

REQUEST FOR QUALIFICATIONS
INSTALLATION OF MULTIPLE SEPTIC SYSTEMS

Title: Replacement of existing subsurface Sewage Disposal Systems
Serving St. Edmunds Retreat, Enders Island, Stonington, CT

Issue Date: June 1, 2023

Due date: June 15, 2023

Submit to: Eastern Connecticut Housing Opportunities
165 State Street, Suite 311
New London, CT. 06320

Submittal
Package to

Include: **Below: 6. a. – h.**

Requirements:

1. All Contractors must be licensed in the State of Connecticut for the installation of Sub-surface sewage disposal systems.
2. All contractors must have the ability to post a 100% Performance and Material Payment bond.
3. All contractors must have a minimum of 10 years of experience installing subsurface sewage disposal systems with specific experience in passive nitrogen reduction (PNR), including recirculating sand filters, Layer Cake systems, and other non-standard applications including grease traps and low-pressure distribution systems.
4. **Prospective Contractors to attend a mandatory pre-Bid meeting on Wednesday, June 7, 2023, at 1:00 pm on site. Property Located at St. Edmunds Retreat, 1 Enders Island, Mystic, CT 06355.**
5. All contractors must have familiarity with Federal, State and Local government regulation with respect to purchasing, funding, accounting, and wage rate compliance.
6. **Contractors' submittal shall include:**
 - a. **Copy of Licensure valid in the State of Connecticut**
 - b. **Copy of Proof of Insurance**
 - c. **Statement of Qualifications demonstrating 10 years' experience in Sub-surface sewage disposal system installation**
 - d. **References for similar projects, especially those with State and/or Federal funds.**
 - e. **Listing of similar projects completed in the \$500,000 to 1,000,000.00 price range.**
 - f. **Complete listing of principles of company and supervisors who may be used on this project**
 - g. **Listing of all proposed subcontracts / subcontractors.**

h. All contractors and subcontractors must be verified with SAMS for use in State and Federal funded projects.

Scope of Work:

Pump and remove existing septic tanks. Install new septic tanks and associated external piping system with distribution box, chamber pump, and percolation lines. Install all electrical wiring and connections, trenching and service line to structures as well as any other necessary materials or equipment for complete and operational installation. The system shall carry a minimum one (1) year labor warranty in addition to the manufacturer's warranties.

Contractor to provide all necessary permits/approvals, materials, labor, tools, equipment, supervision, supplies, and other items needed or required to safely execute and perform all work in accordance with a Sewage Disposal System Repair Plan, code requirements and any addenda contained in the scope of this request, presented in addendum prior to bid due date.

Compliance with Regulations:

The specifications herein are not intended to be all inclusive of the safety, codes, and regulatory requirements mandated by Federal, OSHA, State and local governments and regulatory organizations. All contractors shall conform to all applicable regulations.

Permits:

All permits necessary to perform the required work shall be acquired by the Contractor.

Special Terms & Conditions:

PRECEDENCE IN TERMS

In the event of a conflict, the Special Terms & Conditions shall take precedence.

CONTRACTORS TITLE TO MATERIALS

No materials or supplies for the work shall be purchased by the contractor or by any subcontractor subject to any security interest, installment or sales contract or any other agreement or lien by which an interest is retained by the seller or is given to a secured party. The contractor warrants that he has clear title to all materials and supplies which he uses in the work or for which he accepts payment in whole or in part.

EXTRA CHARGES NOT ALLOWED

The bidder's offered price for the work shall include furnishing, delivering and installing the required equipment; no extra charges shall be allowed.

DELIVERY AND STORAGE

It shall be the responsibility of the contractor to make all arrangements for delivery, unloading, receiving and storing materials. The owner will not assume any responsibility for receiving these shipments. Contractor shall check with the owner and make necessary arrangements for security and storage space if required.

