

**INVITATION FOR BIDS**

**BLOOMFIELD PUBLIC SCHOOLS  
BOARD OF EDUCATION OFFICES  
1133 BLUE HILLS AVENUE  
BLOOMFIELD, CONNECTICUT 06002**

**NOVEMBER 9, 2016**

**SPECIFICATIONS AND BID FORM  
FOR**

**BLOOMFIELD HIGH SCHOOL HYDRONIC PUMP REPLACEMENT**

**ANY INQUIRIES CONCERNING THE SPECIFICATIONS**

**SHOULD BE DIRECTED IN WRITING TO:**

**WAYNE CASPER, DIRECTOR OF FACILITIES**

**EMAIL: [wcasper@blmfld.org](mailto:wcasper@blmfld.org) FAX: 860-769-4235**

**SEALED BIDS WILL BE RECEIVED NO LATER THAN**

**11:00 AM ON NOVEMBER 29, 2016**

**AT**

**BLOOMFIELD PUBLIC SCHOOLS  
ADMINISTRATIVE OFFICE  
1133 BLUE HILLS AVENUE  
BLOOMFIELD, CT 06002**

**NON MANDATORY PRE-BID SITE VISIT WILL BE HELD ON NOVEMBER 16, 2016,  
1:30 PM AT BLOOMFIELD HIGH SCHOOL, 5 HUCKLEBERRY LANE,  
BLOOMFIELD CT 06002**

**MARK SEALED PROPOSAL ENVELOPE CLEARLY:**

**BHS HYDRONIC PUMP REPLACEMENT**

## **INTRODUCTION**

These specifications are for bids from firms or individuals (Contractor) for the following services at the Bloomfield High School facilities in Bloomfield Connecticut:

### **BLOOMFIELD HIGH SCHOOL HYDRONIC PUMP REPLACEMENT**

All bids shall be submitted to Bloomfield Public Schools in accordance with these specifications and the conditions as set forth in the proposal request documents. The successful respondent will be required to sign a contract with the School District, which will comply with the terms and conditions hereof.

It is the intention of Bloomfield Public Schools to select a Contractor to provide these services based on factors which include the comprehensiveness and quality of the proposal, the experience of the Contractor, the costs submitted by the Contractor, and factors which, in the opinion of Bloomfield Public Schools, will lead to efficient, cost effective, and well maintained facilities. Price in and of itself will not necessarily be the deciding factor in awarding the contract.

## SPECIFICATIONS AND INSTRUCTIONS

1. **Purpose:** The Contractor will efficiently provide its services at Bloomfield Public Schools, Bloomfield, CT. (a description of the work is attached as Exhibit A)  
  
Bloomfield remains responsible for insuring that the facilities are in conformance with state law and shall monitor the Contractor through periodic monitoring and reports. Bloomfield retains control of the quality, and general nature of its facilities. Bloomfield shall be assured by the Contractor that all federal, state and local regulations are being met in performing work under this contract.
2. **Contract:** A contract in the form of a Purchase Order issued to the Contractor. The contract shall include the Contractor's proposal as finally accepted and the districts approved purchase order.
3. **Contractor Eligibility:** The Contractor must submit appropriate evidence demonstrating the ability and the resources to provide the specified services. Submittal of this information must include a list of school districts in Connecticut that the contractor has performed work at.
4. **Contractor Responsibility:** It is the responsibility of the Contractor to examine all provisions and visit each and every location where work is to be performed to become fully acquainted with the sites, problems, conditions, and other factors that pertain to the operation. No claim for relief due to mistakes or omissions will be entertained and each Contractor will be held to his proposal. Bloomfield reserves the right to waive errors in proposals, to accept other than the low bidder, and reject any or all proposals at its discretion.
5. **Facilities and Equipment:** The Contractor will be responsible to take proper care of all property, furniture, fixtures, equipment, and facilities of Bloomfield, as applicable, and shall leave them in the condition in which found.
6. **Fiscal Arrangements:** The Contractor shall keep and maintain accounting and billing records for the duration of the contract. Within fifteen (15) working days after the provision of services, Contractor will provide Bloomfield with detailed invoice for all of its costs.
7. **Personnel:** All personnel required to perform under the contract shall be the employees of the Contractor. Salaries and fringe benefits for such employees will be determined and provided solely by the Contractor unless otherwise stated in the bid specifications. The Contractor will make available, staff which, in the opinion of Bloomfield and the Contractor, is adequate for efficient management and to provide supervision.
8. **Social Security Taxes:** The Contractor and each Subcontractor shall pay the taxes measured by the wages of all their employees as required by the Federal Social Security Act and all amendments thereto, and accept the exclusive liability for said taxes. The Contractor and each Subcontractor shall also indemnify and hold the Owner harmless on account of any tax measured by the wages aforesaid of employees of the Contractor and

each Subcontractor, assessed against of the Owner under authority of said law.

9. **Unemployment Insurance:** The Contractor and each Subcontractor shall pay unemployment insurance measured by the wages of his employees as required by law and accept the exclusive liability for said contributions. The Contractor shall also indemnify and hold harmless the Owner on account of any contribution measured by the wages of aforesaid employees of the Contractor and each Subcontractor, assessed against the Owner under authority of law.
10. **Occupational Safety and Health Act:** The Contractor and each Subcontractor shall comply with the requirements of the Occupational Safety and Health Act of 1970 and the Construction Safety Act of 1969, including all standards and regulations which have been promulgated by the Governmental Authorities which administer such Acts and said requirements, standards and regulations are incorporated herein by reference.

The Contractor and each Subcontractor shall comply with said regulations, requirements and standards and require and be directly responsible for compliance therewith on the part of his agents, employees, and material men and shall directly receive and be responsible for all citations, assessments, fines or penalties which may be incurred by reason of their agents, employees, or material men failing to so comply.

The Contractor and each Subcontractor shall indemnify the Owner and save them harmless from any and all losses, costs and expenses, including fines and reasonable attorney's fees incurred by the Owner by reason of the real or alleged violation of such laws, ordinances, regulations and directives, Federal, State, and Local which are currently in effect or which become effective in the future, by the Contractor, or material suppliers.

11. **Discounts:** Buying and purchasing procedures will be according to state statutes and Bloomfield policy and the Contractor will make every effort to take advantage of all trade discounts and rebates which shall be credited to the cost of operations. The Contractor will practice all feasible economies in the operation of Bloomfield's facilities. No employee, official, manager, or representative of the Contractor shall accept gratuities or "kick-backs" of any sort. In the event of a violation, the personnel shall be immediately dismissed by the Contractor.
12. **Records, Certifications, Etc.:** The Contractor shall keep full and accurate accounts and records in connection with the services covered in this contract. All such records shall be retained by the Contractor for a period of six (6) years and shall be subject to audit by the Bloomfield Schools and by the representative of the Department of Education, at any time during regular working hours and any reasonable place. The records shall be kept in paper and electronic format. Both formats shall be accessible by Bloomfield.

Breach or violation of the contract will be subject to available remedies prescribed by law. The Contractor will be totally and completely responsible for seeing that the operation is in complete conformity with all rules and regulations of the Connecticut Department of Education, Bloomfield, and all other applicable Federal, State, and Local laws, codes or regulations. All assessments to Bloomfield for noncompliance will be paid by the Contractor.

13. **General:** It will be strictly understood that the Contractor and its employees shall at no time bring upon the premises any alcoholic beverages for sale, gifts, or use in any manner whatsoever. No tobacco or drugs in any form are to be used by the Contractor or any of its employees on the premises.
14. **Award:** Award of contract will be to the Contractor that submits a proposal that is determined to be responsive to the invitation and most advantageous to Bloomfield. Such determination will be based upon, but not limited to, the following criteria:
  - A. The demonstrated ability of the Contractor to successfully provide services in a school facilities program of similar size.
  - B. The depth, extent, scope, and availability of support personnel, including the amount of personnel representation, visitation, and coverage by principals of the Contractor.
  - C. The proposed personnel scheduled for the contractor and the proposed cost.
  - D. The Contractor's demonstration of having a complete understanding of the district's facilities and its service requirements, as described in this proposal and all addenda.

