

## INVITATION TO BID

**CONTRACT #1089-05/04/16**

### ROOF REPLACEMENT VERNON CENTER MIDDLE SCHOOL, VERNON, CT

The Town of Vernon, Connecticut is seeking bid proposals for the re-roofing of approximately 25,600 square feet of existing roof area at Vernon Center Middle School, 777 Hartford Turnpike, Vernon, Connecticut.

Bid documents may be obtained at the Board of Education office, 30 Park Street, Vernon, CT 06066, telephone (860) 870-6000, upon non-refundable payment of \$50 (made payable to *Town of Vernon*) for each set of Bid Documents. Personal checks will not be accepted. Partial sets will not be made available. Plans and specifications must be picked up in person; bid documents will not be mailed.

Two (2) copies of all proposals should be submitted in a sealed envelope, with "**BID DOCUMENT - DO NOT OPEN - CONTRACT #1089-05/04/16**" clearly marked on the outside of the envelope, to: John D. Ward, Town Administrator, Town of Vernon, Memorial Building, 14 Park Place, 3rd Floor, Vernon, Connecticut 06066 by **2 PM on Wednesday, May 4, 2016** at which time they will be publicly opened and read aloud. Bids received late will not be opened.

Prospective bidders shall examine the "Instruction to Bidders" and "Supplementary Instructions to Bidders" and shall comply and conform strictly with the conditions and instructions contained therein. **Note that a mandatory pre-bid conference and tour of the site will be held at Vernon Center Middle School, 777 Hartford Turnpike, on Monday, April 25, 2016 at 3:30 PM.** Bids from contractors who did not attend the pre-bid conference will be returned unopened.

A Bid Bond of ten percent (10%) of the bid amount is required. The selected bidder will be required to post Performance and Payment Bonds in the full amount of the Contract Sum. The Contractor must be Pre-Qualified as a Roofing Contractor with the State of Connecticut Department of Administrative Services at the time of bid submission and shall along with the bid submit the State of Connecticut Department of Administrative Services (DAS) Contractor Prequalification Update Bid Statement. This contract is subject to state contract compliance requirements, including non-discrimination statutes and set-aside requirements. State law requires a minimum of twenty-five (25%) percent of the state-funded portion of the contract be set aside for award to subcontractors holding current certification from the Connecticut Department of Administrative Services. The Contractor must demonstrate good faith effort to meet the 25% set-aside goals.

The selected firm must meet all municipal, state and federal AA and EEO practices and requirements. MBEs/WBEs/SBEs are encouraged to apply. The Town of Vernon reserves the right to reject and all bids in whole or in part or may waive any informalities in the bid, if, in its opinion, it is in the best interests of the Town to do so. All bid documents must be completely filled out when submitted. Bids must be firm and may not be withdrawn for a period of 90 days following the bid opening.

Bids may be held by the Town of Vernon for a period not to exceed ninety (90) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of the bidder prior to awarding the contract. To comply with the calendar school year indicated in the Supplementary Instructions to Bidders, demolition can commence on or after **June 13, 2016** and work for the entire project must be substantially complete on or before **August 14, 2016**.

All questions about the proposals should be directed to Robert Kleinhans, Director of Public Works, by e-mail at [rkleinhans@vernon-ct.gov](mailto:rkleinhans@vernon-ct.gov), no later than 3:30 PM on April 29, 2016. Answers to all so received questions shall be posted by May 2, 2016 on the Town's website under the bid section at <http://www.vernon-ct.gov/legal-notices> under Contract #1089-05/04/16.

The selected firm must meet all municipal, state and federal AA and EEO practices and requirements. MBEs/WBEs/SBEs are encouraged to apply. The Town reserves the right to reject any or all proposals in whole or part, to award any one service or group of services or all services, to negotiate with any or all companies submitting proposals, and to enter into an agreement with any company for any services mentioned in this RFP; if it is deemed to be in the best interest of the Town.

**Confidentiality** - If Respondent believes that any information in its proposal should be treated as confidential that material shall be clearly marked. The Town shall endeavor to protect confidential material from disclosure to non-Town employees to the extent required by State or Federal law. In no event will the Town be responsible for the inadvertent disclosure of your response to this RFP.

John Ward  
Town Administrator