

**ADDENDUM 1
RVS_0906_0001**

**QUESTIONS AND ANSWERS FOR WALK THRU HELD ON
SEPTEMBER 26, 2006**

QUESTION # 1. Where is the panel for the power to the lights?

ANSWER # 1. Power for the new parking lot lights shall come from the handhole which is located at the parking lot cupola. The cupola is shown on the Site Plan and is next to the pavers at the Southwest entrance of the parking lot.

QUESTION # 2. Could you identify dumpster pad size?

ANSWER #2. The dumpster pad shall be 8' x 8'

QUESTION # 3. Is vendors responsible for energizing light.

ANSWER # 3 See answer #1.

QUESTION # 4 What size it the conduit?

ANSWER # 4 Use #12 wire and ¾" metal conduit

QUESTION # 5: What is the size of the drainage pipe needed to connect the catch basins to the existing man hole?

ANSWER # 5 The pipes should be 15" diameter.

Question # 6 Are the 6 Parking stalls, 23' long to be included?

Answer # 6 Yes

Question # 7 ON the westerly side plans showing 15 slash marks & walkway? Is this included in project ?

Answer # 7 Yes

EVERYTHING ELSE REMAINS THE SAME

**DEPT OF MENTAL HEALTH & ADDICTION
SERVICES**

INVITATION TO BID

PROJECT # & TITLE: RVS_0906_0001

Demolish, Install, Existing Parking Lot Paint Strips And Add Lighting

PRE-BID MEETING (DATE AND TIME)

(MANDATORY):

September 26, 2006 10:00 AM

PRE-BID MEETING HELD AT:

Facility Name: River Valley Services

Facility Address: Silver Street

1st fl. of Dutton Home-RVS Admin BLD

Dutton Conference room # 14

DIRECTIONS:

Directions to Middletown

From Points North:

91 south to 9 south to exit 12 (Silver St., Connecticut Valley Hospital).

- **For Dutton Home**, at the end of the ramp, take a left onto Silver St. Go to the 2nd traffic light (Dutton Home is on your left). Turn left then left again into parking lot behind Dutton.
- **For Leak Hall**, at the second light, turn right onto Holmes Drive. Leak Hall is the first building on the left. Go to 2nd left for parking.

From Points South:

95 east or west to 9 north to exit 12-Bow Lane. From the exit ramp stop sign, proceed straight ahead on Eastern Drive to the first stop sign at Silver Street. Turn right onto Silver Street and follow above directions for either Dutton Home or Leak Hall and parking.

SEALED BID PUBLIC OPENING DATE AND TIME:

October 10, 2006 10:00 AM

DMHAS PROJECT REPRESENTATIVE & PHONE #:

Barbara Young-860-262-6923

"BIDS SHALL BE PLACED IN SEALED ENVELOPES MARKED "SEALED BID"
MAIL SEALED BIDS TO:

<p>DMHAS FSB 460 Silver Street Middletown, CT 06457-1240 SEALED BID/ PROJECT # RVS_0906_0001 PUBLIC SEALED BID OPENING DATE: October 10, 2006 10:00 AM</p>

All bids shall be received at the date, time, and place specified and thereafter publicly opened and read aloud. The Department of Mental Health & Addiction Services is an EEO Organization and will not knowingly do business with any contractor that does or has been found to discriminate.

TABLE OF CONTENTS

INSTRUCTIONS TO BIDDERS

- 1.01 General**
- 1.02 BID Form and Acceptance**
- 1.03 BID Schedule**
- 1.04 Scope of Work**
- 1.05 Location and Examination of Site**
- 1.06 Contractor Qualification Requirement**
- 1.07 Form of Guarantee-Warranty**
- 1.08 Codes, Rules, Ordinances & Approvals**
- 1.09 Protection of Work and Property**
- 1.10 Security Regulations, Tools/Equipment control & Vendor Conduct**
- 1.11 Notice to Proceed**

- 1.12 Time of Completion**
- 1.13 Liquidated Damages**
- 1.14 Payment**
- 1.15 Salvage and Disposal**
- 1.16 Wage Rates**
- 1.17 Bonds**
- 1.18 Insurance**
- 1.19 Advertising**
- 1.20 Health Insurance Portability and Accountability Act (HIPPA)**

BIDDER REQUIREMENTS

BIDDER CERTIFICATION STATEMENT

QUESTIONNAIRE

- Q 1.01 Information**
- Q 1.02 Materials**
- Q 1.03 Experience**
- Q 1.04 SubContractors**

CHRO CONTRACT COMPLIANCE REGULATIONS NOTIFICATION TO BIDDERS

CHRO NOTICE CONTRACT COMPLIANCE RESPONSIBILITIES

EEO-1 DMHAS EMPLOYMENT INFORMATION FORM

INSTRUCTIONS TO BIDDERS

1.01 General

These instructions to BIDDERS are for the complete project known as: RVS_0906_0001

The project will be submitted in strict accordance with the specifications as prepared by the Connecticut Department of Mental Health and Addiction Services and procedures set forth by the

Department of Public Works. The amount of each BID shall be deemed to include the entire cost and expense of every item of labor and material necessary to complete the work proposed upon, as specified, in full detail, ready for use. The successful bidder shall assume the risk of all such costs and expenses.

It is the intent of the specifications to call for finished work, tested, and ready for operation. Any incidental accessory necessary to make the work complete in all respects and ready for operation, even if not particularly specified, shall be provided without extra compensation. Minor products or items of work, which by custom are not usually shown or specified, but are necessary for proper installation and operation of the completed work, shall be provided in the same manner as if actually shown or specified.

During construction in a Mental Health facility, there may be delays due to various security issues. This needs to be taken into consideration in your submitted bid. The Department of Mental Health and Addiction Services will not authorize extra compensation for these delays. The department will assign a representative to work with the selected contractor as liaison.

Facility Representative(s):

Steve Hecimovich

Purchasing Representative(s):

Name: Barbara Young

Title: FAO

Tel. # 860-262-6923

Fax # 860-262-6950

1.02 BID Form and Acceptance

1. All BIDs must be **received** by the date and time specified at
DMHAS FSB
460 Silver Street
Middletown, CT 06457-1240
2. BID envelopes must clearly indicate the BID number as well as the date and time of the opening of the BID. The name and address of the bidder should appear in the upper left hand corner of the envelope. Any correspondence shall include the project number and project title.

3. The project shall be proposed as follows on Company Letterhead or similar authorized BID form:

- a. Base BID - complete as described herein.
- b. All BIDS shall be signed by a person duly authorized to sign BIDS on behalf of the bidder and/or company. **Unsigned BIDS will be rejected**
- c. **Incomplete BID forms WILL result in the rejection of the BID. Amendments to BIDS received by DMHAS Purchasing after the time specified for opening of BIDS, shall not be considered.**

4. **The vendor is ultimately responsible for insuring that the BID is received before the due date/time at the FSB 460 Silver Street Middletown CT. There have been instances where independent commercial couriers have either delivered to the wrong location or have been late.**

It is recommended that you **call prior to the BID opening** to verify that your BID has been received. All BIDS will be opened and read publicly and upon award are subject to public inspection.

