



**CITY OF TORRINGTON**  
**REQUEST FOR PROPOSALS**

**RFP# PFR-032-050817 POOL FILTER REPAIR-REPLACEMENT, WILLIAM L. BESSE  
POOL PROJECT**

**Bid opening:** May 8, 2017 **Time:** 11:00 AM **Location:** City Hall, 140 Main St., Room 206, Torrington, CT

Bid Bond or Certified Check required with bid: 5%

Performance Bond required if awarded bid: see instruction to bidders.

**MUST SUBMIT AN ORIGINAL AND THREE (3) COPIES.**

The City of Torrington reserves the right to accept or reject any or all bids or any portion thereof, to waive technicalities, and to award the contract as will best serve the public interest.

Omit State and Federal Taxes.

All prices must be F.O.B.: Destination (Torrington) unless otherwise requested.

Dated in Torrington: May 1, 2017 Purchasing Agent \_\_\_\_\_  
Pennie Zucco

ITEM	PRICE
<b>POOL FILTER REPAIR-REPLACEMENT , WILLIAM L. BESSE POOL PROJECT PER SPECIFICATIONS</b>	<b>***SEE APPENDIX A PRICE SHEET***</b>

The Purchasing Agent is authorized to offer City based bidders that exceed the lowest bid by up to 6%, the opportunity to match the lowest bid. A City based bidder within the 6% differential who agrees to accept the amount of the lowest bid will be awarded the bid. When multiple City based bidders agree to accept the amount of the low bid then the City based bidders will be invited to submit a new bid, not to exceed the low bid. The bid will then be awarded to the lowest responsive, responsible bidder.

Bid Submitted By: \_\_\_\_\_

Name of Company: \_\_\_\_\_ Name: \_\_\_\_\_

Title: \_\_\_\_\_ Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Date: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Web Page: \_\_\_\_\_

Comments: \_\_\_\_\_

**CITY OF TORRINGTON**  
**POOL FILTER REPAIR-REPLACEMENT, WILLIAM L. BESSE POOL PROJECT**  
**RFP # PFR-032-050817**

The City of Torrington invites all licensed, qualified person(s), organization(s) and firm(s) (Contractor) to submit their proposal for the Pool Filter Repair/Replacement, William L. Besse Pool Project. Awarded Contractor agrees to the following:

1. A bid bond of 5% of the total bid (Part C – Filter Replacement) is due at the time of submitting bid.
2. The submission of any response shall not in any way commit the City of Torrington to enter into a contract with that respondent or any other respondent.
3. This bid is not to be construed as a contract or a commitment of any kind; nor does it commit the City to pay for any costs incurred by the respondent in the submission or any costs incurred prior to the execution of a formal contract with the City of Torrington.
4. The deadline for bid submittals is **MAY 8, 2017 at 11:00 AM**. Bids shall be submitted to the Purchasing Department, City Hall, 140 Main Street, Room 206, Torrington, CT 06790. One original and three (3) copies shall be placed in a sealed envelope and clearly marked “**RFP# PFR-032-050817, POOL FILTER REPAIR-REPLACEMENT, WILLIAM L. BESSE POOL PROJECT**”. Bids received after the time and date specified will be rejected and returned unopened. In the event of the closure of City Hall, proposals shall be due the next day when City Hall reopens for business, no later than 11:00 AM on that day. All proposal submissions and materials become property of the City and will not be returned. Proposals shall be written in ink or typewritten; No erasures are permitted. Mistakes may be crossed out and corrected and must be initialed in ink by the person **signing** the bid. **No fax or e-mail Bids will be accepted.**
5. This Bid shall remain open and shall not be withdraw for a period of sixty (60) days from the date set for its opening.
6. A highly recommended site visit will be on **Wednesday, May 3, 2017 at 1:00 PM** at the William M. Besse Pool, 277 Winthrop Street, Torrington, CT 06790 (at the entrance of Torrington High School). Contractor(s) may call Brett Simmons, 860-489-2385 for directions.
7. The Deadline for submitted questions is **May 3, 2017 at 4:00 PM**. Questions to be submitted to Pennie Zucco, Purchasing Agent, pennie\_zucco@torringtonct.org. All information given by the city except by written addendum shall be informal and shall not be binding upon the city nor shall it furnish a basis for legal action by any Proposers against the City. Vendor responsible to check City website for addendum/updates 48 hours prior to bid opening. Signed addendum(s) to be submitted with original bid. All information by the City except by written addendum shall be informal and shall not be binding upon the City nor shall if furnish a basis for legal action by any proposer against the city. Vendor responsible to check City website for addendum to be submitted with bid.
8. Any alleged oral agreement made by a bidder or contractor with any agency or employee of

the City of Torrington will be disregarded.

**9.** Prior to actual acceptance and usage by the Parks Department, the unit shall be completely certified by the successful bidder or his/her authorized agent according to the manufacturer's specifications.

**10.** Bidders Should Include:

- a.** Manufacturer's literature on all products and materials proposed to be used.
- b.** List of Five (5) work related references working with similar equipment specified in bid.
- c.** All bids must include the firm's name and be signed by a responsible officer or employee of the firm submitting the bid.
- d.** Bid Price shall include all necessary equipment, installation, training, disposal, and freight/shipping to the City of Torrington, William M. Besse Pool, 277 Winthrop Street, Torrington, CT 06790. No additional purchases shall have to be made to complete this renovation.

**The City of Torrington reserves the right to award or reject any or all bids, or any portion thereof, to waive technicalities, to award the contract to a bidder other than the lowest bid and to award the bid and/or contracts to one or more bidders submitting essentially identical proposals, and that in the city's judgment, will best serve the public interest.**

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER  
MBE'S WBE'S AND SBE'S ARE ENCOURAGED TO APPLY**

**REQUEST FOR PROPOSAL**  
**POOL FILTER REPAIR-REPLACEMENT, WILLIAM L. BESSE POOL PROJECT**  
**RFP # PFR-032-050817**  
**GENERAL INFORMATION**

**INTENT**

- A.** William L. Besse Pool has a single 90” Steel Sand Filter that has a damaged lower lateral system requiring repair or replacement. Proposals for Part A, B and C is based on a successful or unsuccessful inspection of the inside filter walls, filter lining, upper diffuser systems and lower lateral system. Filter interior inspection should be accompanied by Brett Simmons and Ed Nuzenski of the City of Torrington for final approval of Part B or Part C. Dumpster if necessary shall be provided by the contractor at contractor’s expense.
- B.** It is intended to limit the bidding to a style of product and company that has a proven history and record of performance.
- C.** Due to the specialized nature of certain components required for this project, these specifications, in some instances, refer to various components by trade or manufacturers name.

