

TOWN OF MIDDLEBURY
NOTICE OF BID
Excavation and Drainage Installation 2020

The Town of Middlebury invites multi-year bids for hourly pricing for the labor and equipment needed to make up a crew for the road work, site work and drainage work at various undetermined locations within the borders of the Town of Middlebury. Bids will be received by Robin Stanziale, Chief Financial Officer, Middlebury Town Hall, 1212 Whittemore Road, Middlebury, Connecticut, 06762 until **11:00 a.m. on June 11th**, at which time they will be publicly opened and read aloud in the Conference Room on the third floor of the Town Hall.

All information for Bidders, Bid Proposal Form, Specifications and other contract documents may be obtained or examined Monday – Friday from 9:00am to 3:00pm at the Town Hall, Finance Department, 1212 Whittemore Road, Middlebury, Connecticut 06762. Proposals must be submitted on the forms provided and submitted in a sealed envelope plainly marked "**Excavation and Drainage Installation 2020**".

To receive consideration, bids must be delivered to Robin Stanziale, Chief Financial Officer no later than the day and hour mentioned above. The Town of Middlebury reserves the right to accept or reject any or all bids; to waive any informality; or to accept any bid deemed in the best interests of the Town of Middlebury. The successful contractor will be required to provide a Certificate of Insurance naming the Town of Middlebury as an additional insured, and a completed W-9 form. All bids will be considered valid for a period of ninety (90) days from the date and time of opening.

PREPARATION OF PROPOSALS:

- Proposals must be made upon the forms provided herein. All spaces in the Bid Proposal must be filled in correctly to be considered.
- The Bidder must present the rates for which he proposes to complete each item of the work contemplated. The Bidder shall sign his Proposal, if the Bid Proposal is made by a firm, partnership, or corporation, the Bid Proposal must be signed by an official of the firm, partnership, or corporation that has authorization to sign contracts, and must include the business address and business telephone number, partnership, or corporation, failure to do so may disqualify the bid.
- The Town of Middlebury is not liable for any cost incurred for the preparation of proposals or submission of samples by the firms submitting proposals for the work requested in this bid document or request for proposals.
- Corrections and/or modifications to bid proposals received after the closing time specified will not be accepted.

SUBMISSION OF BID PROPOSALS:

- Each Bid Proposal must be submitted in a sealed envelope clearly marked on the outside "**Excavation and Drainage Installation 2020**" and addressed to:
Robin Stanziale, Chief Financial Officer
Town of Middlebury
1212 Whittemore Road
Middlebury, CT 06762
- All bid proposals and corresponding literature shall be submitted on or attached to the proposal form contained herein.
- Descriptive literature containing complete specifications must accompany each bid. If a bidder wishes to furnish additional information, more sheets may be added and attached to his/her proposal.
- Bid proposals shall be delivered by traditional method of mail or hand delivery only. **Bid proposals delivered via fax will not be considered or accepted!**

BID OPENING DATE:

- All bids must be in a sealed envelope and received prior to the bid opening. Bids will be opened in public in the Conference Room on the third floor of Town Hall, 1212 Whittemore Road, Middlebury, CT. 06762.

BID WITHDRAWAL:

- Bidders may withdraw their proposals at any time prior to the bid opening date. Withdrawals of bids shall be in writing and formally received, dated and time stamped and be recorded by Robin Stanziale, CFO prior to the date and time of the bid opening.
- No Bidder shall withdraw, cancel or modify their proposal for a period of ninety (90) days after the bid opening.

BIDDER QUALIFICATIONS:

- In determining the qualifications of a bidder, the Town of Middlebury may consider his record in the performance of any contracts for similar work into which he may have previously entered.
- The Town expressly reserves the right to reject the bid of any bidder if it is disclosed that such bidder, in the opinion of the Town, has not properly performed such contracts or has habitually, and without just cause, neglected the payment of bills or has otherwise disregarded his obligations to subcontractors, suppliers, state or local codes, men or employees of subcontractors.
- The Town may make such investigation as they deem necessary to determine the ability of the bidder to perform the work and the bidder shall furnish all such information and data for this purpose as the Town may request. The Town reserves the right to reject any bid if the evidence submitted by or the investigation of such bidder fails to satisfy the Town that such bidder is properly qualified, or that such bidder misrepresented material facts in the bid documents.

