

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385-2886

**TOWN OF WATERFORD
WATERFORD SCHOOL BUILDING COMMITTEE
INVITATION TO BID
Custodial Equipment & Supplies for Great Neck Elementary School
Bid # 11-103**

The Purchasing Agent will receive sealed bids until 2:00 p.m. on Monday August 2, 2010 for Custodial Equipment & Supplies for Great Neck Elementary School. Bids must be submitted on the Bid Form included in the bid packet, in a sealed envelope that is clearly marked **SEALED BID FOR CUSTODIAL EQUIPMENT & SUPPLIES FOR GREAT NECK ELEMENTARY SCHOOL** with bid number, time of bid opening and date. Bids may be mailed or hand-delivered to the Finance Office, Town of Waterford, 15 Rope Ferry Road, Waterford, CT 06385. Bids will be publicly opened in the Louise B. Appleby Room located in the Town Hall. Bid Packets are available at <http://www.waterfordct.org/depts/finance/purchasing.htm> or may be picked up at the Finance Office 15 Rope Ferry Rd Waterford, Connecticut.

Any questions regarding specifications, policies and procedures are to be directed to the Purchasing Agent at krotella@waterfordct.org

Potential Bidders are responsible for checking the Town of Waterford website at <http://www.waterfordct.org/depts/finance/purchasing.htm> for any addendums and updates regarding this Bid.

The Waterford School Building Committee reserves the right to reject any or all bids, in whole or in part, and to waive any informality in any bid when such action is deemed to be in the best interest of the Town; their decision is final.

Kate Rotella
Purchasing Agent

SCOPE AND REQUIREMENTS

SUMMARY

The Town of Waterford School Building Committee is seeking bids for Custodial Equipment & Supplies for Great Neck Elementary School located at 165 Great Neck Rd. Waterford, Ct. A detailed list is included on the bid form. All line items are to be priced individually as listed on the Bid Form. Pricing must be on all manufacturers specified; no alternates will be accepted. The bid shall include equipment, and any delivery charges required. Delivery will be coordinated with the Project Manager. Please indicate when delivery can begin.

TOWN OF WATERFORD
INFORMATION AND GENERAL REQUIREMENTS TO BIDDERS

1. Sealed bids (**one original and two copies**) on the attached Bid Forms will be received at the Office of the Purchasing Agent, Town Hall, 15 Rope Ferry Rd Waterford, Connecticut 06385. At the designated time of opening, they will be publicly opened, read, recorded and placed on file. Bids must be submitted in a sealed envelope that is clearly marked **SEALED BID FOR Name of Bid with bid number, time of bid opening and date**. **Bids may be mailed or hand-delivered to the Finance Office, Purchasing Agent Town of Waterford, 15 Rope Ferry Road, Waterford, CT 06385, where they will be publicly opened.**
2. Whenever it is deemed to be in the best interest of the Town, the Board of Selectmen shall have the right to accept or reject any bid, or any part of any bid, when such action is deemed to be in the best interest of the Town of Waterford.
3. The award will be on the basis of qualified, lowest, responsive bidder to meet specifications unless otherwise specified.
4. Bids will be carefully evaluated as to conformance with stated specifications.
5. The envelope enclosing your bid should be clearly marked on its front by bid number, time of bid opening and date.
6. Specifications must be submitted complete in every detail, and when requested, samples shall be provided. If a bid involves any exception from stated specifications, they must be clearly noted as exceptions, underlined, and attached to the bid.
7. The Bid Documents contain the provisions required for the requested item. Information obtained from an officer, agent, or employee of the Town or any other person shall not affect the risks or obligations assumed by the Bidder or relieve him/her from fulfilling any of the conditions of the Bid.
8. Each bidder is held responsible for the examination and/or to have acquainted themselves with any conditions at the job site which would affect their work before submitting a bid. Failure to meet these criteria shall not relieve the Bidder of the responsibility of completing the Bid without extra cost to the Town of Waterford.
9. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. No bidder may withdraw a bid within sixty (60) days after the actual date of the opening thereof. Should there be reasons why a Bid cannot be awarded within the specified period; the time may be extended by mutual agreement between the Town and the bidder.

