

Legal Notice

Town of Branford Request for Bids

Asphalt Shingle Roof Replacement

The Town of Branford is requesting sealed bid proposals for the Replacement of Asphalt Shingle Roof at the Volunteer Service Center. Information packets may be obtained in the Finance Department, 1019 Main Street, Branford, CT 06405, on the Town's web site at www.branford-ct.gov, or on the State of CT DAS website.

Bids are to be submitted in a sealed envelope marked "**Replacement of Asphalt Shingle Roof**" to the Finance Department, Attn: Purchasing Clerk, 1019 Main Street, Branford, CT 06405 by **11:00 AM, Friday, August 26, 2016**. No bids will be accepted after that time and date. Bids will be publicly opened following the submission deadline in the conference room located on the 2nd floor of Town Hall.

There will be a mandatory pre-bid walk through on **Friday, August 19, 2016, at 10:00 AM** at the Volunteer Service Center, 30 Harrison Ave, Branford, CT 06405.

The Town of Branford has the right to accept or reject any and all bids. Any contract awarded pursuant to this request will be subject to the approval of the Board of Selectmen of the Town of Branford.

Tyechia Pettway
Purchasing Clerk

GENERAL INFORMATION

CLIENT

Town of Branford
1019 Main Street
Branford, CT 06405

CONTACT PERSON

Otto Berger, Lead Tradesman, is the designated contact person for this bid.
Mailing address: P.O. Box 150, Branford, CT 06405
E-mail: oberger@branford-ct.gov
Phone: (203) 315-3365
Fax: (203) 315-5278
Cell: (203) 627-3304

PRE-BID INSPECTION

A **mandatory** pre-bid walk-through will be held **Friday, August 19, 2016**, at the Volunteer Service Center, 30 Harrison Ave, Branford, CT at 10:00 AM. A representative of your company must attend this meeting to become familiar with the setting of this project.

PROJECT SCHEDULE

Along with the proposed cost, include a schedule for the completion of the work. Dates must be provided for start of construction and completion of construction.

SUBMISSION OF SEALED BIDS

Bids are to be submitted in a sealed envelope marked **“Replacement of Asphalt Shingle Roof”** to the Finance Department, Attn: Purchasing Clerk, 1019 Main Street, Branford, CT 06405 by **11:00 AM, Friday, August 26, 2016**. No bids will be accepted after that time and date. Bids will be publicly opened following the submission deadline in the conference room located on the 2nd floor of Town Hall. All submissions must include the completed Bid Proposal sheet and complete documentation on the specifications and quality levels of the proposed products. Bids submitted that do not contain this documentation are subject to rejection.

CODE COMPLIANCE

All work performed for this project shall be done by licensed technicians and in compliance with all Local and State Building Code requirements and regulations and Manufacturers Recommendations. All building and/or mechanical permits must be obtained by the contractor prior to beginning the project. Since this is a Town project, all fees associated with the permits will be waived, with the exception of the Mandatory State Education Fee.

Town of Branford
Is Requesting Bid
For
Asphalt Shingle Roof Replacement
INTRODUCTION

PURPOSE:

The Town of Branford is inviting qualified CT. licensed and insured Roofing Contractor to perform an Asphalt Shingle Roof Replacement.

LOCATION:

Volunteer Service Center
30 Harrison Ave.
Branford, CT 06405

PROPOSAL:

The town is requesting one proposal

- 1) Proposal as specified below.
- 2) Proposal shall include a cost per ½” and 5/8” plywood sheeting replacement.

INSTRUCTIONS TO BIDDERS:

- 1) All bidders who wish to bid on this project must be present at the mandatory walk-through.
- 2) All bidders must sign the sign-in sheet at the pre-bid walk through. No bids will be accepted from bidders who are not signed in.
- 3) All bidders shall thoroughly inspect job site of the project and determine layers to be removed.
- 4) Bidders may revisit the job site upon request for more details.
- 5) Bids shall include an estimated start and completion date.
- 6) Contractors will supply the Town of Branford with a Certificate of Insurance which will list the Town of Branford Additionally Insured.
- 7) Any addendums for this project will be posted on the Town Web Site.
- 8) No Bid Bond is required.
- 9) No Performance Bond is required.