It is the responsibility of the Contractor to submit with their proposal, information regarding the above criteria.

15. **Insurance:** The successful Contractor will not commence work under the terms of the specifications until it has furnished a Certificate of Insurance to Bloomfield showing that it has Contractor's Public Liability, Property Damage, and Workmen's Compensation insurance providing and including full coverage for all subcontractors, the Bloomfield Schools, its agents, and employees. The minimum limits are: bodily injury, \$500,000 - \$1,000,000; property damage, \$100,000. Insurance policies shall contain a day cancellation and/or modification clause with the requirements of a written notice by the insurance company to the Bloomfield Public Schools.
16. **Indemnity:** The Contractor assumes the entire responsibility and liability in and for any and all damages and/or injuries of any kind or nature whatsoever to all persons, whether employees or otherwise, and to property arising out of or resulting from the services provided as herein set forth and provided for in the contract, and for any and all damages and/or injuries of any kind which shall occur in connection therewith and said Contractor agrees to indemnify, defend and save harmless Bloomfield Public Schools, its agents, servants, and employees for and against any and all losses, expenses, including legal fees and disbursements, damages and/or injuries growing out of or resulting from or occurring in connection with the execution of the work herein provided for including, by way of example and not by way of limitation, any losses, expenses including legal fees and disbursements, damages or injuries occurring in connection with or resulting from the use by the Contractor, its agents or employees, of any equipment, stock, appliance, implements, works, tools or machinery, or any other property owned, rented, borrowed by or assigned to the aforesaid Bloomfield Public Schools arising under any law whatever, which may be in effect in the locality in which the work is situated or

otherwise.

16. **Subcontractors:** Bloomfield will recognize only the successful contractor for the proper execution of the entire work under the contract.

17. **Miscellaneous:**

- A. The selection of the Contractor to serve the needs of Bloomfield is an important and complex task. It is recognized that there are probably many persons and/or entities that can provide the services and which would adequately meet these needs. Bloomfield will exercise both objective and subjective rationale in the selection process. The Request for Proposals is intended to provide interested parties with uniform information concerning the requirements for submitting proposals. In responding to this Request for Proposals, proposal requirements and content format indicated herein must be adhered to. Failure to respond to all of the information requested may result in the disqualification of the proposal. The Contractor is free to suggest alternative program variations that would achieve Bloomfield's objectives as stated above.
- B. The submission of a proposal will be construed to mean that the respondent is fully informed as to the extent and character of Bloomfield's requirements, and the respondent represents that it is willing and able to furnish the services requested in a satisfactory manner in complete compliance with the specifications.
- C. Once submitted, all proposals become the property of Bloomfield, which reserves the right to reject any and all proposals. Proposals must be firm and may not be withdrawn for 90 days, or until Bloomfield awards the contract, whichever comes first.
- D. Bloomfield shall not be liable for any costs incurred by respondents in preparing or submitting proposals.
- E. Bloomfield reserves the right to accept any item or group of items proposed in any proposal, unless the respondent qualifies its offer by specific limitation. Bloomfield reserves the right to select a respondent who is not the lowest priced respondent as it deems in its best interest.
- F. Bloomfield reserves the right to reject any proposal, in whole or in part, and to waive technical defects, qualifications, irregularities, and omissions, if, in its sole judgment, the best interests of Bloomfield will be served. Each proposal received within the required time frame will be evaluated individually by Bloomfield. Each evaluation will come of necessity, consistent subjective judgments concerning each proposal.
- G. Bloomfield reserves the right to negotiate with any respondent regarding changes to the original proposal which may be deemed to be in the best interests of Bloomfield.

- H. In the event that such successful respondent fails to begin work within thirty (30) days after notification of award by Bloomfield, Bloomfield may cancel its action and reconsider other proposals or solicit new proposals.
- I. Bloomfield shall consider the successful Contractor to be the sole point of contact with regard to contractual matters including payment to performance of service by the Contractor, its agents and employees.
- J. If it becomes necessary to revise any part of this Request for Proposal or otherwise provide additional information, an addendum will be issued by Bloomfield and furnished to all prospective respondents who have received copies of this original Request for Proposal.

**END OF SECTION**

**BLOOMFIELD PUBLIC SCHOOLS  
BLOOMFIELD, CONNECTICUT**

**LIST OF EXHIBITS**

EXHIBIT A                      General Specifications for Bloomfield High School Hydronic  
Pump Replacement

EXHIBIT B                      Specifications Section 15185 – Hydronic Pumps

ATTACHMENT                  Official Proposal Form

**EXHIBIT A**  
**General Specifications for Bloomfield High School Hydronic Pump Replacement**

**Part 1—Special Provisions**

1. The contract will be awarded within sixty (60) days of proposal opening.
2. The Board of Education reserves the right to accept or reject any and all bids or to award the contract in a manner that in its opinion best serves the interest of Bloomfield Public Schools.
3. No proposal will be entertained unless properly completed and signed by the Contractor(s).
4. Should a prospective Contractor(s) need clarification or interpretation of any item in the bid, he/she must request such in writing to the Director of Facilities, Bloomfield Schools, at least seventy-two (72) hours prior to bid opening. The questions of clarification or interpretation requested and the answer by the Director of Facilities shall be in an addendum and shall be posted to the Department of Administrative Services (DAS) State Contracting Portal on the DAS website. It is the responsibility of the interested parties to check this website for any addenda issued. The Board of Education or its agents will not be responsible for any alleged oral instructions or interpretations given to Contractor(s).
5. Should the successful Contractor(s) fail to perform at any time, the Board of Education reserves the right to contract with another company. All costs related to the Contractor(s) failure to perform shall be deducted from the Contract award.
6. A Certificate of Insurance with sixty (60) days prior written notice of cancellation naming Bloomfield Public Schools insured must be filed by the successful Contractor(s) with the Director of Business Affairs before the contract is awarded.
7. The successful Contractor(s) shall be liable for any damage to school property, including lawns, sidewalks, curbs, and building exteriors/interiors.

**General Specifications for Bloomfield High School Hydronic Pump Replacement**

**Part 2—Qualification Requirements**

- A. Qualifications of the Contractor:
1. License: To do business in the State of CT.
  2. Certification: N/A.
  3. Supervisor Qualifications: 5 Years in the field.
  4. Technicians Experience: 3 Years.

- B. Equipment, Materials, and Labor: The contractor shall possess and furnish all necessary equipment, materials, and labor to adequately perform the specified services.
1. The contractor shall provide, upon request, documentation which states that its employees have received personal protective equipment training, hazard communication training, and respiratory protection training. The employees must also have been provided the material safety data sheets (MSDS) of the products that they will use on this project.
  2. The contractor shall maintain a copy of all current MSDS documentation and safety certifications at the site at all times, as well as comply with all other site documentation requirements of applicable OSHA programs and this specification.
  3. The contractor shall submit to Bloomfield Schools all MSDS for all chemical products proposed to be used in the performance of the contract.
- C. Licensing: The contractor shall provide proof of maintaining the proper license(s), if any, as required to do work in Connecticut. The contractor shall comply with all Federal, state, and local rules, regulations, and licensing agreements.

