost to Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services. O, R&L reserves the right to repair any property damage using its own resources, and back charge the contractor as may be required.

12. SITE CONDITIONS

A. SAFETY - All work must be performed in a safe manner. The Contractor shall, at its sole expense, immediately correct any dangerous conditions caused by or resulting from Contractor's work, which Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services believes to be hazardous to persons or property.

B. PARKING - Parking of Contractor's vehicles shall be the responsibility of the vehicle owner and done at the risk of the vehicle owner.

C. DAMAGE TO FACILITIES - The Contractor shall, at its sole expense, repair, replace or otherwise remedy any damage to the property or surrounding structures caused by the Contractor during the duration of this contract. The Contractor shall correct said deficiencies, or damage to property in a satisfactory manner, at no extra cost to Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services. O, R&L reserves the right to repair any property damage using its own resources, and back-charge the contractor as may be required.

13. CONTRACTOR'S CONDUCT

The Contractor shall be courteous, polite and adhere to proper conduct at all times. Proper conduct is meant to include, but is not limited to the following rules:

- A. No weapons, drugs or alcohol on the premises.
- B. No smoking in any facility.
- C. No use of telephones, desks, equipment, etc...
- D. No exterior doors shall be left open or unlocked.
- E. No profane language.

R.F.Q #15-110-03

14. **PURCHASE ORDER AUTHORIZATION**

Owens, Renz & Lee Facilities Management as agent for the State of Connecticut Department of Administrative Services will issue a Purchase Order to the selected contractor for the work to be performed.

15. **PAYMENT FOR SERVICES**

A. Payments will be made in arrears, and only for properly documented invoices, which shall include:

- Vendor Invoice
- Job Field Ticket which shall include: (a) site address, date and name of personnel.

MISCELLANEOUS

1. This Agreement and the Contract Documents shall constitute the entire agreement of the parties and shall supersede any other agreements that may exist between the parties as of the date hereof. To the extent any provision of any of the Contract Documents is inconsistent with any of these General Conditions, these General Conditions shall govern.
2. This Agreement shall be governed by the laws of the state in which the property is located.

All notices to be given pursuant to or in connection with this Agreement, whether required to given hereunder or not, shall be in writing and delivered by (a) certified mail, return receipt requested, or (b) by messenger, with acknowledgment of receipt returned to sender, to Contractor or Owner's Agent, as may be the case, at their respective addresses set forth in the Agreement

R.F.Q #15-110-03

SECTION 2 – EQUIPMENT & DESCRIPTION OF SERVICES

**110 Sherman Street
Asphalt Replacement**

PROJECT SCOPE:

Furnish and install all labor, equipment and materials to complete the following:

- Remove and dispose of existing asphalt in designated areas– approximately 40,500 sq. ft. (conformation needed).
- Furnish and install processed stone where needed.
- Fine grade area prior to paving.
- Install two courses, 1 ½” class 1 Binder and 1 ½” class II Top, hot bituminous asphalt and compact with vibratory rollers.
- Lay-out and install new line striping replicating existing layout. (commercial grade traffic marking paint only)
- Clean up and restore site as needed.

Prevailing wage threshold is \$100,000.00 and over.

Job is Tax Exempt. (Certificate on request)

Exhibit A

Price Schedule RFQ 15-110-03

BID FORM

110 SHERMAN STREET ASPHALT REPLACEMENT

This form must be filled out in its entirety and submitted as bidding document.

110 Sherman Street, Hartford, CT.

Description of Services

Price for entire job

Total square footage

**Asphalt replacement of parking lots
Per attached spec.**

TOTAL

Authorized Signature

Name

R.F.Q #15-110-03

Exhibit B - SUBCONTRACTOR FORM

**REQUIREMENTS FOR AWARD OF CONTRACTS FOR
BUILDING CONSTRUCTION, REPAIRS AND MODIFICATIONS**

- A. In the space provided below, each bidder shall provide the name of each subcontractor and their quoted price for the class of work that each shall perform:
(Please include all applicable subcontractor trades. Use an additional sheet, if necessary, and attach to bid.)

<i>Class</i>	<i>Subcontractor's Name</i>	<i>Quoted Price</i>
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
<i>Subcontractor's Total</i>		\$ _____

- B. (1.) The undersigned agrees that if selected as general contractor, he shall, within five days, Saturdays, Sundays and legal holidays excluded, after presentation thereof by the ("owner"), Owens, Renz & Lee Facilities Management as agent for the ("owner"), execute a contract in accordance with the terms of the general bid; (2) the undersigned agrees and warrants that he has made good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials under such contract and shall provide the Commission on Human Rights and Opportunities with such information as is requested by the commission concerning his employment practices and procedures as they relate to the provisions of the general statutes governing contract requirements; and (3) the undersigned agrees that each of the subcontractors listed on the bid form will be used for the work indicated at the amount stated, unless a substitution is permitted by the Owens, Renz & Lee Facilities Management as agent for the ("owner").
- C. It shall be presumed that the general bidder intends to perform with its own employees all work for which no subcontractor is named. The general bidder's qualifications for performing such work shall be subject to review.
- D. Owens, Renz & Lee Facilities Management as agent for the ("owner") shall not permit substitution of a subcontractor for one named in accordance with the provisions for this section or substitution of a subcontractor for any designated sub-trade work bid to be performed by the general contractor's own forces, except for good cause. Substitutions made without Owens, Renz & Lee Facilities Management as agent for the ("owner") written approval shall subject the bidder to disqualification for up to 24 months on future bids.
- E. Failure to correctly list a subcontractor or state a subcontractor's price shall be cause for rejection of the general bidder's bid.

Company Name _____ Representative Name _____
(Print or type)

R.F.Q #15-110-03

SECTION 3 – Owens, Renz and Lee Facilities Management Contact List

Property Manager

Kenneth Garreau

Office: 860-727-0892

Maintenance Supervisor (Site Contact – 110 Sherman Street)

Doug Laitinen

Cell: 860-655-6996