SCOPE OF WORK:

- 1) Contractor shall cover and protect small flat roof in the rear of building from any damage. Required means of egress shall be maintained and protected at all times during construction, pedestrian walkways and sidewalks adequately protected.

- 2) Contractor shall strip existing roof down to its plywood.
- 3) Contractor shall replace any water damaged plywood with new CDX Plywood, securely fastened by 8d common or 0.113" 16 gage spaced 4 inches at edges and 8 inches at intermediate supports.
- 4) Contractor shall apply proper aluminum Drip Edge and Rake edging around perimeter eaves and gables overlap to be a minimum of 2 inches and fastened every 12" o.c. maximum.
- 5) Contractor shall apply Ice and Weather Shield (Weather watch) at the eaves; to a point at least 24 inches inside the exterior wall line of the building, all valleys at least 36 inches in width, chimneys and pitch change.
- 6) Contractor shall apply ASTM D 226 or ASTM D 4869 fiberglass reinforced roofing underlayment under new roof, minimum of 2 inches overlap securely fastened with corrosion resistant fasteners.
- 7) Contractor shall apply new vent boots.
- 8) Roof shingles are to be GAF Pewter Gray Architectural Shingles.
- 9) Small low pitched roof shall be of (EPDM) Roofing membrane.
- 10) Contractor shall apply a 30 year architectural asphalt shingle, ASTM E 108 Class C rated or better, per State Building Code and manufactures installation guide, color to be selected by the Town.
- 11) Contractor shall fasten shingles, underlayment, flashings in accordance with the State Building Code and all manufactures installation guide for 110 mph wind design speed. All Fasteners shall comply with ASTM F 1667
- 12) Contractor shall apply new lead counter flashing around chimney.
- 13) Contractor shall apply a shingle type ridge vent for the entire length of peak in accordance with manufacture installation guide.
- 14) Contractor shall clean up job site daily and dispose of job related debris from the premises when complete, landscape features to be protected and restored to original condition if damaged by roof construction.
- 15) Contractor shall clean out all debris from the gutters.
- 16) Contractor must supply the Town with a certificate of warrantee for the material used and workmanship. (30 year warranty on shingle materials and a One Year Workmanship Guarantee of the product installed).
- 17) Roof must be safeguarded and protected at all times during construction against water infiltration and weather; underlayment must be dry and clean before any flashings, underlayment or shingles are installed.
- 18) Contractor shall obtain a building permit prior to start of project.
- 19) Contractor shall coordinate this project with the General Government Buildings Department prior to start.
- 20) Contractor work must comply with the updated OSHA Safety Standards.

TOWN OF BRANFORD
Bids Requests
For
Asphalt Shingle Roof Replacement
Volunteer Service Center

We have visited the site and examined all conditions affecting the work.

We hereby propose to furnish all labor and materials required by the contract:

Proposal:

