



Town of Chaplin, Connecticut
Incorporated 1822
495 Phoenixville Road, Chaplin, Connecticut 06235
Telephone: (860) 455-0030 Fax: (860) 455-0027
DPW@chaplinct.org

Request for Sealed Bid For Construction and Installation of Fire Pond with Dry Hydrants

Release date: Tuesday, May 9th, 2023

Deadline: Thursday, June 1st, 12:00 noon.

Pre-bid meeting: ATTENDANCE MANDATORY 9:00am, Thursday, May 18th,
Chaplin Volunteer Fire Department (rear parking lot), 106 Phoenixville
Road, Chaplin.

Bid opening: Thursday, June 1st, 2:00 pm.

Bids received: Chaplin Town Hall at 495 Phoenixville Road

Public Works Contact: David Stone DPW Supervisor
(860) 455-0030 or cell (860) 576-2574

Town Hall Contact: Susan Welshman, Administrative Assistant to the First
Selectman, 860-455-0073 ext. 310

Chaplin Public Works Department is requesting bids from contractors to provide planning, construction, and the excavation of a new fire pond with two dry hydrants and truck parking for the Town of Chaplin. Said services may include land clearing and grubbing, excavation, hauling, trenching, compacting, PVC installation, testing, and lighting.

A copy of this RFB can be obtained from the Town of Chaplin by emailing assistant@chaplinct.org until the expiration date of this solicitation. It is incumbent upon the Respondent to check the Town website for additional information and/or addendums. Copies of this RFB can also be obtained from Town of Chaplin, Town Hall, 495 Phoenixville Road, Chaplin CT 06235. If you have any questions, please call the contact identified above as it relates to your concern. Questions regarding the scope of services must be submitted to the Public Works Contact, David Stone at (860) 455-0030 or cell (860) 576-2574 prior to the deadline on Thursday, June 1st at 12:00 noon.

Bids are due prior to Thursday, June 1st at 12:00 noon and must be delivered or mailed to the First Selectman's Office located at 495 Phoenixville Rd. Chaplin, CT 06235.

Late bids will not be accepted.

I. PURPOSE AND GENERAL INFORMATION

It is the intent of this Request for Bid to solicit bids for professional site services for the Town of Chaplin, through its Public Works Department. Town of Chaplin is inviting bids from State of Connecticut licensed Contractors to provide the construction and installation of a new fire pond with dry hydrants for Town of Chaplin at 106 Phoenixville Road. The work is scheduled to be performed when conditions are dry, in or around August of 2023.

II. SCOPE OF SERVICES

A. Land clearing, grubbing, topsoil, seeding:

- Tree removal must be posted in accordance with CGS 23-59 at three conspicuous locations within the public rights of way surrounding the project. Clearing may commence once the requirements of said statute are satisfied.
- All trees and stumps are to be removed for parking area off South Bear Hill Road, leaving fifteen (15) feet of horizontal clearance to tree trunks and twenty (20) feet of vertical clearance to limbs from the edge of finished gravel area.
- Flagging for clearing and staking of work to be done by Contractor upon site plan approval by Town.
- All trees and stumps to be removed as generally depicted for pond construction leaving a minimum of fifty (50) feet of horizontal clearance from finished pond edge to remaining tree trunks.

- All topsoil stacked and re-applied outside of grubbed parking area and natural water level of pond. Contractor to supply additional topsoil if needed to obtain 4" depth throughout finished project.
- All soil to be raked, seeded, and protected by erosion and normal weather conditions.
- Trees and stumps may be removed, if needed, to obtain a straight path for trenching the hydrant to the Fire Department parking lot.
- Contractor to remove excess and undesirable material. Contractor may dispose at Town yard off Old Hampton Road.
- The finished area shall be accessible with the ability to mow with large tractors.

B. Parking Area Construction:

- All surface material shall be stripped including the removal of foundations.
- All excess non-organic material to be removed from site; contractor may dispose at Town yard off Old Hampton Road.
- The Contractor shall obtain driveway permit through Chaplin Planning and Zoning Department.
- Saw cut asphalt as marked and depicted along South Bear Hill Road.
- Supply, apply, and compact $\frac{3}{4}$ " processed aggregate to a general width of 30' feet, length of 100', and depth of 10" compacted. Ensure parking area height remains above adjacent natural height of grade along parking area.
- Road to be graded to match natural slope towards pond but no more than $\frac{1}{4}$ " /foot.
- Install asphalt apron on South Bear Hill Road per Town of Chaplin Zoning Regulations 5.1, D. with the following exceptions to paragraph 8a: Said driveway apron shall be a minimum of **thirty feet (30)** feet wide 20 feet from curb and shall flare in both directions to a road abutment width of forty feet (40). Apron shall be flush with road at abutment. Two lifts of class 1 Asphalt, supplied by contractor shall be laid and compacted to a total depth of 4". Finished asphalt to be backfilled and compacted with suitable material.