**QUALITY ASSURANCE**

- A.** Due to the specialized nature of the specified work and products, all bidders shall be required to have a minimum of five (5) years of operating history. The equipment described herein shall be products of a manufacturer regularly engaged in the fabrication of filtration and recirculating systems for at least fifteen (15) years and shall be a professional engineering corporation. Bidder must be licensed and insured.
- B.** The owner requires that filters bear the National Sanitation Foundation (NSF) seal for Standard #50. This NSF listing is required by the owner regardless of local health department regulations.
- C.** The specified filter system components shall have had an NSF listing for at least two (2) years prior to the project bid date.
- D.** As assurance that each item of apparatus is properly sized to perform in conjunction with each other, the owner requires bidders to use the filter manufacturer as the single source of supply for the items of equipment as listed and described herewith.
- E.** The "**EQUIPMENT SUPPLIER**" shall be:

NEPTUNE-BENSON, INC.  
COVENTRY, RHODE ISLAND  
1-800-832-8002

**GUARANTEE**

- A.** The "**EQUIPMENT SUPPLIER**" shall guarantee that the equipment to be furnished is of the correct capacity, that the various parts are designed to operate correctly and in conjunction with each other, that if the installation is made in accordance with the project specifications and operated in accordance with the suppliers instructions, the system will perform the prescribed functions

correctly, the water entering the pool will be clear, bright, free from suspended matter visible to the unaided eye, and will be sanitary to the satisfaction of all authorities having jurisdiction.

**SUBMITTALS**

- A. Provide detailed shop drawings of the equipment being provided.
- B. Provide a complete set of operating instructions, embracing the operational functions and recurring maintenance processes involved in connection with the complete filtration system.
- C. All Required forms – non-collusion affidavit, bid bond, etc.
- D. All contractors shall be licensed and insured. All necessary documentation shall be supplied to the City of Torrington upon award of contract.
- E. All work shall be completed by June 16, 2017.**

The bidder hereby acknowledges receipt of and agrees this submittal is based on the BID and the following addenda(s). Failure to indicate receipt of addenda may result in the bidder being rejected as nonresponsive.

ADDENDUM # \_\_\_\_\_ DATED \_\_\_\_\_      ADDENDUM \_\_\_\_\_ DATED \_\_\_\_\_

ADDENDUM # \_\_\_\_\_ DATED \_\_\_\_\_      ADDENDUM \_\_\_\_\_ DATED \_\_\_\_\_

ADDENDUM # \_\_\_\_\_ DATED \_\_\_\_\_      ADDENDUM \_\_\_\_\_ DATED \_\_\_\_\_

(If additional addenda(s) are issued, attach a complete listing of these addenda when submitting this bid.)

**REQUEST FOR PROPOSAL**  
**SWIMMING POOL FILTRATION SYSTEM RENOVATION SPECIFICATIONS**  
**RFP # PFR-032-050817**

**A.PART A - Removal of filter media, complete inspection of lower laterals and filter interior.**

**B.PART B – Replace lower laterals and install new filter media.**

**C.PART C – Remove existing filter and replace with a new steel filter of exact size and configuration.**

William L. Besse Pool has a single 90” Steel Sand Filter that has a damaged lower lateral system requiring repair or replacement. Proposals for Part A, B and C is based on a successful or unsuccessful inspection of the inside filter walls, filter lining, upper diffuser systems and lower lateral system. Filter interior inspection shall be accompanied by Brett Simmons and Ed Nuzenski of the City of Torrington for final approval of Part B or Part C.

**A.PART A – Removal of filter media, complete inspection of lower laterals and filter interior:**

- 1.Post and submit copy of Confined Space Permit.
- 2.Close all manifold valves as necessary.
- 3.Clear area surrounding the filter for upcoming work.
- 4.Open filter drain valve at bottom to drain all water from filter vessel.
- 5.Disconnect piping from filter at flanges by removing and saving all hardware.
- 6.Remove roof window to gain additional access to filter lid.
- 7.Remove filter lid.
- 8.Remove all filter media from filter to level of laterals
  - a.Manual Labor
  - b.Using a Vacuum Truck
- 9.Inspect laterals and entire lower lateral system for broken laterals, cracked PVC or separate joints.
- 10.Inspect filter lid seal and clean it.
- 11.Clean thoroughly filter interior with standard hose water pressure and TSP, inspect condition reporting all concerns to individuals noted above.
- 12.Provide a written report of filters internal condition to obtain a work order for
  - a.Replacing laterals and complete lower assembly
  - b.Replacement of entire filter.
    - i. Contractor must provide lead-times for each option.
    - ii. Contractor must provide and submit all mechanical drawings and installation procedures.

**B.Part B – Replace Lower Laterals and Install New Filter Media.**

- 1.Remove old laterals and lower lateral assembly.
- 2.Install new lower lateral assembly to manufactures specifications.
- 3.Install new gravel to manufactures specifications.

4. Install new laterals to manufactures specifications.
  - a. 3210908OMP. Quantity (1)- Manifold
  - b. 48008FFNEO. Quantity (1)- Gasket fullface flange 8.0"
  - c. 652S120250. Quantity (4)- Bolt Hex Head .75" x 2.5"
  - d. 655S12WSHR. Quantity (4) Washer SAE .75" DIA
  - e. 15058152SC. Quantity (1) Clamp Hose 2 5/16"- 10"
  - f. 310110UDLP. Quantity (4) Lateral 1-1/2UDLP-11
  - g. 310210UDLP. Quantity (4) Lateral 1-1/2UDLP-21
  - h. 310280UDLP. Quantity (4) Lateral 1-1/2UDLP-28
  - i. 310320UDLP. Quantity (4) Lateral 1-1/2UDLP-32
  - j. 310350UDLP. Quantity (4) Lateral 1-1/2UDLP-35
  - k. 310370UDLP. Quantity (4) Lateral 1-1/2UDLP-37
  - l. 310380UDLP. Quantity (4) Lateral 1-1/2UDLP-38
  - m. 12577. Quantity (1) Overdrain Assy
  - n. 4800250476. Quantity (1) Manhole Gasket
5. Install new sand to manufactures specifications.
6. Install new filter lid gasket from Neptune Benson. Must be an original manufactures product. No Substitutes.
7. Install Anodes as recommended by Neptune Benson.
8. Reconnect piping at flanges replacing all flange gaskets and any hardware as necessary.
9. Start-up filtration system in backwash mode to avoid new filter media going to pool.
10. Program automatic filtration system, backwash, and train owner personal.
11. Close roof window.
12. Final clean up.