5. The Department of Mental Health and Addiction Services shall have the right to accept or reject BIDS within (45) calendar days of the BID opening date. All BID prices must be firm for a (45) day period. The State reserves the right to award this Contract by item or in its entirety, whichever is in the best interest of the State.

1.03 BID Schedule

The project shall be bid as per specifications for the complete project.

- A. Labor shall be separated from the equipment and the dollar amount totaled separately.
- B. Prices should be extended in decimal, not fraction, to be net, and shall include transportation and delivery charges fully prepaid by the Contractor to the destination specified in the BID, and subject only to cash discount.
- C. Addendums should be priced out separate from Base BID. Use of Form STO-93 or Vendor Letterhead acceptable please provide Vendor FEIN

1.04 Scope of Work

SCOPE OF WORK:

- Sawcut, excavate and remove existing pavement, islands traffic guards and lawn area that is in limits of work.
- Install catch basins and drainage piping as shown on drawings to connect to existing man hole.
- Install 4 light poles and associated wiring per specifications.
- Move plantings and sign as shown on drawings.
- Install dumpster pad as shown on drawings.
- Install and compact gravel subbase, process stone subbase bituminous concrete base course and bituminous concrete finish course.
- Paint/stripe and install crosswalks per drawings.
- Landscape; install trees and repair all areas that are damaged by work back to what was existing, including topsoil and grass.

Additional Drawing to be handed out at time of walk thru

GENERAL INFORMATION

- 1.1 The primary contact for this project shall be Steve Hecimovich from DMHAS Engineering Services (referred to as Owner) at (860) 262-5300. A secondary contact shall be David Elwell from DMHAS Engineering Services at (860) 262-5300. Their fax number is (860) 262-5307. Any questions, issues, or requests shall be made through Engineering Services via fax or mail. The mailing address is:
DMHAS Engineering Services
P.O. Box 351
Middletown, CT 06457
- 1.2 Notify Engineering Services at least 24 hours in advance of any shutdown of services.
- 1.3 On-site storage of demolition material is not encouraged. Remove such material as promptly as possible.
- 1.4 A nearby contractor parking area shall be designated. Please adhere to parking in designated area.
- 1.5 The use of cameras must be done with careful consideration of the clients and patients. Do not include individuals, other than those working on the project, in any photos.
- 1.6 The contractor and subcontractors will be required to attend a short security briefing prior to work commencing at a date to be determined.
- 1.7 Tools use must be strictly controlled. Do not leave any tools unattended. This is very important due to the nature of our facilities.
- 1.8 An on-site tool storage container is permissible on site in an area to be designated. This must be locked at all times.

- 1.9 Any RFI's or submittal reviews (if any) are to be made through Engineering Services.
- 1.10 Owner bathroom facilities are not available at the work site. Contractor shall supply and maintain temporary bathroom facilities for the entire duration of construction.
- 1.11 The Owner shall supply temporary water and electrical power.

SECTION 024119 - SELECTIVE STRUCTURE DEMOLITION

PART 1 - GENERAL

1 SECTION REQUIREMENTS

- A. Comply with EPA regulations and hauling and disposal regulations of authorities having jurisdiction.
- B. Owner will occupy portions of building immediately adjacent to selective demolition area. Conduct selective demolition so that Owner's operations will not be disrupted.
- C. If materials suspected of containing hazardous materials are encountered, do not disturb; immediately notify Owner.

PART 2 - PRODUCTS

- 1 Temporary fencing: Plastic Construction Fence: 4'0" high, bright orange color.
- 2 Temporary fencing posts: 6' steel U channels painted green.

PART 3 - EXECUTION

1 DEMOLITION

- A. Maintain services/systems indicated to remain and protect them against damage during selective demolition operations. Before proceeding with demolition, provide temporary services/systems that bypass area of selective demolition and that maintain continuity of services/systems to other parts of the building.
- B. Locate, identify, shut off, disconnect, and cap off utility services and mechanical/electrical systems serving areas to be selectively demolished.
- C. Provide temporary barricades: that shall consist of 4'0" high orange plastic safety construction fencing. Fencing shall be supported by 6' steel post "U" channel spaced

according to fence manufacturer's recommendations but not less than 10' apart and buried 2' into the ground. Brace all temporary fencing as required to maintain integrity of barrier.

- D. Neatly cut openings and holes plumb, square, and true to dimensions required and as shown in Drawings. Use cutting methods least likely to damage remaining or adjoining areas.
- E. Promptly remove demolished materials from Owner's property and legally dispose of them. Do not burn demolished materials.
- F. Remove and preserve or immediately replant existing plantings as indicated on Drawings.

END OF SECTION 024119

SECTION 02300 - EARTHWORK

PART 1 GENERAL

1 SECTION REQUIREMENTS

- A. Unauthorized excavation consists of excavation below subgrade elevations or beyond indicated lines and dimensions without direction by Owner. Unauthorized excavation, as well as remedial work directed by Project Manager, shall be without additional compensation.
- B. Do not interrupt existing utilities serving facilities occupied by Owner or others unless permitted in writing by Owner and then only after arranging to provide temporary utility services according to requirements indicated.

PART 2 PRODUCTS

2 MATERIALS

- A. Satisfactory Soil: ASTM D 2487 Soil Classification Groups GW, GP, GM, SW, SP, and SM; free of rock or gravel larger than **2 inches** in any dimension, debris, waste, frozen materials, vegetation, or other deleterious matter.
- B. Unsatisfactory Soil: ASTM D 2487 Soil Classification Groups GC, SC, ML, MH, CL, CH, OL, OH, and PT.
- C. Backfill and Fill: Satisfactory soil materials.
- D. Subbase Material: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand; ASTM D 2940; with at least 90 percent passing a **1-1/2-inch** sieve and not more than 12 percent passing a **No. 200** sieve.

- E. Bedding Course: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand; ASTM D 2940; except with 100 percent passing a 1-inch sieve and not more than 8 percent passing a No. 200 sieve.
- F. Drainage Course: Narrowly graded mixture of washed crushed stone, or uncrushed gravel; ASTM D 448; coarse-aggregate grading Size 57; with 100 percent passing a 1-1/2-inch sieve and 0 to 5 percent passing a No. 8 sieve.

PART 3 EXECUTION

3 EARTHWORK

- A. Protect and maintain erosion and sedimentation controls, which are specified in Division 1 Section "Selective Demolition," during earthwork operations.
- B. Protect subgrades and foundation soils from softening and damage by water, freezing temperatures, or frost.
- C. Utility Trenches: Excavate trenches to indicated slopes, lines, depths, and invert elevations. Maintain 12 inches of working clearance on each side of pipe or conduit.
 - 1. Place, compact, and shape bedding course to provide continuous support for pipes and conduits over rock and other unyielding bearing surfaces and to fill unauthorized excavations.
 - 2. Place and compact initial backfill of satisfactory soil material or subbase material, free of particles larger than 1 inch, to a height of 12 inches over the utility pipe or conduit. Place and compact final backfill of satisfactory soil material to final subgrade.
- D. When subgrade or existing ground surface to receive fill has a density less than that required for fill, break up ground surface, pulverize, moisture-condition or aerate soil, and recompact.
- E. Place backfill and fill in layers not more than 8 inches (or as shown on drawings) in loose depth at optimum moisture content.
- F. Grade areas to a smooth surface to cross sections, lines, and elevations indicated. Grade lawns, walkways, and unpaved subgrades to tolerances of plus or minus 1 inch tolerance and pavements and to plus or minus 1/2 inch.
- G. Under pavements and walkways, place subbase course material on prepared subgrades and compact at optimum moisture content to required grades, lines, cross sections, and thicknesses.
- H. Remove surplus satisfactory soil and waste material, including unsatisfactory soil, trash, and debris, and legally dispose of it off Owner's property.

