

INVITATION TO BID

Sealed bids marked “ Exterior Stair Repairs at Morley Elementary School – Bid #6081F” will be received at the office of the Purchasing Division, Room 223, Town Hall, 50 South Main Street, West Hartford, Connecticut until 2:00 PM on June 30, 2009 at which time they will be publicly opened and read.

Drawings and Specifications for review will be available in the Purchasing Office, Room 223, Town Hall, 50 South Main Street, West Hartford, Connecticut, 06107. Bid Forms, Drawings, and Specifications may be obtained at this location for a non-refundable deposit of \$25.00. Make deposit check payable to the Town of West Hartford. The Town does not mail drawings and specifications. The Contractor may arrange for delivery of the drawings and specifications by a third party at the Contractor's expense. Any questions concerning this request for bid shall be addressed to the Purchasing Agent at the address below.

A pre-bid conference will be held on June 18, 2009 at 2:00 PM at Morley Elementary School, Main Office, 77 Bretton Road, West Hartford at which time questions concerning the project will be answered. Prospective bidders are expected to attend the pre-bid meeting as this will be the only opportunity to verbalize questions relative to this project and view the job site with the Town's project team.

All Bidders must file with their bid a bid bond, certified or treasurer's check in the amount of 10% of the total of the base bid made payable to the Town of West Hartford.

Performance and Labor and Material Payment bonds in the amount of 100% of the contract price will be required of the successful bidder if the contract pursuant to this request for bids exceeds \$50,000.00.

No bid may be withdrawn for a period of ninety (90) days after the opening of bids without the approval and written consent of the Town of West Hartford.

The right is reserved to reject any and all bids, to waive any informalities in the bidding and to make awards in any manner that is the most beneficial to the Town.

Bidders are encouraged to attend the Town's bid opening at which time the public is afforded an opportunity to record bid prices received in response to the Town's solicitation. Bidders who would like the results of the bid but are unable to attend the bid opening, may check the Town website, <http://westhartford.com/TownServices/TownDepartments/FinancialServices/BidResults.htm> a week after the bid opening date. Bidders calling the Purchasing Office for bid results will be referred to the above procedure.

TOWN OF WEST HARTFORD  
CHRIS JOHNSON  
PURCHASING AGENT



TOWN OF WEST HARTFORD 50 SOUTH MAIN STREET  
TOWN OF WEST HARTFORD, CT 06107-2431  
(860) 561-7470 FAX: 561-7492

## **PROJECT NARRATIVE**

This project consists of repairs to the exterior stairs of the Morley School located at 77 Bretton Road, West Hartford, Connecticut. The repairs are limited to the demolition of the existing framed concrete stairs and granite treads at the east entrance and the removal of portions of the existing plaza sidewalks and stairs. Demolition also includes the removal of an existing masonry screen wall.

New work includes the construction of new cast in place concrete stairs that will be placed on compacted gravel fill placed against the existing foundation wall. The wall will be waterproofed prior to the installation of the fill. Work will also include the construction of a new plaza slab and some repointing of brick masonry wing walls on either side of the main stairs.

Access to the site will be provided on the sidewalk off of Bretton Road to the East. The work area will be confined by a construction fence and gate to be installed and maintained by the contractor.

Estimated Cost - \$50,000.00

**INFORMATION**

EXTERIOR STAIR REPAIRS AT  
MORLEY ELEMENTARY SCHOOL

**ARCHITECT**

MACCHI ENGINEERS, LLC  
44 GILLETT STREET  
HARTFORD, CT 06105

**PROJECT MANAGER**

JOSEPH MERCIERI  
CAPITAL PROJECT MANAGER

**ALL QUESTIONS TO**

PURCHASING SERVICES  
TAMMY BRADLEY  
SENIOR BUYER

All questions must be submitted in writing and mailed to the Purchasing Office, emailed to [Tammyb@westhartford.org](mailto:Tammyb@westhartford.org), or faxed to 860-561-7492 at least seven calendar days prior to the date established for the opening of bids. Please do not call the Engineer/ Architect, Project Manager or Purchasing Office with questions.

**WEST HARTFORD TOWN HALL DIRECTIONS**

**FROM THE WATERBURY AREA**

1. Exit 43 (Park Road)
2. Take a left on to Park Road
3. Take a right at the traffic light (Raymond Road)
4. Go straight through traffic light (Boulevard)

The Town Hall parking lot is on your left

**FROM THE BOSTON AREA**

1. Exit 43 (Park Road)
5. Take a left on to Park Road
6. Take a right at the traffic light (Raymond Road)
7. Go straight through traffic light (Boulevard)

The Town Hall parking lot is on your left