### **C.PART C – Complete Removal and Installation of new 90" SRF Vertical Steel High Rate Sand Filter.**

Should the inspection require the complete replacement of the existing 90" SRF Vertical Steel High Rate Sand Filter, Part C entails the complete removal of the existing 90" SRF Vertical Steel High Rate Sand Filter and replacement of a new 90" SRF Vertical Steel High Rate Sand Filter by Neptune Benson. **No Substation as this must be a like for like filter replacement so the existing manifold system is not changed or replaced.**

The existing 90" SRF Vertical Steel High Rate Sand Filter is in a wood structure shed type building with a concrete floor. Removal of one wall of the existing structure will be required and roof properly supported for old filter removal and installation of new filter. If Alternate #1, 2, 3 are selected and awarded by the City, the contractor can remove/replace the wall in any location they feel necessary to complete the job, as long as it does not impact the structural integrity of the building.

#### **Contractor is required to:**

1. Temporally remove filter room wall and support roof to expose the work area. – **ALTERNATE #1**
2. Remove and properly dispose of existing 90" Steel Filter. – **ALTERNATE #2**
3. Put in place a new 90" SRF Vertical Steel High Rate Sand Filter by Neptune Benson.
4. Properly adjust the footings to level the filter.
5. Attach the Influent and Effluent ports to the existing manifold system using the new port gaskets

provided with the filter.

6. Fill the filter half way with water and add gravel per the manufactures specifications.
7. Add filter sand per the manufacture specifications.
8. Install Anodes as recommended by Neptune Benson.
9. Reconnect piping at flanges replacing all flange gaskets and any hardware as necessary.
10. Startup filtration system in backwash mode to avoid new filter media going to pool.
11. Program automatic filtration system, backwash, and start up training.
12. Reinstall filter room wall to original condition. – **ALTERNATE #3**
13. Close roof window.
14. Final clean up.

## **FILTER SYSTEM REQUIREMENTS**

- A. The new system supplied shall be complete by the manufacturer and shall include the following: Internals, face piping and valves, gauge panel with tubing and petcocks, sight glass, air relief connection, bottom drain connection with internal strainer.
- B. System shall be fabricated and fully assembled at the manufacturer's plant for pressure testing and dimensional verification. System shall be knocked down for shipping purposes in subassemblies for minimum field assembly. Internal manifold(s) piping shall be factory installed and shipped in place. Laterals shall be shipped loose for field installation.

## **FILTER SYSTEM CAPACITY**

- A. The system capacity, size, performance, and model number shall be as shown on the drawings.

## **STEEL FILTER TANK**

- A. The filter tank shall be suitable for 50 psi working pressure and hydrostatically tested to 75 psi. All material to be high quality Type A-36 carbon steel or better.
- B. All welding shall be performed by qualified operators. Joints shall be butt or fillet welded inside and out by manual or automatic process. Welded joints shall have complete penetration and fusion with little or no reduction of the thickness of the base metal. Welds shall be free of coarse ripples, grooves, overlaps, abrupt ridges or valleys. All welded surfaces shall be chipped and brushed clean, when necessary, leaving no slag or splatter.
- C. Drain out system shall consist of a  $\frac{3}{4}$ " T304 stainless steel coupling mounted to the bottom of the tank. Each coupling to be fitted with a slotted PVC sand retainer. Air relief connection shall be a  $\frac{3}{4}$ " T304 stainless steel coupling provided on top of the tank.
- D. Adjustable jack legs shall be used to support the filter tank. Access to the tank shall be provided by a 14" x 18" manhole with two (2) cast or forged curved yokes located in the top of the tank. Manhole seat shall be complete with one piece  $\frac{1}{4}$ ", neoprene gasket and positioned so that internal pressure from the filter will augment the seat. No additional hardware or through bolts will be allowed.
- E. The filter tank shall be equipped with the necessary flanges and connections for the internal and external piping. All tank connections 2" and under shall be 150 lb. T304 stainless steel threaded full couplings. All tank connections 3" and over, shall be heavy steel flush mounted bosses drilled and



tapped on both sides to receive standard flanged fittings.

F. Tank shall be equipped with a UL listed grounding lug.

### **FLEXSOL 3000® INTERIOR LINING**

- A. All interior surfaces shall be grit blasted to white metal condition with a 3-4 mil profile. Blasted surfaces shall be cleaned of all dust or blast residue and primed as soon as is practical on the same day blasting is done.
- B. When priming has dried the lining process shall begin. If prime has sat for over twenty-four hours, a refresher coat shall be applied.
- C. Flexsol 3000® shall be a urethane, 100% solid plural component lining. Hardness shall be 75 durometer on the shore D scale. Break tensile strength shall be 4000 psi with elongation of less than 10%. Adhesion shall be greater than 2500 psi.
- D. Application of Flexsol 3000® lining shall be done by experienced applicators using a high pressure, high temperature plural component system. All wetted surfaces including flange faces, manway rings and manway covers shall be lined to 100 mils +/- 10 mils WFT.
- E. Hardness shall be verified after curing to ASTM D 2240 standard.
- F. Manufacturer shall submit for approval a sample piece of coated steel to determine flexibility, abrasion tolerance and adhesion integrity.
- G. Flexsol 3000® lining shall meet the NSF toxicity standard unconditionally and shall be approved for use with the NSF approved filter.
- H. Flexsol 3000® lined vessels shall carry a ten (10) year limited non-prorated warranty.
- I. The filter manufacturer shall bear the responsibility for suitability of lining and shall be the sole source for the specified warranty.

### **EXTERIOR COATINGS**

- A. Prepared steel surfaces shall be free of weld spatter and fabrication contaminants. Steel surfaces shall be solvent washed and wired brushed to assure complete grease/oil removal to SSPC-SP2
- B. One coat of a high solid epoxy with cross-link polymerization cure shall be applied for a total developed film thickness of 4-6 mils.
- C. This factory-applied coating is base coat only. Manufacturer to supply a min. 32 oz. can of touch-up paint. Manufacturer recommends exterior coating of filter tanks with suitable HPA. (To be supplied and applied by contractor or others).

### **FILTER PIPING - INTERNAL**

- A. The upper and lower internal distribution system shall be a horizontal header/lateral arrangement. The headers shall be Schedule 80 PVC construction, capped on one end and flanged on the other end. Lateral connections shall be spaced no more than 6" on the centers and shall be 1½" FPT connections.
- B. Underdrain laterals shall consist of 1½" Schedule 80 PVC pipe with machined double slotted openings on 1/8" centers. Machined openings shall be designed to retain all media particles as small as .30 mm particle size. Molded or drilled openings or retainer screens will not be acceptable. Each lateral shall be fabricated complete with a socket cap on one end and male adapter on the other. Both fittings to be solvent welded to the slotted pipe. Laterals shall be fitted with a rubber O-ring to allow for proper positioning of the machined openings.
- C. Upper laterals shall consist of 1½" Schedule 80 PVC pipe with ½" wide machine slotted openings on 1 ¼" centers. Upper laterals shall be designed and sized at the factory so as to provide uniform distribution and unrestricted flow during filter and backwash cycles. Laterals shall be fitted with a rubber O-ring to allow for proper positioning of the machined openings.
- D. All hardware in wetted areas shall be T304L stainless steel or non- metallic.

