

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

SECTION 0100

ADVERTISEMENT FOR BIDS

Town of Westbrook, Connecticut

Sealed bids for the Conversion of the Westbrook Fire Headquarters to Natural Gas (the "Conversion") will be addressed to Westbrook Fire Department Gas Conversion Committee, and will be received at the First Selectman's Office, Town Hall, 866 Boston Post Road, Westbrook, CT 06498, until 12:00 p.m. (noon) prevailing local time on August 1, 2013. Bids will be publicly opened and read aloud at 5:00 p.m.

A pre-bid walk through of the building will be held at 9:00 a.m. July 11, 2013 at 18 South Main Street, Westbrook, Connecticut. Any questions contact the office at (860) 399-3473.

The Conversion involves the following tasks at the Westbrook Fire Headquarters, 18 South Main Street:

1. Install generator gas line: Furnish and install all necessary pipes, fittings and valves to complete. Thoroughly test gas line. Location determined by owner.
2. Boiler conversion: Remove the oil-fired burner from the existing boiler and convert to a dual fuel, #2 fuel oil and natural-gas burner; install new controls; install a new stainless-steel liner into the chimney.
3. Furnish domestic hot water for the kitchen and second level rest rooms; furnish and install two (2) Rinnai high-efficiency condensing natural-gas fire on-demand water heaters or equivalent, in the kitchen area. Furnish and install all necessary pipes, fittings and valves to complete.
4. Provide domestic hot water for the men's and women's bathrooms including sinks and shower areas on first level: Furnish and install two (2) new Rinnai high-efficiency condensing natural-gas fired on-demand water heaters or equivalent, for the men's and women's bathrooms. Furnish and install all necessary pipes, fittings and valves to complete.
5. Install kitchen gas line: Furnish and install a new gas line for a six burner stove featuring two ovens and one grill. Furnish and install the necessary pipes, fittings and valves to complete.
6. Obtain the necessary permits from Town Hall, schedule inspections. Test system to 15 psi, monitor the testing/inspection of work. Building Official will witness start and end of test. Paint the exposed piping, as per code. Connect the appliances after the final testing; make final connections to the gas meter.
7. Patch and paint any holes made in walls, ceiling and floors during installation. Area worked in must be cleaned on a daily basis.

All Connecticut Building Codes, National Fuel Gas Code, NFPA 54, and IBC must be followed. Black iron pipe to be used and painted yellow.

The selected contractor shall furnish a performance bond and a payment bond in an amount

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

at least equal to one hundred percent (100%) of the contract price as stipulated in Section 00700 GENERAL CONDITIONS of these specifications.

If there is a pre-bid conference, insert date, time, and

The Bidder agrees that this bid shall be good and may not be withdrawn for a period of 30 working days, Saturdays, Sundays and legal holidays excluded after the opening of bids.

The Town reserves the right to waive any informalities or to reject any or all bids.

TOWN OF WESTBROOK, CONNECTICUT

BY ITS

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

SECTION 0200
INSTRUCTIONS TO BIDDERS

1. RECEIPT AND OPENING OF BIDS
2. BID FORM
3. BID OPENING PROCEDURES
4. COMPARISON OF BIDS
5. ADDENDA AND INTERPRETATIONS
6. DELETIONS FROM CONTRACT
7. EXAMINATION
8. CONTRACT TIME
9. PERFORMANCE AND PAYMENT BONDS
10. ABILITY AND EXPERIENCE
11. INSURANCE CERTIFICATES
12. RIGHTS OF THE TOWN
13. EXECUTION OF THE AGREEMENT
14. SAFETY AND HEALTH REGULATIONS
15. NON-DISCRIMINATION IN EMPLOYMENT
16. ACCESS TO THE SITE
17. "OR EQUAL" CLAUSE
18. PROJECT GUARANTEE
19. INFORMATION NOT GUARANTEED
20. LAWS AND REGULATIONS
21. METHOD OF AWARD - LOWEST QUALIFIED BIDDER
22. SEVERABILITY
23. POWER OF ATTORNEY
24. WAIVER OF LOCAL FEES
25. BID SUBMITTAL REQUIREMENTS

