



**TOWN OF WATERFORD
BOARD OF FIRE COMMISSIONERS
INVITATION TO BID
GOSHEN FIRE DEPARTMENT INSULATION PROJECT
Bid #10-123**

The Board of Fire Commissioners will receive sealed bids to provide and install insulation on plumbing and heating water pipes throughout the Goshen Fire Station, as outlined in the bid specifications. The Bids will be received until 2:00 p.m. March 29, 2010. Bids must be submitted in a sealed envelope that is clearly marked **SEALED BID FOR Goshen Insulation Project with bid number, time of bid opening and date.** Bids may be mailed or hand delivered to the Purchasing Office, Town of Waterford, 15 Rope Ferry Road, Waterford, CT 06385. Bids will be publicly opened in the Louise B Appleby Room.

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 krotella@waterfordct.org.

Pre-Bid Conference:

A mandatory, pre-bid meeting will be held at the Goshen Fire Station (63 Goshen Rd.), on March 19, 2010 at 10 A.M. Attendance is mandatory.

The Board of Fire Commissioners 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
March 12, 2010

Scope of services

The scope of work in this project is to provide and install insulation on plumbing and heating water pipes throughout the original fire station.

The plumbing piping begins in the mechanical room, goes into adjacent hall ceiling and down the wall in the hall, kitchen ceiling, garage area, electrical room, office and bathroom.

The heating piping begins in the mechanical room, goes into adjacent hall, gym, garage area, electrical room, office and bathroom.

Materials

Plumbing – All hot and cold plumbing pipes to receive a 1” thick fiberglass premolded pipe covering with All Service Jacket (ASJ). Fittings shall be premolded PVC covers over the fiberglass insert matching adjacent thickness of pipe insulation, held in place with (white) coated stainless steel tacks.

Heating Pipes – All supply and return piping to receive a 1.5” thick fiberglass premolded pipe covering with All Service Jacket (ASJ). Fittings shall be premolded PVC covers over the fiberglass insert matching adjacent thickness of pipe insulation, held in place with (white) coated stainless steel tacks.

All exposed fiberglass at valves/drains, etc. shall be primed with manufacturers recommended sealer

General

Related Documents and Standards

- A. Except as modified by governing codes, comply with provisions and recommendations of the following:
- The BOCA National Building Code/1996.
 - State Building Code – Connecticut Supplement/1999.
 - The International Plumbing Code/1997.
 - The International Mechanical Code/1996.
 - ASHRAE – Energy Construction in New Building Design (90A-80).

Work to be Insulated

- A. Domestic cold and hot water piping.
B. Hot water circulation piping.

Quality Assurance

- A. Composite installation of insulation material, jacket, facing, adhesive, and surface coating shall not exceed:
- Flame Spread 25.
 - Fuel Contributed 50.
 - Smoke Developed 50.
- B. Test procedures for flame spread and smoke developed shall be in accordance with the following procedures:
- ASTM E84
 - NFPA 255
 - U.L. 723
- C. Accessories such as adhesives, mastics, cement, tapes, etc., shall have the same components rating as noted below.
- D. Treatment of jackets or facings to impact flame and/or smoke compliance shall be permanent. The use of water soluble treatment materials will not be allowed.
- E. All products, or their shipping cartons, shall bear a label indicating that flame and smoke ratings do not exceed allowable limits.
- F. Where a particular insulating material is specified for an individual system, i.e. water piping, insulate similarly all connections and accessories to the system.

- G. The only exception to the above requirements is where a material meeting these requirements is not available from any manufacturer; in which case, substitute items shall be subject to individual approval by the Owner.

Qualifications of Installers

- A. Installers to be experienced specialists, with a minimum of three years in the trade, and shall be employed for installation of all insulation.

Submittals

- A. Product Data: after award of contract, submit:
- B. Complete materials; list of all items proposed to be furnished and installed under this section.
- C. Manufacturers' recommended installation procedures which, when approved by the Owner will become the basis for inspecting and accepting or rejecting actual installation procedures used on the work.