## **MEDIA**

- A. Gravel support media of a hard coarse aggregate with a subangular grain shape with a particle size of 1/8" x 1/4" shall be used on the inside of the bottom head to the elevation where the filter media commences. The specific gravity shall not be less than 2.5. Support media shall be placed by hand to avoid damage to the underdrain system and leveled before the addition of the upper layer of filter media. Support gravel shall be delivered and stored in 100 pound bags (approximately one cubic foot) for ease of handling and elimination of possible contamination. Media shall be free from minerals which may precipitate onto pool surfaces.
- B. Sand shall be a carefully selected grade of hard, uniformly graded silica material. Media shall be naturally rounded particles of silica or milled angularly shaped particles of silica quartz. Sand shall have a particle size between .45mm and .55 mm (#20). No more than 1.5% shall be allowed to pass through a #40 sieve (.0164"). Uniformity coefficient shall not exceed 1.53. Specific gravity to be not less than 2.5. Filter shall contain a minimum bed depth in accordance with manufacturer's specifications for the specified filter tank. Systems which do not provide a minimum bed depth in accordance with manufacturer's specifications will not be acceptable. Sand shall be delivered and stored in 100 pound bags (approximately one cubic foot) for ease of handling and elimination of possible contamination. Media shall be free from minerals which may precipitate onto pool surfaces.
- C. ClinoPure-80TM filter media shall be an effective particle size of 1.25 mm. The product shall contain no less than 80% clinoptilolite to generate a suitable Rockwell hardness level of 4 moh. Media shall be fractionated as angularly shaped particles to generate an open area of 30 square meters per gram. The specific gravity shall not be less than 1.5 and the coefficient of uniformity shall be 1.5. Filter media shall be capable of removing ammonia at a rate of 2 mg/day per cubic foot (55#) of ClinoPure-80TM. Filter shall contain a minimum ClinoPure-80TM bed depth as shown on the drawings. Systems which do not provide a minimum bed depth, as shown on the drawings, will not be acceptable

ClinoPure-80TM shall be delivered and stored in 55 pound bags for ease of handling and elimination of possible contamination. Media shall be free of minerals which may precipitate onto pool surfaces.

ClinoPure-80TM shall be NSF listed under STD 50 for performance and health affects. Products listed for health affects only will not be considered.

- D. Each filter tank shall be provided with the media quantities as specified per manufacturer's specifications.

## WARRANTIES

### A. Part C

1. Filter tanks shall carry a 10 year fully rated warranty as regularly offered by the tank manufacture.
2. Internal and external face piping shall carry a fully rated 3 year warranty.
3. Valve bodies shall carry a 5 year fully rated warranty.
4. Valve operators and system accessories including sight glass, pressure gauges and air relief valve shall carry one-year warranty as provided by the product manufacturer.

### B. Part A, B, C

1. Unless otherwise specified, workmanship is to be guaranteed first class and carry a minimum of a one (1) year warranty.

## MISCELLANEOUS

- A. Contractor must be licensed and insured and supply five (5) references with contact information.
- B. Contractor must list previous jobs where similar work was completed.
- C. Contractor to supply new equipment for this installation per specifications.
- D. Contractor is responsible for all necessary state and local permits required. Local fees will not be applicable.
- E. Include all operation and parts manuals for all equipment supplied and installed.
- F. The contractor will furnish all labor and materials necessary to complete the project, as outlined in the proposal.
- G. **All work shall be completed by June 16, 2017.** The successful Contractor and City recognize that time is of the essence of this Agreement. Work under this contract **shall be completed by June 16, 2017**. Awarded Contractor shall Repair/Replace the William L. Besse Municipal Swimming Pool Filtration System project located at a City facility in accordance with all terms set forth within the RFP specifications of the specified project – “PFR-032-050817, Pool Filter Repair/Replacement, William Besse Pool Project”.
- H. The contractor will be responsible for disconnecting and disposing of any/all equipment to be replaced after review and coordination with the City. Should the City choose to keep any of the equipment, the contractor shall turn such equipment over to the City as requested.
- I. Contractor shall test the system for proper operation upon completion and train Parks and Recreation personnel on how the equipment operates.
- J. Contractor will provide to the city a list of all materials and products used for this project.
- K. Provide detailed warranty for all equipment supplied and installed.
- L. The equipment referenced in this project is for the operation of the main pool and not the wading pool.

**APPENDIX A**  
**SWIMMING POOL FILTRATION SYSTEM RENOVATION SPECIFICATIONS**  
**RFP # PFR-032-050817**

**BID OPENING DATE: May 8, 2017 11:00 AM**

**ITEMS:**

**Please provide estimated timelines for completion of various items listed in the bid:**

<u>ITEM</u>	<u>PRICE</u>	<u>TIMEFRAME (DAYS)</u>
<b>PART A: Removal of filter media, complete inspection of lower laterals and filter interior.</b>	\$ _____	_____
<b>PART B: Replace lower laterals and install new filter media.</b>	\$ _____	_____
<b>PART C: Remove existing filter and replace with a new steel filter of exact size and configuration.</b>	\$ _____	_____
TOTAL PART A & B	\$ _____	_____
TOTAL PART A & C	\$ _____	_____
ADD ALTERNATE #1(DAYS ADDED)	\$ _____	_____
ADD ALTERNATE #2(DAYS ADDED)	\$ _____	_____
ADD ALTERNATE #3(DAYS ADDED)	\$ _____	_____

COMPANY NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

COMPANY REPRESENTATIVE (signature) \_\_\_\_\_

TITLE: \_\_\_\_\_

## STATEMENT OF REFERENCES

List five references that demonstrate your ability to supply equipment and services included in the scope of the specifications. Attach additional pages if required. The City reserves the right to contact each of the references listed for additional information regarding your company's qualifications.

### Reference No. 1

Customer Name: \_\_\_\_\_

Contact Individual: \_\_\_\_\_ Phone No: \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_ Year: \_\_\_\_\_

Description of system installed: \_\_\_\_\_

### Reference No. 2

Customer Name: \_\_\_\_\_

Contact Individual: \_\_\_\_\_ Phone No: \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_ Year: \_\_\_\_\_

Description of system installed: \_\_\_\_\_

### Reference No. 3

Customer Name: \_\_\_\_\_

Contact Individual: \_\_\_\_\_ Phone No: \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_ Year: \_\_\_\_\_

Description of system installed: \_\_\_\_\_

### Reference No. 4

Customer Name: \_\_\_\_\_

Contact Individual: \_\_\_\_\_ Phone No: \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_ Year: \_\_\_\_\_

Description of system installed: \_\_\_\_\_

### Reference No. 5

Customer Name: \_\_\_\_\_

Contact Individual: \_\_\_\_\_ Phone No: \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_ Year: \_\_\_\_\_

Description of system installed: \_\_\_\_\_

**CITY OF TORRINGTON**  
**SWIMMING POOL FILTRATION SYSTEM RENOVATION SPECIFICATIONS**  
**RFP # PFR-032-050817**

**Acceptance of Terms of this Agreement**

Name of Proposer: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Title: \_\_\_\_\_

Name Printed: \_\_\_\_\_ Date: \_\_\_\_\_

It is agreed by the above signed proposer that the signature and submission of this proposal. Represents the proposer's acceptance of all terms, conditions, and requirements of the proposal specifications, and, if awarded, the proposal will represent the agreement between the parties.