ADDITIONAL INFORMATION TO BIDDERS:

- Bidders shall have at least five years of experience in this field of work in the State of Connecticut.
- Bidders shall provide a list of references for site work performed over the last five years in the State of Connecticut.

DISQUALIFICATION OF BIDDERS:

- More than one proposal from an individual, firm, partnership, corporation, or an association under the same or different names will not be considered. Reasonable grounds for believing that any Bidder is interested in more than one proposal for the same work will cause the rejection of all proposals in which such Bidder is interested.
- Any or all proposals in which such Bidder is interested will be rejected if there is reason for believing that collusion exists among the Bidders and all participants in such collusion will not be considered in future proposals for the same work.
- Proposals in which the prices are obviously unbalanced may be rejected. No Contract will be awarded except to competent Bidders capable of performing the class of work contemplated.

AWARD:

- The Town of Middlebury reserves the right to award this contract or not, accept or reject any or all bids to best serve its interests, or to hold the bids for sixty (60) days before decision is made. The Town reserves the right to reject any and all bids (or any part thereof), to waive defects in proposals, or to accept any proposal deemed to be in its best interest.

TERM:

- This contract will begin on July 1, 2020 and run through June 31, 2021. The Town of Middlebury reserves the right to renew this contract up to four (4) additional, one (1) year periods at the mutual consent of both parties.

ESTIMATE:

- For bidding purposes, these hourly prices may be applied for work on a road job or for site work.
- The Town of Middlebury will assume the responsibility for all traffic control devices and flaggers, including uniformed officers if deemed necessary by the Town of Middlebury.
- The use of subcontractors is prohibited in this bid.

PAYMENT:

- The Town, after inspection and acceptance of workmanship, and in consideration of the faithful performance by the Bidder of all covenants, promises, and agreements contained herein, agrees to pay the Bidder for the full completion by him of the work embraced in this Contract, within (30) Thirty Days of the receipt of the invoice.
- Bid prices will be considered as **NET**, if no discount is shown.

- The successful bidder shall submit invoices to the following address:

Town of Middlebury
Accounts Payable Dept.
1212 Whittemore Road
Middlebury, CT 06762

IT IS UNDERSTOOD AND AGREED THAT SHOULD A BID BE ACCEPTED, IT WILL AUTOMATICALLY BECOME THE CONTRACT.

- Notification of the bid award will be made by issuance of a purchase order.
- Bidders are to list their bids on the appropriate attached sheets.

SALES TAX:

- The Town of Middlebury will furnish the successful Bidder with the sales tax exemption authorization number.

CARE AND PROTECTION OF PROPERTY:

- The Successful Bidder shall take particular care to avoid damages to all private and public property and to private or public improvements within the Town's right of way.
- The Successful Bidder shall make good any damages to public or private property to the satisfaction of the Town. There shall be no additional compensation from the Town for the repair or restoration of damaged property or vehicles owned by or caused by the successful bidders work.

INSURANCE REQUIREMENTS:

- A. Commercial General Liability:
 - Each Occurrence: \$1,000,000
 - Personal/Advertising Injury per Occurrence: \$1,000,000
 - General Aggregate: \$2,000,000
 - Product/Completed Operations Aggregate \$2,000,000
 - Fire Damage Legal Liability \$ 100,000
- B. Automobile Liability:
 - Each Accident: \$1,000,000
 - Hired/Non-Owned Auto Liability \$1,000,000
- C. Owners, Contractors Protective Liability, \$1,000,000 per occurrence. The contractor will provide the Town with an original document of the full policy.
- D. Worker's Compensation and Employer's Liability as required by the State of Connecticut.
- E. "Claims Made" coverage is unacceptable, with the exception of Professional Liability.
- F. The "Town of Middlebury" shall be named as additional insured on the contractor's general liability and automobile liability Certificate of Insurance. Said certificate shall clearly indicate service provided or some easily identifiable reference to the relationship to the Town of Middlebury

and indicate a thirty (30) day endeavor to notify requirement in the event of cancellation or non-renewal of coverage.

- G. All insurance is to be provided by a company authorized to issue such insurance.

