



## City of Norwich

Department of Finance – Purchasing Agent  
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The Purchasing Agent, City of Norwich, on behalf of **Norwich Public Utilities** will receive bids for the upgrades to the **Water Pollution Control Facility** until **2:00 P.M. prevailing time on March 29, 2023** at which time they will be opened on the Procurement website and be available to view. All bids are to be submitted via the City of Norwich Procurement Portal at the following website:

### [City of Norwich Procurement Portal](#)

The project documents may be downloaded from the following website:

### [City of Norwich Procurement Portal](#)

#### **Addenda**

If additional information becomes available or changes are made to the documents, an addendum will be issued not later than 5 days prior to the opening date. All addenda shall become part of the Contract Documents.

It is incumbent on the Vendor to ensure that it has received all issued addenda by checking the websites listed above. Failure of any Vendor to receive any such addendum shall not relieve it of the obligations under its proposal.

Notice of any addendum will be posted on the following website:

<https://norwichct.bonfirehub.com/portal/?tab=openOpportunities>

#### **Questions**

Questions regarding this bid must be submitted through the Procurement Portal at:

<https://norwichct.bonfirehub.com/portal/?tab=openOpportunities>

no later than **March 14, 2023 at 5:00 PM EST**. Answers will be provided no later than the end of business **March 21, 2023** as an addendum.

A **MANDATORY Pre bid conference** will be held between prospective bidders, Engineer and Owner to review the proposed methods of complying with the requirements of the Contract Documents. The conference will be held at the Norwich Water Pollution Control Facility, 43 Falls Avenue, Norwich, CT 06360 on **February 10, 2023 at 10:00 A.M. prevailing time**. Bidders will be required to attend this conference.

#### **Project Description**

The work consists of furnishing all labor, materials, equipment and incidentals required for reconstruction of the Norwich, Connecticut Water Pollution Control Facility. The work generally includes construction of a new headworks, secondary clarifiers, UV disinfection system, effluent pump station, thickened sludge storage tank, vehicle and utility storage garage, and administration / laboratory building; modifications to existing primary clarifiers, aeration tanks including installing an IFAS aeration system, secondary clarifier, gravity thickener, sludge processing building, and demolition or modifications to other existing facilities. The work includes all process and related mechanical upgrades; civil, yard piping, and site work; HVAC and plumbing improvements; new electrical distribution and instrumentation and control systems; odor control system; demolition; and all other miscellaneous and other work as shown and indicated in the Contract Documents or otherwise necessary to complete the project.

#### **Bid Security Requirements**

Each bid shall be submitted in accordance with the Instructions to Bidders and be accompanied by a Bid Security in the amount not less than five (5) percent of the Bid in the form of a Bid Bond, Certified Check, Treasurer's Check,

or Cashier's Check made payable to the City of Norwich. Bidders may not withdraw their Bid for a period of ninety (90) calendar days after the actual date of the opening of the Bids. The Successful Bidder must furnish a 100 percent Performance Bond and a 100 percent Payment Bond with a surety company acceptable to the Owner.

Complete instructions for filing Bids are included in the Instructions to Bidders.

### **Wage Rates**

Wage rates for this Project are subject to the minimum wage rates as per the State of Connecticut Labor Department "Prevailing Wage Rates" and Federal Davis-Bacon Act.

The Contract Time shall commence 20 days following the Effective Date of the Agreement and the Contractor shall fully complete the Work within 1,460 Calendar Days and in accordance with the terms as stated in the Agreement.

Any contract or contracts awarded under this Invitation to Bid are expected to be funded in part by the State of Connecticut Department of Energy and Environmental Protection. Neither the State of Connecticut nor any of its departments, agencies or employees is or will be a party to this Invitation to Bid or any resulting contract. The procurement will be subject to the requirements contained in Section 22a-482-4(h), (j) and (o) of the regulations of Connecticut State Agencies.

### **CHRO Requirements**

Minority Business Enterprise (MBE) and Women's Business Enterprise (WBE) policies of the State of Connecticut are applicable to this Contract. The requirement for MBE/WBE Subcontractor participation, expressed as a percentage of the total contract amount, shall be a minimum of 8.0 percent with the following makeup, MBE 3.0 percent and WBE 5.0 percent. Failure to meet or exceed the required percentage shall render a bid non-responsive and cause the rejection of the Bid. Clean Water Fund Memorandum (CWFM) 2019-003 must be completed and submitted with the Bid, or that Bid will be deemed nonresponsive.

Responding bidders must ensure that employees and applicants for employment are not discriminated against because of their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to blindness, unless it is shown by such bidder that such disability prevents performance of the work involved.

### **Acceptance/Rejection of Proposals**

The City may reject proposals which are incomplete, conditional, obscure, contain additions not called for, erasures or corrections not initialed, or which contain alterations or irregularities of any kind. The City may rightfully waive informalities. Determination of the best interest of the City shall include consideration of active or pending civil litigation between the City and any firm (or its subcontractors or suppliers) submitting a proposal to the City.

### **Withdrawal of Proposal Submitted**

No Bidder may withdraw its bid within ninety (90) days of the bid opening date. Should there be reason why the contract cannot be awarded within the specified time, the time may be extended by mutual agreement between the City and the designated, qualified low bidder.

All final awards of the bid shall be in compliance with the City of Norwich Code of Ordinances §7-46 – Delinquent Tax Setoff Against Money Due Bidder or Contractor.

### **Instructions**

Proposals must be submitted to the City of Norwich Procurement portal at: <https://norwichct.bonfirehub.com/portal/?tab=openOpportunities> Proposals will not be accepted by mail, in person or by email.

### **Award Execution**

The firm whose proposal is accepted will be issued a "Notice of Award." The Vendor will be required to execute the "Notice of Award," and provide a certificate of insurance that meets the requirements stated

in the bid documents, within five working days from the date the Notice of Award is issued.

**Freedom of Information**

All proposals shall be made available for public inspection, in accordance with the provisions of Connecticut General Statutes § 1-210, Freedom of Information. Copies of any information resulting from any proposal opening are generally not available until a contract has been awarded or a purchase order issued.

**Non-Collusion**

The individual signing the proposal hereby declares that no person or persons other than members of its organization are interested in this proposal or in the contract proposed to be taken; that it is made without any connection to any other person or persons submitting a proposal for the same work and is in all respects fair and without collusion or fraud; that no person acting on behalf of or employed by the City of Norwich is directly or indirectly interested in the supplies or work to which they relate or will receive any part of the profit or any commission therefrom in any manner which is unethical or contrary to the best interests of the City of Norwich.

Robert R. Castronova  
Purchasing Agent