END OF SECTION 02300

SECTION 321216 - ASPHALT PAVING

PART 1 GENERAL

1 SECTION REQUIREMENTS

- A Submittals: Product Data and hot-mix asphalt design mixes.
- B Provide hot-mix asphalt paving according to standard specifications of State of Connecticut DOT.
- C Asphalt-Paving Publication: Comply with AI MS-22, "Construction of Hot Mix Asphalt Pavements," unless more stringent requirements are indicated.

PART 2 PRODUCTS

4 MATERIALS

- A Hot-Mix Asphalt: Dense, hot-laid, hot-mix asphalt plant mixes approved by authorities having jurisdiction and complying with the following requirements:
 - 1. Base Course: See attached
 - 2. Surface Course: See attached
- B Tack Coat: emulsified asphalt or, cationic emulsified asphalt, slow setting, diluted in water, of suitable grade and consistency for application.
- C Pavement-Marking Paint: Alkyd-resin type, lead
- D Pavement-Marking Paint: Latex, waterborne emulsion, lead and chromate free.
 - 1. Color: White, as indicated by agency

PART 4 - EXECUTION

1 PAVING

- A. Tack coat existing asphalt or concrete surfaces and allow tack coat to cure undisturbed.
- B. Place hot-mix asphalt to required grade, cross section, and thickness. Promptly correct surface irregularities in paving course.
 - 1. Spread mix at minimum temperature of 300 deg F.
- C. Begin compaction as soon as placed hot-mix paving will bear roller weight without excessive displacement. Compact hot-mix paving with hot, hand tampers or vibratory-plate compactors in areas inaccessible to rollers. Complete compaction before mix temperature cools to 200 deg F.
- D. Complete breakdown or initial rolling immediately after rolling joints and outside edge. Examine surface immediately after breakdown rolling for indicated crown, grade, and smoothness.
- E. Begin intermediate rolling immediately after breakdown rolling while hot-mix asphalt is still hot enough to achieve specified density. Continue rolling until hot-mix asphalt course has been uniformly compacted to 92 percent of reference maximum theoretical density according to ASTM D 2041.
- F. Finish roll paved surfaces to remove roller marks while hot-mix asphalt is still warm.
- G. Remove and restore paved areas that are defective or contaminated.
- H. Apply pavement-marking paint with mechanical equipment to a minimum wet film thickness of 15 mils.

END OF SECTION 321216

SECTION 033000 - CAST-IN-PLACE CONCRETE

PART 1 GENERAL

1 SECTION REQUIREMENTS

- A. Submittals: Product Data , concrete mix designs.
- B. Ready-Mixed Concrete Producer Qualifications: ASTM C 94/C 94M.

- C Comply with ACI 301, "Specification for Structural Concrete"; ACI 117, "Specifications for Tolerances for Concrete Construction and Materials"; and CRSI's "Manual of Standard Practice."

PART 2 PRODUCTS

2 MATERIALS

- A. Portland Cement: ASTM C 150, Type I or II.
- B. Aggregates: ASTM C 33, uniformly graded.
- C. Air-Entraining Admixture: ASTM C 260.
- D. Moisture-Retaining Cover ASTM C 171, polyethylene film or white burlap-polyethylene sheet.
 - 1. Minimum Compressive Strength: 3000 psi at 28 days.
 - 2. Air Content: Maintain within range permitted by ACI 301. Do not allow air content of floor slabs to receive troweled finishes to exceed 3 percent.
- E. Measure, batch, mix, and deliver concrete according to ASTM C 94/C 94M
 - 1. When air temperature is above 90 deg F, reduce mixing and delivery time to 60 minutes.

PART 3 EXECUTION

3 CONCRETING

- A. Construct formwork according to ACI 301 and maintain tolerances and surface irregularities within ACI 347R limits of Class A, 1/8 inch for concrete exposed to view and Class C, 1/2 inch for other concrete surfaces.
- B. Comply with CRSI's "Manual of Standard Practice" for fabricating, placing, and supporting reinforcement.
- C. Place concrete in a continuous operation and consolidate using mechanical vibrating equipment.
- D. Protect concrete from physical damage, premature drying, and reduced strength due to hot or cold weather during mixing, placing, and curing.
- E. Formed Surface Finish: Smooth-formed finish for concrete exposed to view, coated, or covered by waterproofing or other direct-applied material; rough-formed finish elsewhere.
- F. Protect concrete from damage. Repair surface defects in formed concrete and slabs.

END OF SECTION 033000

SECTION 16137- UNDERGROUND CONDUIT SYSTEM

SEE INFORMATION AT END OF SECTION.

PART 1 GENERAL

1 RELATED WORK SPECIFIED ELSEWHERE

- A. Earthwork: Section 02300.
- B. Cast-In-Place Concrete: Section 03050.

1.2 SUBMITTALS

- A. Product Data: Catalog sheets, specifications and installation instructions.

PART 2 PRODUCTS

2 MATERIALS

- A. Rigid Ferrous Metal Conduit: Steel, galvanized on the outside and inside (conduit enameled on the inside will not be accepted), UL categorized as Rigid Ferrous Metal Conduit (identified on UL Listing Mark as Rigid Metal Conduit-Steel or Rigid Steel Conduit), as manufactured by Allied Tube & Conduit Corp., LTV Steel Tubular Products Co., Triangle Wire & Cable Inc., Wheatland Tube Co., or equivalent.
- B. Rigid Nonmetallic Conduit And Fittings (Concrete Encased): Cantex, Inc.'s Schedule 40, Carlon Electrical Products Inc.'s Plus 40, CertainTeed Corp.'s Schedule 40, Omni/Opti-Com Manufacturing Network, Inc.'s Schedule 40 or Queen City Plastic Inc.'s Schedule 40, or equivalent.
- C. Plastic Coated Rigid Metal Conduit, Fittings and Accessories: Rigid ferrous metal conduit, fittings and accessories coated with 40 mils thick polyvinylchloride coating; Occidental Coating Co.'s Ocal 40, Protective Coatings Developments Inc.'s Kor-Kap, Robroy Industries' Plastibond System, or equivalent.
- D. Conduit Spacers and Levelers: Commercially manufactured type to suit conduit, installation and spacing requirements.
- E. Duct Seal: Appleton Electric Co.'s DUC Weatherproof Compound, Manville Corp.'s Duxseal, OZ/Gedney Co.'s DUX, Thomas & Betts Corp.'s DX, or equivalent.
- F. Drag Line: Minimum 1/8 inch polypropylene monofilament utility rope; American Synthetic Ropes' Flotorope, Greenlee Tool Co.'s 2 ply Rope 431, Thomas Industries/Jet Line Products' Rope 232, or equivalent.