GUARANTEE:

- The Successful Bidder shall unconditionally guarantee their work for a period of one (1) year from the date of completion; including to but not limited to workmanship and installation. If within the guarantee period there are any defects or signs of deterioration the bidder shall repair, adjust or replace the item(s) to the complete satisfaction of the Town of Middlebury. These repairs, adjustments, or replacements are at the sole expense of the Successful Bidder and shall be made to the satisfaction of the Director of Public Works and performed at times acceptable to the Town.

NONDISCRIMINATION IN EMPLOYMENT:

- The Town of Middlebury is an Equal Opportunity Employer and the successful bidder shall agree and warrant that, in the performance of this contract, he will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, sex, religion, or national origin in any manner prohibited by State, Federal, County, or Municipal law.

WORKMANSHIP

- All workmanship shall be of the highest quality. Any workmanship determined to be below the highest standards of the particular craft involved will not be accepted, and will be corrected and/or replaced at no additional charge, as required by the Director of Public Works.

INSPECTION FOR PAYMENT

- Payment shall be only for hours worked according to the price bid per hour.
- Inspection and acceptance of the contractor's work by the Director of Public Works shall be required before payment is made.
- Weight tickets from vendors or the Town of Middlebury transfer station scale will be required to document the number of pounds of materials taken from stock piles at the DPW yard.

QUESTIONS

- Questions pertaining to scope of work should be emailed to Dan Norton, Public Works Director, at dnorton@middlebury-ct.org
- To request copies of bid specs, please email Connie Brunswick, Finance Assistant, at cbrunswick@middlebury-ct.org

SCOPE OF WORK

Description – Type 1:

- This section describes a standard rate for the saw cutting pavement, excavation and the construction or reconstruction of roads, construction or reconstruction of parking areas, site work, drainage installation and replacement, backfilling, compacting, finish grading and complete restoration of areas to be paved and where improvements have been made outside a paved area and preparation of subgrade for trench patching in a road or parking area. (generally paving will be done by others)
- Work hours shall be Monday through Friday 7am to 3pm (excluding Holidays observed by the Middlebury Public Works Dept.) with a 20 minute paid lunch period unless otherwise agreed to by the Director of Public Works.
- Hourly payment shall be only for time worked on the job.
- Mobilization charges or port to port charges will not be accepted.
- Weather conditions or impending weather conditions shall be a determining factor in postponing work or ending work early on any given day. Compensation will not be made to the contractor for postponements or early shut downs related to undesirable weather or the threat of undesirable weather.
- Drainage pipe and structures to be installed under this section shall be limited to the capabilities of the equipment being used.
- Materials shall be supplied by the Town of Middlebury.
- The hourly rate being bid in this section shall include four people on the crew and the availability of any/all of the equipment listed below (even though it may not be required at all times).
 - One (1) excavator with an experienced operator; 10 ten tons (minimum), shall be equipped with flat rubber street pads, a 24” trenching bucket, a tilt able grading bucket and a hydraulic trench compactor.
 - An additional amount shall be bid per hour for the use of an appropriately sized Hydraulic Hammer, should it be needed.
 - One (1) tri-axle dump truck with a licensed driver/laborer; 18 C.Y. struck capacity, capable of carrying at least 20 tons legally.
 - In lieu of a tri-axle truck; One (1) articulated off road truck may be substituted if it is better suited for the type of work being contemplated. In these cases the 30 ton articulated dump truck will replace the tri-axle dump truck piece for piece (even swap) and with no additional charges.
 - One (1) articulated wheel loader with experienced operator; 1 - 2 cubic yard capacity bucket, must have enough reach to comfortably load a tri-axle dump truck.
 - One (1) additional laborer capable of driving a mason dump truck and have masonry experience.
 - One (1) roller/compactor (1.5 ton capacity min).
 - Gasoline powered plate compactor.
 - Gasoline powered pavement saw.
 - All tools, slings, pins, cables, rigging and chains needed to complete the work being contemplated.

- Portable 2C.F. capacity concrete/cement mixer, if required.
- Portable air compressor, 180-250CFM @ 100 lbs. including two hammers, sufficient amount of hose to run 2 hammers at the same time, 3” chisels, rock points and a rock drill with steel and cutting tip, as needed.
- Gasoline powered cut-off saw.
- Gasoline powered pump (approx. 290 gallon per min, 3” discharge) if needed.
- PPE, Trench boxes, manhole boxes and other safety devices as required by OSHA.
- The successful bidder shall work in accordance with all OSHA regulations.
- Proper work zone signage and barricades will be provided by the Contractor.
- Flaggers will be provided by the Town when needed.