Town of Westbrook

Westbrook Fire Department Headquarter Conversion to Natural Gas

The Town of Westbrook, Connecticut, herein called the Town, acting by and through its Board of Selectmen, will receive sealed Bids for Construction of the work to be done under this Contract, including the following specified herein:

- A. Furnish all labor, materials, tools and equipment for the Conversion of the Westbrook Fire Department Headquarters to Natural Gas:
1. Install generator gas line: Furnish and install all necessary pipes, fittings and valves to complete. Thoroughly test gas line. Location determined by Town.
 2. Boiler conversion: Remove the oil-fired burner from the existing boiler and convert to a dual fuel, #2 fuel oil and natural-gas burner; install new controls; install a new stainless-steel liner into the chimney.
 3. Furnish domestic hot water for the kitchen and second level rest rooms; furnish and install two (2) Rinnai high-efficiency condensing natural-gas fire on-demand water heaters or equivalent, in the kitchen area. Furnish and install all necessary pipes, fittings and valves to complete.
 4. Provide domestic hot water for the men's and women's bathrooms including, sinks and shower areas on first level: Furnish and install two (2) new Rinnai high-efficiency condensing natural-gas fired on-demand water heaters or equivalent, for the men's and women's bathrooms. Furnish and install all necessary pipes, fittings and valves to complete.
 5. Install kitchen gas line: Furnish and install a new gas line for a six burner stove featuring two ovens and one grill. Furnish and install the necessary pipes, fittings and valves to complete.
 6. Obtain the necessary permits from Town Hall, schedule inspections. Test system to 15 psi, monitor the testing/inspection of work. Paint the exposed piping, as per code. Connect the appliances after the final testing; make final connections to the gas meter.
 7. Patch and paint any holes made in walls, ceiling and floors during installation. Area worked in must be cleaned on a daily basis.

All Connecticut Building Codes, National Fuel Gas Code, NFPA 54, and IBC must be followed. Black iron pipe to be used and painted yellow.

- B. The construction of all incidentals to complete work as described above.

Such Bids, addressed to Town of Westbrook, 866 Boston Post Road, Westbrook, CT 06498, and clearly marked "Proposal for Conversion of the Westbrook Fire Headquarters to Natural Gas" will be received at the First Selectman's Office, until the date and time listed in Section 0100 Advertisement for Bids.

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

2. BID FORM

- A. Each Bid shall be submitted on the required Bid Form. The Bid Form shall be removed and submitted separately. All blank spaces for Bid prices must be filled in with the lump sum and unit prices for which the Bid is being submitted.
- B. Bid Forms must be completed in ink or by typewriter. The Bid price for each item on the form shall be stated in words, and figures. Discrepancies between words and figures will be resolved in favor of words. Discrepancies between the indicated total of unit prices multiplied by the estimated quantities and the correct total will be resolved in favor of the correct total. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.
- C. A Bid which includes for any item a Bid Price that is abnormally low or high may be rejected as unbalanced.

3. BID OPENING PROCEDURES

- A. Bid signatures will be checked.
- B. Acknowledgement of addenda will be checked (see Section 0410, Form of General Bid).
- C. The total dollar amount of each bid will be read, and the individual bid prices for each item of the three apparent low bidders will be read.
- D. The bid form attachments will be verified to be included with the bid and signatures confirmed. The review of the bid form attachments will be completed following the bid opening.
- E. The bid opening will then be closed. All those present at the bid opening may examine any of the bids after close of the bid opening.

4. COMPARISON OF BIDS

- A. Bids will be compared on the basis of the quantities and units and lump sum prices stated in Section 0410, Form of General Bid.
- B. In the event of a discrepancy between written and numerical figures in lump sum prices, the written figures shall govern.

