

**SPECIFICATIONS FOR
ROADSIDE MOWING**

**TOWN OF GOSHEN
PUBLIC WORKS DEPARTMENT
GOSHEN, CT 06756**

January 21, 2016

Prepared by:
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Public Works Department
Town of Goshen
Goshen, CT 06756
860 491-6029

SPECIFICATIONS

Bid: **ROADSIDE MOWING (Town roads)**

Scope of Work:

- A. Approximately 67.48 miles of road.
- B. Mowing shall be completed, weather permitting, between **June 1, 2009 and August 1, 2009.**
- C. Beach Street and Ives Roads (3.73 miles) shall be mowed by June 15. (Second mowing will be within the normal schedule of the 67.48 miles.)
- D. Contractor shall supply all safety signs and require employees to perform work under applicable OSHA regulations.
- E. This contract shall require a certain number of working days for completion. Contract days will be agreed upon before signing of contract.
- F. Contract progress shall be reported daily to the Public Works Supervisor, Garret Harlow. The Contractor shall notify the Supervisor of each day's starting time, place and route.
- G. No changes shall be made to this contract once signed.
- H. The Town of Goshen shall make routine inspections of work, performance and quality.
- I. Finished mowing is to look neat; i.e., re-mow clogs, mow standing "trails", avoid homeowner plantings, and mow all roadsides a minimum of twelve feet where possible. If mowed right-of-way area is wider than 12 feet, the area of mowing shall be the same.
- J. Intersections and/or sightlines will require wider cuts on all roads.
- K. All areas where there are fences and/or rails shall be trimmed and/or mowed from the road edge to the fence and/or rails, under and around the fence and/or rails, and an additional four (4) feet minimum behind the fence and/or rails.

Contractor

INVITATION TO BID

Submit sealed bids to the First Selectman's office, Town of Goshen, 42-A North Street, Goshen, CT 06756. Bids will be opened publicly and read aloud at the **Selectmen's meeting starting at 5:00 p.m. on February 16, 2016**. Clearly mark the outside of your proposal "Roadside Mowing Sealed Bid". No bids will be accepted after 4:00 p.m. **February 16, 2016**.

The information for Bidders, Proposal Form, Plans, Specifications and other Contract Documents, if any, may be obtained from Mr. Garret Harlow, at the offices of Public Works, 38 Torrington Road, Goshen, CT after **January 20, 2016**. Telephone: 860 491-6029.

The Town of Goshen reserves the right to waive any informalities in Bids, to reject any or all Bids, or to accept any proposal that in their judgment will be in the best interest of the Town of Goshen.

The Town of Goshen does not discriminate on the basis of sex, race, age, physical disability, religion or national origin.

Include a signed copy of the specifications page with your bid proposal. Include a signed copy of the Non-collusion Affidavit with your bid proposal.

INSTRUCTIONS TO BIDDERS

BIDDING PROCEDURES:

Bids shall be submitted on the forms designated by the Town of Goshen.

Bidder shall assume full responsibility for timely delivery at the location designated for receipt of bids. Town Hall, First Selectman's Office, 42-A North Street, Goshen, CT 06756. No bids accepted after **5:00 p.m. on February 16, 2016**.

BIDDER QUALIFICATIONS:

In order to qualify as a bidder for this project, the Contractor shall have been in business for three (3) years. Bidder shall submit a Certificate of Insurance as outlined in the Insurance Section.

BID OPENING:

Bids will be opened publicly on **February 16, 2016** at the Selectmen's meeting which begins at **5:00 p.m.** in the Goshen Town Hall, 42-A North Street, Goshen, CT 06756.

EXAMINATION OF BIDDING DOCUMENTS:

Bidders are to visit the site to thoroughly acquaint themselves with all aspects of the Project (see Public Works Department Supervisor)

MODIFICATION OR WITHDRAWAL OF BID:

Bids can be withdrawn or modified only by written or telegraphic request received before bid receipt time of **5:00 p.m. February 16, 2016.** Telegraphic requests must be confirmed by letter postmarked earlier than bid opening time.

TIME:

The Contractor to whom this Contract may be awarded will be required to commence work within 110 days after the Contract signing and to prosecute the work diligently thereafter.

FAIR EMPLOYMENT PRACTICES:

The successful Contractor shall agree that neither he nor his Sub-contractor will refuse to hire or employ or to bar or to discharge from employment an individual, or to discriminate against him in compensation or ill terms, conditions or privileges of employment because of race, color religious creed, age, sex, national origin, or ancestry, except in the case of a bona fide occupational qualification or need.

The terms stated above are taken from Section 31-126 of the Connecticut General Statutes, "Unfair Employment Practices". In addition, the Contractor shall not discriminate with regard to requirements of ADA.