PART 3 EXECUTION

3 PREPARATION

- A. Before installing any Work, lay out the proposed course for the conduits to ensure proper installation.

3.1 INSTALLATION

- A. Depth:
 - 1. Existing Grade To Remain: Unless otherwise indicated or directed, install conduit more than 18 inches below existing finished grade.
 - 2. Existing Grade To Be Altered: Unless otherwise indicated or directed, install conduit more than 18 inches below the existing grade where the finished grade is to be higher than the existing grade. Where the finished grade is to be lower than the existing grade, install conduit more than 18 inches below finished grade.
 - 3. Under Roads and Parking Lots:
 - a. Rigid Ferrous Metal Conduit: Unless otherwise indicated or directed, install rigid ferrous metal conduit more than 24 inches below top surface of roads and parking lots.
 - b. Rigid Nonmetallic Conduit (Concrete Encased): Unless otherwise indicated or directed, install concrete encased rigid nonmetallic conduit more than 30 inches below top surface of roads and parking lots.
 - 4. Crossing Obstructions: Use rigid ferrous metal conduit where top of conduit system is less than 18 inches below finished grade when crossing obstructions (heating tunnels, etc.).

3.3 CONDUIT SCHEDULE - TYPES AND USE

- A. Rigid Ferrous Metal Conduit: Install in all locations unless otherwise specified or indicated on the drawings.
- B. Rigid Nonmetallic Conduit (Concrete Encased): May be installed in all locations except:
 - 1. Where conduit stubs up or rises through slab or finished grade.
 - 2. Where other type raceways are specified or indicated on the drawings.

END OF SECTION 16137

SECTION 265000 - LIGHTING

PART 1 GENERAL

1 SECTION REQUIREMENTS

A. Light Fixtures

1. Light fixtures shall be supplied by Owner. Fixture type shall be cast aluminum head with a 150 watt multi-tap ballast assembly.
2. Light pole shall be supplied by Owner. Type shall be 9' fiberglass pole.
3. Anchor bolts shall be supplied by Owner. Contractor is responsible for concrete base, all underground wiring and conduit, and installation of lights. Five light locations are shown on drawings.

PART 2 PRODUCTS

1. Lighting Fixtures are to match existing on CVH campus in appearance and performance. They are to use a 150watt high pressure sodium with a multi-tap ballast that can utilize 120v.
2. Poles will be supplied and are to be installed with the 4 bolt base.

PART 3

EXECUTION

2 INSTALLATION

- 1 Set units level, plumb, and square with pavement and base surfaces and secure per specifications on concrete bases as detailed in Drawings.
- 2 Wiring will be installed to conform to all applicable codes and section 16137 of this document.
- 3 Lamping: lamp unit according to manufacturer's written instructions.

END OF SECTION 26500

SECTION 02630 - STORM DRAINAGE

PART 1 PRODUCTS

PIPE AND FITTINGS

- A Hub-and-Spigot, Cast-Iron Soil Pipe and Fittings: ASTM A 74 Service class, gray iron, for gasketed joints. Include ASTM C 564 rubber, compression-type gaskets.
 - B Corrugated-Steel Pipe: ASTM A 760/A 760M, Type I, made from ASTM A 929/A 929M, zinc-coated steel sheet for banded joints.
 - 1. Fittings: Fabricated to types indicated and according to same standards as pipe.
 - 2. Connecting Bands: Standard couplings made for corrugated-steel pipe to form soiltight joints.
 - 5 Corrugated PE Drainage Tubing and Fittings: AASHTO M 252, Type S, with smooth waterway for coupling joints.
 - 1. Soiltight Couplings: AASHTO M 252, corrugated, matching tube and fittings to form soiltight joints.
 - 6 Corrugated PE Pipe and Fittings: AASHTO M 294, Type S, with smooth waterway for coupling joints.
 - 1. Soiltight Couplings: AASHTO M 294, corrugated, matching pipe and fittings to form soiltight joints.
 - 7 PVC Sewer Pipe and Fittings, **NPS 15** and Smaller ASTM D 3034, SDR 35, for gasketed joints. Include ASTM F 477 elastomeric -seal gaskets.
 - 8 Special Pipe Couplings and Fittings: Rubber or elastomeric sleeve and band assembly fabricated to match OD of pipes to be joined, for nonpressure joints.
 - 9 Gray-Iron Cleanouts: ASME A112.36.2M, round, gray-iron housing with clamping device and round, secured, scoriated, gray-iron cover. Include gray-iron ferrule with inside calk or spigot connection and countersunk, tapered-thread, brass closure plug. Use units with heavy-duty top-loading classification in vehicle-traffic service areas and medium-duty in paved foot-traffic areas.
- 3 UTILITY STRUCTURES
- 1 Precast Concrete Catch Basins: ASTM C 913, precast, reinforced concrete; designed according to ASTM C 890 for A-16 (AASHTO HS20-44), heavy-traffic, structural loading, with provision for rubber sealant joints.
 - 1. Joint Sealants: **ASTM C 990** bitumen or butyl rubber.
 - 2. Grade Rings: Include 2 or 3 reinforced-concrete rings, of **6- to 9-inch** total thickness, that match **24-inch** diameter frame and grate unless noted otherwise on drawings.
 - 3. Pipe Connectors: **ASTM C 923** resilient, of size required, for each pipe connecting to base section.
 - 2 Curb Inlets: Made with vertical curb opening, of materials and dimensions according to utility standards.

- 3 Protective Coating: Foundry-applied, SSPC-Paint 16, coal-tar, epoxy-polyamide paint; **10-mil** minimum thickness applied to all surfaces, unless otherwise indicated.

PART 2 - EXECUTION

1 INSTALLATION

- 1 Install piping beginning at low point of systems, true to grades and alignment indicated with unbroken continuity of invert. Place bell ends of piping facing upstream.
- 2 Install piping pitched at minimum slope of 1 percent and **36-inch** minimum cover, unless otherwise indicated.
- 3 Install hub-and-spigot, cast-iron soil pipe and fittings with rubber gaskets according to CISPI's "Cast Iron Soil Pipe and Fittings Handbook," Volume I. Use gaskets that match class of pipe and fittings.
- 4 Install PE pipe and fittings according to ASTM D 2321. Join pipe, tubing, and fittings with couplings for soil-tight joints according to manufacturer's written instructions. Install corrugated piping according to the Corrugated Polyethylene Pipe Association's "Recommended Installation Practices for Corrugated Polyethylene Pipe and Fittings."
- 5 Install PVC pipe and gasketed fittings with gaskets according to ASTM D 2321.

END OF SECTION 02630

1.05 Location and Examination of Site

- 1 . The work will be performed at: River Valley Services
- 2 . All contractors proposing for this project are required to visit and examine the site before proposing, and to verify job conditions and dimensions. Time, date, location and point of contact of Mandatory Pre-BID Meeting are as noted on BID package cover sheet.
- 3 . Pre-BID Meeting Late arrivals will not be permitted. Late arrivals are defined as 15 minutes past the time stated above and vendors will not be given credit for attendance nor allowed to participate in the BID process.. This meeting is intended to review the BID requirements and answer any questions that interested bidders may have about this BID. Failure to attend this meeting will result in the rejection of your bid.