C. Earthwork:

- Unless otherwise specified, pond shall be constructed to NFPA 1142 "Standard on Water Supplies for Suburban and Rural Fire Fighting" as amended 2020 **AND** the current USDA Manual On Farm Ponds.
- Strip all topsoil within marked limits and stack to allow to dry. Surface material to be stacked and dried to be re-applied as pond liner IF NEEDED for water retention. In the event water retention is not achieved at a level acceptable by the Town, the contractor must supply and apply the appropriate material to do so or, achieve acceptable retention by other means upon additional approval by town at contractor's expense.
- Remove all soil and rock as needed for pond. All excess non-organic material may be disposed of at the town yard off Old Hampton Road.

- Contractor to make every effort to use natural grades and contours while achieving in general, a 150' x 150' pond with minimum water surface area of 20,000 SQFT at static water level. Contractor may choose a deviation in rectangular shape when agreed upon with Town if said deviation to shape better suits the Town's best interest. However, all slopes from tree lines to pond bottom shall not exceed a 3-1 pitch.
- Pond bottom shall be flat with a radius of 40 feet (+/- 10 feet) and approximate depth of 16 to 20 feet.
- A berm may be created on lower gradient of pond, if necessary, such berm shall not exceed 3' height from natural grade and must be sufficiently compacted in a series of lifts.
- Said berm if used, shall be armored with rip-rap and conform to wetlands agent specification requests.

D. Dry Hydrants Installation:

- Dry hydrants shall be constructed and installed in accordance with NFPA 1142 and as depicted.
- One hydrant to be installed approximately 200' in length from strainer to depicted hydrant site at Fire Department parking lot using 12" dia. PVC on the horizontal, 6" vertical.
- The second hydrant to be installed from a second strainer to edge of parking area as depicted using 10" dia. PVC on the horizontal and 6" vertical.
- Town to supply all dry hydrant materials. Contractor to supply all earth materials.
- Contractor to utilize long sweeps and gradual reductions when applicable.
- The flagpole fence may be temporarily moved for trenching, cellular/flagpole and pole equipment security must be maintained through project and reinstalled to original location.

E. Erosion, Sediment, Environmental Controls:

- All applicable local, state, and federal wetlands permits shall be obtained by the contractor.
- Silt fence shall be installed and maintained throughout the project and removed after grass is established as identified by the Town.
- Pond shall be dewatered during excavation period. Discharge shall enter temporary sump as approved and located by the Chaplin Inlands/Wetlands Agent.

F. Site plan, marking, staking, project management:

- Contractor to create and provide site plan to include the following.
- Plan and section view of proposed pond, berm, access road, parking area, and road culvert showing size, depth, pitch of side slopes, pond slopes not to exceed 3-1 pitch, slopes of 4-1 outside of pond preferred.
- Location and specifications of overflow/outlet structure utilizing above mentioned rip rap.
- Excavated materials stockpile/grading area and Environmental and Sediment measures.
- Location of wetlands – Town Wetlands Officer to assist.
- De-watering basin where discharge from trash pump will be located.
- Details for road/parking area with cross section and hydrants.
- Square footage of disturbance in wetlands.
- Construction sequence.
- Stabilization and seeding plan.
- The contractor shall ensure Wetlands Commission approval prior to any clearing of land.
- Denial for permit made by the Wetlands Commission will constitute a dissolution of project.

G. General:

- Contractor responsible for creating site plan, staking, and marking.
- Contractor to install sufficient temporary tracking pad on South Bear Hill Road access and Fire Department access (pending option approval) and remove for final apron installation.
- Contractor shall ensure 24-hour public safety through construction using all necessary means to include but not limited to:
Signage, fencing, plating, ribbons, barrels, cones, and lights.

Note: Property is public Town property to which any and all persons have the right to access.

Addition to be optioned:

A. Installation of gravel roadway from Fire Department parking lot to above specified parking area:

- Land clearing, grubbing, topsoil and seeding as mentioned above. Roadway to connect Fire Department parking lot with parking area as depicted. Clearances from edge of gravel road to tree trunks shall be 10' horizontal and 20' vertical.
- Saw cut Fire Department parking lot as marked and depicted.
- Roadway shall be 14 feet wide of compacted $\frac{3}{4}$ " processed gravel supplied by contractor to a depth of 10".