5. ADDENDA AND INTERPRETATIONS

All questions by prospective bidders as to the interpretations of the Advertisement for Bids, Form of General Bid, Agreement, Drawings, Specifications or Bonds, must be submitted in writing to the attention of Westbrook Fire Department Gas Conversion Committee, at least ten (10) days before the

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

date herein set for the opening of bids. An interpretation of all questions so raised which, in the Town's opinion requires interpretation, will be mailed to prospective bidders at the addresses given by them not later than five (5) days before the date of opening of bids. No other form of communication in this regard will be considered legal and binding. Failure of any bidder to receive any such addendum or interpretation shall not relieve such bidder from any obligation under this bid as submitted. All addenda so issued shall be covered in the Bid and shall become part of the Contract Documents.

6. DELETIONS FROM CONTRACT

The Town reserves the right, prior to award of the Contract, to delete any portion of the contractor's work as its interests may appear, and to adjust the quantities of work at any time.

7. EXAMINATION

By submitting a bid, the bidder warrants that they have examined the site of the work, the specifications and drawings and is fully acquainted with all conditions and restrictions pertaining to the work and the execution thereof. No claim for any extra work or extension of time will be allowed for failure to observe this requirement. Conditional bids will not be accepted.

8. CONTRACT TIME

All work related to the Contract shall be completed within 30 calendar days of the execution of the Contract or the Notice to Proceed, whichever is later. The successful bidder will be assessed \$500.00 per calendar day as liquidated damages, and not as a penalty, for every day the work remains uncompleted after the scheduled completion date.

The Town wishes to proceed with this project as soon as possible. Approval by the Board of Selectmen, Board of Finance and Town Meeting will set the date of delivery and installation of the equipment.

9. PERFORMANCE AND PAYMENT BONDS

A. The selected Bidder shall provide both performance and payment bonds at the time of execution of the contract.

B. Each bond shall be in amounts equal to one hundred percent (100%) of the contract amount, shall be in the form as given elsewhere herein, shall be by a surety qualified to do business under the laws of the State of Connecticut and satisfactory to the Town.

10. ABILITY AND EXPERIENCE

A. The Town will not award a contract to any bidder who cannot furnish satisfactory evidence of their ability and experience in this type of work and that they have sufficient plant and capital to enable them to prosecute and complete the work within the given time period.

B. The Town may make such investigations as it deems necessary to determine the above and a

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

bidder shall furnish any information requested in this regard and shall furnish same under oath if required.

11. INSURANCE CERTIFICATES

The Contractor will not be permitted to start any construction work until they have submitted certificates of insurance acceptable to the T o w n . Certificates shall be submitted at the time of execution of the contract. Refer to Section 0810 Supplemental General Conditions for details regarding insurance requirements.

12. RIGHTS OF THE TOWN

A. The Town may reject, as informal, bids that are incomplete, conditional, or obscure, or that contain additions or erasures that are not initialed or other irregularities.

B. The Town reserves the right to reject any or all bids or to accept any bid as their interests may appear.

C. The Town anticipates awarding a contract for this project within ten (10) days of the date of bid opening; however, this date is subject to change. Bidders shall be prepared to submit within four (4) working days all documents and information required for full execution of the Agreement. If the Contractor fails to do so, the Town reserves the right to rescind the Contract Award.

13. EXECUTION OF THE AGREEMENT

A. Within ten (10) days of the receipt of the Agreement signed by the successful bidder and receipt of acceptable performance and payment bonds, the Town shall sign the Agreement and return a duplicate of the executed Agreement.

B. The Notice to Proceed shall be issued within ten (10) days of the execution of the Agreement. This time period may be extended by mutual agreement between the Town and the Contractor.

14. SAFETY AND HEALTH REGULATIONS

A. The successful bidder shall comply with the Department of Labor Safety and Health Regulations for Construction promulgated under the Occupational Safety and Health Act of 1970 (PC-91-596) and under Section 107 of the Contract Work Hours and Safety Standards Act (PL-91-54).

B. The successful bidder shall have a competent person or persons, as required under Occupational Safety and Health Act, on the Site to inspect the work and to supervise the conformance of the work with the regulations of the Act.

C. This project is subject to the Safety and Health regulations of the U.S. Department of Labor set forth in 29 CFR, Part 1926. Contractors shall be familiar with the requirements of these regulations.

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

15. NON-DISCRIMINATION IN EMPLOYMENT

- A. Contracts for work under this proposal shall obligate the Contractor and Subcontractor not to discriminate in employment practices.
- B. Bidders for the General Contract must submit with their initial bid a signed statement as to whether they have previously performed work subject to the President's Executive Order No. 11246, or any preceding similar Executive Order.
- C. Bidders must, if requested, submit a compliance report concerning their employment practices and policies in order to maintain their eligibility to receive the award of the contract.
- D. Bidders must, if requested, submit a list of all sub-contractors who will perform work on the project and submit written signed statements from authorized agents of the labor pools with which they will or may deal for employees on the work, together with supporting information to the effect that said labor pools' practices and policies are in conformity with Executive Order 11246, and that said labor pools will affirmatively cooperate in or offer no hindrance to the recruitment, employment, and equal treatment of employees seeking employment and performing work under the Contract, or certification as to what efforts have been made to secure such statement when such agents or labor pools have failed to furnish same prior to the Award of the Contract.

16. ACCESS TO THE SITE

Representatives of the Town shall have access to the work wherever it is in preparation or progress and the successful Bidder shall provide proper facilities for such access and inspection.

17. "OR EQUAL" CLAUSE

- A. Whenever the specifications define the material or article required by using the name of the proprietary product or of a manufacturer or vendor rather than by using descriptive detail of substance and function, the words "or equal" are to be understood to follow immediately the name of the maker, vendor, or proprietary product. The words, "or equal" shall be interpreted as including any material or article which, in the opinion of the Town, is equal in quality durability, appearance, strength, and design to the article named and which will perform adequately the functions imposed by the general design.
- B. Whenever in the specifications the names of manufacturers are mentioned as indicating that their products will comply with a particular specification, or when specific trade names or plate numbers or letters are mentioned, it is not intended to exclude products of other manufacturers whose names, trade names or symbols have not been mentioned, provided however, that such products otherwise comply.

18. PROJECT GUARANTEE

- A. The Contractor guarantees that the work and services to be performed under the Contract and all work, material, and equipment performed, furnished, used or installed in the construction

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

of the same, shall be free from defects and flaws and shall be performed and furnished in strict accordance with the Drawings, Specifications, and other Contract Documents; that the strength of all parts of all manufactured equipment shall be adequate and as specified and that the performance test requirements of the Contract shall be fulfilled. This guarantee shall be for a period of one (1) year from and after the date of completion and acceptance of the work as stated in the final estimate. If part of the work is accepted by the Town, the guarantee for that part of the work shall be for a period of one (1) year from the date fixed for such acceptance.

B. If at any time within said period of guarantee any part of the work requires repairing, correction or replacement, the Town may notify the Contractor in writing to make the required repairs, correction or replacements. If the Contractor neglects to commence making such repairs, corrections or replacements to the satisfaction of the Town within three (3) days from the date of receipt of such notice, or having commenced fails to prosecute such work with diligence, the Town may employ other persons to make the same, and all direct and indirect costs of making said repairs, corrections or replacements, including compensation for additional professional services, shall be paid by the Contractor.

C. It is hereby, however, agreed and understood that this guarantee shall not include any repairs or replacements made necessary by any cause or causes other than improper, inadequate, or defective work, quality of the work, materials or design by the Contractor or those employed directly or indirectly by the Contractor.

19. INFORMATION NOT GUARANTEED

A. All information given on the Drawings or in the other Contract Documents relating to subsurface and other conditions, natural phenomena, existing pipes, and other structures is from the best sources available to the Town. All such information is furnished only for the information and convenience of bidders and is not guaranteed.

B. It is agreed and understood that the Town does not warrant or guarantee that the subsurface or other conditions, natural phenomena, existing pipes, or other structures encountered during construction will be the same as those indicated on the Drawings or in the other Contract Documents.