Roof replacement proposal. _____

Cost per 1/2" plywood sheeting replacement. _____

Cost per 5/8" plywood sheeting replacement. _____

Estimated Start Date: _____ Estimated Completion Date: _____

Company Name: _____

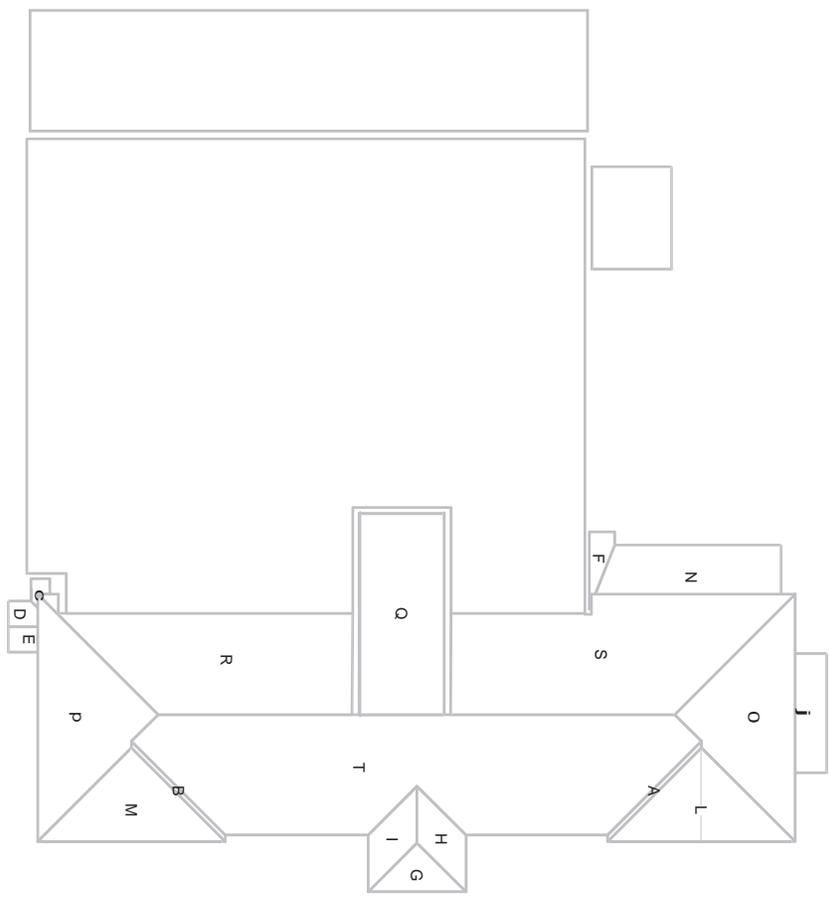
Company Address: _____

Signature of Authorized Representative

Date

Title

References:



TOWN OF BRANFORD
OFFICE OF THE TREASUER



1019 Main Street
Post Office Box 150
Branford, CT 06405

(203) 488-8394
FAX: 315-3736

**General Requirements for Bidding
and
Instructions to Bidders**

NOTICE

Information provided in these specifications is ***CONFIDENTIAL*** and is to be used only for the purpose of preparing a proposal. It is further expected that each bidder will read these specifications with care, for failure to meet every one or a combination of specified conditions may invalidate the proposal.

The Town reserves the right to reject any or all bids or any portion thereof and to accept the bid deemed to be in the best interest of the Town of Branford.

Bidders are requested to submit quotations on the basis of these specifications. Alternate quotations will receive consideration providing such alternatives are clearly explained.

The information contained herein is believed to be accurate and is based upon the latest available information but is not to be considered in any way as a warranty.

Revised 5/2012
Standard Form

SECTION I - General Terms and Conditions

A. Compliance with Laws

The bidder shall at all times observe and comply with all laws, ordinances and regulations of the federal, state and local governments, which may in any way affect the preparation or the performance of the contract.

B. Timetable

Price quoted must be valid for **60** days. Delivery and installation completion dates must be included in the bid proposal.

C. Consideration of Proposals

The Board of Selectmen, or a majority of them, reserve the right to select or reject alternate proposals; to waive informality in proposals; and to reject any and all bids, or accept such bid as shall in its judgement be to the best interest of the Town of Branford.

D. Bid Bond **No Bid Bond is required.*

1. A certified check or bank draft made payable to the “Treasurer, Town of Branford”, or a satisfactory bid executed by the bidder and a surety company in an amount no less than five percent (5%) of the base bid, may be required with each proposal.
2. Checks or drafts will be returned to unsuccessful bidders within ten (10) business days of the bid award.

E. Performance Bond **No Performance Bond is required.*

Successful bidders may be required to furnish a Performance and Payment Bond in the amount of 100% of the contract sum.

F. Protection of Work and Property

Successful bidders shall be responsible for protection of their equipment and materials against theft, damage or deterioration on the site.

