Bid #2019-01 Reconstruction of Moody School Canopy

The Bidder understands and agrees that the Contractor's Check-List is being provided merely as a general guide and shall not be used to determine whether a bid submittal is deemed complete. The Bidder remains solely responsible for ensuring that all required forms as set forth in the bid document are submitted timely with their bid proposal. **The following forms shall be submitted in duplicate. (One (1) original and one (1) copy)**

**FORM DESCRIPTION**

Bidder please √ and enclose the following forms with your bid

1. □ BID PROPOSAL PAGES: pages 21-23 (Signed in Appropriate places)
2. □ NON-COLLUSIVE STATEMENT  
   (Notarized Original)
3. □ STATEMENT OF CONTRACTORS QUALIFICATIONS  
   (Notarized Original)
4. □ WORKER’S COMPENSATION ACT CONFORMANCE FORM
5. □ OSHA TRAINING VERIFICATION FORM AND COMPLIANCE CERTIFICATION FORM
6. □ FRACKING STATEMENT
7. □ LOCAL BIDDER AFFIDAVIT (IF APPLICABLE)
8. □ BID FORMS (ORIGINAL AND 1 COPY)
BID #2019-01
Reconstruction of Moody School Canopy
BOE

BID PROPOSAL PAGE

Issue Date: 07/09/2019  Reply Date: Tuesday, July 30, 2019 at 11:00 am

To: Middletown BOE
Purchasing Office
311 Hunting Hill Avenue
Middletown, CT 06457

We the undersigned have examined the contract documents which include the Information to Bidders, Specifications, General Conditions and related contract documents and propose and agree to contract with the Middletown BOE (herein called the owner) in the form of a contract, to provide all necessary labor, machinery, tools, apparatus, equipment and other means of construction and do all the work and furnish all materials called for in the specifications and other documents in the manner prescribed and according to the requirements of the Owner, within the time set forth in the contract documents at the bid prices incorporated herein.

The bid is made with the understanding that it cannot be withdrawn for ninety (90) days after the date set for opening of the bids.

THE BID MUST BE SIGNED BY THE BIDDER TO BE ACCEPTED

COMPANY NAME                                  SIGNATURE AND TITLE

We acknowledge receipt of the following addendum:

☐ Addendum # Date _________________
☐ Addendum # Date _________________
Reconstruction of Moody School Entrance Canopy

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>QTY.</th>
<th>UNIT OF MEASURE</th>
<th>ITEM DESCRIPTION IN WORDS AND FIGURES</th>
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</thead>
</table>
| 1 | 1 | LUMP SUM | Furnish all labor, equipment, materials & incidentals required to complete the reconstruction of the Moody Entrance Canopy as described in these specifications & Contract Documents for the Lump Sum cost of:  

($) (written figures) |

GRAND TOTAL

($) (written figures)

State Delivery Terms: ____________________________  
(In calendar days)

State Manufacturer's Warranty: ____________________________  
(Attach a copy)

Date: ________________

IN SUBMITTING THIS BID, THE BIDDER ACKNOWLEDGES THAT:

• No representation of warranty has been made by the owner that the estimated quantities used for comparison of bids will even approximate the actual quantities required to satisfactorily complete the work required under this contract.

• Upon receipt of written notice of acceptance of this bid by the owner, the bidder shall execute the contract attached to these documents within ten (10) calendar days.

• This bid is made with the understanding that it cannot be withdrawn for ninety (90) days after the date set for opening of bids.

• This bid is submitted in full compliance with the conditions outlined in the contract documents. The bidder has fully responded to and completely filled in all required spaces in the bid documents, including the non-collusive form, and obtained the necessary notary public signatures, where required.
PLEASE NOTE: All of the information below is REQUIRED. Please do not leave any information blank.

Date: ____________________________

Corporation Name (if applicable) ____________________________

Company Name ____________________________________________

Mailing Address: ____________________________________________

Address ____________________________________________

BOE, State and Zip ____________________________

Payment Address (If different from mailing addr.): ____________________________

Address ____________________________________________

BOE, State and Zip ____________________________

FEIN NUMBER: _______ -- ____________________________

Type of Organization: (Please Check One)

_____ Individual / Sole Proprietor

_____ Limited Liability Company / Partnership

_____ Corporation

Contact Information

Contact Name: ____________________________ Title: ____________________________

Additional Contact: ____________________________ Title: ____________________________

Phone Number: ____________________________ Fax: ____________________________

Email Address: ____________________________

Website: ____________________________

SIGN HERE: I hereby certify that the above information is correct.