BIDS received from non-attending contractors will not be honored and disqualified

1.06 Contractor Qualification Requirement

The contractor shall demonstrate capability to execute this contract by submitting evidence of the following:

1. Ability to perform the contractual services as reflected by technical training and education; general experience, and specific experience in providing the required supplies, materials, equipment or contractual services; and the qualifications and abilities of personnel proposed to be assigned to perform the contractual services; the personnel, equipment, and facilities to perform the contractual services currently available or demonstrated to be made available at the time of contracting; and, a record of past performance of similar work in regard to supplies, materials, equipment or contractual services.
2. It is the responsibility of the contractor to secure all licenses, permits, approvals, or other documents necessary to complete this project.
3. Listing of at least three projects of similar scope and size that were performed within the last twelve months. Include the name, address and telephone number of a contact at each job that can be contacted and who is familiar with the project.
4. The Contractor shall use only skilled workmen who are trained and experienced in the necessary crafts and familiar with the specifications and methods needed to properly perform the work required by this project.

1.07 Form of Guarantee—Warranty

- A) All work shall be covered by the standard one (1) year guarantee from the date of substantial completion, and the material per the manufacturer's warranty.

The Contractor shall furnish to the Facility's Director of Plant Operations the foregoing documents in the following manner: Name and number of project.

I (We) hereby guarantee (or warranty) the _____ work on the referenced project for a period of _____ years from _____ to _____, against failures of workmanship and/or materials in accordance with IB 1.07 of the specification.

All guarantees supplied by subcontractors, suppliers or manufacturers will be counter signed by the General Contractor.

The contractor shall remove any and all defective work and replace with material that meets specification requirements.

1.08 Codes, Rules, Ordinances & Approvals

1. All materials furnished and all work installed shall comply with all the latest, at the time of construction, applicable State and Local codes, laws and ordinances, rules and regulations. Vendors shall be licensed with the state of CT and provide proof of license with submission of bid.
2. It is the intention that the specifications not violate any of the above. Where violations occur, such codes, laws, rules, ordinances, regulations and recommendations shall be complied with. The Contractor must call any and all such violations to the attention of the Facility Director of Plant Operations before making any changes to the specifications or proceeding with work.
3. The Contractor shall at his expense give all notices, obtain all permits, licenses and approvals; pay all government taxes, fees and other costs in connection with the work; and obtain all required certificates of inspection for the work and deliver same to the Facility Director of Plant Operations before requesting acceptance and final payment.

All apparatus, equipment and construction shall comply with the recommendations of the Manual of Accident Prevention in Construction published by the Associated General Contractors of America and OSHA of 1970 and approved revisions.

1.09 Protection of Work and Property

Use of Premises

1. Nothing contained in the specifications shall be interpreted as giving the contractor exclusive use of the premises where the work is to be performed.
2. The contractor shall be held solely responsible for any and all damage to the existing structures; systems, equipment and site caused by him or his employees and shall repair or replace same to their original condition as directed at no additional cost to the Facility.

The work in this contract shall not interfere with the normal conditions and safe operation of the Facility and if such interference appears possible because of new connections to existing work or other reasons, the work involved must be done at a time and in a manner directed by the Facility as a part of the contract.

1. All building equipment, furnishings, grounds landscaping, etc., shall be protected from damage of every description and any such damage thereto shall be repaired or otherwise made good at no expense to the State and to the satisfaction of the Facility Representative.
2. The contractor shall supply and install any and all protective coverings and barricades necessary to protect at all times the patients, public and building personnel and the building from injury. The contractor shall provide and install all plastic sheeting, batten cleats and other materials, which he may require to protect all open, unfinished work at the end of each and every day.
3. The contractor shall be held responsible for, and must make good at his own expense, any water damage or any other cause of damage due to improper protection.
4. Due to the nature of this institution, it is mandatory that all rules and regulations are strictly adhered to and the necessary precautions taken.
5. The contractor shall, during the progress of the construction, assume all responsibilities for loss or damage by fire to the work included in his contract until completion of the contract. No flammable material shall be stored in the structure in excess of the amounts allowed by the authorities.
6. The contractor is responsible to assure that all work is performed in accordance with all current State regulations including, but not limited to, OSHA, State Fire Codes, and the Basic Building Code of the State of Connecticut.

7. The contractor will at all times keep the premises free from the accumulation of waste materials or rubbish caused by his employees or work. All accumulated material shall be removed from the site daily at the contractor's expense.
8. It is the policy of DMHAS Facilities to prevent construction related infections and to identify and institute any and all precautions necessary during construction.

Internal Construction Activities. Any or all of the following measures may be used depending on the scope of the project as determined by the Infection Control Risk Assessment performed by the Facility's multi-disciplinary team consisting of a member of the Plant Operations Department, an Infection Control Practitioner, Director of Patient Safety and Safety Officer.

- a. Construct barriers to prevent dust from construction areas from entering patient-care areas. Barriers must be impermeable to fungal spores and in compliance with local fire codes.
 - b. Seal off and block return air vents if rigid barriers are used for containment.
 - c. Implement dust control measures on surfaces and divert pedestrian traffic away from work zones.
 - d. If necessary, create negative air pressure in work zones adjacent to patient care areas and insure that required engineering controls are maintained. Monitor negative airflow.
 - e. Monitor barriers and insure integrity of same. Repair gaps or breaks in barrier joints.
 - f. If practical, seal windows in work zones.
 - g. Direct pedestrian traffic away from construction zones.
 - h. Provide construction crews with: Designated entrances, corridors and elevators if possible, essential services (e.g., bathroom facilities) and a space or ante room for changing clothing and storing equipment. If it is necessary to travel to patient areas from the construction zone, construction crew will don coveralls, footgear and headgear.
 - i. Contractor shall clean work zones and their entrances daily.
 - j. Contractor shall cover and secure debris prior to removal from the construction area.
 - k. In patient care areas, for major repairs that include removal of walls and disruption of the space within, the contractor shall use plastic sheets or prefabricated plastic units to contain dust and a HEPA (High Efficiency Particulate Air) filter machine to clean the air.
 - l. Upon completion of the project, contractor shall clean the work zone according to facility procedures, prior to removing the construction barriers.
9. Due to the nature of these institutions, it is required that all rules and regulations be strictly adhered to and the Facility's schedule must be maintained. The contractor shall keep the Facility Director of Plant Operations informed as to location and hours of operations so that necessary precautions can be taken if needed.

10. **Fire Protection:**

The contractor shall, during the progress of construction, assume all responsibilities for loss or

damage by fire to the work included in his contract until completion of the contract. No flammable material shall be stored in the structure in excess of amounts allowed by the authorities. No gasoline shall be stored in or close to any building at any time.

