DEPARTMENT OF
FINANCIAL SERVICES

ADDENDUM# 2
ROOF REPLACEMENT AT BEACHLAND PARK

Bid # 6168F

October 7, 2010

Dear Vendors:

The Contract Bidding Documents pursuant to Bid # 6168F are hereby revised as follows:

The following revisions are results from the pre-bid meeting hosted September 30, 2010:

1. **Contractors shall submit the bid using the revised bid form. While it is the intent of the Town to reuse the gutters and soffit siding, we are aware of the potential damage during demolition. We ask contractors to take care during demolition.**
2. **Contractors shall provide a per linear foot price to replace downspouts and gutters, as some may be damaged during demolition.**
3. **Contractors shall provide a per linear foot price to replace soffit and fascia siding as some may be damaged during demolition.**
4. **As a part of the base bid, contractors are to include the lower level roof overhang. (All shingled surfaces.**

Thank you for your patience, time and consideration.

Sincerely,

Tammy Bradley

Tammy Bradley, CPM, C.P.P.B.
Sr. Buyer

Enclosures

C: Mike Longo, Facilities Manager

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

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TOWN OF WEST HARTFORD

Town of West Hartford, Connecticut
Department of Financial Services Purchasing Services Division
50 South Main Street, West Hartford, CT 06107-2431

REVISED (10/7/10)

INVITATION TO BID

Bid No.	Opening Date	Opening Time
6168F	October 13, 2010	2:00 PM

☒ **Formal Bid** ☐ **Informal Bid**

THIS IS NOT AN ORDER

This **INVITATION TO BID** form, with your response on it, must be received by the Purchasing Services Division, at the above address, prior to the bid opening at the time and date shown above. Bids must contain an original signature and must be submitted in a sealed envelope. All bid envelopes must indicate the bid number, time and opening date. At the designated time, all bids will be publicly opened and read. **THIS IS SUBJECT TO THE TERMS AND CONDITIONS ATTACHED AS WELL AS ALL ATTACHED SPECIFICATION SHEETS AND DRAWINGS.**

Department: Facilities	Division: Building Maint	Required Delivery Date	Requisition No.:

Shipping Destination: Beachland Park, 847 South Quaker Lane, West Hartford, CT 06110

DESCRIPTION	UNIT PRICE	TOTAL
The Town of West Hartford is seeking a contractor to furnish all labor, material, equipment and whatsoever necessary to provide a Roof Replacement at Beachland Park in accordance with the attached specifications dated Tuesday, October 12, 2010.		
Base Bid:		$_____ Base Bid
Wood Deck per sheet	$_____	
Alt #1 Linear Foot for gutters & downspouts	$_____ LINEAR FOOT	
Alt#2 Linear Foot for Soffits & Facia	$_____ LINEAR FOOT	
A pre-bid conference will be held on September 29, 2010 at 10:00 AM at Beachland Park, 847 South Quaker Lane, West Hartford at which time questions concerning the project will be answered.		
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 and 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.		
Note: Contractor shall comply with the Town of West Hartford's Insurance Exhibit.		
	TOTAL $	

We hereby agree to furnish and invoice above listed materials or services, delivered or performed in accordance with your specifications, requirements and terms as specified herein at prices specified above.
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://west-hartford.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. The bidder agrees that by affixing their signature to this request for bids, the authorized signatory grants approval to the Town Of West Hartford to obtain third party credit reports for the purpose of assessing the financial capacity of the business entity tendering such bid to the Town.

Delivery Date	Shipment via	FEIN #/Tax ID	Terms % DAYS

Vendor Name	Address	City, State, Zip

Telephone	Fax No	Authorized Signature	Printed Name	Title

NOTE: Failure to affix an authorized signature to this form will result in rejection of the bid.

f:\forms\bid-inv.dot