__________________________________________   ________________________________   ____________

Print or Type Name & Title                        Signature    Date

WITH EACH PROPOSAL, THE BIDDER SHALL SUBMIT A SIGNED NON-COLLUSIVE STATEMENT ON THE FORM ENCLOSED HERE-IN
MIDDLETOWN BOE, CONNECTICUT

NON-COLLUSIVE BID STATEMENT

All bidders are required to sign a Non-Collusive Statement with all public bids as follows:

I. The bid has been arrived at by the bidder, independently and has been submitted without collusion with, and without any agreement, understanding, or planned common course of action with any other bidder of materials, supplies, equipment, or services described in the Invitation to Bid, designed to limit independent bidding or competition; and

2. The contents of the bid have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid, and will not be communicated to any person prior to the official opening of the bid.

Date ______________________

__________________________________
Signed

__________________________________
Company

__________________________________
Address

__________________________________
Telephone Number
CONTRACTOR'S QUALIFICATION STATEMENT

The Undersigned certifies under oath the truth and correctness of all statements and all answers to questions made hereinafter.

SUBMITTED TO: _____________________________________________________

____________________________________________________________________

SUBMITTED BY:

NAME: ___________________________ Corporation [ ]

ADDRESS: ________________________ Partnership [ ]

PRINCIPAL OFFICE: ___________________________ Individual [ ]

                                                                 Joint Venture [ ]

                                                                 Other [ ]

(NOTE: Attach separate sheets as required)

1. How many years has your organization been in business as a General Contractor?

____________________________________________________________________

2. How many years has your organization been in business under its present business name?

____________________________________________________________________

3. If a Corporation, answer the following:

   Date of Incorporation: ____________

   State of Incorporation: ____________

   President: ________________________

4. If a Partnership, answer the following:

   Date of Organization: ______________

   Type of Partnership: ________________

   (General/Limited/++Asso)
Name and address of all partners:

Vice President(s):  


Secretary:  


Treasurer:  


5. If other than a Corporation or Partnership, describe Organization and name Principals:

__________________________________________________________________  
__________________________________________________________________  
__________________________________________________________________  
__________________________________________________________________

6. What percent of the work do you normally perform with your own forces?  

List trades:

____________  ____________  ____________  
____________  ____________  ____________  
____________  ____________  ____________  
____________  ____________  ____________  

7. Have you ever failed to complete any work awarded to you? If so, indicate when, where, and why:

__________________________________________________________________  
__________________________________________________________________  
__________________________________________________________________  

__________________________________________________________________
8. Has any Officer or Partner of your Organization ever been an Officer or Partner of another Organization that failed to complete a construction contract? If so, state circumstances:

___________________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________

9. List major construction projects your Organization has under contract on this date:

<table>
<thead>
<tr>
<th>PROJECT NAME</th>
<th>OWNER CONTACT NAME/PHONE</th>
<th>ARCHITECT/ENGINEER CONTACT NAME/PHONE</th>
<th>CONTRACT AMOUNT</th>
<th>CONTRACT DATE</th>
<th>PERCENT COMPLETE</th>
<th>SCHEDULED COMPLETION</th>
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10. List major construction projects your Organization has completed in the past five years:

<table>
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<tr>
<th>PROJECT NAME</th>
<th>OWNER CONTACT NAME/PHONE</th>
<th>ARCHITECT/ENGINEER CONTACT NAME/PHONE</th>
<th>CONTRACT AMOUNT</th>
<th>DATE AWARDED</th>
<th>DATE COMPLETED</th>
<th>PERCENT WITH OWN FORCES</th>
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</table>
11. Lists of the plant and equipment available to properly and expeditiously perform the work:

____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________

12. List the construction experience of the principal individuals in your Organization:

<table>
<thead>
<tr>
<th>Individual's Name</th>
<th>Construction Experience-Years</th>
<th>Present Position &amp; Years Experience</th>
<th>Dollar Volume Responsibility</th>
<th>Previous Position &amp; Years Experience</th>
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13. List states and categories in which your Organization is legally qualified to do business:

____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________

14. **Bank References:**

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15. **Trade References:**

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16. Name of Bonding and Insurance Companies and Name and Address of Agents:

_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

17. The undersigned agrees to furnish, upon request by the Owner, if being considered for award of contract for the project upon which a bid proposal has been submitted within 48 hours after the bid opening, a current Statement of Financial Conditions, including Contractor's latest regular dated financial statement or balance sheet which must contain the following items:

Current Assets: (Cash, joint venture accounts, accounts receivable, notes receivable, accrued interest on notes, deposits, and materials and prepaid expenses), net fixed assets and other assets.

