

INVITATION FOR BIDS
HCC SP-11

Patricia
Kurowski

203-332-5191
Telephone Number

STATE OF CONNECTICUT
HOUSATONIC COMMUNITY COLLEGE
PROCUREMENT SERVICES
900 LAFAYETTE BLVD – ROOM 104A
BRIDGEPORT, CT. 06604



NOTICE TO VENDORS: Logon to
http: / /[www.das.state.ct.us/ busopp.asp](http://www.das.state.ct.us/busopp.asp)
select the **Bidder Notification System &**
complete the form to automatically receive a synopsis
of new Bids & RFP's via e-mail.
Addresses for undeliverable e-mails will be deleted.

www.das.state.ct.us/busopp.asp

DAS CT State Web Site

pkurowski@hcc.commnet.edu

Purchasing Services Officer I

(203) 332-5248

Fax Number

Invitation for Bids (RFP)
SPECIFICATIONS & BID DOCUMENTS ATTACHED

Bid Number: 09-08 **Bid Opening Date & Time: Wednesday June 17, 2009 9:00 AM EST**

Bid Description: **Landscaping Services for Housatonic Community College**

SEALED BID NO.: 09-08

DUE DATE: **June 17, 2009 (9:00 AM EST)**

Return Bid To:

PATRICIA KUROWSKI
HCC BUSINESS OFFICE - ROOM 104A
HOUSATONIC COMMUNITY COLLEGE
900 LAFAYETTE BLVD.
BRIDGEPORT, CT. 06604
PHONE: 203-332-5191

EMAIL: pkurowski@hcc.commnet.edu

ALL QUESTIONS MUST BE SUBMITTED IN WRITING
TO THE ABOVE EMAIL ADDRESS

(Due date for Questions: June 10, 2009)

***NOTE: Return one original and one copy
of your bid response***

Please write Bid # and title on envelope

Bids must be time & date stamped by
HCC Procurement & cannot be accepted
after specified Bid Opening Time.

Allow sufficient time if mailing your bid.

Hand-delivered bids must be brought to:

**PATRICIA KUROWSKI
HCC BUSINESS OFFICE – ROOM 104A
900 LAFAYETTE BLVD.
BRIDGEPORT, CT. 06604**

HCC 09-08
Landscaping Services for Housatonic Community College

Mandatory Meeting and Site Inspection
Instructions

This solicitation contains a mandatory pre-bid meeting and site inspection requirement. Bidders who are interested in responding to this bid must attend the meeting at the specified date/location listed below. This meeting is intended to review the bid requirements and answer any questions that interested bidders may have about this bid. Detailed design drawings and specifications along with detailed bid packages will be distributed to each vendor attending this meeting. Failure to attend this meeting will result in the rejection of your bid proposal.

DATE & TIME: June 3, 2009 at 10:00 a.m. EST

Late Arrivals (15 minutes or more) will not be given credit for attendance nor allowed to participate in the bid process.

RSVP: Send a fax or email with the following information 24 hours *prior* to mandatory meeting:

- Company Name
- Representative's Name
- Telephone
- Fax
- Email

SEND RSVP TO: Fax: (203) 332-5248 – or – Email: pkurowski@hcc.commnet.edu
(*Send information 24-hours prior to mandatory meeting*)

DIRECTIONS & ADDITIONAL INSTRUCTIONS

Will be faxed/emailed upon receipt of RSVP information

PRE-BID MEETING LOCATION:

Housatonic Community College
Lafayette Hall
1st Floor Information Desk
900 Lafayette Blvd.
Bridgeport, CT. 06604

HCC 09-08
Landscaping Services for Housatonic Community College

Specifications

PROJECT #1

The area south of the garage adjacent to the highway exit ramp, using the design drawings and specifications, starting with the existing field conditions provide, all work, products and installation as indicated:

PROJECT # 2

On the west side of the parking garage, completing all work, providing all products and final installation in accordance with the design drawings and specifications to revise the existing plant bed.

PROJECT #3

In the main Lafayette entrance area, provide all work, products and installation in accordance with the design drawings and specifications provided minus the following: The flag poles are not to be relocated and the base for the art sculpture is not to be completed!

Project # 4

On the east side of the garage from the existing pachysandra to the end of the existing plant bed north of the garage entrance door, provide a design complete with all labor and materials installed that is harmonious and compatible with the revised courtyard landscape project and which may incorporate any aspect of the existing plantings as is appropriate to the overall design.

Separate bid amounts are requested for each of these projects (1, 2, 3, and 4).

**VENDORS MUST ATTEND A MANDATORY WALK THROUGH ON:
JUNE 3, 2009 (10:00 a.m. EST) AT HOUSATONIC COMMUNITY COLLEGE.
DRAWINGS AND SPECIFICATIONS WILL BE DISTRIBUTED AT THE WALK
THROUGH, ONE SET TO EACH VENDOR.**