



Town of Chaplin, Connecticut

Incorporated 1822

495 Phoenixville Road, Chaplin, Connecticut 06235

Telephone: (860) 455-0073

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firstselectman@chaplinct.org

Request for Sealed Bid For Fireworks Display on 9/10/2022 Rain date of 9/11/2022

Release date: February 10th, 2022

Deadline: Tuesday, February 22nd, 2022

Bid deadline: Tuesday, February 22nd, 2022 at 2:30 pm

Bids received: Chaplin Town Hall at 495 Phoenixville Road by USPS or hand delivered.

Bid opening: Tuesday, February 22nd, 2022 at 2:45 pm

Public Works and Recreation Contact: David Stone (860) 455-0030 or cell (860) 576-2574, dpw@chaplinct.org

Town Hall Contact: Suzanne Krodel, Administrative Assistant to the First Selectman, 860-455-0073 ext. 310, assistant@chaplinct.org

The Town of Chaplin is requesting bids from pyrotechnic contractors to provide professional fireworks display at Garrison Park through the Chaplin Bicentennial Committee, Chaplin Recreation Commission and Board of Selectmen on Saturday, September 10th, 2022, with a rain date of Sunday, September 11th, 2022.

A copy of this RFB can be obtained from the Town of Chaplin website at www.chaplinct.org until the expiration date of this solicitation. It is incumbent upon the Respondent to check the 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, grounds and logistics must be submitted to the Public Works Contact, David Stone at (860) 455-0030 or cell (860) 576-2574 or email dpw@chaplinct.org prior to the deadline on Tuesday, February 22nd at 2:30 pm. All other questions can be directed to Sue Krodel at (860) 455-0073 ext. 310 email assistant@chaplinct.org

Sealed bids are due prior to Tuesday, February 22nd at 2:30 pm and must be delivered or mailed to the First Selectman's Office located at 495 Phoenixville Rd. Chaplin, CT 06235.

Late Proposals will not be accepted

I. PURPOSE AND GENERAL INFORMATION

It is the intent of this Request for Bid to solicit bids for professional pyrotechnic services for the Town of Chaplin, through its Bicentennial Committee, Recreation Commission and Board of Selectmen. Town of Chaplin is inviting bids from State of Connecticut licensed Contractors to provide one fireworks display on Saturday September 10th, 2022 with a rain date of September 11th, 2022 at Garrison Park, 495 Phoenixville Road in Chaplin CT.

II. CHAPLIN BICENTENNIAL FIREWORKS DISPLAY INVENTORY

Opening display:

100 - cakes
30 – 3" shells
3 – 5" shells

Main display:

340 – cakes
72 – 3" shells
145 – 4" shells
22 – 5" shells

Grand Finale:

348 – cakes
250 – 3” shells
30 – 4” shells
3 – 5” shells

Total = 1,343

Duration: 20-22 minutes

Contractor shall provide an agent of the Town safe access to identify and confirm correct inventory.

TOWN RESPONSIBLE FOR:

Supplying Fire Marshall, Fire Department staff and required apparatus.

Installing barricade(s) at required distance from launch site.

Crowd control measures.

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 bids, 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 bid 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 bidder’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 sealed bid must be submitted to the Chaplin First Selectman’s office by Tuesday, February 22nd, 2022 at 2:30 pm. 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 fireworks displays.
- 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
- Bid contract – will be reviewed by Town for consideration of terms and the Town will submit desired contract to Town’s insurance agent for approval. If unapproved, contractor will be given the opportunity to make changes requested by the Town’s insurance agent prior to be awarded the bid.
- Contractor shall submit contract WITH bid.

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.
- 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.
- Contractor shall submit certificate of insurance (COI) **WITH** their bid. Prior to awarding the bid, Town of Chaplin will submit the COI to the Town’s insurance agent for approval. If unapproved, The Contractor will be given the opportunity to make suggested changes prior to entering into contract.

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 bid 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 proposal 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 sealed bid must be submitted to the Chaplin First Selectman’s office as follows: Town of Chaplin 495 Phoenixville Rd. Chaplin CT 06235. All proposals must be received prior to Tuesday, February 22nd at 2:30 pm. Sealed bids may be mailed or dropped off at the Chaplin Town Hall. Bids must be received in the First Selectman’s Office by 2:30 pm for it to be considered in the RFB 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 fireworks displays
- 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

Price for supplying the Town of Chaplin with specified fireworks display on Saturday September 10th, 2022 with a rain date of Sunday September 11th, 2022 at Garrison Park 495 Phoenixville Road, Chaplin CT 06235

\$ _____

Any and all taxes: \$0

Company: _____

Address: _____

Phone: _____ Email: _____

Company Representative Name: _____

Company Representative Signature: _____ Date: _____

Town of Chaplin Signature: _____ Date: _____

Juan Roman III, First Selectman