10. The bidder agrees and warrants that in the submission of this sealed bid, they will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religion, national origin, sex, or physical disability including, but not limited to blindness, unless it is shown by such bidder that such disability prevents performance of that which must be done to successfully fulfill the terms of this sealed bid or in any manner which is prohibited by the laws of the United States or the State of Connecticut: and further agrees to provide the Human Relations Commission with such information requested by the Commission concerning the employment practices and procedures of the bidder. An Affirmative Action Statement will be required by the successful bidder.
11. Bidder agrees to comply with all of the latest Federal and State Safety Standards and Regulations and certifies that all work required in this bid will conform to and comply with said standards and regulations. Bidder further agrees to indemnify and hold harmless the Town for all damages assessed against the Town as a result of Bidder's failure to comply with said standards and/or regulations.
12. The Town of Waterford is exempt from Excise, Transportation and Sales taxes imposed by the Federal Government and/or State of Connecticut. Such taxes must not be included in proposal prices. Exemption certificates will be provided upon request.
13. By submitting a proposal, Vendors certify that the proposal is made independently and without collusion, agreement, understanding, or planned course of action with any other Vendor and that the contents of the proposal shall not be disclosed to anyone other than their employees, agents, or sureties prior to the official opening.
14. **IF APPLICABLE** the Bidder, when applicable, agrees to pay its labor force Prevailing Wage Rates and to comply with all Laws, Regulations and Ordinances regarding these wage rates and the recording of them set forth by the Connecticut Department of Labor.
15. Vendors shall observe and comply with all Federal, State and local laws, ordinances and regulations. Vendors shall indemnify and save harmless the Town, all of its officers, agents and servants against any claim or liability arising from or based on the violation of any such law, ordinance, regulation or negligence whether by the bidder, his employees, his consultant and/or their employees.
16. Bidders are responsible for checking the Town of Waterford website at <http://www.waterfordct.org/depts/finance/purchasing.htm> for any addendums and updates to the Bid.

Rights Reserved To the Town

The Town reserves the right to award in part, to reject any and all, in whole or in part, for misrepresentation or if the respondent is in default of any prior Town contract, or if the Respondent limits or modifies any of the terms and conditions and/or specifications of the Request The Town also reserves the right to waive technical defects, irregularities and omissions if, in its judgment, the best interest of the Town will be served.

Additional Information:

All Questions must be submitted in writing to the Purchasing Agent via email at krotella@waterfordct.org.



BID FORM
Custodial Equipment & Supplies for Great Neck Elementary School
BID #11-103

VENDOR NAME AND ADDRESS

PRINTED NAME AND TITLE OF VENDOR'S AGENT

PHONE AND FACSIMILE NUMBERS, E-MAIL ADDRESS

I _____, _____ of the
Name Position

above named firm hereby submit the following Proposal in accordance with Town of Waterford specifications.

SIGNATURE

DATE

\$ _____

TOTAL BID AMOUNT

Delivery Date: _____

COMMENTS:

Please attach additional sheets to the Proposal Form.

BID FORM
Custodial Equipment & Supplies for Great Neck Elementary School - BID #11-103

Qty	Units	Description	Unit Price
1	Ea	Windsor 9.840-380-0 CHARIOT EXTRACT stand up carpet cleaner. Include 3-12 volt batteries and automatic charger	
1	Ea	NOBLES 9004133 speed scrub 32" DISH walk behind scrubber with H2O technology. 22.5 gallon solution tank, 27 gallon recovery tank. Includes pad drivers, 4-6 volt batteries and on board charger.	
1	Ea	CLARKE BOOST 05371A 28x14 walk behind automatic scrubber. 20 gallon solution and recovery tanks. Includes pad drivers, batteries, and on board charger.	
2	Cs	CLARKE 997002 28x14 white pads	
2	Cs	CLARKE 997001 28x14 red pads	
2	Cs	CLARKE 997006 28x14 blue pads	
2	Cs	CLARKE 997000 28x14 black pads	
2	Cs	CLARKE 997018 Maroon pads	
2	Ea	CLARKE 30794A 28x14 velcro	
2	Ea	NOBLES 9007629 EX SPOT carpet spotter pkg. Includes 2 gallon extractor, hand tool, hoses and cart	
2	Ea	NOBLES 605976 EX SPOT wand attachment with floor tool and 10 foot vac hose	
4	Ea	PRO 106573 PROTEAM super coach back pack vac with HEPA filtration and standard attachments	
1	Ea	WINDSOR 9.840-811.0 CHARIOT I SCRUB 20" stand up automatic scrubber. Includes pad driver, 3-12 volt batteries and on board charger.	
1	Ea	CLARKE 56380773 TFC Touch Free Cleaner. 20 gallon water tank. Includes 25 foot vacuum and solution hoses, 400 PSI spray gun, wand, scrub brush and caddy	
1	Ea	CLARKE 56380871 front mount squeegee hardware	
1	Ea	CLARKE 56209088 24" front mount squeegee	
1	Ea	WINDSOR 9.840-710.0 Saber Blade 16" cylind. micro scrubber	
8	Ea	RUB 2643 blue 44 gallon BRUTE container	
12	Ea	RUB 2620 blue 20 gallon BRUTE container	
12	Ea	RUB 2640 BRUTE DOLLY for 2643 and 2620 BRUTE containers	
1	Ea	RUB 4611 spring platform truck 14 cubic feet	
1	Ea	RUB 1011 structural foam tilt truck .75 cubic yard	
3	Ea	RUB 7677 WAVEBREAK 35 quart dual water mopping down press combo. Includes dirty water bucket and quiet caster dolly	