SCOPE OF WORK

Description – Type 2:

- This section describes a standard rate for the saw cutting pavement, excavation and the construction or reconstruction of roads, construction or reconstruction of parking areas, site work, drainage installation and replacement, backfilling, compacting, finish grading and complete restoration of areas to be paved and where improvements have been made outside a paved area and preparation of subgrade for trench patching in a road or parking area. (generally paving will be done by others)
- Work hours shall be Monday through Friday 7am to 3pm (excluding Holidays observed by the Middlebury Public Works Dept.) with a 20 minute paid lunch period unless otherwise agreed to by the Director of Public Works.
- Hourly payment shall be only for time worked on the job.
- Mobilization charges or port to port charges will not be accepted.
- Weather conditions or impending weather conditions shall be a determining factor in postponing work or ending work early on any given day. Compensation will not be made to the contractor for postponements or early shut downs related to undesirable weather or the threat of undesirable weather.
- Drainage pipe and structures to be installed under this section shall be limited to the capabilities of the equipment being used.
- Materials shall be supplied by the Town of Middlebury.
- The hourly rate being bid in this section shall include the availability of any or all of the equipment listed below. The hourly rate shall include at least four people on the crew - 1 crew leader/equipment operator and 1 equipment operator, 1 licensed truck driver, 1 laborer:
 - One (1) wheeled excavator comparable in size to a Volvo EW180 or CAT M318 with experienced operator; approx. 20 tons in weight, mounted on rubber tires, able to dig 18 feet, equipped with a 36” trenching bucket (24” if requested), and a tilt able grading bucket.
 - An additional amount shall be paid per hour for the use of an appropriately sized Hydraulic Hammer, if required.
 - One (1) tri-axle dump truck with licensed driver; 18 C.Y. struck capacity, capable of carrying 20+ tons legally.

- In lieu of a tri-axle truck, One (1) articulated off road truck may be better suited for the type of work being contemplated. In these cases the 30 ton articulated truck will replace the tri-axle dump truck piece for piece and with no additional charges.
 - One (1) 3 cubic yard (min) capacity wheel loader with experienced operator.
 - One (1) additional laborer capable of driving a mason dump truck and having masonry experience.
 - One (1) roller/compactor (1.5 ton capacity min) available.
 - Gasoline powered plate compactor available.
 - Gasoline powered pavement saw available.
 - All tools, slings, pins, cables, rigging and chains needed to complete the work being contemplated on the jobsite.
 - Portable 2C.F. capacity concrete/cement mixer, when required.
 - Portable air compressor, 180-250CFM @ 100 lbs. including two hammers, sufficient amount of hose to run 2 hammers at the same time, 3” chisels, rock points and a rock drill with steel and cutting tip, as needed.
 - Gasoline powered cut-off saw on the jobsite.
 - Gasoline powered pump (approx. 290 gallon per min, 3” discharge) if needed.
 - PPE, Trench boxes, manhole boxes and other safety devices as required by OSHA.
- The successful bidder shall work in accordance with all OSHA regulations.
 - Proper work zone signage and barricades will be provided by the Contractor.
 - Flaggers will be provided by the Town when needed.

SCOPE OF WORK

Description – Type 3:

- This section describes a standard rate for the saw cutting pavement, excavation and the construction or reconstruction of roads, construction or reconstruction of parking areas, site work, drainage installation and replacement, backfilling, compacting, finish grading and complete restoration of areas to be paved and where improvements have been made outside a paved area and preparation of subgrade for trench patching in a road or parking area. (generally paving will be done by others)
- Work hours shall be Monday through Friday 7am to 3pm (excluding Holidays observed by the Middlebury Public Works Dept.) with a 20 minute paid lunch period unless otherwise agreed to by the Director of Public Works.
- Hourly payment shall be only for time worked on the job.
- Mobilization charges or port to port charges will not be accepted.
- Weather conditions or impending weather conditions shall be a determining factor in postponing work or ending work early on any given day. Compensation will not be made to the contractor for postponements or early shut downs related to undesirable weather or the threat of undesirable weather.
- Drainage pipe and structures to be installed under this section shall be limited to the capabilities of the equipment being used.