Current Liabilities: (Accounts payable, notes payable, accrued interest on notes, provision for income taxes, advances received from owners, accrued salaries, accrued payroll taxes), other liabilities, and capital (capital stock, authorized and outstanding shares per values, earned surplus).

Date of Statement or balance sheet: ____________________________

Name of firm preparing statement: ________________  
By: ________________  
(Agent and Capacity)

18. Dated at __________ this ______ day of____________________2019.

19. NOTARIZATION: State of ___________ County of _____________________________

___________ being duly sworn deposes and says that he (she) is the __________ of _____________ Contractor (s), and that the answers to the foregoing questions and all statements therein contained are true and correct.

Subscribed and sworn before me this _______ day of ______________________2019.

Notary Public: __________________________

My Commission Expires: __________________
MIDDLETOWN BOE, CONNECTICUT
WORKERS’ COMPENSATION ACT
CONFORMANCE FORM

I, _________________________________________________ of _________________________________________________
Officer, Owner, Authorized Rep. Company Name

_______________________________________________ do hereby certify that the

_______________________________________________ and all of its

Company Name

subcontractors conform to all requirements of the Connecticut General Statutes Section 31-286a, as amended,
concerning workers’ compensation insurance requirements for contractors on public works projects.

_______________________________________________
Signed

Subscribed and sworn to before me this _____________ day of ____________, 2019.

_______________________________________________
Notary Public

My Commission Expires: _____________
Prior to the commencement of work, the Contractor shall provide the Owner with the following:

- A list of the specific chemicals and other hazardous materials (dust, fumes, gases, etc.) that may be generated at the specific work site;
- the Material Safety Data Sheet (MSDS) that accompanies the specified chemicals;
- the control measures to be implemented to ensure proper safety.

 Contractors and subcontractors must not bring any substances which may be considered hazardous onto the facility without prior consent of the Middletown BOE. Contractors and subcontractors will not use or dispose of in any manner substances which may be considered hazardous within the facility without prior written consent of the BOE. The BOE will consider the following factors in the determination to allow the use of any hazardous substance by contractors and subcontractors:

- Relative hazards of its use;
- availability of substitutes;
- disposal of substances; and
- the potential for employee exposure.

Any equipment used by the Contractor and subcontractor in areas where flammable materials are stored or processed must be explosion proof. The Contractor shall be responsible for ensuring the compliance of all subcontractors with the above requirements.

The Middletown BOE will provide the contractors and contractor personnel with appropriate information and training. Information and training will include the following:

- potential chemical and physical hazards for the area in the contract operations are being conducted;
- location and availability of Material Safety Data Sheets;
- detection of the presence of hazardous materials;
- facility precautions and safety procedures;
- emergency information concerning location of emergency/first aid equipment;
- Hazardous chemical labeling system.

Contractor personnel must sign the accompanying statement that verifies that they have received and understand the information presented.
MIDDLETOWN BOE
CONTRACTOR EMPLOYEE INFORMATION AND
TRAINING VERIFICATION FORM

Part 1

This is to verify that I have provided training information to employees and all subcontractors’ employees as required by OSHA’s Hazard Communication Standard. Training has included:

1. Information about the physical and health hazards of chemicals in the designated work area.
2. The location and availability of the Material Safety Data Sheets for hazardous chemicals in the designated work area.
3. Detection of the presence of hazardous materials in the designated work area.
4. Precautions and safety procedures which must be followed in the designated work area.
5. Emergency procedures in the event of accidental exposures to hazardous materials, including emergency phone numbers and the location of safety requirement.
6. Hazardous chemical labeling systems in use in the designated work area.
7. The appropriate locations and directions to where employees may eat, drink, smoke, and use sanitary facilities.
Part 2

1. The following substances are the complete list of hazardous substances, approved by the Owner, which may be brought onto the facility to complete the work contracted:

I understand that my company and subcontractors shall not bring onto the facility any other substances considered hazardous without the prior consent of the Owner.