Product Handling

- A. Deliver materials to project site in manufacturer's original packing containers.
- B. Store materials off ground, protect against weather, condensation, and damage. At the end of each work day remove all damaged material from site.
- C. Protection: use all means necessary to protect the materials of this section before, during, and after installation, and to protect the work and materials of all other trades.
- D. Replacements: in the event of damage, immediately make all repairs and replacements necessary to the approval of the Owner, and at no additional cost to the Owner.

Products

Accessory Materials

- A. Insulating and finishing cement: calcium silicate, mineral fibers, binder
- B. Surface coating: Foster 30-36.
- C. Vapor barrier adhesive: Foster 82-07.
- D. Fire-resistive adhesive: Foster 85-20.
- E. Wire: minimum 16 gage, copper clad soft annealed steel.
- F. Vapor barrier tape: flame-resistant coated cloth, pressure sensitive adhesive backing.

Pipe Insulation

- A. Pipe: sectional one-piece premolded fibrous glass, factory applied flame retardant vapor barrier jacket with pressure sensitive tape sealing system:
 - 1. Trade Name: Manville Micro-Lok with AT-P jacket.
 - 2. Minimum Density: 3.5 lbs. PCF.
 - 3. Maximum K-factor: 0.25 at 75°F., mean.

- B. Valves and fittings: premolded, fibrous glass fitting covers, of fabricated mitered segments of pipe insulation, finished with high impact, UV-resistant polyvinyl chloride covering. No staples, tacks or bands.
 - 1. Trade Name: Zeston 2000.
 - 2. Surface finish:
 - a. Exposed: uniform coat of surface coating.
 - b. Concealed: none required.

Thickness Schedule

<u>Piping System</u>	<u>Pipe Size</u>	<u>Thickness</u>	<u>Remarks</u>
Cold Water	All	1"	Vapor Barrier
Hot Water	1/2" to 1"	1"	Vapor Barrier
	1-1/4" to 2"	1"	Vapor Barrier
	2-1/2" to 4"	1-1/2"	Vapor Barrier
Hot Water Circ.	1" max.	1"	Vapor Barrier
	1-1/4" to 2"	1"	Vapor Barrier
Hot Water Run-outs	2" max.	1/2" min.	12' max. length

Approved Manufacturers

A. Insulation:

1. Certain-Teed Corp., IG Group
2. Johns-Manville
3. Owens-Corning Fiberglass Corp.
4. Armstrong Cork Co.
5. The Celotex Corp., Div. Jim Walter Corp.

B. Fitting Covers:

1. Zeston Products, sub. Johns-Manville.
2. Ceel-Co.
3. Speedline Fittings Div., Horace T. Potts Co.

Execution

Preparation

- A. Prior to installation of insulation, clean and dry the exterior surfaces of all pipes, fittings, and valves.

Installation

- A. Completely protect piping conveying water of temperature below 85 degrees F., against surface condensation with continuous completely sealed vapor barrier jacketed insulation.
- B. Apply pipe insulation continuous through sleeves and hangers, and to piping in pipe spaces and concealed within the building construction.
- C. Use premolded insulation shapes dimensionally compatible with outer configuration of pipe and fittings. Where standard shapes are unavailable fabricate or build up shapes from insulation materials having identical insulating qualities. Cut, score or miter insulation to fit surface shape.
- D. Insulate valve bodies up to, and including bonnets; strainer bodies up to, but not including blow-out connections. Bevel ends of insulation adjacent to flanges to permit bolt removal.
- E. Make allowances for expansion and contraction to avoid separation of insulation and surface finish.

- F. Fill surface imperfections with insulation materials secured in place and finished off smoothly. Point up joints and breaks of block insulation with cement.
- G. Apply surface finishes to entire insulated surface to present tight, smooth finish. Finish raw edges and ends neatly. Position outdoor jacket laps to shed water.
- H. Uses of staples are required to hold down jacket laps and butt strips.
- I. Use wire to secure insulation shapes and segments and outdoor jackets. Remove bands, when used, after jacket adhesives have set.

Additional Information:

All Questions should be submitted in writing to the purchasing agent via email at krotella@waterfordct.org. All questions should be submitted by March 23, 2010.

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.

