TOWN OF NEWTOWN, CONNECTICUT

INVITATION TO BID

Sealed bids will be received at the office of the Financial Director, **3 Primrose Street**, Newtown, Connecticut 06470, until but no later than **11:00 am, Wednesday, April 3, 2013:**

Cover: **Catch Basins, Risers, Tops & Blocks For Fiscal Year 2013-2014**

The Purchasing Authority of the Town of Newtown reserves the right to accept or reject any or all options, bids or proposals; to waive any technicality in any bid or part thereof, and to accept any bid deemed to be in the best interest of the Town of Newtown. The Town of Newtown is an Affirmative Action Employer-MBE/WBE are encouraged to bid.

E. Patricia Llodra
First Selectman

Robert G. Tait
Financial Director

PURCHASING AUTHORITY

TOWN OF NEWTOWN PURCHASING AUTHORITY
INSTRUCTIONS TO BIDDERS

1. Submit bids in a sealed envelope plainly marked to identify the particular bid. It is the sole responsibility of the bidder to see that the bid is in the hands of the proper authority prior to the bid opening time. Bidders may be present at the opening of the bids.

2. Withdrawals of, or amendments to bids received later than the time and date specified for bid opening will not be considered.

3. The Purchasing Authority of the Town of Newtown reserves the right to accept or reject any or all options, bids, or proposals; to waive any technicality in any bid, or part thereof, and to accept any bid deemed to be in the best interest of the Town of Newtown, Connecticut.

4. Bids may be held by the Town of Newtown for a period not to exceed sixty (60) days from the opening of the bids for the purpose of reviewing the bids and investigating the qualifications of bidders prior to the awarding of the contract.

5. Bids must be submitted on the "Sealed Bid Request" form enclosed at the end of this packet. All items must be filled in (unit cost, trade-in for each unit, etc.). Failure to comply with this requirement will automatically void the bid.

6. Trade-ins, when indicated, will be listed on the Sealed Bid Request form. The Town of Newtown reserves the right to trade all, some or none of the vehicles listed as deemed in the best interest of the Town. Bidders may submit a bid on the new vehicles with or without trade-ins or may submit bids on the trade-ins only, either individually or by lot. Trade-ins must be detailed individually as indicated on the Sealed Bid Request form. Trade-ins may be used in determining the lowest responsible bid.

7. The Town may consider proximity of the vendor's service as a factor in determining lowest price and reserves the right to award in whole or part to one or more vendors.

8. The Town agrees to pay for all equipment within thirty (30) working days after the equipment has been accepted and claim (invoice) presented.

9. Bid Security when required must be by a **certified check, letter of credit or surety bond** for five percent (5%) of the total bid, payable to the Town of Newtown. If a surety bond is enclosed, it shall be written on AIA Document A310, Bid Bond, unless otherwise provided in the Bidding Documents, and the attorney-in-fact who executes the bond on behalf of the surety shall affix to the bond a certified and current copy of the Power of Attorney.

10. The Town of Newtown reserves the right to retain the bid security of Bidders to whom an award is being considered until either: (a) the Contract has been executed and bonds, if required, have been furnished, or (b) the specified time has elapsed so that Bids may be withdrawn or (c) all bids have been rejected.

11. Prior to awarding any contract exceeding $25,000.00 for the construction, alteration, or repair for any public building or public work, a 100% performance bond and a labor or materialmen's bond must be furnished by the person to whom the contract is awarded.

12. Performance Bond when required must be by a **certified check, letter of credit or performance bond** for one hundred percent (100%) of the total bid. When submitting a performance bond, bonds must be written on AIA Document A312, Performance Bond and Payment Bond. Both bonds shall be written in the amount of the Contract Sum.

13. The successful bidder will be required to post a Certificate of Insurance, with the Town of Newtown named as additional insured, in an amount to be determined by the Town of Newtown.

BID SPECIFICATIONS
TOWN OF NEWTOWN

CATCH BASINS, RISERS, TOPS AND BLOCKS

The Town of Newtown is accepting bids on the below listed items. The town reserves the right to reject any and all bids at anytime that the material or delivery is unsatisfactory. These prices shall remain in effect from July 1, 2013 to June 30, 2014. The bidder is also required to supply the Newtown Highway Department with estimated delivery time.