FINAL INSPECTION

At the conclusion of the work, the contractor shall demonstrate to the authorized owner's representative that the work is fully operational and in compliance with contract specifications and

codes. Any deficiencies shall be promptly and permanently corrected by the contractor at the contractor's sole expense prior to final acceptance of the work.

WARRANTY

The contractor agrees that the goods or services furnished under any award resulting from this solicitation shall be covered by the most favorable commercial warranties the contractor gives any customer for such goods or services and that the rights and remedies provided therein are in addition to and do not limit those available to the Owner by any other clause of this solicitation. A copy of this warranty should be furnished with the bid. At a minimum, all materials, equipment and labor shall be fully guaranteed by the contractor against defects resulting from the use of inferior materials, equipment, or workmanship for one (1) year from the date of final acceptance of the entire project by the owner in writing.

The contractor warrants that, unless otherwise specified, all materials and equipment incorporated in the work under the contract shall be new, in first class condition, and in accordance with the contract documents. The contractor further warrants that all workmanship shall be of the highest quality and in accordance with contract documents and shall be performed by persons qualified at their respective trades. Defects discovered during the warranty period shall be corrected by the contractor to the Owner's satisfaction, at no cost to the Owner and shall be subject to the provisions of this clause to the same extent as materials initially delivered.

WORK SITE DAMAGES

Any damage to existing utilities, equipment or finished surfaces resulting from the performance of this contract shall be repaired to the Owner's satisfaction at the contractor's expense.

SUPERINTENDENCE BY CONTRACTOR

The contractor shall have a competent foreman or superintendent, satisfactory to the Owner, on the job site at all times during the progress of the work. The contractor shall be responsible for all construction means, methods, techniques, sequences, and procedures, for coordinating all portions of the work under the contract except where otherwise specified in the contract documents, and for all safety and worker health programs and practices. The contractor shall notify the owner, in writing, of any proposed change in superintendent including the reason therefore prior to making such change.

USE OF PREMISES AND REMOVAL OF DEBRIS:

The contractor shall:

Perform his contract in such a manner as not to interrupt or interfere with the operation of any existing activity on the premises or with the work of any contractor; Store his apparatus, materials, supplies, and equipment in such orderly fashion at the site of the work as will not unduly interfere with the progress of his work or the work of any other contractor; and Place upon the work or any part thereof only such loads as are consistent with the safety of that portion of the work. The contractor expressly undertakes, either directly or through his subcontractor(s), to effect all cutting, filling, or patching of his work required to make the same conform to the drawings and specifications, and, except with the consent of the owner, not to cut or otherwise alter the work of any other contractor. The contractor shall not damage or endanger any portion of the work or premises, including existing improvements, unless called for by the contract.

The contractor expressly undertakes, either directly or through his subcontractor(s), to clean up frequently all refuse, rubbish, scrap materials, and debris caused by his operations, to the end that at

all times the site of the work shall present a neat, orderly, and workmanlike appearance. No such refuse, rubbish, scrap material, and debris shall be left within the completed work nor buried on the building site but shall be removed from the site and properly disposed of in a licensed landfill or otherwise as required by law.

The contractor expressly undertakes, either directly or through his subcontractor(s), before final payment, to remove all surplus material, false work, temporary structures, including foundations thereof, plants of any description and debris of every nature resulting from his operations and to put the site in a neat, orderly condition; to thoroughly clean and leave reasonably dust free all finished surfaces including all equipment, piping, etc., on the interior of all buildings included in the contract; and to thoroughly clean all glass installed under the contract including the removal of all paint and mortar splatters and other defacements. If a contractor fails to clean up at the completion of the work, the owner may do so and charge for costs thereof to the contractor.

SAFETY

The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work.

The Contractor shall submit a Safety Certification Form that includes the following information:

- A. The name and phone number of the individual who will be responsible for ensuring all applicable safety procedures are followed and personal protective equipment is used on the project site.
- B. The name and phone number of the individual who should be contacted in the event of an emergency.
- C. A copy of the Safety Certification Form is included as Attachment C.