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 Fire Commissioners 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, responsible 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. A 100% Performance and Payment bonds are required of the successful bidder. This bond shall cover all aspects of the specification and shall be delivered to the Purchasing Agent prior to the issuance of a purchase order. This submission must be received within five days of contract award. Bonds must meet the following requirements: Corporation - must be signed by an official of the corporation above their official title and the corporate seal must be affixed over the signature; Firm or Partnership - must be signed by all the partners and indicate they are "doing business as"; Individual - must be signed by the owner and indicated as "Owner". The surety company executing the bond or countersigning must be licensed in Connecticut and an official of the surety company must sign the bond with the corporate seal affixed over their signature. Signatures of two witnesses for both the principal and the surety must appear on the bond. Power of attorney for the official signing the bond for the surety company must be submitted with the bond. The Performance and Payment Bonds will be returned upon completion and acceptance of the job. *At the discretion of the Town, a bank certified check or passbook account held jointly in the name of the awardee and the Town of Waterford may be allowed in lieu of a 100% Performance and Payment Bond. The Town will not be liable for any interest accrued should a bank certified check be used. If a joint passbook account is approved, accrued interest and principal will be returned to the awardee upon successful completion of the project.*

11. 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.

12. 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.
13. 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.
14. 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.
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.

INSURANCE

The bidder shall, at its own expense and cost, obtain and keep in force during the entire duration of the Project or Work the following insurance coverage covering the bidder and all of its agents, employees and sub-contractors and other providers of services and shall name the **Town of Waterford, its employees and agents as an Additional Insured** on a primary and non-contributory basis to the bidders Commercial General Liability and Automobile Liability policies. **These requirements shall be clearly stated in the remarks section on the bidders Certificate of Insurance.**

INSURANCE REQUIREMENTS - Within five days of contract award, the awarded vendor shall provide a Certificate of Insurance in accordance with the following requirements:

1. Insurers must have an A.M. best rating of A-VII or better and admitted to conduct business in the State of Connecticut.
2. General Liability:
 - a. Bodily Injury and Property Damage - \$1,000,000/Occurrence
 - b. Products/Completed Operations Aggregate Bodily Injury and Property Damage – \$2,000,000
 - c. Commercial General Liability
 - d. Products & Completed Operations
3. Automobile Liability:
 - a. \$1,000,000 Combined Single Limit
 - b. Owned, Hired and Non-Owned
4. Workers' Compensation as required by the State of Connecticut
5. Commercial Umbrella - \$2,000,000 Limit
6. Name the Town of Waterford as Additional Insured
7. 30 Days Notice of Cancellation
8. Subcontractors: It is the responsibility of the Contractor to be sure that all their subcontractors procure and maintain the same insurance required of the Contractor.

The bidder shall direct its Insurer to provide a Certificate of Insurance to the Town of Waterford before any work is performed. The Certificate shall specify that the Town of Waterford shall receive 30 days advance written notice of cancellation or non-renewal. The Certificate shall evidence all required coverage including the Additional Insured and Waiver of Subrogation.

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385-2886

PROPOSAL FORM

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

\$ _____

BID AMOUNT

Project Start Date: _____ Project End Date: _____

COMMENTS:

Please attach additional sheets to the Proposal Form.

CONTRACTOR INFORMATION SHEETS
These sheets must be completed and included with Bid

COMPANY NAME: _____

CONTACT PERSON_____

ADDRESS: _____

EMAIL (if available)_____

ESTABLISHED: _____
(Month) (Year)

TYPE OF ORGANIZATION: *(Circle One)*

- A) Individual
- B) Partnership
- C) Corporation
- D) Joint Venture
- E) Other _____

(Specify)

(If Applicable)

FORMER FIRM NAME(S) YEARS IN BUSINESS

YEARS OF WORK IN A RELATED FIELD: _____

(Described Any Related Work)

USE OF SUBCONTRACTORS:

To provide all the services listed in the specifications, would any services be handled by subcontractors? _____ *Yes/No If "Yes", please explain:*

Subcontractor Name(s): _____

PROJECT MANAGER NAME AND PHONE NUMBER FOR BID JOB