The proposer agrees that the cost of any work performed, materials furnished, services provided, or expenses incurred, which are not specifically delineated in the proposal documents, but which are incidental to the scope, intent, and completion of this contract, shall be deemed to have been included in the prices for the various items scheduled.

\_\_\_\_\_

## **INSTRUCTION TO BIDDERS**

Sealed bids will be received by the Purchasing Agent, Room 206, 140 Main St., Torrington, CT until the time and date specified on the cover sheet and opened thereafter in the Purchasing Department, Room 206. Bids received later than the date and time specified will not be accepted. In the event of the closure of City Hall, proposals will be opened on the following business day that City Hall is opened. Amendments to or withdrawal of any section of the submitted bid received later than the time & date set for the bid opening will not be considered. Bid proposals must remain in effect for a minimum of 30 days unless otherwise noted elsewhere in the bid specifications.

**BID DOCUMENTS:** are available upon receipt of this invitation (if not attached) over the Internet at the City's web site: [www.torringtonct.org](http://www.torringtonct.org) UNDER "Open Bids". Adobe Acrobat reader is required to view this document. If you do not have this software, you may download it for free from Adobe at <http://www.adobe.com>. Businesses without internet access may contact the Purchasing Department at 860-489-2224 for a copy of the bid documents.

**NONAPPROPRIATION:** All funds for payment by the City under this contract are subject to the availability of an annual appropriation for this purpose by the City. In the event of non-appropriation of funds by the City Council of the City of Torrington for the goods or services provided under the contract, the City will terminate the contract, without termination charge or other liability, on the last day of the then-current fiscal year or when the appropriation made for the then-current year for the goods or services covered by this contract is spent, whichever event occurs first. If at any time funds are not appropriated for the continuance of this contract, cancellation shall be accepted by the Seller on thirty (30) days prior written notice, but failure to give such notice shall be of no effect and the City shall not be obligated under this contract beyond the date of termination.

**BID BONDS:** shall be in the amount of 5% of the total bid made out in favor of the City of Torrington and issued by a Surety company acceptable to the City of Torrington must accompany each bid. A certified check, cashier's check, Treasurer's check, or money order in the same amount may be submitted in lieu of the bid bond. Bids submitted without Certified Check or Bid Bond **will not** be accepted. The City of Torrington will not be held liable for the accrual of interest on any check held by the city in conjunction with this bid. All checks or bid bonds will be refunded to the unsuccessful bidders after award of the bid by the City Council. The deposit check or Bid Bond of the successful bidder will be held in escrow until such time as the city determines that the bidder has or will meet their obligations as stated by the bid. If the bidder fails or refuses within a reasonable time after due notice that the contract has been awarded to him, to execute the same, an amount representing a loss to the city by reason of such failure shall be retained and paid into the city treasury.

**REPLIES:** whether bid or no bid, submittal must have the bid number clearly identified on the outside of the envelope. Bidders not marking the envelopes with the Bid number and date/time of opening on the envelope will have no recourse against the City of Torrington or its employees. Such bidders run the risk of the bid being opened prior to the scheduled Bid Opening time. Once opened such bids are public record. Any alleged oral agreement made by a bidder or contractor with any agency or employee of the City of Torrington will be disregarded.

**FREIGHT:** Prices quoted shall be net delivery **F.O.B. Torrington, CT**. All bid prices must include prepaid delivery, assembly, and/or installation (ready for operation and/or use) of all equipment and/ or materials to the individual location(s) as designated by the Purchasing Agent. All bid prices are to be submitted on the sheets provided on this bid. Quantities and pricing are to be listed in accordance with these sheets.

**QUESTIONS:** Request for interpretation of any portion of the bid may be made to the Purchasing Agent: Voice 860/489-2225, Fax 860/489-2547 and email: [pennie\\_zucco@torringtonct.org](mailto:pennie_zucco@torringtonct.org). All bidder questions pertaining to the contract specifications and plans under this contract shall be placed in writing and addressed to: City Purchasing Agent, 140 Main Street, Room 206, Torrington, CT 06790; Any Fax or email shall be followed up with a telephone call to verify receipt. Bidders should check the web site for addendums/updates 48 hours prior to the bid opening.

In the event of receipt of identical bids as to offerings, delivery, service, content, price, etc., the bid will be awarded in accordance with the information contained in the bid document, based on first received as to date and time of receipt of the bid.

**EXPARTE COMMUNICATION:** Please note that to insure the proper and fair evaluation of a bid, the City of Torrington prohibits exparte communication (i.e., unsolicited) initiated by the Bidder to a City Official or Employee evaluating or considering the bids prior to the time a bid decision has been made. Communication between Bidder and the City will be directed in writing to the Purchasing Agent only. The Purchasing Agent will obtain the information or clarification needed. Exparte communication may be grounds for disqualifying the offending Bidder from consideration or award of the bid and repeat offenders may be disqualified from future bids.

**NON-COLLUSION STATEMENTS:** In order for bids to be considered, a non-collusive statement must be submitted with the bid. A sample non-collusive bid statement is attached. Bidders may elect to submit their own notarized non-collusion statement. **NOTE:** Documents must be signed before and sealed by a Notary Public. Only documents bearing a notary seal will be accepted.

**CONDITIONAL, QUALIFIED OR NON-RESPONSIVE BIDS/PROPOSALS:** All bids/proposals shall be submitted in the form and manner as indicated by the bid documents and bid forms. Any proposal which is not submitted in the form and manner indicated by the bid documents or which contains information, statements, conditions, or qualifications which place conditions or qualifications on the proposal submittal for purposes of making an award, or which alter any proposal terms, conditions, specifications, or forms, which has not been previously approved by written addendum from the Purchasing Agent, or which does not meet legal requirements, shall be declared as a qualified, conditional, or non-responsive proposal and shall be rejected without further consideration. Any proposal response that does not fully respond to and comply with all detailed specifications or requests for information including execution of proposal forms, may be declared "non-responsive" and recommended for rejection. The City of Torrington shall not be responsible for any errors or omissions of the respondent.