20. LAWS AND REGULATIONS

The Bidder's attention is directed to the fact that all applicable Federal and State Laws, municipal ordinances, and the construction of the project shall apply to the contract throughout, as though herein written out in full.

21. METHOD OF AWARD - LOWEST QUALIFIED BIDDER

A. The Contract will be awarded on the basis of the lowest responsible and responsive bid for the conversion of the Westbrook Fire Headquarters to natural gas as submitted by a Qualified Bidder if such bid does not exceed the amount of funds available to finance the Contract.

Town of Westbrook

Westbrook Fire Department Headquarter Conversion to Natural Gas

B. The Town shall have the right to accept or reject Alternates in accordance with section 01030.

22. SEVERABILITY

If any provisions of this Agreement or portion of such provision of the application thereof to any persons, entity, or circumstances is held invalid, the remainder of the Agreement (or remainder of such provision) and the application of such to other persons, entities, or circumstances shall not be affected thereby so long as such remaining or modified provisions reflect the intent of the parties.

23. POWER OF ATTORNEY

Attorneys-in-fact who sign contract bonds must file with each bond a certified and effectively dated copy of their power of attorney.

24. WAIVER OF LOCAL FEES

The TOWN shall waive permit and other local fees that are under its jurisdiction to so waive. Bids should reflect the waiver of such fees in the total bid price.

25. BID SUBMITTAL REQUIREMENTS

A complete bid shall consist of all of the following:

SECTION 0410 – FORM OF GENERAL BID (*Pages 0410-1 through 0410-5*)

SECTION 0420 - BID FORM ATTACHMENTS: (*Pages 0420-1 through 0420-13*)

- CONTRACTOR'S QUALIFICATION STATEMENT
- AFFIDAVIT
- CERTIFICATE OF BIDDER REGARDING EQUAL EMPLOYMENT OPPORTUNITY
- CERTIFICATION BY PROPOSED SUBCONTRACTOR REGARDING EQUAL EMPLOYMENT OPPORTUNITY
- BID BOND
- CERTIFICATE AS TO CORPORATE BIDDER
- STATEMENT OF BIDDER'S COMPLIANCE WITH EXECUTIVE ORDER NO. 3
- CERTIFICATION OF BIDDER REGARDING SECTION 3 AND SEGREGATED FACILITIES
- CERTIFICATION OF COMPLIANCE WITH TAX LAWS
- CERTIFICATE OF NON-COLLUSION
- CERTIFICATION OF DUMPING FACILITIES

Failure to submit a bid that includes both the Bid Form and all Bid Form attachments listed above may result in bidder's disqualification by the TOWN.

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

SECTION 0400
FORM OF GENERAL BID

Proposal of _____ (hereinafter called "Bidder")*

To the TOWN OF WESTBROOK, CONNECTICUT (hereinafter called "Town").

Gentlemen:

The Bidder, in compliance with your invitation for bids for the Conversion of the Westbrook Fire Department Headquarters to Natural Gas, having examined the specifications with related documents, and being familiar with all of the conditions surrounding the furnishing of the proposed equipment including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to provide the equipment in accordance with the equipment specifications, as prepared by the Westbrook Fire Department Gas Conversion Committee, within the time set forth below, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the contract documents, of which this proposal is a part.

The Bidder hereby agrees to commence work under this contract on or before a date to be fixed in the written "Notice to Proceed" given by the Town to the Bidder and to fully complete all work related to the Contract within 30 calendar days of the execution of the Contract or the Notice to Proceed, whichever is later.