11.
 - A) The contractor shall not, at any time, for any reason, or by any means, block, impede or inhibit the free flow of egress for example hallway and exit doors.
 - B) The Contractor shall ensure free and unobstructed access to emergency services and for fire, police, and other emergency forces.
 - C) The contractor shall ensure that additional fire-fighting equipment and trained personnel are on site as required by OSHA and other regulatory authorities.
 - D) The Contractor shall prohibit his employees from smoking in the buildings, or in the areas adjacent to construction areas.
 - E) The Contractor shall develop and enforce storage, housekeeping, and debris removal practices that reduce the building's flammable and combustible fire load to the lowest feasible level.
 - F) The Contractor shall provide and maintain his own independent portable toilet accommodations (unless approved otherwise).
 - G) The contractor shall supply to the agency a copy of all Material Safety Data Sheets (MSDS) for all products used in the process of construction, construction materials and products brought onto the premises.
12. The Contractor shall secure and his unfinished work areas at the close of business each day to preclude passage by any and all unauthorized persons.

1.10 Security Regulations, Tools/Equipment Control & Vendor Conduct

The following regulations and guidelines are “general” in nature and vendor(s) may be subject to more restrictive regulations and guidelines while performing work in any one of the DMHAS facilities.

TOOLS:

- All tools are to be accounted for at all times.
- At NO time shall tools or equipment be left unattended.
- At the end of the day, tools left behind MUST be secured with a padlock.
- Missing tools or equipment must be immediately reported.

PATIENT & EMPLOYEE CONTACT:

- Contractors shall NOT have any contact with employees or patients. Exception to be employees that are involved with the work to be performed.
- Providing personal favors, errands, money, cigarettes, etc. to patients is STRICTLY prohibited.

WEAPONS & ILLEGAL SUBSTANCES:

- **NO** Weapons, Alcohol, or Drugs shall be brought onto facility grounds.
- Smoking is NOT permitted in the building or within 30 feet of the building.

CONFIDENTIALITY:

- NO Pictures shall be taken of patients. Any pictures required to document project progress SHALL NOT contain patients. Advanced approval to take pictures shall be requested.
- DO NOT acknowledge patients that you may know from the outside.
- DO NOT disclose any information that you may learn (while working inside a facility) to other people.

SAFETY

- All injuries shall be immediately reported to the work crew supervisor and facility coordinator.
- All workers shall remove ignition keys and lock their vehicles. No parking in fire lanes.
- Egresses cannot be blocked.
- No disruption to fire alarm/fire suppression systems without prior notification/approval.
- The integrity of the building cannot be tampered with.

1.11 Notice to Proceed

The contractor shall not start work until he has a fully executed approved purchase order. Within five (5) working days after receipt of the purchase order and prior to the start of construction, the contractor shall schedule a pre-construction meeting with the facility representative and at that time a start date will be established. Following the receipt of Notice to Proceed ,(receipt of Purchase Order) the contractor shall begin construction within ten (10) working days. Working days shall be considered as Monday through Friday.

The Contractor shall upon request by the Facility, certify, by providing a written list of not less than five (5) references, that he has a minimum of five (5) years of continuous experience in the type of preparation and application required by this project.

The Contractor shall, upon request by the Facility, certify, in writing that his shop and personnel have the capabilities to install and connect all items required to complete this assembly expeditiously and on time.

1. The meeting will be scheduled by the Facility Director of Plant Operations at a mutually agreed upon time.

Failure to start construction by 8:00 a.m. on the morning of the eleventh working day following the receipt of Notice to Proceed, (receipt of Purchase Order) shall be considered as approval for the State to cancel the purchase order and award such work to the next succeeding low bidder. The original low bidder being assessed the monetary difference between the lowest and second lowest bidder for the total contract amount.

1.12 Time of Completion

The contractor shall complete the project within 45 calendar days of contract award or notice to proceed (receipt of Purchase Order). Once on site, the contractor's work force shall remain mobilized until work is completed unless otherwise is specifically approved by the facility representative. Working days for this project shall be Monday through Friday, exclusive of State or national Holidays. No Saturday or Sunday work shall be allowed without special written permission by the facility representative.

Upon completion of the contract, the contractor shall make a request in writing to the Facility Physical Plant Department for an inspection of the work.

The Contractor shall provide safe access to the work for use by the Facility Director of Plant Operations for an inspection of the work with the contractor's representative.

1.13 Liquidated Damages

It is hereby declared and agreed by and between the contractor and the owner that the date of commencement, rate of progress, and time of completion of the work are essential provisions, conditions and that it would be impracticable and impossible to determine and ascertain the actual damages the owners would incur by reason of a delay in the completion of the work. It is, therefore, covenanted and agreed by and between the contractor and owner that the contractor shall and does hereby agree to pay the owner as liquidated damages (and not as a penalty) the sum of two hundred dollars (\$200.00) for each and every working day that the contractor shall be in default, hereunder for failing to complete the project on the date

specified above except as such date shall be extended, in writing upon request of the contractor, for the period of an excusable delay. Any such payments due to the owner by the contractor may be deducted by the owner from any sums due to the contractor.

1.14 Payment

Payment will be processed as follows:

1. Projects under \$25,000 - A single invoice submitted by the prime contractor following the acceptance of the completed project.
2. Projects \$25,000 or greater - Three invoices submitted by the prime contractor; one when all material or equipment is on site or the project is 50% completed (which ever is greater), two when the project is substantially complete, and three when the project is totally complete and accepted. It is the agency's prerogative to retain 10% of the final payment for a period up to 90 days to insure the final completion and functionality of installed components and systems.
3. Payment terms Net. 45. Special payment incentive discounts may be offered.
4. The invoice shall contain the State Purchase Order number. Invoices received without reference to a valid State Purchase Order number will result in delay of payment

1.15 Salvage and Disposal

1. All removed materials that are salvageable (copper or lead) are the property of the Facility and shall be delivered to and accepted by Facility personnel at a time mutually agreeable to the contractor and the Facility.
2. All debris resulting from the performance of this contract will be the property of the contractor and shall be completely picked-up and containerized at the building site not less frequently than at the close of business daily.
3. The Contractor for this project shall provide the dumpster to receive all debris

generated as a by-product of the work called for herein. The Contractor shall cover the dumpster at the close of business each and every day.

1.16 Wage Rates

Prevailing wage rates are applicable **if the submitted BID exceeds the sum of \$400,000.00 (for new construction) or \$100,000.00 (if renovation/alteration)**. The contractor is responsible for assuring that the payment of wages are as published by the Connecticut State Labor Department for the area where the job is being performed.

In accordance with the provisions of Section 31-53 of the General Statutes of Connecticut, the following applies "The wages paid on an hourly basis to any mechanic, laborer or workman employed upon the work herein contracted to be done and the amount of payment or contribution paid or payable on behalf of each such employee to any employee welfare fund, as defined in subsection (h) of this section (31-53 of the General Statutes), shall be at a rate equal to the rate customary or prevailing for the same work in the same trade or occupation in the town in which such public works project is being constructed. Any contractor who is not obligated by agreement to make payment or contribution on behalf of such employees to any such employee welfare fund shall pay to each employee as part of his wages the amount of payment or contribution for his classification on each pay day."

All contractors must submit weekly to Department of Mental Health and Addiction Services Facility Representative, a certified payroll and compliance statement. A copy of this statement will be kept on file at the facility and a copy will be forwarded to the Department of Labor. The certified payroll shall be considered a public record, and every person shall have the right to inspect and copy such records in accordance with the provisions of section 1-15, Connecticut General Statutes. A *Payroll Certification for Public Works Projects* form has been attached following the Wage Rate section of this contract if applicable.