**UNBALANCED BIDS AND/OR EXCESSIVE LINE ITEM PRICES:** The City reserves the right to reject any bids in which unit prices, in the sole opinion of the City, are unbalanced. In addition, where the City has decided to make an award, it further reserves the right to non-utilize a particular line item that in the sole opinion of the City is excessively priced, and reserves the right to obtain that item from another source.

**CONTRACT:** A response to an Request for Proposal is an offer to contract with the City of Torrington based upon the terms, conditions, and specifications contained in the City's RFP. Bids do not become contracts unless and until executed by the City, eliminating a formal signing of a separate contract. For that reason, all of the terms and conditions of the contract are contained in the ITB, unless any of the terms and conditions are modified by an RFP Amendment, a Contract Amendment, or by mutually agreed terms and conditions in the contract documents.

**TAXES:** Omit all State and Federal taxes from the bid. The City of Torrington is exempt from the payment of taxes imposed by Federal government and/or the State of Connecticut.

**OWNERSHIP OF DOCUMENTS:** All documents, including drawings, plans, specifications, videotapes, or other documents or maps prepared by a contractor pursuant to any agreement arising from this bid shall become the property of the City of Torrington upon completion of the project or any termination of the project prior to the completion of the project.

**LEGALITY:** All bid offers for commodities, work, materials, or equipment hereunder shall comply in every respect with the laws, specifications and requirements of the State of Connecticut and the Federal government. Contractor will comply with the provisions of the Connecticut Fair Employment Practices Law.

**LANGUAGE DISPUTES:** Any disputes over the interpretation and/or meaning of any individual terms, conditions, and/or language within this Request for Bid/Proposal document shall be resolved by and at the sole discretion of the City Purchasing Agent in a manner that is in the best interest of, and best advantage to, the City of Torrington, provided any such interpretation shall be reasonable. In the event that an individual term, condition, and/or language/wording is determined at any time, including after award, by the City Purchasing Agent to be "not applicable at all" to this contract, then the term, condition, and or language/wording may be disregarded, even though an addendum is not issued. However, if the Purchasing Agent determines that the term, condition, and/or language/wording "is applicable in part", then the term, condition, and/or language/wording will apply to the degree applicable, even though an addendum is not issued.

**INDEMNIFICATION:** The Contractor shall save the City of Torrington, its agents or employees, harmless from liability of any kind for all claims of labor payments and materials furnished for this work, and for use of any copyrighted or uncopyrighted composition, secret process patented or unpatented invention, article or application furnished or used in the performance of the contract of which the Contractor is not the patentee, assignee, or licensee. To the fullest extent permitted by law, The bidder shall indemnify and hold harmless the Municipality, its officers, agents, servants and employees from and against all liability, claims, damages, losses and expenses including attorney's fees arising out of or resulting from the performance or lack of performance of the work, provided that any such liability, claim, damage, loss or expense is (a) attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including the loss of use resulting hereto from and (b) is caused in whole or in part by any negligent act or omission of the Bidder, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them are liable.

In any and all claims against the Municipality, its officers, agents, servants and employees by any employee of the Bidder, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for those acts any of them may be liable, the indemnification obligation under these sections to be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Bidder or any Subcontractor under Worker's Compensation Acts, Disability Benefit Acts or other employee benefit acts.

The successful bidder, vendor, and/or contractor must protect all property of the City of Torrington (i.e. all floors, furniture, grass, land, etc.) from injury or other damage. Any damage so caused must be repaired by contractor/vendor at his/her own expense. At the completion of work, the vendor and/or contractor must remove from the premises all surplus materials and all debris created by same. The premises must be left in a broom-clean and finished condition acceptable to the owner or its agents. Successful bidder will furnish adequate protection from damage for all work and to repair damage of any kind; for which he or his workers are responsible, to the premises or equipment to his own work or to the work of other contractors.

**DEFAULT:** It shall be understood that a bidder supplying equipment and/or supplies will be considered to be in default if/when they have not delivered the item(s) within the time constraints listed in this document or subsequent purchase orders and/or contract. Bidders providing a service and/or construction will be considered to be in default if/when they have failed to meet the completion date set forth in this document or its subsequent contract and/ or purchase orders and/ or they have ceased work on the project for a period of fifteen (15) working days, cumulative or consecutive.

**SUSPENSION AND DEBARMENT:** The Purchasing Agent may suspend or debar the right of a vendor to be included on the vendor list and has the authority to reject any bid or response from any suspended or debarred vendors.

**Suspension:** A vendor may be suspended based on the following:

- 1) A vendor defaults or fails to fully comply with the conditions, specifications, or terms of a Bid, Quotation, Proposal or Contract with the City of Torrington.
- 2) A vendor commits any fraud or misrepresentation in connection with a Bid, Quotation, Proposal, or Contract with the City of Torrington.
- 3) A vendor is charged by a court with the commission of a criminal offense as incident to obtaining or attempting to obtain a public or private contract or sub-contract, or in the performance of such contract or sub-contract
- 4) A vendor is charged by a court with the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty which currently, seriously, and directly affects responsibility as a City contractor. If charges are dismissed or the vendor is found not guilty, the suspension shall be lifted automatically upon written notification and proof of final court disposition provided by the vendor to the City of Torrington.
- 5) A vendor becomes insolvent, has proceedings in bankruptcy instituted against it or, compounds its debts or assigns over its estate or effects for payment thereof, or has a receiver to trustee appointed over its property.
- 6) A vendor's commission of any act or omission to perform act is grounds for debarment.
- 7) A vendor violates the ethical standards set forth in local, state, or federal law.



- 8) Any other cause the Purchasing Agent determines to be so serious and compelling as to materially and adversely affect responsibility of a vendor as a City contractor, including but not limited to suspension by another government entity

**Debarment:** A vendor may be permanently debarred for the following:

- 1) Default or failure to fully comply with the conditions, specifications, drawings, or terms of a bid, proposal, or contract with the City of Torrington twice in any three-year period.
- 2) Conviction of or judgment obtained in a court for commission of those offenses in connection with the vendor's commercial enterprise stated sections 3) or 4) of suspension section listed above. If the conviction is reversed through the appellate process, the debarment shall be removed upon written notification and proof of final Court disposition from the vendor to the City of Torrington.