The Bidder agrees to provide the equipment and perform the work described in the specifications and shown on the plans for the following lump sum or unit prices:

[BIDDER: INSERT COMPLETE DESCRIPTION OF THE WORK FOR TASKS 1 THROUGH 6 IN SECTION 1 OF 0210 INSTRUCTIONS TO BIDDERS]

PRICE PROPOSAL

ITEM	PRICE
INSTALL GENERATOR LINE	\$
DUAL FUEL BOILER CONVERSION	\$
DOMESTIC HOT WATER FOR KITCHEN AND REST ROOMS ON SECOND LEVEL	\$
DOMESTIC HOT WATER FOR BATHROOMS ON FIRST LEVEL	\$
INSTALL KITCHEN GAS LINE	\$
TEST SYSTEM. PATCH AND PAINT AND HOLES. PATCH AND PAINT AND HOLES. PAINT EXPOSED PIPING. CONNECT APPLIANCES	\$
TOTAL BID	

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

All entries shall be made clearly in ink or computer generated. Discrepancies between the indicated prices and the correct total will be resolved in favor of the correct total. The above price shall include all labor, materials, bailing, shoring, removal, overhead, profit, insurance, etc., to cover the finished work called for.

The contract will be awarded to the lowest eligible and responsible bidder on the basis of the lowest bid.

The Bidder understands that the Town reserves the right to reject any or all bids and to waive any informalities in the bidding.

The Bidder agrees that this bid shall be good and may not be withdrawn for a period of ninety (90) days, Saturdays, Sundays and legal holidays excluded, after the opening of bids.

The undersigned offers the following information as evidence of its qualifications to perform the work as bid upon according to all the requirements of the plans and specifications.

The undersigned certifies under penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this paragraph the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity.

Respectfully submitted:

Date _____

BY

(Signature)

(Name – Typed or Printed)

(Title)

(SEAL - if bid is by a corporation)

(Business Name)

(Federal ID Number)

(Business Address)

(City and State)

(Telephone Number)

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

SECTION 0420

BID FORM ATTACHMENTS

1. CONTRACTOR'S QUALIFICATION STATEMENT
2. AFFIDAVIT
3. CERTIFICATE OF BIDDER REGARDING EQUAL EMPLOYMENT OPPORTUNITY
4. CERTIFICATION BY PROPOSED SUBCONTRACTOR REGARDING EQUAL EMPLOYMENT OPPORTUNITY
5. BID BOND
6. CERTIFICATE AS TO CORPORATE BIDDER
7. STATEMENT OF BIDDER'S COMPLIANCE WITH EXECUTIVE ORDER NO. 3
8. CERTIFICATION OF BIDDER REGARDING SECTION 3 AND SEGREGATED FACILITIES
9. CERTIFICATION OF COMPLIANCE WITH TAX LAWS
10. CERTIFICATE OF NON-COLLUSION
11. CERTIFICATION OF DUMPING FACILITIES

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

CONTRACTOR'S QUALIFICATION STATEMENT

TO: TOWN WESTBROOK, CONNECTICUT
hereinafter called "Town"

Pursuant to bidding requirements for the Work titled:

PROJECT: CONVERSION OF THE WESTBROOK FIRE DEPARTMENT HEADQUARTERS TO NATURAL GAS

The Bidder is qualified to complete the Work as stated below:

ORGANIZATION

If your organization is a corporation, provide the following:

Date of incorporation: _____

State of incorporation: _____

President's name: _____

Vice-president's name(s): _____

Secretary's name: _____

Treasurer's name: _____

If your organization is a partnership, answer the following:

Date of organization: _____

Type of partnership: _____

Name(s) of general partner(s): _____

If your organization is individually owned, answer the following:

Date of organization: _____

Name of owner: _____

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

If the form of your organization is other than those listed above, describe it and name the principals:

EXPERIENCE

List the categories of work that your organization normally performs with its own forces.

Claims and Suits. (If the answer to any of the questions below is yes, please attach details.)

- No Yes Has your organization ever failed to complete any work awarded to it?
- No Yes Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?
- No Yes Has your organization filed any lawsuits or requested arbitration with regard to construction contracts within the last five years?
- No Yes Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract?

On a separate sheet, list major construction projects your organization has in progress, giving the name of project, owner, engineer, contract amount, percent complete and scheduled completion date. State the total worth of work in progress and under construction.

On a separate sheet, list the major projects your organization has completed in the past five years, giving the name of the project, owner, engineer, contract amount, date of completion and percentage of the cost of the work performed with your own forces. State average annual amount of construction work performed during the past five years.

On a separate sheet, list the construction experience and present commitments of the key individuals of your organization.

Signature

Date

Printed Name

Title

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

AFFIDAVIT

To the Town of WESTBROOK, CONNECTICUT:

This is to certify that in submitting this bid, BIDDER represents that this Bid is not made in the interest of or on behalf of any undisclosed person and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation; BIDDER has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; BIDDER has not solicited or induced any person, firm, or corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for himself any advantage over any other Bidder or over OWNER; and the BIDDER or any person in his behalf, has not agreed, connived, or colluded to produce a deceptive show of competition in the matter of the bidding or award of the referenced contract.

Signature to be by signer of Bid Form.

Signature

Printed Name

Title

Subscribed and sworn to before me this ____ day of _____, 201__.

Notary Public

My commission expires on: _____

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

CERTIFICATION OF BIDDER REGARDING EQUAL EMPLOYMENT OPPORTUNITY (EEO)	
Instructions	
<p>This certification is required pursuant to Executive Order 11246 (30 CFR 12319-25). The implementing rules and regulations provide that any bidder or prospective contractor, or any of their proposed subcontractors, shall state as an initial part of the bid or negotiations of the contract whether it has participated in any previous contract or subcontract subject to the equal opportunity clause; and if so, whether it has filed all compliance reports due under applicable instructions.</p> <p>Where the certification indicates that the bidder has not filed a compliance report due under applicable instructions, such bidder shall be required to submit a compliance report within seven calendar days after bid opening. No contract shall be awarded unless such report is submitted.</p>	
Certification by Bidder	
Name and Address of Bidder (include zip code)	
<p>1. Bidder has participated in a previous contract or subcontract subject to the Equal Opportunity Clause. Yes _____ No _____</p>	
<p>2. Compliance Reports were required to be filed in connection with such contract or subcontract. Yes _____ No _____</p>	
<p>3. Bidder has filed all compliance reports due under applicable instructions, including Monthly Employment Utilization Report (257). Yes _____ No _____ None Required _____</p>	
<p>4. Have you ever been or are you being considered for sanction due to a violation of Executive Order 11246, as amended? Yes _____ No _____</p>	
Name and Title of Signer (please type)	
Signature	Date

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

CERTIFICATION BY PROPOSED SUBCONTRACTOR REGARDING EQUAL EMPLOYMENT OPPORTUNITY (EEO)	
Name of Prime Contractor	
Instructions	
<p>This certification is required pursuant to Executive Order 11246 (30 CFR 12319-25). The implementing rules and regulations provide that any bidder or prospective contractor, or any of their proposed subcontractors, shall state as an initial part of the bid or negotiations of the contract whether it has participated in any previous contract or subcontract subject to the equal opportunity clause; and if so, whether it has filed all compliance reports due under applicable instructions.</p> <p>Where the certification indicates that the subcontractor has not filed a compliance report due under applicable instructions, such subcontractor shall be required to submit a compliance report before the owner approves the subcontract or permits work to begin under the subcontract.</p>	
Certification by Bidder	
Name and Address of Subcontractor (include zip code)	
<p>1. Bidder has participated in a previous contract or subcontract subject to the Equal Opportunity Clause. Yes _____ No _____</p>	
<p>2. Compliance Reports were required to be filed in connection with such contract or subcontract. Yes _____ No _____</p>	
<p>3. Bidder has filed all compliance reports due under applicable instructions, including SF-100. Yes _____ No _____ None Required _____</p>	
<p>4. Have you ever been or are you being considered for sanction due to a violation of Executive Order 11246, as amended? Yes _____ No _____</p>	
Name and Title of Signer (please type)	
Signature	Date

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

BID BOND

BIDDER (Name and Address):

SURETY (Name and Address of Principal Place of Business):

OWNER (Name and Address):

BID

BID DUE DATE: _____ PROJECT (Brief
Description Including Location):

BOND

BOND NUMBER: _____ DATE (Not later
than Bid due date): _____

PENAL SUM: _____ (Words) _____ (Figures)

IN WITNESS WHEREOF, Surety and Bidder, intending to be legally bound hereby, subject to the terms printed on the reverse side hereof, do each cause this Bid Bond to be duly executed on its behalf by its authorized officer, agent, or representative.