2. The following substances and disposal methods have been approved by the Owner:

3. I understand that my company or subcontractors may not dispose of by sewer, by garbage dumpster, by burning, or any other disposal method in the designated work area, any other substances which may be considered hazardous.

4. I have given the locations in which contract operations will take place to my employees and subcontractors and they understand how to evacuate safely from these areas in the event of an emergency.

5. Company employees and subcontractor’s employees have been given an opportunity to ask questions about the Hazard Communication Standard and to have those questions answered.

I have read and understood the above statements and my company has complied fully.

Contractor Name: ________________________________________________________________

Contractor Representative: _________________________________________________________ Name - Title

Signature: _______________________________________________________________________

Date ____________
CONTRACTOR’S OSHA COMPLIANCE
CERTIFICATION FORM

Bid #2019-01 Reconstruction of the Moody School Entrance Canopy

I, _______________________________, hereby certify that ______________________________________
(name of officer of corporation)                 (name of firm)

Shall comply with OSHA requirements, particularly regarding (i) having all work directly
Supervised by a “Competent Person” and (ii) Permit - required Confined Spaces, at all times

During the execution of the work on this Contract. I further certify that at the time of the
Preconstruction meeting, I shall provide the BOE with the name(s) of the Competent Person(s) who
Shall be in charge of the field crew(s) during construction and I shall submit copies of the valid
Certifications to confirm such person(s) having undergone the training course to qualify as
Competent Person(s).

____________________________________
Authorized Signature                        Date
____________________________________
____________________________________
____________________________________
Name and Address of Firm
Pursuant to Section 171-10 of the Middletown Code of Ordinances, if the goods/services contemplated pursuant to this Agreement involves the construction or maintenance of any publically owned and/or maintained roadway or real property that is owned by the City, or involves the purchase or acquisition of any materials to be used in the construction or maintenance of any publically owned and/or maintained roadway or real property that is owned by the City, by signing below the Vendor warrants and represents that no materials containing wastewater derived from natural gas or oil shall be utilized in the provision of such goods/services by the Vendor, and the Vendor further warrants and represents that no materials containing wastewater derived from natural gas or oil shall be provided to the City.

"We ____________________________ hereby submit a bid for materials, equipment and/or labor for the City of Middletown. The bid is for bid documents titled **Bid # 2019-01 Reconstruction of Moody School Canopy**.

We hereby certify under penalty of perjury that no natural gas waste or oil waste will be used by the undersigned bidder or any contractor, sub-contractor, agent or vendor agent in connection with the bid; nor will the undersigned bidder or any sub-contractor, agent or vendor agent thereof apply any natural gas waste or oil waste to any road or real property within the City of Middletown as a result of the submittal of this bid if selected."

__________________________
Date

__________________________
Signed

__________________________
Company

__________________________
Address

__________________________
Telephone Number
MIDDLETOWN BOE
PURCHASING DEPARTMENT

AFFIDAVIT OF LOCAL VENDOR (IF APPLICABLE)

I, ____________________________________________, being duly sworn,

Vendor Name

make affidavit and say that I own and operate

______________________________________________

Business Name and Address

which is the bona fide principal place of business for

______________________________________________

Business Name

Evidence of ownership and principal place of business is attached to this affidavit and may include:

(Check the one which applies.)

_____ 1. Copy of canceled check for payment of personal property taxes on the business to be utilized in performance of the Bid.

_____ 2. Copy of long term lease of the real estate from which the principal place of business is operated.

______________________________________________

Vendor Name

STATE OF CONNECTICUT: ss. Middletown, CT

COUNTY OF MIDDLESEX:

Personally appeared, ____________________________,

Vendor Name

owner of ____________________________, signer and sealer

Business Name

of the foregoing instrument and acknowledged the truth of the foregoing, before me.

______________________________________________

Notary Public:

My Commission Expires:
Official Bid Documents Enclosed:

Bid # 2019-01- Moody School Entrance Canopy Reconstruction

Return Date: 07/30/19 by 11:00 am

City of Middletown Board of Education
Purchasing Office
311 Hunting Hill Avenue
Middletown, CT 06457