1.17 Bonds

1. **A BID surety** of not less than 10% of BID amount is required to accompany BID in the form of a bond or certified check made out to the Comptroller of the State of Connecticut **if submitted BID exceeds \$50,000**. Unawarded vendor bonds returned upon written request.
2. **A performance, and labor and material payment, surety** of not less than 100% of BID amount is required of low bidder in the form of a bond made out to the Comptroller of the State of Connecticut **if submitted BID exceeds \$50,000**. It is to be submitted to the Department of Mental Health and Addiction Services prior to award of contract and issuance of purchase order.

1.18 Insurance

1. The Contractor shall not start work under this contract until he has obtained the following insurance and until the insurance has been approved by the owner nor shall the contractor allow any subcontractor to start his work until insurance required by the subcontractor has been obtained and approved. **The contractor shall send insurance certificate with sealed bid documents to DMHAS FSB Purchasing, 460 Silver St., Middletown, CT 06457.**

2. The Contractor shall take out and maintain during the life of the contract, workers' compensation insurance for all employees working at the site and, in case any work is sublet, the Contractor shall require the subcontractor to provide workers' compensation insurance for all of the latter's employees. In case any class of employees engaged in hazardous work under this Contract is not protected under the workers' compensation statute, the Contractor shall provide, and shall cause each subcontractor to provide, insurance for those employees.

3. The Contractor shall take out and maintain during the life of a contract, public liability and property damage insurance to protect him and the owner's interest as their interests may appear. Each subcontractor shall take out and maintain insurance to protect him from claims for damage for injury, including accidental death and from claims for property damage, which may arise from operations under this contract, whether such operations are by himself or by any subcontractor or by any employee unless such employees are covered by the protection afforded by the Contractor. Types and amounts of insurance required shall be as follows:

DESCRIPTION	SINGLE COVERAGE	LIMIT	EACH ACCIDENT	AGGREGATE
Protective Liability	BI	\$1,000,000		
Protective Liability	PD	\$100,000	\$500,000	
		(for and in the name of the State of Connecticut)		
Contractor's Liability	BI	\$1,000,000		
Contractor's Liability	PD	\$100,000	\$500,000	
Contractor's Protective Liability	BI	\$1,000,000		
Contractor's Protective Liability	PD	\$100,000	\$500,000	

4. Coverage for damage or loss resulting from Type C - Collapse or Structural Injury, Type U - Underground Damage, Type X - explosion or blasting, ordinarily excluded from coverage, shall be provided in the amounts and manner specified in this article if required in the bid for the specified project. Builders Risk insurance, not ordinarily required, shall be provided in accordance with the

amount and manner specified in the bid for the specified project if such insurance is required in the bid.

IB 1.19 Advertising

Contractors may not reference sales to the State for advertising and promotional purposes without the prior approval of Procurement Services.

1.20 Health Insurance Portability and Accountability Act (HIPAA)

Under the Health Insurance Portability and Accountability Act (HIPAA) of 1996, Bidders are expected to adhere to the same standards as the state agency/covered entity as to Protected Health Information (PHI), to maintain compliance with Title 45 CFR Part 164.504, Uses and Disclosures: Organizational Requirements, Bidder Contracts. Protected Health Information (PHI) includes information related to claims, health services, federal and state tax information, financials, criminal/court related information and other personally identifiable records. Bidder agrees that it shall be prohibited from using or disclosing the PHI provided or made available by the state agency/covered entity or viewed while on the premises for any purpose other than as expressly permitted or required by this Contract. These uses and disclosures must be within the scope of the Bidders services provided to the state agency/covered entity. Bidders shall establish and maintain reasonable safeguards to prevent any use or disclosure of the PHI, other than as specified in this Contract or required by law. Bidder agrees that anytime PHI is provided or made available to any subcontractors or agents, Bidder must enter into a subcontract, which contains the same terms, conditions and restrictions on the use and disclosure of PHI as contained in this Contract. Bidder agrees to make available and provide a right of access to PHI by the individual for whom the information was created and disclosed. Bidder agrees to make information available as required to provide an accounting of disclosures. Bidder agrees to make its internal practices, books, and records relating to the use or disclosure of PHI received from, or created or received by Bidder on behalf of the state agency/covered entity, available to the Secretary of Health and Human Services (HHS) for purposes of determining compliance with the HHS Privacy Regulations. At termination of this Contract, Bidder agrees to return or destroy all PHI received from, or created by the state agency/covered entity. If not feasible, extend the protections of this agreement to the PHI and limit further uses and disclosures. Bidder will have procedures in place for mitigating any harmful effects from the use or disclosure of PHI in a manner contrary to this Contract or the HHS Privacy Regulations. Bidder must develop and implement a system of sanctions for any employee, subcontractor or agent who violates this Contract or the HHS Privacy Regulations. The PHI shall be and remain the resources of the state agency/covered entity. Bidder agrees that it acquires no title or rights to the information, including any de-identified information, as a result of this Contract. Bidder agrees that the state agency/covered entity has the right to immediately terminate this

Contract if the state agency/covered entity determines that Bidder has violated a material term of this HIPAA Compliance Agreement above.

BIDDERS REQUIREMENTS

- * **BID DOCUMENTS (VENDOR QUOTE)** YES NO N/A
**Note: Addendums should be priced out separate from Base BID
use of Form STO-93 or Vendor Letterhead acceptable
please provide Vendor FEIN**
- * **CERTIFICATE OF INSURANCE COVERAGE** YES NO N/A
(Worker's Compensation, BI, and PD)
- * **SIGNED BIDDER CERTIFICATION STATEMENT** YES NO N/A
(See bottom of page)
- * **QUESTIONNAIRE SEC Q** YES NO N/A
- * **AFFIRMATIVE ACTION (EEO-1 REPORT)** YES NO N/A
- * **BID BOND OR CHECK** YES NO N/A
(BIDS GREATER THAN OR EQUAL TO \$50,000)
- MANUFACTURER INSTALLER or RESELLER** YES NO N/A
CERTIFICATION
- * **CONTRACTOR STATE OF CT LICENSE** YES NO N/A
- PERFORMANCE, LABOR, & MATERIAL BOND** YES NO N/A
(BIDS GREATER THAN OR EQUAL TO \$50,000)

PREVAILING WAGE REQUIREMENTS

YES NO N/A

(ALTERATIONS & RENOVATIONS:

BIDS EQUAL TO OR GREATER THAN \$100,000).

(NEW CONSTRUCTION

BIDS EQUAL TO OR GREATER THAN \$400,000.)

*** These items must be submitted with BID.**

Other items listed here must be submitted before start of work if applicable.

BIDDER CERTIFICATION STATEMENT

I have carefully read, understand and will comply with all of the above Project Terms and Conditions, Security Regulations and BID Submission Requirements. I have received and incorporated all BID Addendums (if any) posted on the DAS Web Portal and have incorporated these within the BID.

_____/_____
Vendor Name (Printed & Signed)

Date

QUESTIONNAIRE

Q 1.01 Information

The bidder whose bid is accepted will be required to furnish the materials he has listed herein unless such items do not, in the opinion of the owner, comply with the requirements and intent of the Specifications. Materials rejected as not complying may not be used on the job site and the Contractor shall furnish substitute items, which are in strict accordance with the Specifications as approved by the owner.