BIDDER

SURETY

(Seal)
and Corporate Seal

(Seal) Bidder's Name
Surety's Name and Corporate Seal

By: _____
Title

By: _____ Signature and
Signature and Title
(Attach Power of Attorney)

Attest: _____
Title

Attest: _____ Signature and
Signature and Title

Note: (1) Above addresses are to be used for giving required notice.
(2) Any singular reference to Bidder, Surety, OWNER or other party shall be considered plural where applicable.

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to pay to OWNER upon default of Bidder the penal sum set forth on the face of this Bond.

2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by OWNER) the executed Agreement required by the Bidding Documents and any performance and payment Bonds required by the Bidding Documents.

3. This obligation shall be null and void if:

3.1. OWNER accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by OWNER) the executed Agreement required by the Bidding Documents and any performance and payment Bonds required by the Bidding Documents, or

3.2. All Bids are rejected by OWNER, or

3.3. OWNER fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by paragraph 5 hereof).

4. Payment under this Bond will be due and payable upon default by Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from OWNER, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.

5. Surety waives notice of and any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by OWNER and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from Bid due date without Surety's written consent.

6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in paragraph 4 above is received by Bidder and Surety and in no case later than one year after Bid due date.

7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the

Project is located.

8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.

9. Surety shall cause to be attached to this Bond a current and effective Power or Attorney evidencing the authority of the officer, agent or representative who executed this Bond on behalf of Surety to execute, seal and deliver such Bond and bind the Surety thereby.

10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.

11. The term "Bid" as used herein includes a Bid, offer or proposal as applicable.

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

**STATEMENT OF BIDDER'S COMPLIANCE
WITH EXECUTIVE ORDER NO. 3**

Project: CONVERSION OF THE WESTBROOK FIRE DEPARTMENT HEADQUARTERS TO NATURAL GAS

This statement must be completed by the Bidder and shall accompany his bid for this project.

IT IS HEREBY CERTIFIED THAT: Name of

Bidder: _____
Business Address: _____

Has ____ has not ____ previously performed work under the conditions of the Governor's Executive Order No. 3 of the State of Connecticut, or any preceding similar Executive Order with regards to Non-Discrimination.

(Signature)

(Title)

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

**CERTIFICATION OF BIDDER REGARDING SECTION 3
AND SEGREGATED FACILITIES**

Name of Prime Contractor

Project Name

The undersigned hereby certifies that

- (a) Section 3 provisions are included in the Contract.
- (b) A written Section 3 plan was prepared and submitted as part of the bid proceedings (if bid equals or exceeds \$10,000).
- (c) No segregated facilities will be maintained.

Name & Title of Signer (Print or Type)

(Signature)

(Date)

**Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas**

CERTIFICATION OF COMPLIANCE WITH TAX LAWS

Project: CONVERSION OF THE WESTBROOK FIRE DEPARTMENT HEADQUARTERS TO NATURAL GAS

I, _____ of _____
(Principal) (Corporation)

certify under pains and penalties of perjury that said corporation has complied with all laws of the State of Connecticut relating to taxes.

Signature Date

Printed Name

Title

Federal ID Number

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made in good faith and without collusion or fraud with any other persons. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

By:

Signature of Authorized Individual

Name of Business

Address

City, State, Zip Code

Date

Town of Westbrook
Westbrook Fire Department Headquarter Conversion to Natural Gas

CERTIFICATION OF DUMPING FACILITIES

I, _____, certify that I have dumping facilities available at

and use of such facilities during the term of the contract will comply with state and local requirements.

Signature of Authorized Representative of Contractor

Name and Address of Contractor

Name and Address of Disposal Facility

Signature of Authorized Representative of Disposal Facility