

Request for Proposal (RfP)

Goodyear Early Childhood Center – New Parking Lot

for

KILLINGLY PUBLIC SCHOOLS

Return Bid to:

**Office of the Superintendent
Killingly Public Schools
79 Westfield Avenue
Killingly, CT 06239
(860) 779-6600**

Deadline:

Friday, July 12, 2019

2:00 p.m.

KILLINGLY PUBLIC SCHOOLS
79 Westfield Avenue
Killingly, CT 06239

INVITATION TO BID

The Killingly Board of Education is requesting bids for the installation of a new parking lot at the Goodyear Early Childhood Center (GECC) located at 22 Williamsville Road, Rogers, Connecticut. The pricing must be valid for a period of 120 days from the date of the bid opening.

Copies of the bid specifications are available on the Board's website at www.killinglyschools.org or may be obtained from the Office of the Superintendent of Schools, 79 Westfield Avenue, Killingly, CT 06239 between the hours of 7:00 a.m. and 3:00 p.m. on any regular workday. Bids shall be placed in sealed envelopes **CLEARLY MARKED "GECC Parking Lot"**. Bids shall be delivered to the Office of the Superintendent of Schools on or before 2:00 p.m., July 12, 2019 at which time they will be opened publicly.

The Superintendent of Schools on behalf of the Killingly Board of Education, as awarding authority, reserves the right to reject any and all bids in full or in part and to waive any informalities in bidding.



Steven Rioux
Superintendent of Schools

NON DISCRIMINATION STATEMENT

The Killingly Public Schools are committed to a policy of EQUAL OPPORTUNITY/AFFIRMATIVE ACTION for all qualified persons. The District does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. Inquiries regarding the District's nondiscrimination policies should be directed to the Human Resource Director.

GENERAL INSTRUCTIONS

All bids shall include the legal name of the bidder and shall be signed by the person or persons legally authorized to bind the Bidder. Bidders must be authorized to do business in the State of Connecticut. All required signatures shall be handwritten in ink with the full name of the person executing same.

All price bids must remain firm for a period of 120 days from the date of the bid opening.

Questions can be submitted by email only to Mike Vassar mvassar@killinglyschools.org on or before Tuesday July 9, 2019. Answers will be posted via addendum on the Board's website at www.killinglyschools.org. Failure of any Bidder to receive any such addendum or interpretation shall not relieve any Bidder from any obligations under his/her bid submitted.

Request for Proposal
KILLINGLY PUBLIC SCHOOLS
GECC Parking Lot

I. Introduction:

The Killingly Public School district (hereinafter known as “KPS”) is seeking proposals to install a new 9300 square foot parking lot at Goodyear Early Childhood Center located at 22 Williamsville Road, Rogers, Connecticut 06263.

A pre-bid walk-through will be scheduled for Monday, July 8, 2019 at 8:00 A.M.

II. Project Requirements:

A. Background

The Goodyear Early Childhood Center is home to 130 preschool students. Parking is currently insufficient for faculty and parents. Adjacent to the main parking area is a grass field that is fairly level and slightly elevated above the existing paved area. The objective of the project is to install a new parking area that will provide a safe entrance and exit for faculty and our community.

B. Project Description

Killingly Public Schools is seeking a contractor to provide a proposal to excavate the existing base and install a 9300 square foot parking lot under the following guidelines and conditions:

- a. Excavate the old base 15 inches deep and haul away material
- b. Supply 460 ton of 3 inch minus gravel and then grade and compact
- c. Supply 230 ton of 1 ¼ inch process gravel and then grade and compact
- d. Finish grade sub base to shed water off pavement
- e. Pave area per description below (see picture)
- f. Tamp edges
- g. Install 100 feet of Cape Cod curbing
- h. Back up edges with screened loam
- i. Pave with two layers compacted to 3.5 inches
- j. The project must be completed by August 23, 2019.



C. Work Conditions

The contractor will perform work in such a manner that in no way will interfere with the functioning of the buildings or grounds for the students' use. Work may have to be performed after school hours or during scheduled school vacations. A schedule of requested times shall be submitted and agreed upon by the district.

D. Warranty

Workmanship will be warranted for 1-year after completion of project. A copy of the product warranty must be included with the bid documents.

E. Closing date

Bids will be received until 2:00 p.m. July 12, 2019, at which time they will be publicly opened and read. All bidders are invited to attend this public opening, which will be held immediately following the closing time specified above at Central Office, Room 105, 79 Westfield Avenue, Killingly, CT 06239.

Any bid may be withdrawn prior to the above-scheduled time for receiving bids or authorized postponement thereof. Any bids received after the date and time specified shall not be considered. No bidder may withdraw a bid within 45 days after the actual opening thereof.

III. Instructions:

Bid proposals are to be submitted in a sealed envelope and clearly marked "GECC Parking Lot."

Bids must be delivered to:

Office of the Superintendent of Schools

79 Westfield Avenue

Killingly, CT 06239

IV. Conditions:

A. Bid Surety

A surety is not required.

B. Payment

Final payment will be made upon the acceptance of the completed work by an authorized representative of Killingly Public Schools. Invoices covering the work specified herein should be forwarded to the Business Office upon completion of the project.

C. Taxes

The Killingly Public Schools is exempt from all State and Federal taxes. Do not include these amounts in your quotation.

D. Addenda

All addenda will be posted on the school website, www.killinglyschools.org. It is the responsibility of the bidder to check the website for any addenda before submitting their bid.

E. F.O.B. Destination

All prices quoted must be net delivered to destination.

F. Conflict of Interest

No public official or employee shall, while serving as such, have any financial interest or engage in any business, employment, transaction or professional activity or incur any obligation of any nature which is in substantial conflict with the proper discharge of his/her duties or employment in the public interest.

G. Insurance Requirements

1. General Liability: Occurrence limit \$1,000,000; aggregate limit \$2,000,000. The insurance carried by the proposer shall be on form CG 00 01, or equivalent. Killingly Public Schools shall be named as an additional insured on the contractor's General Liability Insurance Policy with form CG 20 10 or CG 20 33, and CG 20 37.
2. Automobile Liability: Combined single limit of \$1,000,000. Comprehensive automobile policy to cover all owned, hired or non-owned automobiles or vehicles.
3. Workers' Compensation: The proposer must have workers' compensation and employer's liability insurance as required by Connecticut and federal law, plus employer's liability limits of \$1,000,000 per accident, \$1,000,000 disease each employee and \$1,000,000 disease policy limit.
4. Umbrella Liability: The proposer shall have a minimum coverage of \$1,000,000 excess umbrella coverage, naming Killingly Public Schools as additional insured.

The proposer shall procure and pay for the insurance coverage described above and must maintain the indicated insurance for a period of two (2) years after completion of the contract. All policies shall provide for thirty (30) days written notice prior to cancellation, substantial change or nonrenewal. The successful bidder must file an Insurance Certificate within (2) weeks of the date of notification of award. Failure or neglect to do so may be considered by Killingly Public Schools as proof that the proposer is unable to fulfill the contract. A current insurance certificate and a copy of the endorsement or policy wording adding KPS as Additional Insured must be in the Killingly Public Schools' possession at all times. In addition, the selected firm shall require its subcontractors, if any, to meet the same insurance requirements and to furnish Killingly Public Schools with similar evidence of insurance.

In addition, the proposer shall, at all times, save, indemnify and hold harmless the Killingly Public Schools, its officers, agents, employees, and servants from liability of any nature or kind, including costs and expenses for or on account of, any patented or copyrighted equipment, materials, articles, or processes used in the performance of this contract, or on account of any and all claims, damages, losses, litigation expense and counsel fees arising out of loss or injuries (including death) sustained by or alleged to have been sustained by the public or any persons affected by the proposer's work, or by the proposer or any subcontractor, or anyone directly or indirectly employed by them while engaged in the performance of their duties in Connecticut.

H. Reservations

Killingly Public Schools may consider informal any bid not prepared and submitted to Killingly Public Schools in accordance with the provisions herein stated. Killingly Public Schools reserves the right to reject any or all bids or parts of bids; to waive defects in same bids; or to accept any bid or part thereof deemed to be in the best interests of Killingly Public Schools.

Submission of Responses
All responses should be submitted to the attention of:

Office of the Superintendent
Killingly Public Schools
79 Westfield Avenue
Killingly, Connecticut 06239