- Materials shall be supplied by the Town of Middlebury.
- The hourly rate being bid in this section shall include the availability of any or all of the equipment listed below. The hourly rate shall include at least four people on the crew - 1 crew leader/equipment operator and 1 equipment operator, 1 licensed truck driver, 1 laborer:
 - One (1) track type excavator comparable in size to a Volvo EC200 or CAT 320 with operator; 20 tons (minimum), equipped with a 24" trenching bucket, 36" trenching bucket, and a tilt able grading bucket.
 - An additional amount shall be paid per hour for the use of an appropriately sized Hydraulic Hammer, if required.
 - One (1) tri-axle dump truck with licensed driver; 18 C.Y. struck capacity, capable of carrying 20+ tons legally.
 - In lieu of a tri-axle truck, One (1) articulated off road truck may be better suited for the type of work being contemplated. In these cases the 30 ton articulated truck will replace the tri-axle dump truck piece for piece and with no additional charges.
 - One (1) 3 cubic yard (min) capacity wheel loader with experienced operator.
 - One (1) additional laborer capable of driving a mason dump truck and having masonry experience.
 - One (1) roller/compactor (1.5 ton capacity min) available.
 - Gasoline powered plate compactor available.
 - Gasoline powered pavement saw available.
 - All tools, slings, pins, cables, rigging and chains needed to complete the work being contemplated on the jobsite.
 - Portable 2C.F. capacity concrete/cement mixer, when required.
 - Portable air compressor, 180-250CFM @ 100 lbs. including two hammers, sufficient amount of hose to run 2 hammers at the same time, 3" chisels, rock points and a rock drill with steel and cutting tip, as needed.
 - Gasoline powered cut-off saw on the jobsite.
 - Gasoline powered pump (approx. 290 gallon per min, 3" discharge) if needed.
 - PPE, Trench boxes, manhole boxes and other safety devices as required by OSHA.
- The successful bidder shall work in accordance with all OSHA regulations.
- Proper work zone signage and barricades will be provided by the Contractor.
- Flaggers will be provided by the Town when needed.

Town of Middlebury

BID PROPOSAL SHEET

Description	Hourly
Type 1 Crew and Equipment as specified	
Type 2 Crew and Equipment as specified	
Type 3 Crew and Equipment as specified	
+/- Adjustment for a finish Bulldozer utilizing one operator from the existing crew	
+ For addition of a Hydraulic Hammer for Type 1 Excavator	
+ For addition of a Hydraulic Hammer for Type 2 Excavator	
+ For each additional Tri-Axle Truck with driver	
+/- Adjustment for a 10 ton (minimum) roller/compactor utilizing one operator from the existing crew	
+/- Adjustment for a Motor Grader (12' moldboard) utilizing one operator from the existing crew	
+/- Adjustment for a Tractor equipped with front loader and Harley Rake utilizing one operator from the existing crew	
+/- Adjustment for a Skid Steer equipped with a Rockhound utilizing one operator from the existing crew	
Other:	

BIDDER'S BUSINESS NAME: _____

BUSINESS ADDRESS: _____

PHONE NUMBER: _____ EMAIL: _____

BY: _____ TITLE: _____

DATE: _____

SIGNATURE: _____

LIST OF EQUIPMENT BEING PROPOSED

(Use additional pages if needed)

Type 1 Excavator Being Proposed:

(List Year, Make, Model)

Type 2A Excavator Being Proposed:

(List Year, Make, Model)

Type 2B Excavator Being Proposed:

(List Year, Make, Model)

Hydraulic Hammer for Type 1 Excavator Being Proposed:

(List Year, Make, Model)

Hydraulic Hammer for Type 2A or 2B Excavator Being Proposed:

(List Year, Make, Model)

On Road Tri-Axle Truck Being Proposed:

(List Year, Make, Model)

30 Ton Off Road Truck Being Proposed:

(List Year, Make, Model)

Optional Finish Dozer Being Proposed:

(List Year, Make, Model)

Portable Concrete/Cement Mixer:

(List Year, Make, Model)

Portable Air Compressor:

(List Make, Model)

Plate Compactor:

(List Make, Model)

Pavement Saw:

(List Make, Model)

Cut-off Saw:

(List Make, Model)

Water Pump:

(List Make, Model, Discharge Size)