

# LEGAL NOTICE

## INVITATION to BID

The **Town of Ridgefield** invites all interested parties to submit sealed bids on the following:

**Bid Due Date:** February 13, 2018  
**Bid Due Time:** 11:00 a.m.  
**Bid Item:** Purchase & Install Air Conditioning for 2<sup>nd</sup> Floor  
Of Fire Department HQs  
**Bid Number:** 18-14

Terms and conditions as well as the description of items being bid are stated in the specifications.  
**Specifications may be obtained at the following address:**

**Town of Ridgefield  
Kenneth T. Sandberg  
400 Main Street  
Ridgefield, CT. 06877  
203-431-2720**

Or downloaded from [www.ridgefieldct.org](http://www.ridgefieldct.org) in “Governments” “View All Departments” –  
“Purchasing” – “Bid Notices”

The return bid envelope must be marked and addressed to the following:

**TOWN OF RIDGEFIELD  
DIRECTOR OF PURCHASING  
BID NUMBER: 18-14  
400 MAIN STREET  
RIDGEFIELD, CT. 06877**

Proposals must be received no later than the date and time stated above at the Director of Purchasing's office on the second floor. **For further information**, please call **Kenneth T. Sandberg** at (203) 431-2720 or E-Mail at [purchasing@ridgefieldct.org](mailto:purchasing@ridgefieldct.org)

**Bid Documents available at [www.ridgefieldct.org](http://www.ridgefieldct.org) in “Governments” “View All Departments” –  
“Purchasing” – “Bid Notices”**

**Bid Results may be viewed at [www.ridgefieldct.org](http://www.ridgefieldct.org) in “Governments - “View All Departments” –  
– “Purchasing” – “Bid Results”**

# Town of Ridgefield Connecticut

## BOARD OF SELECTMAN

### INSTRUCTIONS TO BIDDERS

1. Submit proposals in a sealed envelope plainly marked with bid number to identify this particular proposal.
2. Withdrawals of or amendments to bids received later than the time and date specified for bid opening will not be considered.
3. The Board of Selectman of the Town of Ridgefield reserves the right to accept or reject any or all options, bids or proposals; to waive any technicality in any bid or part thereof, and to accept any bid deemed to be in the best interest of the Town of Ridgefield, Connecticut.
4. Bidders may be present at the opening of bids.
5. Bids may be held by the Town of Ridgefield for a period not to exceed sixty (60) days from the opening of bids for the purpose of reviewing the bids and investigating the qualifications of bidders prior to the awarding of the contract.
6. Insurance requirements, if any, must be submitted with the bid. This includes any Hold Harmless requirements as well as Certificates of Insurance, if required, for the full amounts specified. **Unauthorized changes** to these forms, i.e. adding, striking out and/or changing any words, language or limits **will cause the bidder to be disqualified**.

**Please Note:** Certificates of Insurance, if required, **MUST** name the Town of Ridgefield as "**Additional Insured**". Failure to do so may mean disqualification from the Bid.

## APPENDIX - HOLD HARMLESS AGREEMENT

The undersigned covenants and agrees to and shall at all times indemnify, protect and save harmless the Town of Ridgefield from and against all costs or expenses resulting from any and all losses, damages, detriments, claims, demands, cost and charges including attorney's fees the Town of Ridgefield may directly or indirectly suffer, sustain or be subjected to by reason or on account of the work to be performed pursuant to this Contract or any activities in connection with said Contract whether such losses and damages be suffered or sustained by the Town of Ridgefield directly or by its employees, licenses or invitees or be suffered or sustained by other persons or corporations who may seek to hold the Town of Ridgefield liable therefore.

The Contractor shall comply with the Provisions of the Immigration Reform and Control Act of 1986 effective and enforceable as of June 6, 1987 which Act makes unlawful the hiring for employment or subcontracting individuals failing to provide documentation of legal eligibility to work in the United States. The Contractor shall hold the Town of Ridgefield harmless for the failure of the Contractor to comply with the provisions of said Act.

IN WITNESS WHEREOF, the parties hereto have set their

hand and seal this the \_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Company Business Name

Signed, Sealed and Delivered in the  
Presence of:

\_\_\_\_\_

Signed:

\_\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Printed Name

**Town of Ridgefield**  
**Fire Department**  
**Bid Due: February 13, 2018 at 11:00 a.m.**  
**Bid: 18-14**

The Town of Ridgefield is requesting sealed bids from vendors for the purchase, delivery and installation of the air conditioning system specified below. The system will be installed to service the 2<sup>nd</sup> floor of the Fire Department's HQs at 6 Catoonah Street, Ridgefield, CT 06877. No "Or Equals" or substitutions. Price must be quoted on your company's letterhead.

**Air Conditioning System Specifications**

**The Town will not consider "Or Equal" brands.**

**Work:**

- One 2-ton Mitsubishi ductless split heat pump for recreation area.
- One 3-ton Mitsubishi ductless split heat pump for meeting room area.
- One 5-ton Air Handler and condenser for office area/lobby/kitchen. Air handler and all sheet metal ductwork would be installed in the attic area of the building and must be insulated per code.
- Ductwork, supply and return plenums all shall be made of sheet metal material.
- Ceiling diffusers shall be 2x2 dropping supplies with one central lobby area return.
- Excluding one ceiling diffuser for the kitchen that will have to be cut in due to the type of ceiling.
- Flex duct will be run from the main trunk line to the ceiling diffusers only.
- Outdoor condenser would be crane lifted to lower flat roof of firehouse.
- Provide a licensed and insured electrical contractor to install all necessary electrical wiring up to code.

**Equipment:**

- Trane Air Handler model 16 seer-Tem4a0c60s51sa
- Condenser model 16 seer-4ttr6061coa

**Mitsubishi Information**

- 2 ton model – Indoor unit Hi-Efficiency Max-gl24na-u1 / Outdoor-Mu2-gl24na-u1
- 3 ton model – Indoor unit high-efficiency Mszd36na-8 / Outdoor-Muzd36na-1

This work includes regular and incidental materials, installation, carpentry and cleanup for completion of this project.

Vendor Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact name: \_\_\_\_\_ Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Sealed Bids (on company letterhead) must be received by February 13, 2018 by 11:00 a.m. where they will be publicly opened and read aloud.

Vendors shall state expected delivery time from when the order has been given. A timely award is anticipated.

If any or all of the items are beyond existing available funds, then any or all bids may be rejected.