Q 1.02 MATERIALS

LONG LEAD ITEM

<u>MATERIALS</u>	<u>MANUFACTURER & NO.</u>	<u>ESTIMATED DELIVERY</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Q 1.03 EXPERIENCE / REFERENCES

** Reference IB 1.06 (Contractor Qualification Requirement)

List similar type installations/vendor references completed in the last 12 months (at least 3).

VENDOR	CONTACT NAME	PHONE#	EMAIL
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

Q 1.04 SUBCONTRACTORS

VENDOR	CONTACT NAME	PHONE#	EMAIL
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES

**CONTRACT COMPLIANCE REGULATIONS
NOTIFICATION TO BIDDERS**

The contract to be awarded is subject to contract compliance requirements mandated by Sections 4a-60 and 4a-60a of the Connecticut General Statutes; and, when the awarding agency is the State, Sections 46a-71(d) and 46a-81i(d) of the Connecticut General Statutes. There are Contract Compliance Regulations codified at Section 46a-68j-21 through 43 of the Regulations of Connecticut State Agencies, which establish a procedure for awarding all contracts covered by Sections 4a-60 and 46a-71(d) of the Connecticut General Statutes. According to Section 46a-68j-30(9) of the Contract Compliance Regulations, every agency awarding a contract subject to the contract compliance requirements has an obligation to “aggressively solicit the participation of legitimate minority business enterprises as bidders, contractors, subcontractors and suppliers of materials.” “Minority business enterprise” is defined in Section 4a-60 of the Connecticut General Statutes as a business wherein fifty-one percent or more of the capital stock, or assets belong to a person or persons: “(1) Who are active in daily affairs of the enterprise; (2) who have the power to direct the management and policies of the enterprise; and (3) who are members of a minority, as such term is defined in subsection (a) of Section 32-9n.” “Minority” groups are defined in Section 32-9n of the Connecticut General Statutes as “(1) Black Americans . . . (2) Hispanic Americans . . . (3) persons who have origins in the Iberian Peninsula . . . (4) Women . . . (5) Asian Pacific Americans and Pacific Islanders; (6) American Indians . . .” An individual with a disability is also a minority business enterprise as provided by Section 4a-60g of the Connecticut General Statutes. The above definitions apply to the contract compliance requirements by virtue of Section 46a-68j-21(11) of the Contract Compliance Regulations. The awarding agency will consider the following factors when reviewing the bidders qualifications under the contract compliance requirements: (a) the bidders success in implementing an affirmative action plan; (b) the bidders success in developing an apprenticeship program complying with Sections 46a-68-1 to 46a-68-17 of the Administrative Regulations of Connecticut State Agencies, inclusive; (c) the bidders promise to develop and implement a successful affirmative action plan; (d) the bidders submission of employment statistics contained in the “Employment Information Form”, indicating that the composition of its workforce is at or near parity when compared to the racial and sexual composition of the workforce in the relevant labor market area; and (e) the bidders promise to set aside a portion of the contract for legitimate minority business enterprises. See Section 46a-68j-30(10)(E) of the Contract Compliance Regulations.

**STATE OF CONNECTICUT
COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES
NOTICE CONCERNING CONTRACT COMPLIANCE RESPONSIBILITIES
TO ALL LABOR UNIONS, WORKER=S REPRESENTATIVES AND VENDORS:**

Any contract this contractor has with the State of Connecticut or political subdivisions of the state other than municipalities shall be performed in accordance with CONN. GEN. STAT. Section 4a-60 and Section 4a-60a. This means that this contractor:

1. Agrees to provide the Commission on Human Rights and Opportunities (CHRO) with any information concerning this contractor=s employment practices and procedures which relates to our responsibilities under CONN. GEN. STAT. Sections 4a-60 or 46a-56 or Section 4a-60a.; and

2. Agrees to include the provisions of CONN. GEN. STAT. Section 46a-60(a) and Section 4a-60a in each and every subcontract and purchase order and to take whatever action the CHRO deems necessary to enforce these provisions. WITH REGARD TO RACE, COLOR, RELIGIOUS CREED, AGE, MARITAL STATUS, NATIONAL ORIGIN, ANCESTRY, SEX, MENTAL RETARDATION OR PHYSICAL DISABILITY, this means that this contractor:

1. Shall not discriminate or permit discrimination against anyone;

2. Shall take affirmative action so that persons applying for employment are hired on the basis of job-related qualifications and that employees once hired are treated without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, unless the contractor can show that the disability prevents performance of the work involved;

3. Shall state in all advertisements for employees that it is an Affirmative action-equal opportunity employer@;

4. Shall comply with CONN. GEN. STAT. Sections 4a-60, 46a-68e and 46a-68f and with each regulation or relevant order issued by the CHRO under CONN. GEN. STAT. Sections 46a-56, 46a-68e and 46a-68f; and

5. Shall make, if the contract is a public works contract, good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials.

WITH REGARD TO SEXUAL ORIENTATION, WHICH INCLUDES HOMOSEXUALITY, BISEXUALITY AND HETEROSEXUALITY:

1. The contractor will not discriminate or permit discrimination against anyone, and employees will be treated without regard to their sexual orientation once employed; and

2. The contractor agrees to fully comply with Section 4a-60a and each regulation or relevant order issued by the CHRO under CONN. GEN. STAT. Section 46a-56.

Persons having questions about this notice or their rights under the law are urged to contact the:

COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES
DIVISION OF AFFIRMATIVE ACTION, MONITORING & CONTRACT COMPLIANCE
21 Grand Street
Hartford, Connecticut 06106
(860) 541-3400

COPIES OF THIS NOTICE SHALL BE POSTED IN CONSPICUOUS PLACES
AVAILABLE TO ALL EMPLOYEES AND APPLICANTS FOR EMPLOYMENT

**STATE OF CONNECTICUT
DEPARTMENT OF MENTAL HEALTH & ADDICTION SERVICES
EMPLOYMENT INFORMATION FORM**

Bidder/Contractor	Contact Person	Date
--------------------------	-----------------------	-------------

Address	Phone Number	Contract Award Number
----------------	---------------------	------------------------------

Report all permanent full-time or part time employees, including apprentice and on-the-job trainees. Enter the numbers on all lines and in all columns.

JOB CATEGORIES	OVERALL TOTALS (Sum of all Columns, A through F Male and Female)	A White (Not of Hispanic Origin)	B Black (Not of Hispanic Origin)	C Hispanic	D Asian or Pacific Islander	E Amer. Indian or Alaskan Native	F Physically Disabled
Officials and Managers							
Professionals							
Technicians							
Sale Workers							
Office & Clerical							
Craft Workers (skilled)							
Operatives (semi skilled)							
Laborers (unskilled)							
Service Workers							
TOTALS ABOVE ==>							

Do you use CT DECD Certified Minority Businesses as Subcontractors or Supplies?	YES	NO	Explain:
Are your goods, services and facilities accessible and usable to individuals with disabilities?	YES	NO	Explain:
Do you use an Affirmative Action Plan?	YES	NO	Explain:

Describe your Recruitment, Hiring, Training and Promotion Anti-Discrimination Practices.