**TRADE NAME REFERENCES:** Any and all references to trade names, types, styles, model numbers, stock numbers or catalogs are intended to be descriptive only and not restrictive. The intention is to indicate to bidders the type and quality of the articles and or materials that will be satisfactory. When reviewing the information, it is the responsibility of the prospective bidder to inform the City of Torrington of any discrepancy that is found (i.e. number listed does not fit item description) Bids received on other makes or models with reference to other catalogs will be considered. The bidder is to clearly state in his bid exactly what he intends to furnish and to furnish with his bid a cut or illustration or other descriptive matter that will clearly indicate and give specification as to the product he/she proposes to furnish. Where a bid is offered on an item other than the trade standard used in the specification the item should be identified on the bid form by entering the MAKE, TRADE NAME AND MODEL NUMBER. It is understood that any substitute and/or alternate that might be offered are guaranteed by the bidder to be of equal or better quality than is referenced in the bid. The item(s) must be equivalent as to function, basic design, type and quality of material, method of construction and any required dimensions. It shall be further understood that during original as well as subsequent shipments spot checks will be performed to insure that the items received are in fact the items offered in the bid. When received, should items/materials prove to be different from what was bid in any way, the bidder agrees to the return of the items and agrees to supply correct items (per bid specifications) at the bidder's expense. In the event this return action is required, it is understood the bidder may be subject to removal from the city's approved bidder's list. Bidders are cautioned that surplus, seconds, factory rejects, floor samples, close outs or distressed items are not acceptable and shipments of substitutions, defective or shop-worn equipment will be returned for a full refund at the vendor's expense.

**QUANTITY:** The quantities and/or materials listed in the specifications/bid sheets may be increased or decreased by the City of Torrington or its designated representative based on actual need at the time the purchase orders are placed.

**QUALITY:** The City of Torrington reserves the right to reject any proposal in whole or in part offering equipment and/or materials and/or services that in its or its agent's opinion does not meet the quality standards desired. Such decision is final and not subject to further recourse by the bidder.

**SAMPLES:** forwarded by the bidder will be returned to the bidder at his request and expense. Requests for return of samples must be submitted in writing at the time the sample is given to the City of Torrington or its representative. Samples not returned to the bidder will be disposed of at the discretion of the City of Torrington or its designated representative. Large pieces of equipment submitted for evaluation and inspection are to be picked up by the bidder within 30 days of the bid opening date. Items remaining after 30 days will be discarded.

**AWARD:** It is the intent to award this bid in its entirety to one bidder, however, the City reserves the right to award the bid line item by line item if it is deemed in its best interest to do so. In addition, bidders are advised that should budgetary constraints dictate, part, and/or all the items in this bid may be rejected. This decision shall be considered final and not subject to recourse by the bidder.

In determining the lowest or highest responsible bidder, the City reserves the right to consider, in addition to price, the compatibility, quality, cost of maintenance and availability of parts, experience and/or past performance of the bidder, sufficiency of the financial resources of the bidder as relates to the offerings as well as the ability of the bidder to provide future maintenance and service.

Documents previously submitted to the city of Torrington will not be considered as satisfying submission requirements for this bid.

No bidder can claim any contract rights by virtue of bidding alone. Awarding of the contract means actual written notice by letter and a properly executed purchase order to the bidder or bidders to whom the bid has been awarded.

**OPTION TO RENEW:** This contract may be extended for four (4) additional one (1) year periods, provided all terms and conditions remain in full force and effect except for the contract period being extended. This option, if exercised, is to be executed in the form of a letter of agreement, to be issued no later than 60 days prior to the expiration of the then current contract period. This option to renew requires the mutual agreement of both parties. Refusal by either party to exercise this option to extend, will cause this contract to expire on the original or mutually agreed upon date. The total period of this contract, including all extensions as a result of exercising this option, will not exceed a maximum combined period of five (5) years.

**BONDS:**

**Performance Bond:** The Contractor, when awarded the Bid, must submit within 10 days of the bid award, and before beginning the work or signing a contract, a Performance Bond amounting to one hundred percent (100%) of the total amount of the bid. Said performance bond must be in favor of the City of Torrington and executed by a surety company authorized to do business in the State of Connecticut. The City of Torrington reserves the right to retain the Bid Bond or Certified Check on bids below \$25,000.00 as a Performance Bond. On bids of \$25,000.00 or more the Performance Bond may be furnished in the following manner: Performance Bond, Surety Bond, Certified Check or Bank Check.

**Maintenance Bond:** The contractor, upon signing a contract and before beginning the work must submit to the Purchasing Agent a Maintenance Bond to guarantee that if defects in either labor or materials becomes evident within one year after completion and acceptance of work will be fixed at no cost to the City of Torrington. The maintenance bond may be included as a portion of the Performance bond or as a separate bond. If it is issued as a separate bond said maintenance bond must be in favor of the City of Torrington and issued by a surety company licensed and authorized to do business in the State of Connecticut.

**Labor and Material Bonds:** Per Section 49-41 of the Conn. General Statutes, on Public Works project where the estimate is in excess of \$25,000.00, a labor (payment) and material bond must be furnished to the City. Said bonds must be filed with the Purchasing Agent prior to the commencement of work.

**Consent for Release of Final Payment:** AIA Document G707 & G706, or equivalent, must be signed and returned by the Surety Company before final payment will be released to the contractor.

**INSURANCE:**

**Certificate of Insurance:** All insurers shall purchase insurance from an insurance company or companies rated A-V11 or better by A.M. Best Companies lawfully authorized to do business in the State of Connecticut. The insurance provisions set forth below are minimum requirements. In the event the Contractor/City Contract (Project Requirements) specifies additional coverage's and/or amounts of coverage then those set forth below and pertaining to the Contractor's work, then the Contractor shall provide the coverage's and/or amounts in accordance with the Project Requirements. Proof of proper insurance coverage, Workers Compensation Insurance, Liability and Property damage, and Vehicle Insurance shall be filed with the City of Torrington Purchasing Agent within 10 days after the award of the bid. The Certificate of Insurance must name the City of Torrington, 140 Main St., Torrington, CT, its subsidiaries, employees, volunteers, directors & officers as the "Additional Insured" and filed with the Purchasing Agent prior to commencement of work. Renewal Certificates of Insurance must be mailed to the Purchasing Agent 10 days prior to the expiration of the required coverage. Such insurance will protect the Contractor from claims which may arise out of or result from the Contractor's operations under the Subcontract and for which the Contractor may be legally liable, whether such operations be by the Contractor or by a Sub-Contractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. Contractor, and any Sub-subcontractors engaged by the Contractor, shall obtain the following insurance:

**Workers' Compensation Insurance:** For all work performed pursuant to this contract, Contractor shall maintain Workers' Compensation Insurance, including coverage for all executive officers, sole proprietors and partners, and other similar employee benefits in the amount required by all applicable statutes, law, regulations or acts. Such Workers' Compensation Insurance must list on Item 3A of the policy Information Page "Part One of the policy applies to the Workers' Compensation Law of the State of Connecticut" and provide a Waiver of Subrogation endorsement (NCCI form WC 00 03 13 or its equivalent) that prohibits the insurance company from enforcing subrogation and recovery rights against the City, its subsidiaries, employees, volunteers, directors and officers. If work is to be performed over or adjacent to navigable waterways, the Workers' Compensation Insurance shall contain the United States Longshore and Harbor Workers' Act Endorsement (NCCI Form WC 00 01 06 or its equivalent). In case any class of employees or subcontractors is engaged in hazardous work under the contract at the site of the work is not protected under the Workman's Compensation statute, the contractor shall provide Workman's Compensation Insurance for the protection of employees not otherwise protected.