WORK PERFORMANCE

The Contractor shall perform the work in accordance with the manufacturer's recommendations and specifications.

CONTRACTOR RESPONSIBILITIES

Employees of the contractor must be able to work within a public setting without creating a disruption and conform to all policies, rules and regulations. Contractor shall require that their employees to be courteous at all times and not to use loud or profane language. Contractor shall require that its employees shall not trespass, loiter, cross property to adjoining premises, or tamper with property not covered by the contract resulting from this solicitation.

The Contractor shall be solely responsible for job site conditions and completely supervising and directing the work under this contract and all subcontractors that he may utilize. Subcontractors who perform work under this contract shall be responsible to the Contractor. The Contractor agrees that he is fully responsible for the acts and omissions of his subcontractors and of persons employed by them as he is for the acts and omissions of his own employees. These requirements will apply continuously and not be limited to working hours. It is the contractor's responsibility to have equipment of suitable type, and in proper condition to operate and maintain uninterrupted schedules.

It is the contractor's responsibility to follow schedules and instructions provided by designated Owner contacts.

PROTECTION OF PERSONS AND PROPERTY

The Contractor expressly undertakes, both directly and through its subcontractors, to take every precaution at all times for the protection of persons and property, including St. Edmunds Retreat and the Town of Stonington employees and property.

Access to this property is provided through a gated community entrance. Adherence to local speed limits, vehicle sizes and work hours will be required.

EMERGENCY

In an emergency affecting the safety of life, the Work, or of the adjoining property, the Contractor, without special instruction or authorization from the Owner, shall act to prevent threatened loss or injury. Any compensation, claimed by the Contractor on account of emergency work, shall be determined by agreement between the Owner and the Contractor.

DAMAGES

The Contractor shall be responsible for damage or injury to property during the prosecution of the Work resulting from any act, omission, neglect, or misconduct in the method of executing the Work or attributable to defective Work or materials. This responsibility shall not be released until final acceptance of the Project by Town of Stonington and St. Edmunds Retreat.

When direct or indirect damage is done to property by or on account of any act, omission, neglect or misconduct in the method of executing the Work or in consequence of the non-execution thereof on the part of the Contractor, the Contractor shall restore such property to a condition similar or equal to that existing before such damage was done by repairing, rebuilding, or restoring, as may be directed by the Owner, or making settlement with the property owner. The Contractor shall secure from the property owner a release from any claim against the Owner without additional compensation, therefore. A copy of this release shall be furnished to the Owner.

RESTORATION

All private and public property disturbed in the process of construction shall be restored to the condition existing prior to construction. Proper notice shall be given to the owner of any expected inconvenience or hazardous condition. Special care must be taken to prevent damage to trees and shrubs. Road surfaces adjacent to the work site that have soiled by the Contractor shall be cleaned of soil with mechanical brooms at the end of the working day.

All surplus materials shall be disposed of in a manner acceptable to the Owner, and the construction area shall be left in a neat condition. No machinery or equipment shall be left or stored on the job site after the project is completed.

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LABELING OF HAZARDOUS SUBSTANCES

If the items or products requested by this solicitation are “Hazardous Substances” as defined by Section 1261 of Title 15 of the United States Code (U.S.C.) or “Pesticides” as defined in Section 136 of Title 7 of the United States Code, then the bidder/offeror, by submitting his bid/proposal, certifies and warrants that the items or products to be delivered under this contract shall be properly labeled as required by the foregoing sections and that by delivering the items or products the bidder/offeror does not violate any of the prohibitions of Title 15 U.S.C. Section 1263 or Title 7 U.S.C. Section 136.

SAFETY DATA SHEETS

Safety Data Sheets and descriptive literature shall be provided for each chemical and/or compound offered.

DATE OF COMMENCEMENT AND COMPLETION

The date of commencement shall be established in a written Notice to Proceed issued by the Owner. Work under the Contract shall be completed within time frame established in the Notice to Proceed.

MATERIALS AND WORKMANSHIP

The Contract Documents describe the character and features of the materials and workmanship required to perform the Work. The Contract Documents require first class work and materials in all particulars. It is understood that the contract includes any and all work that may be necessary to connect the work done with the adjoining work in a proper and workmanlike manner.

The Owner reserves the right to employ an independent testing laboratory to conduct tests of materials, etc. as the Owner may deem necessary to assure complete compliance with the requirements of the specifications. The Contractor shall offer full cooperation with personnel in the employ of the Owner in making these tests.

NO DEVIATION FROM CONTRACT DOCUMENTS BY THE CONTRACTOR

In performing the Work, the Contractor shall not deviate from the Contract Documents without the written consent of the Owner. If the Contractor does deviate from the Contract, he shall correct the error at his expense in a manner satisfactory to the Owner.

INTERPRETATION OF CONTRACT DOCUMENTS

In case of discrepancy between or among Contract Documents, the Owner shall make such interpretations as may be deemed necessary for the fulfillment of the intent of the Contract Documents as construed by him and his decision shall be final.

The Contractor shall verify all figures and will be responsible for the proper coordination of all dimensions as well as the different parts of the Work.

DISCREPANCIES

The Contractor shall immediately report to the Owner, in writing, any discrepancies found between the Contract Documents and site conditions or any inconsistencies or ambiguities in the Contract Documents. The Owner shall promptly correct such inconsistencies or ambiguities in writing. Work done by the Contractor after his discovery of such discrepancies, inconsistencies or ambiguities shall be done at the Contractor's risk.

CONTRACTOR'S INSURANCE

1. The Contractor shall purchase and maintain during the life of this contract such Comprehensive General Liability Insurance including product and completed operations liability insurance as will provide protection from Contractor's performance of the Work and Contractor's other obligations under the contract documents, whether such performance is by Contractor, or by subcontractor, by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable and shall otherwise bear responsibility. The Contractor further agrees that all limits will be made available which are excess of the amounts below:

- A. Workers Compensation and Employers Liability
Coverage A - Statutory
Coverage B - \$100,000/\$100,000/\$500,000
A broad form of all state's endorsement should be attached.
 - B. Commercial General Liability Including Contractual and Completed Operations.
Limit of Liability \$1,000,000 Per Occurrence
 - C. Commercial Auto Liability Including Hired and Non-Owned Car Liability Coverage,
Limit of Liability \$1,000,000 Per Occurrence
The Contractor shall purchase and maintain during the life of this Contract such commercial automobile liability insurance including employer's non-ownership liability and hired car liability insurance to protect him and any subcontractors performing work covered by this Contract from claims for damages, whether such operations be by him or any subcontractor, or by anyone directly or indirectly employed by either of them.
 - D. Excess Liability
Contractors have the option of meeting the insurance requirements of B and C above with a single primary policy or by providing evidence of an excess policy that, in addition to the primary policy, provides the coverage and meets the limit requirements of the coverage as specified in B and C.
2. The Contractor shall file with the Owner, as herein before required, satisfactory proof of acceptable insurance coverage. Such proof shall, unless otherwise required by the Owner, consist of the following:
- A. Certificates of insurance on the insurance carrier's standard form indicating all policies required by law and the Contract documents. Certificates of insurance shall be furnished in a number of copies equal to the number of counterparts of the Contract documents executed. Contractor shall notify Owner immediately if Contractor receives notification of non-renewal or cancellation.
 - B. Town of Stonington Office of Housing and Community Development shall be Named as an Additional Insured on the Commercial General Liability per ISO 2010 on a primary basis. Eastern Connecticut Housing Opportunities or St. Edmunds Retreat Commercial General Liability shall not contribute in any loss payment insured under the Contractor's Commercial General Liability policy.