

FINANCE

INVITATION TO BID
TOWN OF NORTH HAVEN

Sealed bids for Snow Plowing Services at Town of North Haven Volunteer Fire Stations, Project No. 15-13, will be received at the Finance Office, Memorial Town Hall, 18 Church Street, North Haven, Connecticut, until 10:30 AM on Wednesday, November 5, 2014, at which time and place they will be opened and publicly read. Specifications may be obtained from the Finance Office. After bids are received the Director of Finance/Administration may analyze whether vendors have submitted comparable bids and meet the requirements called for. In reviewing the bids, the Director of Finance/Administration may consider the past performance, financial responsibility, and sales and service experience of the vendors. The Director of Finance/Administration reserves the right to reject any or all bids, to waive any defects in same, or to choose to make purchases other than strictly in accordance with price considerations, and/or to choose other than the lowest bidder, if it be deemed in the best interest of the Town of North Haven. **Bidders are advised hereby of the existence of an Ordinance concerning Bid Preference for Town-Based Businesses.**

Edward J. Swinkoski, CPA
Director of Finance/Administration

SPECIFICATIONS

For

Snow Plowing Town of North Haven Volunteer Fire Stations

Scope of Services:

This bid covers Snow Plowing Services at the Town of North Haven Volunteer Fire Stations located as follows:

- Company # 2 Montowese – 282 Quinnipiac Avenue
- Company # 3 West Ridge – 1331 Ridge Road
- Company # 4 Northeast – 366 Washington Avenue

Contract Period:

The contract will be for a three (3) year period beginning November 5, 2014 through November 5, 2017.

Services:

The contractor will be responsible for plowing the paved driveway area in front of the stations and the parking areas. Driveway and apron shall be de-iced with pre-treated salt.

Plowing should be done when there is a minimum of two (2") inches of snowfall and shall be completed in a timely manner. The contractor recognizes that these properties are emergency response zones and shall be given priority during snow fall. Depositing snow from the properties into the roadway is prohibited.

Inspection:

Sites are accessible for inspection by interested parties at any time. Call Fire Headquarters to make arrangements to visit the site if needed.

Laws:

The contractor shall comply with all applicable laws of the State of Connecticut and the Town of North Haven.

Taxes:

Purchases made by the Town of North Haven are exempt from the payment of Federal Excise, Transportation and the Connecticut Sales and Use Tax. Such taxes must not be included in your bid price.

Tax exemption certificates can be furnished to the awarded contractor by the Town of North Haven.

Cancellation Clause:

The Town of North Haven reserves the right to cancel the contract at any time after the commencement of performance of the work by the contractor, for any reason beneficial to the Town of North Haven, upon a ten (10) day written notice to the contractor.

Damage to Town of North Haven and/or Personal Property:

The contractor shall be responsible for the repair or replacement costs of any damage to the Town of North Haven and/or personal property caused by the use, misuse or negligence caused by the contractor or the contractor's employees.

The contractor is responsible for reporting damage to Town of North Haven property within twenty-four (24) hours of occurrence. **The damage must be reported to the Office of the Fire Chief.**

Payments:

Payments to be made upon receipt of a properly executed invoice.

NOTES TO BIDDERS:

INSURANCE

The Contractor shall carry or require that there be carried Manufacturers' and Contractors' Public Liability Insurance with limits of \$2,000,000. to protect the Contractor and his subcontractors against claims for injury to or death of one or more than one person because of accidents which may occur or result from operations under the contract, such insurance shall cover the use of all equipment, including but not limited to cranes, hoists, heaters, motor vehicles, etc., in the construction of improvements embraced in this contract.

The Contractor shall carry, during the life of the contract, Property Damage Insurance in an amount of not less than \$500,000. to protect himself and his subcontractors from claims for property damage which might arise from operations under the contract.

The Contractor shall carry all necessary Worker's Compensation Insurance.

Insurance policies shall be conditioned to indemnify and save harmless the Town of North Haven from all suits or actions brought against the contractor, it and or them for or on account of any injuries received or property damage sustained by any party, or by or from the Contractor.

CERTIFICATE OF INSURANCE

The successful bidder will be required to submit a Certificate of Insurance upon receipt of award and before starting work.

All bids to be held firm until awarded.

All envelopes will be clearly marked BID, with the purpose and time of opening.

ALL BIDS MUST BE ON THIS FORM.

BID PROPOSAL

The undersigned _____, doing business in the Town of _____, submits herewith, in conformity with the general terms and conditions and specifications for the above mentioned public bid, the following proposal for:

Snow Plowing Town of North Haven Volunteer Fire Stations

Description:	Unit	Quantity	To be completed by bidder: Unit Price/Amount
Snow Plowing services at the following locations: Montowese Company # 2 West Ridge Company # 3 Northeast Company # 4			
0" – 5"	Per storm		
6" – 9"	Per storm		
10" – 13"	Per storm		
14" – 16"	Per storm		
Per inch after 16"	per inch		

TERMS:	Cash Discount	%	Days	Net Cash	Days
---------------	---------------	---	------	----------	------

Company Name	Date	Phone
Address	City	State Zip Code
Name (Print)		Title
Sign		
Receipt of Addenda Is Acknowledged (If Applicable):	No. Date	No. Date