INSURANCE:

Contractor shall carry the following minimum insurance coverages for the duration of the project. If awarded the bid for the project, proof of insurance as outlined below in the insurance section, must be provided within 10 working days of notification of the award. No award will be complete until the Town of Goshen receives the properly completed insurance certificate naming the Town of Goshen as an additional insured.

We understand that the insurance company may not be able to produce the policy endorsement evidencing the coverage within 10 working days. However, we expect to receive this policy endorsement within a reasonable time period of the contract will be void.

1. Statutory Workers Compensation and Employers Liability with limits of \$100,000 each Accident, \$100,000 Disease-each employee and \$500,000 Disease-policy limit.
2. Commercial General Liability (Form 1988 ISO Occurrence Form or equivalent)

Limits: \$1,000,000 - Each Occurrence for Bodily Injury and Property Damage
\$1,000,000 - Products, Completed Operations Aggregate
\$1,000,000 - General Liability Aggregate* Limit
\$1,000,000 - Personal Injury

*General Aggregate MUST include per project endorsement.

The Town of Goshen, its officials, employees and volunteers, MUST be additional insureds with reference to this project on a primary basis. The policy endorsement evidencing this coverage must be provided with the certificate of liability insurance.

The insurer shall waive all rights of subrogation against the Town of Goshen, its officers, employees and volunteers arising from work performed by contractor pursuant to any permit issued by the Town of Goshen.

Umbrella limits over General Liability limits may be used to make up the required limits. The additional insured coverage **MUST** be provided by the Umbrella to mirror the General Liability coverage.

3. Automobile Liability covering all owned, non-owned and hired vehicles.

Limit: \$1,000,000 - Combined Single Limit for Bodily Injury and Property Damage.

Umbrella limits over Automobile Liability limits may be used to make up the required limits.

If Umbrella Liability is used to make up required limits, the policy shall not reduce or restrict coverage provided by the underlying Commercial General Liability or Automobile Liability insurance policies.

Any cancellation or reduction or material changes in insurance coverage will require thirty (30) days notice to the Town of Goshen by certified mail with return receipt requested.

Insurance carriers providing the required insurance coverages must have an A.M. Best's financial rating of "A- VII" or better.

All losses defined which are not recoverable by virtue of any deductible clause, shall be absorbed by the Contractor.

REJECTION OF BIDS:

The TOWN OF GOSHEN reserves the right to reject any or all bids and the right to waive any informalities in the bidding and to make award in any manner that is most beneficial to the TOWN OF GOSHEN. Nothing in the bidding requirements or the contract documents shall be interpreted as restricting these rights.

Bid may be rejected if it includes unexplained interlineations, alterations, or erasures, if it is made subject to any qualifications or restriction added by the bidder, if it is in any way incomplete or irregular, or if it is not accompanied by bid security as prescribed herein.

AWARD OF CONTRACT:

The TOWN OF GOSHEN reserves the right to accept any bid or to reject any or all bids and the right to waive any informalities in the bidding and to make award in any manner that is most beneficial to the TOWN OF GOSHEN. Nothing in the bidding requirements or the contract documents shall be interpreted as restricting these rights.

TOWN OF GOSHEN

Bid Form:

Date: _____

Name of Company: _____

Address: _____

City, State, Zip: _____

Telephone: _____ FAX: _____

Submit price for mowing 67.48 miles:
Submit price for mowing Beach Street 3.23 miles and Ives Road (from
BrynMoor Court to Beach Street) .50 miles:
(Includes all labor, equipment and supplies as outlined in the Specifications
page)

This proposal is made with the understanding that it will not be withdrawn
before the elapsed time of sixty (110) days.

The undersigned further declares that he/she has carefully examined the
site of the work, the Invitation to Bid, Instructions to the Bidders,
Specifications, the Form of the Contract and hereby offers and agrees to
the following:

Total: \$ _____
ROADSIDE MOWING

Total: \$ _____
BEACH STREET & IVES ROAD

Please submit form in duplicate:

NON-COLLUSION AFFIDAVIT

The undersigned certifies, under penalty of perjury, that to the best of his/her knowledge and belief:

1. The prices in this bid have been arrived at independently without collusion, consultations, communication, or agreement with any other bidder or competitor on any matter whatsoever for the purpose of restricting competition;
2. Except as may be required by law, prices quoted in this bid have not been knowingly disclosed by the bidder, directly or indirectly, to any other bidder or competitor, nor will they be so disclosed prior to the opening of bids;
3. No attempt has been made nor will be made by the bidder to induce any other person, partnership, or corporation to submit or to refrain from submitting a bid on this project.

Principal: _____

FIRM NAME: _____

ADDRESS: _____

TELEPHONE: _____

FAX: _____

DATE: _____

SIGNATURE: _____

HOLD HARMLESS AGREEMENT