- Contractor shall supply or utilize suitable native base material to ensure finished roadway grade is above adjacent soil.
- Roadway shall be graded with a center crown with ¼"-foot pitch.
- Two dry hydrants to be installed as specified above.
- Contractor to locate Fire Department leach fields, and all other underground utilities prior to construction.
- Contractor to install culvert pipes supplied by town as marked and depicted.

B. Paving of gravel parking area:

- The footprint of the specified parking area shall be increased by two feet in general to provide suitable asphalt stability.
- Parking area to be prepped and compacted as specified above to a width of Thirty-four (34) feet and length of one hundred two (102) feet.
- The parking area to be graded as specified above with a suitable grade to deter puddling of storm water.
- Two (2) compacted lifts of class 1 asphalt, supplied by the contractor, shall be laid to obtain a 4" compacted total depth.
- Asphalt shall be laid to a width of Thirty (30) feet and length of One hundred (100) feet.
- Contractor to backfill parking area asphalt with 1 ¼" processed aggregate, supplied by contractor.

C. Paving of optioned roadway:

- The footprint of the specified roadway shall be increased by two feet in general to provide suitable asphalt stability.
- Roadway to be prepped and compacted as specified above to a width of eighteen (18) feet.
- The roadway to be graded with a center crown of ¼" per foot.
- Two (2) compacted lifts of class 1 asphalt, supplied by contractor, shall be laid to obtain a 4" compacted total depth.
- Roadway shall be laid to a width of fourteen (14) feet.
- Asphalt to be backfilled by contractor using ¾" processed aggregate.

D. Security Gate Installation:

- Two security gates to be supplied and installed by contractor at both ends of roadway (Fire Department and Parking Area)
- Gates shall be constructed of 18-gauge steel, tubular frame using one single horizontal tube extending across.
- Gates shall clear fourteen (14) feet across with no obstructions.
- Gates to be installed on town supplied pressure treated utility pole sections anchored a minimum of four (4) feet in depth.
- Gates shall accept town supplied padlocks.
- Gates to have a dark green finish.

E. Conduit Installation:

- 3” Electrical conduit, provided by contractor, to be laid and installed conforming to all applicable building codes, above the long run hydrant pipe between the Fire Department parking lot hydrant and its strainer.
- At each end, contractor to install 90-degree elbows of which to run a vertical section upwards.
- Vertical sections to be terminated 2 feet above ground and capped off.
- The exposed terminated ends shall be between 10 and 15 feet from the pond and hydrant.

III. RESERVES THE RIGHT TO REJECT

The Town of Chaplin reserves the right to select the service provider which best meets the Town’s goals and objectives, needs, budget constraints, and quality levels, as well as its service level expectations. The Town reserves the right, in its sole discretion, to reject any/or all proposals, to waive any irregularities and technical defects contained therein, to award the contract in its entirety, in part or not at all and/or to determine which proposal is the lowest and/or best to enter into a Contract, as it may deem to be in the best interest of the Town of Chaplin.

IV. PREPARATION OF THE BID

Bids should provide a straightforward, concise description of the proponent’s capabilities to satisfy the requirements of the RFB. Emphasis should be on completeness, clarity of content, and conveyance of the information required by the Town of Chaplin. One (1) entire original bid must be submitted to the Chaplin First selectman’s office by Thursday, June 1st at 12:00 noon. The original must be marked as an original. At a minimum, the bid should contain the following information:

- Business Organization - State the full name, address, phone number, fax number and email address of your business and whether you operate as an individual, partnership, or corporation.
- List of business’s experiences with federal, state or municipal programs pertaining to pond construction and hydrant installation projects.
- Proof of appropriate state certifications - Provide proof that you are licensed to operate in Connecticut.
- Qualifications - Include a brief narrative description of the proposed services that will be delivered and the equipment available to perform the services. Please indicate completed projects of similar nature. Also indicate a contact person for each reference cited.

V. INSURANCE REQUIREMENTS - CERTIFICATE OF INSURANCE

The contractor shall furnish certificates of insurance in the following accounts:

- Comprehensive General Liability including premises/operations, contractual independent contractors, broad form property damage and personal injury. Limits of liability shall be combined bodily injury and property damage:
- Auto liability, including owned, non-owned and hired – limits of liability shall be combined bodily injury and property damage: \$1,000,000. Each occurrence: \$1,000,000 Aggregate.
- Excess Liability – Umbrella Form: \$1,000,000
- Workers' Compensation Insurance – Limit of liability shall be the statutory limits. State whether the sole proprietor and/or partners have elected to be included.
- The contractor shall have a certificate issued showing the Town of Chaplin as an additional named insured for the duration of the contract.
- Certificates shall be filed with the town's agent before work is started and contain a thirty (30) day written notice of cancellation clause.
- All personnel on site shall follow ANSI and OSHA standards for personal protective equipment.
- Contractor shall be responsible for damages incurred to town or personal property within the work zone.

VI. AGREEMENT/EXCEPTIONS

Submission of a bid indicates the Contractor agrees to the terms, conditions and other provisions contained in the RFB, unless the Contractor clearly and specifically presents in its proposal any exceptions to the terms, conditions, and other provisions contained in the RFB. Exceptions presented in a bid are not to be considered incorporated into the contract between The Town of Chaplin and the selected Contractor unless and until The Town of Chaplin agrees to accept such exceptions. The selected Contractor must acknowledge and agree that the contract resulting from this RFB includes the terms, conditions, and other provisions contained in the RFB, the bid selected (including any exceptions accepted by The Town of Chaplin) which is acceptable to The town of Chaplin and is not in conflict or contravention of the RFB, and any other documents mutually agreed upon by The Town of Chaplin and selected Contractor. No oral statements or any person shall modify or otherwise change or affect the terms, conditions, or specifications stated in the RFB or the resulting contract. A formal contract will be awarded after the selection of a contractor for the services identified in the scope of services by The Town of Chaplin. The contractor shall not assign the contract or any part thereof to any other person unless such assignment is first approved in writing by The Town of Chaplin, it being understood that the contract shall not be assignable unless the proposed assignee is acceptable to the municipality. The request for assignment must include evidence that the proposed assignee qualifies under all requirements of the contract and must be addressed as defined in the contract for services.

VII. BID SUBMITTAL

One entire original bid must be submitted to the Chaplin First Selectman's office as follows: Town of Chaplin 495 Phoenixville rd. Chaplin CT 06235. All bids must be received prior to Thursday, June 1st at 12:00 noon. Bids may be mailed or dropped off at the Chaplin Town Hall. Bids must be received in the First Selectman's Office by 12:00 noon for it to be considered in the RFB opening and review process.

VIII. EVALUATION OF BIDS

Only bids meeting minimum qualifications will be evaluated. Certification by the State of Connecticut is required. Personnel must be State of Connecticut licensed. The Town of Chaplin will evaluate bids based on, but not limited to, the following criteria:

- Experience in site work, excavation, and pond installation.
- Capability of contractor and/or personnel
- References
- Price the Town of Chaplin reserves the right to accept or reject any or all bids, in part or in total, and to waive any irregularity in any bid if it is deemed to be in the best interests of The Town of Chaplin. The Town of Chaplin reserves the right to reject the bid of any contractor who has previously failed to perform properly, or to complete on time, contracts of a similar nature, who is not in a position to perform the contract, or who has habitually and without just cause neglected the payment of bills or otherwise disregarded his/her obligations to subcontractors, suppliers, or employees. The Town of Chaplin reserves the right to make an award based solely on the bids submitted or to negotiate further with one or more vendors. The contractor selected for the award will be chosen on the basis of greatest benefit to The Town of Chaplin, not necessarily on the basis of lowest price. All costs incurred in the preparation and presentation of the bid shall be wholly absorbed by the contractor. All supporting documentation and manuals submitted with this bid will become the property of The Town of Chaplin unless otherwise requested by the contractor at the time of submission.

Please provide a list of municipal and/or commercial client references and include contact information:

1. _____
2. _____
3. _____

Bid Summary

Project

Amount

Price to install parking area, fire pond and two hydrants as specified	\$
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Bid Options

<u>Option A</u> Price to install parking area, fire pond, two hydrants and new roadway as specified.	\$
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<u>Option B</u> Additional price to pave parking area	\$
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<u>Option C</u> Additional price to pave roadway	\$
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<u>Option D</u> Price to include security gates	\$
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<u>Option E</u> Price to include conduit installation	\$
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Company: _____

Address: _____

Phone: _____ Email: _____

Company Representative Name: _____

Company Representative Signature: _____ Date: _____

Town of Chaplin Signature: _____ Juan Roman, First Selectman Date: _____

General Depiction
Not to Scale

Land Clearing

Gravel Road

Parking Area

Pond

Hydrants

Culvert

