

WEST STAFFORD FIRE DEPARTMENT

"Dedicated to Community Service"

144 West Stafford Road, Stafford Springs, CT 06076

Joseph Lorenzetti, Chief

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Request for Proposal For Excavation Services

Request for Proposal

The West Stafford Fire Department (WSFD) is a volunteer fire department located in the Town of Stafford, CT with the responsibility of providing emergency services to the residents of Stafford Springs and neighboring communities.

Proposals are being requested from qualified contractors to conduct dredging/mucking at an existing pond (pond on north side of rear driveway) at the West Stafford Fire Department, 144 West Stafford Road, Stafford Springs, CT 06076. The pond is used for firefighting operations and currently has a dry hydrant installed. The pond has silted in through the years and now has an average depth of approximately two (2) feet and is approximately 60 feet by 65 feet in size. The purpose of this effort is to dredge/muck an additional three (3) feet (+/-) in depth in order to restore the functionality of our dry hydrant and restore the habitat of the wetland system. Permits for the project will need to be obtained from the Town of Stafford Zoning Department at the contractor's expense.

Scope

The Contractor will furnish all labor, equipment, and materials to perform the requested dredging/mucking of the pond. The excavation shall include the development of access for equipment from the west side of the pond, dredge/muck pond an additional three (3) feet (+/-) feet of depth with sloped sides, that meet the contour of the surrounding land, clear vegetation from the banks of pond, and install rip rap on the banks of the pond, repair any damage to lawn to include re-seeding caused by the excavation activities. The Contractor shall be responsible for determining the best methods and equipment to use with a goal of maximizing the area of dredging. The Contractor shall be responsible for the stockpiling of the material removed from the pond at a designated area on site. WSFD may entertain alternatives for the dredged materials if the Contractor can provide a market for said spoils. Further, the project scope may be amended to account for the potential increased trucking/transportation costs related to the proposed alternatives for said spoils.

RFP Schedule

Release Date:	September 13, 2022
Pre-Bid Conference:	September 21, 2022, 9:30 am
Deadline for Written Questions:	September 23, 2022
Proposal Due Date and Time:	September 29, 2022, 5:00 pm
Bid Opening:	September 29, 2022, 6:30 pm
Estimated WSFD Award Date:	September 30, 2022

Contact Information

It is WSFD's preference that questions be delivered via email with the subject line titled "WSFD Pond Dredging Bid" and addressed to: Bigcheese42@yahoo.com

Alternatively, questions may be submitted in writing by U.S. Mail and addressed to:

**West Stafford Fire Department
WSFD Pond Dredging Bid
144 West Stafford Road
Stafford Springs, CT 06076**

Proposal Format

Responses should include:

- Name of Company
- Address of Company
- Principal contact person & title
- Phone number
- Email address
- Cost to remove vegetation from banks of pond
- Cost to dredge/muck 3 feet (+/-) of silt from pond bottom
- Cost to install rip rap rock on bank of pond
- Cost to make repairs to lawn
- Total cost of project
- Estimated availability to start project
- Estimated completion time
- Bid needs to be signed & dated

Your response must be placed in a sealed envelope and clearly labeled with the title "WSFD Pond Dredging Bid" and the firm's name and business address and mailed to WSFD's address above. Submissions which, in the sole judgment of the WSFD, fail to meet the requirements of the RFP or which are in any way conditional, incomplete, obscure, contain additions or deletions from requested information, or contain errors may be rejected. Submissions should provide a straightforward and concise delineation of the respondent proposal and commitment to satisfy the requirements of the RFP.

All proposals are due September 29, 2022, by 6:00pm. Any proposal submitted after the deadline will not be considered. A bid opening will be held immediately after the bid closing.

An optional pre-bid conference will be held on September 21, 2022 at 9:30 am at the West Stafford Fire Department, 144 West Stafford Road, Stafford Springs, CT 06076 at the excavation site.

Proposal Period

Proposal prices are to be firm for sixty (60) days.

Proposal as Public Information and Property of WSFD

The information submitted in each proposal may be subject to public disclosure pursuant to State and Federal law. All responses to the RFP will become the property of WSFD.

RIGHT TO REJECT PROPOSALS AND NEGOTIATE

WSFD reserves the right to reject any and all proposals.

Compliance with Laws

The firm selected shall comply with all applicable federal, state, and local statutes, rules, and regulations.

Taxes

WSFD is tax exempt. All taxes should be excluded from this proposal, tax exemption certificate is available.

Safety

Successful Contractor will ensure that industry-accepted safe practices are followed in the performance of the work.

Changes

Changes in the areas serviced and/or specifications may be necessary during the term of the contract. Changes in the contract requirements and corresponding changes in compensation may be implemented upon mutual agreement of WSFD and the Successful Contractor. WSFD reserves the right to add or delete services at any time upon reasonable notice to Successful Contractor. If services are requested, the contractor is required to provide a cost estimate detailing them as an attachment to the bid along with prices, where applicable, which may be offered as an addendum for the term of the contract agreement.

Payment

Payment will be made to Successful Contractor within 30 days upon receiving the monthly invoice and after approval by WSFD Board of Commissioners. The invoice shall state the date the service and indicate the project "WSFD Pond Dredging".

Additions/Deletions

WSFD may, by written change notice, add or delete items to the scope of work. Such changes shall be negotiated based on a prorated price consistent with the Successful Contractor's response to this RFP.

Insurance

Successful Contractor shall, at its cost and expense, obtain and always maintain during the duration of the contract Commercial General Liability insurance, including Contractual Liability Insurance with a combined bodily injury and property damage limit of not less than one million dollars (\$1,000,000) for each occurrence and not less than two million dollars (\$2,000,000) in the aggregate, insuring against all liability of Successful Contractor and its representatives arising out of and in connection with Successful Contractor's use or occupancy of the Premises.

Professional liability for damage alleged to be because of errors, omissions or negligent acts of Successful Contractor coverage in an amount not less than \$1,000,000 per claim.

Workers' compensation and employer's liability coverage shall comply with the laws of the State of Connecticut.

The Successful Contractor shall provide a Certificate of Insurance naming WSFD as additional insured, and maintain an active Certificate of Insurance during the term of this agreement.

All insurance required under this contract shall be issued by insurance companies licensed to do business in the State of Connecticut.

Aerial View- Pond