All prices are to be held, even if it is not the low bid. Due to availability, orders may be placed with alternate vendors.

Refer any questions on the bid to the Director of Public Works or his designee at 203.270.4300

* NOTE: CATCH BASIN BASE AND RISER SHALL BE MONOLITHIC. (ONE PIECE). SEPARATE SLABS ARE NOT ACCEPTABLE.

Catch Basins	QUANTITY	PRICE EACH
3 FOOT 45" X 56"	1 – 5	_____
	5 – 10	_____
	10 – 20	_____
	20 – 30	_____
	30 +	_____
	OTHER	_____
4 FOOT 45" X 56"	1 – 5	_____
	5 – 10	_____
	10 – 20	_____
	20 – 30	_____
	30 +	_____
	OTHER	_____
5 FOOT 45" BY 56"	1 – 5	_____
	5 – 10	_____
	10 – 20	_____
	20 – 30	_____
	30 +	_____
	OTHER	_____

RISERS EACH	QUANTITY	PRICE EACH
1 FOOT 45"x56"	1 – 5	_____
	5 – 10	_____
	10 – 20	_____
	20-30	_____
	30 +	_____
	OTHER	_____
2 FOOT 45"x56"	1 – 5	_____
	5-10	_____
	10-20	_____
	20-30	_____
	30+	_____
	OTHER	_____
3 FOOT 45"x56"	1 – 5	_____
	5-10	_____
	10-20	_____
	20-30	_____
	30+	_____
	OTHER	_____

CATCH BASIN TOP RISERS	PRICE
2" (45"X56")	_____
3" (45"X56")	_____
4" (45"X56")	_____
6" (45"X56")	_____

BASIN TOPS	QUANTITY	PRICE EACH
(Compatible to sumps)		
(c)CURB TOP WITH GRATE		
(45"X56")	1-5	
	5-10	
	10-20	
	20-30	
	30+	
	OTHER	
(CL) FLAT TOP WITH GRATE		
(45"X56")	1-5	
	5-10	
	10-20	
	20-30	
	30+	
	OTHER	
(C) CURB TOP NO GRATE		
(45"X56")	1-5	
	5-10	
	10-20	
	20-30	
	30+	
	OTHER	
(CL) FLAT TOP NO GRATE		
(45"X56")	1-5	
	5-10	
	10-20	
	20-30	
	30+	
	OTHER	
GRATE - ONLY		
(45"X56")	1-5	
	5-10	
	10-20	
	20-30	
	30+	
	OTHER	

	QUANTITY	PRICE EACH
CATCH BASIN GRATE RISERS	1-5 _____	_____
	5-10 _____	_____
	OTHER _____	_____

BLOCKS	BLOCKS ON PALLET	PALLET QUANTITY	PRICE PER PALLET	PRICE PER BLOCK
6" X 8" X 12" SOLID	_____	1-5	_____	_____
		5-10	_____	
		OTHER	_____	
4" X 8" X 16" SOLID	_____	1-5	_____	_____
		5-10	_____	
		OTHER	_____	
2" X 8" X 16" PATIO	_____	1-5	_____	_____
		5-10	_____	
		OTHER	_____	

_____
COMPANY

_____
SIGNATURE

_____
ADDRESS

_____
CITY/STATE/ZIP

_____
TELEPHONE /FAX

TOWN OF NEWTOWN

SEALED BID REQUEST

BID OPENING DATE: Wednesday, April 3, 2013 **TIME:** 11:00 am

LOCATION: Finance Dept., Town Hall, 3 Primrose Street, Newtown, CT 06470

BID TITLE: CATCH BASINS, RISERS, TOPS & BLOCKS

SECURITY REQUIRED: NONE

DATED IN NEWTOWN: March 20, 2013

PLEASE NOTE: ONE (1) ORIGINAL and ONE (1) COPY OF SEALED BID REQUEST FORM AND ALL APPLICABLE FORMS MUST BE SUBMITTED.

Is your company an MBE or WBE Business? _____ or _____
YES NO

INCLUDE RATE SHEETS TO THIS BID REQUEST FORM.

COMPANY	**SIGNATURE**
ADDRESS	**SIGNED BY (Print or Type)**
ADDRESS 2	**TITLE**
ADDRESS 3	**FAX NO.**
TELEPHONE NO.	**DATE**
TAX ID NUMBER	**E-MAIL**