**Liability Insurance:** The Contractor shall take out and maintain for the life of the contract, adequate public liability insurance insuring against liability to persons not employed by him in an amount of not less than \$1,000,000.00 for injuries, wrongful death to any one person and subject to the limit for each person in an amount of not less than \$2,000,000.00 on account of one accident and property damage insurance in an amount of not less than \$1,000,000.00.

**Vehicle Insurance:** The Contractor shall take out and maintain for the life of the contract, adequate automotive/truck or other vehicle insurance with minimum coverage of \$1,000,000.00 each for both liability and under insured and uninsured motorist as well as any other coverage required by the State of Connecticut or requested by an official of the City of Torrington as relates to the contract.

**Additional Security:** The City of Torrington reserves the right to require successful bidders to enter into and such security arrangements as are deemed necessary to protect the City of Torrington, its property and goods.

**PERMITS:** The successful bidder agrees to obtain all work/building permits as might be required. The cost of obtaining such permits is the responsibility of the bidder. The City of Torrington reserves the right to waive local permit fees. In addition, it shall be understood that where property lines are to be considered, bidders are to verify said lines and measurements with proper City Officials prior to commencement of work.

It is to be understood that any/all specifications and/or plans or drawings contained in or developed as a result of the bid process are and shall be presented subject to the approval of the City of Torrington planning, zoning and building officials and that awards made prior to said approval are subject to cancellation.

**PREVAILING WAGE:** When the State of Connecticut Prevailing Wage Rate is applicable to the bid, the successful bidder must submit a Certified Payroll Record prior to any request and/or invoice for payment.

**CITIZENSHIP:** Each employee of the Contractor shall be a citizen of the United States or an alien who has been lawfully admitted for permanent residence as evidenced by an Alien Registration Receipt Card. The Contractor agrees not to employ any person undergoing sentence of imprisonment except as provided by Public Law 89-176, September 10, 1965, (18 USC 4082)(c)(2).

**SAFETY:**

**Machine and/or Equipment Hazard Assessment and Safety Training:** Upon delivery of machines and/or equipment, suppliers are required to provide to the end-user employees, at no additional charge, a training session that will emphasize hazard awareness and assessment and the safe use of such machinery/equipment.

**Occupational Safety and Health Act of 1970:** Seller shall warrant that the machinery, equipment or other materials covered hereby shall upon delivery to the City of Torrington, be in compliance with the standards required by said Act and any updates as pertain to or reference said Act as well as the standards required by comparable State and local laws, if any, for such machinery, equipment or other materials in effect at the time of delivery.

**Machines and/or Equipment Lockout/Tagout:** In an effort to comply with OSHA's final rule on the control of hazardous energy sources, vendors must warrant that any and all machines and/or equipment as is covered under this bid will be supplied and/or installed equipped with lockout/tagout devices as prescribed by OSHA.

**Toxic Substance Control Act (PL94-469):** Seller warrants that each and every chemical substance constituting or contained in the products sold or otherwise transferred to the City of Torrington under this bid and subsequent purchase orders is not on the list of prohibited chemical substances compiled and published by the Administrator of the Environmental Protection Agency pursuant to Act PL94-469 and are otherwise in compliance with said Act.

**Hazardous Materials:** Any materials required by this bid and subsequent purchase orders that are hazardous under federal, state, or local statute, ordinance, regulation, or agency order will be packaged, labeled, marked and shipped by the seller to comply with all federal, state and local regulations then in effect including but limited to the provisions of the Hazardous Materials Transportation Act and Regulations promulgated thereunder and will further comply with any special requirements and any policies and procedures of the City of Torrington relating to the purchase of hazardous materials as might be noted on subsequent purchase orders or otherwise communicated to seller in writing.

**Material Safety Data Sheets:** Shall be provided by the Seller upon delivery to the City of Torrington of any goods having constituents listed in the following references - OSHA 1910, ACHIG Current Threshold Values, DOT HazMat Table 49, IARC Carcinogen List, National Toxicology Program Carcinogen List, and/or Radioactive Materials. These Material Safety Data Sheets must be consistent with and include information required by the OSHA Hazard Communication Standard published as 29 CFR 1910.1200, as the same may be amended or supplemented from time to time.

**Asbestos:** Bidders are advised that asbestos-containing material may be located in the boiler rooms, pipe tunnels, storage areas and various portions of City buildings. Before proceeding on any contractual work on City buildings or their interiors, it is mandatory that bidders familiarize themselves with the asbestos-containing material and that said material be considered as a health hazard and all precautionary measures according to the Ahera Rules & Regulations be observed. It is the bidder's responsibility to notify all employees and/or subcontractors of this notification.

**SUB-CONTRACTORS:** The successful bidder shall not employ any subcontractor to fulfill any of the duties herein specified without express, prior written approval of the City of Torrington or its designated agent.

**EEO:** The successful bidder shall provide any/all additionally required, affirmative action statements, fair employment plans and non-discrimination programs and statement as might be required by the City of Torrington. In connection with the execution of this bid, subsequent purchase orders and/or contracts, the seller shall not discriminate against any employee or applicant for employment because of age, race, religion, color, sex or national origin. Bidders must comply with all rules & regulations of the Department of Labor with regard to Equal Employment Opportunities as pertains to municipalities.

**TERMINATION OF CONTRACT:** Any contract entered into by the City and the successful bidder shall provide that the City may terminate the contract upon thirty (30) day notice to the bidder.

**The City of Torrington reserves the right to award or reject any or all bids, or any portion thereof, to waive technicalities, to award the contract to a bidder other than the lowest bid and to award the bid and/or contracts to one or more bidders submitting essentially identical proposals and, that in the city's judgment, will best serve the public interest.**

The terms and conditions of these "Instructions To Bidders" are made a part this bid.

**SAMPLE FORM**

**Bid #** \_\_\_\_\_

**NON-COLLUSION AFFIDAVIT**

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, being first duly sworn, deposes and says that:

1. I am \_\_\_\_\_ of \_\_\_\_\_, the Bidder that has submitted the attached Bid for " \_\_\_\_\_".

2. I am fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such bid;

3. Such Bid is genuine and is not a collusive or sham Bid,

4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with such Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Torrington or any person interested in the proposed Contract; and

5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Printed) \_\_\_\_\_

(Signed) \_\_\_\_\_

(Title) \_\_\_\_\_

Subscribed and sworn to before this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public Printed

\_\_\_\_\_  
Notary Public Signature

My Commission Expires \_\_\_\_\_

(Notary Seal)

**NOTE:** Documents must be signed before and sealed by a Notary Public. Only documents bearing a notary seal will be accepted.