



TOWN OF OLD SAYBROOK

Office of the Board of Selectmen

302 Main Street • Old Saybrook, Connecticut 06475
Telephone (860) 395-3123 • FAX (860) 395-3125

REQUEST FOR PROPOSALS GAS BOILER/ELECTRIC WATER HEATER

The Town of Old Saybrook requests proposals and specific itemized pricing from those who meet the qualifications described herein to provide and install a high efficiency gas boiler and separate electric water heater to be located at 322 Main Street, Old Saybrook which houses the Youth & Family Services department.

Minimum Qualification Requirements:

Must have at least ten (10) years of documented experience in similar work. Must be able to commence work immediately following Town approval and complete the project in full by January 1, 2016. Must meet any and all additional requirements and/or qualifications as detailed in this document. Must be a Connecticut licensed firm and possess the appropriate Department of Consumer Protection trade licenses.

Scope of Work:

1. Permitting as necessary (town job – no permit fees).
2. Remove current oil burner system and dispose of in an environmentally safe manner.
3. Provide new Ultra 155 Weil Mclain high efficiency natural gas fired boiler or similar system
4. Pipe in new boiler with injection pump and modify existing piping to accommodate new system.
5. Run new flue and combustion air PVC piping outside of building.
6. Run new gas main from service entry outside of building.
7. Wire in boiler using existing electrical service.
8. Start and test.
9. Provide new 20 gallon electric tank style water heater (240v power supply). Water heater to be installed in basement with insulated lines.
10. Remove hot water off existing boiler system.
11. Provide all necessary labor and other work as required for above.
12. All work to comply with State Building Code requirements.

Respondents must include:

1. A Statement that disposed materials from the worksite will be disposed of in accordance with local, state, and federal guidelines and regulations.
2. A work schedule demonstrating the commencement and conclusion of work.
3. Proof of insurance – see detailed insurance requirements below.
4. Detailed itemized pricing. Detailed pricing must include a breakdown of labor and materials.

Additional Information

Costs associated with Bid Responses will be considered “not to exceed costs” by the Town of Old Saybrook. The Town of Old Saybrook may choose to hold “Bid Response” Interviews prior to making a selection. Any alteration or deviations from above specifications involving additional cost require written consent from the Town. Inspection of the proposed worksite by appointment only.

Insurance Requirements

All contractors shall obtain and maintain at its own cost and expense for the duration of the installation, the following insurance:

1. Worker’s Compensation \$1,000,000
2. Commercial General Liability \$2,000,000
3. Comprehensive General Automobile \$1,000,000
4. Employer’s and Professional Liability must be included in “General Liability” or maintained a separate rider/policy to meet

Proof of insurance must be included at time of RFP / Bid Response. If successful, the respondent must provide the Town of Old Saybrook - Office of the First Selectman - with insurance documentation that names the Town of Old Saybrook as an additional insured.

Performance / Payment Bond

There is no performance bond requirement for this project.

Hold Harmless Statement

The respondent shall include Hold Harmless Language. The language shall provide a release to the Town of Old Saybrook for issues concerning any claims or injuries of any nature whatsoever that may arise out of the scope of work proposed, to indemnify and hold the Town harmless from any and all claims, losses, damages, judgments, costs, settlements, fines, penalties and expenses (including legal fees) that the Town may incur, directly or indirectly, as the result of the work performed by the respondent on either public or private property as assigned, including without limitation claims, losses, etc. that may result from a claim by an employee of the contractor, a land owner, or a third party.

There are no substitutions permitted to any of the REQUIREMENTS listed in this document.

Questions may be directed, in WRITING and only by email to the following address:

Carl.fortuna@oldsaybrookct.gov

SUBMISSION FORMAT

Three (3) original sealed proposals marked “Gas Boiler Bid #5-2015” shall be received in the First Selectman’s Office, 302 Main Street, Old Saybrook, CT 06475, on or before September 17, 2015 at 2:00 P.M. All proposals must be dated and signed by authorized personnel. Responses will be opened and recorded beginning at 2:00 PM at the Old Saybrook Town Hall – First Floor Conference Room, 302 Main Street, Old Saybrook, Connecticut.

The Town of Old Saybrook reserves the right to reject any and all bids.

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER, MBE’S, WBE’S AND SBE’S
ARE ENCOURAGED TO SUBMIT**

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER