Request For Proposals
Installation of Flooring
McCarthy Senior Center
Town of Winchester, CT

Sealed bids for the installation Super Duty LVT, Indoor/outdoor carpeting, and nylon carpet at the McCarthy Senior Center will be accepted in the office of Purchasing Agent, Town Hall, 338 Main Street, Winsted, CT 06098 until 10:00 a.m. December 6, 2016 at which time all proposals will be publicly opened and read. A Pre-Proposal walk through will be held on November 29, 2016 at 9:00 a.m. at the Senior Center to discuss and answer any questions on the specifications. Specifications are available from office of Purchasing Agent at above address, and on the Town of Winchester web-site (www.townofwinchester.org/purchasing/pages/bid-proposal-documents). The Town of Winchester reserves the right to accept any or reject any or all bids or any part thereof if to do so is deemed to be in the best interest of
the Town.
EQUAL OPPORTUNITY EMPLOYER/AFFIRMATIVE ACTION.

MARK DOUGLASS

Mark Douglass
Purchasing Agent

Bidder shall provide in detail all work that will be preformed. Any additional work needed not specified in this document shall be defined in detail and a price for additional work needed.

Bidder shall provide certificate of insurance and a copy of their contractor's license submitted with the bid.

Bid winner is responsible for all permits and must meet all state and local building codes.

PRE-BID CONFERENCE

There will be a job-site walkthrough at the Senior Center **on November 29, 2016 at 9:00 a.m.** This walkthrough is ***not mandatory*** however; interested bidders are ***strongly encouraged*** to attend to view existing conditions, and discuss tile type and color.

Submit one (1) original and Two (2) copies of the entire Bid Form including attachment

All bids submitted shall be valid for a period of sixty (60) days following the final date for submission of bids.

Tile Installation/Removal
BID PROPOSAL
SPECIFICATIONS

1. Install approx. 3,660 sq ft of Super Duty LVT in upstairs Main Room, Kitchen Area and Bathrooms over existing flooring. Include Cove Base, Include leveling of area prior to installation.
2. Install approx. 43.67 sq ft of Heavy Duty Indoor/Outdoor carpet in upstairs and downstairs entryway. Include leveling of area prior to installation.
3. Install approx. 49.33 sq ft of Nylon Carpet in two upstairs Offices. Include Cove Base. Include leveling of area prior to installation.
4. Senior Center Director will choose color.
5. Bidder shall provide in detail all work that will be preformed. Any additional work needed not specified in this document shall be defined in detail and a price for additional work needed.
6. Bidder shall provide certificate of insurance and a copy of their contractor's license submitted with the bid.
7. Bid winner is responsible for all permits and must meet all state and local building codes.
8. **PRE-BID CONFERENCE**
9. There will be a job-site walkthrough at the Senior Center **on November 29, 2016 at 9:00 a.m.** This walkthrough is ***not mandatory*** however; interested bidders are ***strongly encouraged*** to attend to view existing conditions, and discuss tile type and color.
10. **Submit one (1) original and Two (2) copies of the entire Bid Form including attachment**
11. All bids submitted shall be valid for a period of sixty (60) days following the final date for submission of bids.

Flooring Installation
Bid Form

Local Bidder Preference
See Appendix I for Town Ordinance

1: Insatll Super Duty LVT $_____

2: Install Indoor/Oytdoor Carpeting $_____

3: Install Nylon Carpet $_____

Total Price **$**_____

Company name and mailing address:

_____

_____

_____

Phone #_____ Fax #_____

Signature of authorized representative: _____

Signature typed out: _____

Dated: _____

Contractor must sign bid proposal.

Mark outside of sealed envelope BID ON Flooring Senior Center

Appendix I

Sec. 147.13a Local Vendor Preference

A. For all bids and quotes submitted for purchases, exceeding $3,000 but less than $1,000,000.00, any qualified and registered local vendor who has submitted a bid or quote not more than 5% higher than the lowest qualified bid or quote will be awarded the contract or purchase order, subject to any limiting provision of this Ordinance, so long as such local vendor agrees to provide the supplies, materials, equipment, commodities and or services which are the subject of such contract or purchase order at the same price as the lowest qualified bid or quote received. In the event that more than one local vendor submits a bid or quote not more than 5% higher than the lowest qualified bid or quote, the award shall be to that local vendor originally submitting the lowest qualified bid or quote.

B. For purposes of this section, a qualified and registered local vendor is defined as one who maintains a principal place of business within the Town limits of Winchester by occupying real property in which to conduct such business or by paying personal property taxes on business property to the Town of Winchester. Evidence of the maintenance of such principal place of business may include the ownership or long-term lease of real estate from which the principal place of the business is operated or the payment of property taxes on the personal property of the business to be used in the performance of the bid.

C. The Town Manager shall prepare a local vendor registration form and shall have it made available to all local businesses. When such a form has been properly completed and filed by a local vendor with and approved by the Town Purchasing Agent, such local vendor shall be qualified and registered local vendor in the Town for purposes of this section.

D. This section shall not apply in any situation where the preference created by this section would violate Federal or state law or any existing contracts.