## **General Specifications for Bloomfield High School Hydronic Pump Replacement**

### **Part 3— Scope of Work**

- A. The contractor will disassemble, remove and dispose offsite the existing hydronic pumps located in the boiler room of Bloomfield High School.
- B. Electrical service for the pumps will be disconnected by Bloomfield Public School's staff provided coordination of work is made with three days' notice. Reconnection can also be made by Bloomfield Public School's staff with coordination of the work made with three days' notice. It is the responsibility of the contractor to ensure correct rotation of the pump.
- C. The contractor will assure that piping connections are true and plumb. Piping adjustments will be the responsibility of the contractor.
- D. Upon completion of the installation, operational testing shall be conducted with Bloomfield Public School's staff before final acceptance is granted.

SECTION 15185 – HYDRONIC PUMPS

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. This Section governs the materials and installation of hydronic systems associated with building heating and cooling. The following systems, where applicable, shall be installed as specified herein.

Hot Water Heating System

1. Chilled Water Cooling System
2. Dual Temperature Water System
3. Heat Pump Circulating System
4. Closed Circuit Cooling Tower System
5. Run-Around Heat Recovery System

1.2 EQUIPMENT SUBSTITUTION

- A. Most items in this DIVISION are eligible for substitution in accordance with the General Conditions and Supplements thereto. Where a proprietary specification is written for a particular item, then only that item may be used. All items eligible for substitution require submission of request for substitution 10 days prior to bid date. This submittal shall include specific models and capacities of equipment and not just manufacturer's literature.

1.3 TESTING & APPROVING AGENCIES

- A. Where items of equipment are required to be provided with compliance to U.L., A.G.A., or other testing and approving agencies, the contractor may submit a written certification from any nationally recognized testing agency, adequately equipped and competent to perform such services, that the item of equipment has been tested and conforms to the same method of test as the listed agency would conduct.

1.4 SUBMITTAL DATA

- A. Provide manufacturer's literature for all products specified in this Section, which will be installed under this project.
- B. Provide performance curves for all pumps. Plot the specified operating point for each pump on its respective curve.
- C. Provide complete literature for all components of packaged systems. These include pump performance, heat exchanger calculations, expansion tank capacity, data for all accessories and valves and complete wiring diagrams specific to the exact unit to be supplied as applicable. The wiring diagram shall indicate all required field and factory wiring.

PART 2 - PRODUCTS

1.5 PUMPS

A. Horizontal Split Case Pumps.

1. Pumps shall be Taco Model TA or approved equal. The pumps shall be single stage double suction horizontally split design. The bearings and seal shall be serviceable without disturbing the piping connections. The capacities and characteristics shall be as called for in the plans/schedules. Pump casing shall be constructed of ASTM A48 class 30 cast iron. The pump casing/volute shall be rated for 300 psi working pressure. The pump flanges shall be drilled to match the piping standards of the job, either ANSI class 125 or ANSI class 250. The pump casing shall be drilled and tapped for gauge ports on both the suction and discharge connections and for a drain port at the bottom of the casing. The casing shall have an additional tapping on the discharge connection to allow for the installation of a seal flush line. The pump cover shall be drilled and tapped to accommodate a seal flush line which can be connected to the corresponding tapping on the discharge connection, or to an external source to facilitate cooling and flushing of the seal faces.
2. Nozzle velocities shall not exceed 12 ft/sec. Any volute with nozzle velocities exceeding 12 ft/sec shall provide the owner a spare wet end and rotating assembly.
3. Pump volute shall be foot mounted. Overhung cantilevered design not allowable.
4. The impeller shall be ASTM B584-836/875 bronze and hydraulically balanced. The impeller shall be dynamically balanced to ANSI Grade G6.3 and shall be fitted to the shaft with a key.
5. The pump shall incorporate a dry shaft design to prevent the circulating fluid from contacting the shaft. The pump shaft shall be AISI 1045 carbon steel with field replaceable bronze SAE 660 shaft sleeve. The sleeve shall be fitted to the shaft via threading and key. The sleeves shall be threaded on the side abutting the impeller to allow for thermal expansion.
6. The pump shall be fitted with two mechanical seals, with EPT elastomers and Carbon/Ni-Resist faces, rated up to 250°F. This seal must be capable of being flushed externally via a tapping in the pump cover adjacent to the seal cavity. Any pump used on an open system shall be furnished with a seal flush line and a Cuno / Purocell #900 replaceable cartridge filter or Kynar sediment separator with shut-off isolation valve installed in the seal flushing line. The filter shall have the ability to remove particles down to five microns in size.
7. All pumps to be provided with a fully welded, rigid structural steel base. The base shall include closed ends and top openings to allow for grouting. The base shall include an integral drain pan fabricated from steel with a minimum thickness of 0.1875" and shall contain an integral 3/4" drain connection.
8. The pump shall be flexibly coupled to a NEMA standard T frame motor. The coupler shall be suitable for across the line starting as well as variable speed conditions associated with variable frequency drives. The coupling shall be equal to a Woods Dura-Flex coupler. Any pump manufacturer providing a mechanically inferior coupler design, especially in variable torque applications, shall extend the warranty of the coupler for an additional two years in addition to their own standard warranty. The coupling and shafts shall be covered by a metal guard. Pump shall be aligned upon receipt at job, during installation, and after system fill by contractor.

PART 3 - EXECUTION

1.6 PUMPS

A. General

All pumps shall be fitted with a discharge multi-purpose balancing valve or other means of providing system balance, isolation, and check feature for reverse flow. The gland shall be straight or angle pattern and shall be field convertible between the two. The valve shall be ductile iron and rated for 250 psi working pressure for all jobs. The valve flanges shall be matched to suit the working pressure of the piping components on the job; with either ANSI class 125 flanges or ANSI class 250 flanges. The valve shall include the following components; non-slam check valve with spring-loaded bronze disc and seat, stainless steel stem, and calibrated adjustment permitting flow regulation. Valve shall be serviceable under full system pressure. The valve shall be a Taco model MPV Plus Two multi-purpose valve or equivalent.

1. All pumps shall be fitted with one 4 ½" dial pressure gauge piped to the inlet and outlet pump flanges. The gauge is to be isolated from each flange via ¼" ball valve. This gauge is to be used to take the differential across the pump unless otherwise indicated.
2. Contractor shall install pump in accordance with the manufacturer's instructions. All base mounted pumps to be aligned upon receipt at jobsite, during installation, and after system fill. Contractor shall level and grout each pump according to the manufacturer recommendations to insure proper alignment prior to operation.
3. Pipe connections to pumps shall be made in such a manner so as not to exert any stress on pump housings. If necessary to meet this requirement, provide additional pipe supports and flex connectors.
4. Pumps shall **NOT** be run dry to check rotation.
5. Change start-up strainers to permanent strainer upon acceptance of the job. Provide a blowdown valve on each strainer and terminate with hose thread or extend blowdown line to nearest floor drain.

END OF SECTION 15185

**BLOOMFIELD PUBLIC SCHOOLS  
BLOOMFIELD, CONNECTICUT**

**OFFICIAL PROPOSAL FORM  
Bloomfield High School Hydronic Pump Replacement**

To be delivered by a representative of the Bidder to the Facilities Office, Bloomfield Public Schools, 1133 Blue Hills Avenue, Bloomfield, Connecticut, 06002 before 11:00 AM on November 29, 2016.

The undersigned hereby proposes to perform the services as defined in the “**General Specifications for Bloomfield High School Hydronic Pump Replacement**” attached hereto. The acceptance of this proposal by Bloomfield Public Schools, in writing, shall constitute the basis for a written contract between the two (2) parties for replacement of the hydronic pumps at Bloomfield High School. **The contract shall be awarded based on the “contractors” qualifications and their demonstrated ability to perform the specified services.**

Bloomfield High School  
5 Huckleberry Lane  
Bloomfield, CT 06002

Pricing: Lump Sum \$ \_\_\_\_\_

Name of Bidder \_\_\_\_\_ Date \_\_\_\_\_

Name of Company \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_ Fax \_\_\_\_\_  
\_\_\_\_\_

Signature of Authorized Agent \_\_\_\_\_