G. Competency of Bidders

1. Bidders shall have had proven experience in the field of work.
2. Bidders shall submit with their bid a listing of recent work performed within the State of Connecticut of the size equal to or greater than the work being bid.

H. Alternates

1. Any alternates to specified materials or workmanship must be separately listed and described in detail.
2. Alternates will be considered in awarding the contract only if they provide, as a minimum requirement, all features contained in the specifications.
3. The Town of Branford reserves the sole right to determine through its agents the equality of alternate products and/or installation procedures.

I. Bid Requirements

1. Each bidder shall return two (2) copies of the proposal sheet entitled "Bid Proposal". Each bid proposal must be signed by an authorized agent of the bidder.
2. Each bidder must complete and have notarized the "Non-Collusion Affidavit of Bidder" form. This form must accompany all bids being submitted.
3. Each bidder must be in good standing with the Town of Branford.
4. Successful bidders must obtain any required governmental approvals.

J. Specifications – General

The contract shall include all labor and materials, tools and equipment and services required for proper performance of the work as specified hereinafter and as may be required for proper completion of the work in accordance with the highest standards of the trades involved.

K. Examination of Site

Prior to submission of the bid, contractor shall visit the site, consult with the supervisor, and become thoroughly familiar with all conditions under which the work will be installed. The contractor will be responsible for any assumptions made regarding the site for the work to be performed.

SECTION II - Insurance Requirements

Bidder shall agree to maintain in force at all times during which services are to be performed the following coverages and shall name the Town of Branford as an Additional Insured on a primary and non-contributory basis to the Bidder’s Commercial General Liability and Automobile Liability policies. **These requirements shall be clearly stated in the remarks section on the bidders Certificate of Insurance.** Insurance shall be written with Carriers approved in the State of Connecticut and with a minimum Best’s Rating of A-. In addition, all Carriers are subject to approval by the Town of Branford.

		(Minimum Limits)
General Liability	Each Occurrence	\$1,000,000
	General Aggregate	\$2,000,000
	Products/Completed Operations	\$2,000,000
	Aggregate	
	-Include Waiver of Subrogation	
Auto Liability	Combined Single Limit	
	Each Accident	\$1,000,000
Umbrella (Excess Liability)	Each Occurrence	\$1,000,000
	Aggregate	\$1,000,000
Workers’ Compensation and Employers’ Liability	WC Statutory Limits	
	EL Each Accident	\$500,000
	EL Disease Each Employee	\$500,000
	EL Disease Policy Limit	\$500,000

Original, completed Certificates of Insurance must be presented to the Town of Branford prior to purchase order/contract issuance. Bidder agrees to provide replacement/renewal certificates at least 60 days prior to the expiration of the policy.

Hold Harmless Requirements

The contractor shall, at all times, indemnify and save harmless the Town of Branford, its officers, agents, and servants on account of any and all claims, damages, losses, litigation expense, counsel fees and compensation arising out of injuries (including death) sustained by or alleged to have been sustained by the public, any or all persons affected by the contractor’s work, or by the contractor, any subcontractor, material, men or anyone directly or indirectly employed by them or any one of them while engaged in the performance of this contract. The Town of Branford shall be named as an additional insured on said policy of public liability insurance to cover all claims against the Town arising out of said contract.

NON-COLLUSION AFFIDAVIT OF BIDDER

State of: _____

County of: _____, SS)

_____ ; being first duly sworn, deposes and says that:

- 1) S/he is (owner, partner, officer, representative or agent) of _____, the Bidder that has submitted the attached Bid:
- 2) S/he is fully informed regarding the preparation and contents of the attached Bid and of all pertinent circumstances regarding such Bid:
- 3) Such Bid is genuine and is not a collusive or sham Bid:
- 4) Neither the said Bidder nor any of its officers, partners, owner, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any Bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage with the Owner or any person interested in the proposed Contract.
- 5) The price quoted in the attached Bid is fair and proper and is not tainted by collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest.

Signed: _____

Title: _____

Subscribed and sworn before me this _____ day of _____, 20____.

Notary Public: _____

My Commission expires _____, 20____.