

**Request for Proposal (RfP)**

**Parking Lot Repair and Maintenance Projects**

**for**

**KILLINGLY PUBLIC SCHOOLS**

**Return Bid to:**

**Office of the Superintendent  
Killingly Public Schools  
79 Westfield Avenue  
Killingly, CT 06239  
(860) 779-6600**

**Deadline:**

**Tuesday, July 21, 2020**

**2:00 p.m.**

**KILLINGLY PUBLIC SCHOOLS**  
**79 Westfield Avenue**  
**Killingly, CT 06239**

**INVITATION TO BID**

The Killingly Board of Education is requesting bids for a multifaceted project, which includes parking lot modifications at Killingly High School (KHS), crack filling and seal coating at KHS, and line striping at five schools. Pricing must be valid for a period of 120 days from the date of the bid opening.

Copies of the bid specifications are available on the Board's website at [www.killinglyschools.org](http://www.killinglyschools.org) or may be obtained from the Office of the Superintendent of Schools, 79 Westfield Avenue, Killingly, CT 06239 between the hours of 7:00 a.m. and 3:00 p.m. on any regular workday. A completed and signed **Bid Form** shall be placed in a sealed envelope **CLEARLY MARKED "Parking Lot Repair and Maintenance Projects."** Bids shall be delivered to the Office of the Superintendent of Schools on or before 2:00 p.m., Tuesday, July 21, 2020 at which time they will be opened publicly.

The Superintendent of Schools on behalf of the Killingly Board of Education, as awarding authority, reserves the right to reject any and all bids in full or in part and to waive any informalities in bidding.

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Steven Rioux  
Superintendent of Schools

*NON DISCRIMINATION STATEMENT*

*The Killingly Public Schools are committed to a policy of EQUAL OPPORTUNITY/AFFIRMATIVE ACTION for all qualified persons. The District does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. Inquiries regarding the District's nondiscrimination policies should be directed to the Human Resource Director.*

## **GENERAL INSTRUCTIONS**

All bids shall include the legal name of the bidder and shall be signed by the person or persons legally authorized to bind the Bidder. Bidders must be authorized to do business in the State of Connecticut. All required signatures shall be handwritten in ink with the full name of the person executing same.

All price bids must remain firm for a period of 120 days from the date of the bid opening.

A pre-bid walkthrough of the project has been scheduled for Tuesday, July 14, 2020. Bidders will meet in the main office at Killingly High School, 226 Putnam Pike. Questions can be submitted by email only to Mike Vassar [mvassar@killinglyschools.org](mailto:mvassar@killinglyschools.org) on or before Thursday, July 16, 2020. Answers will be posted via addendum on the Board's website at [www.killinglyschools.org](http://www.killinglyschools.org). Failure of any Bidder to receive any such addendum or interpretation shall not relieve any Bidder from any obligations under his/her bid submitted.

**Request for Proposal**  
**KILLINGLY PUBLIC SCHOOLS**  
**Parking Lot Repair and Maintenance Projects**

I. Introduction:

The Killingly Public School district (hereinafter known as “KPS”) is seeking proposals for parking lot repairs and maintenance at five schools as described below. At KHS, six asphalt curbed islands will be removed, which will require six light poles to be reinstalled on new concrete bases. At KHS, parking lots and the driveway will be crack filled and seal coated. We are also requesting to have parking lots at five schools line striped.

A pre-bid walk-through is scheduled for Tuesday, July 14, 2020 at 8:00 A.M. at Killingly High School, 226 Putnam Pike, Killingly, Connecticut 06241.

II. Project Requirements:

A. Background

KHS was built in 2010 and is home to 800 students and nearly 100 faculty members. There is a 0.5 mile driveway leading to the facility, which is a part of the project. Two parking lots and the driveway were crack filled two years ago. Grass is beginning to grow in several areas that were previously repaired.

Two other projects at KHS will need to be taken into consideration when scheduling times to sealcoat the driveway. The facility is currently having a new turf field installed and solar panels are being installed on the roof.

B. Project Description

Killingly Public Schools is seeking a contractor to provide a proposal to complete the following projects under the following guidelines and conditions:

- a. Remove and repave six islands (3500 sq. ft. total). Asphalt curbing, dirt, and grass will be removed offsite. Areas will be prepped for paving and new Class II mix hot asphalt will be paved in place, flush with existing and adjacent grades. Approximately 10 new parking spaces will be added and painted using premium hydrophast pavement traffic marking paint. Existing catch basins will need to be altered to ensure necessary grade for drainage.
- b. Six light poles will be removed and re-installed on pre-cast concrete bases. Holes will be excavated and concrete bases will be placed on 6” processed stone. Bases will be set and backfilled. Light poles will be rewired and installed on new bases.
- c. All asphalt cracks will be cleaned to remove dirt and vegetation. Cracks will be injected with commercial grade rubberized crack sealant; heated and applied at 375° then dusted with a mineral aggregate to promote proper adhesion and prevent tracking. All materials must meet Federal Spec SS-S-164.

- d. Asphalt surfaces will be sealed by pressurized spray using premium asphalt pavement sealer mixed with sand. Sealer to be applied at a rate of 0.22 gallons per square yard based on manufacturer recommendations. Freshly sealed areas will be barricaded for safety.
- e. Line Striping will be completed at Killingly High School, Killingly Intermediate School, Killingly Memorial School, Killingly Central School, and Central Office. Addresses and aerial photos are provided below.

Killingly High School, 226 Putnam Pike, Killingly, CT



Killingly Intermediate School, 1599 Upper Maple Street, Killingly, CT

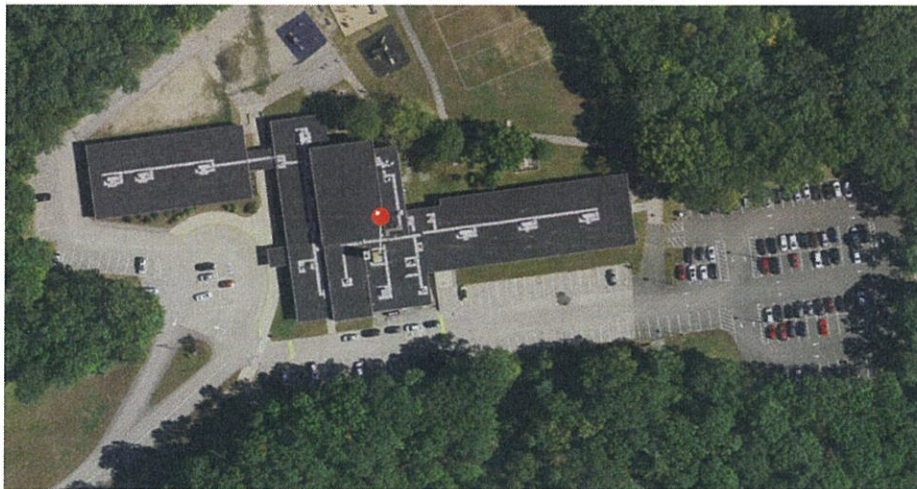




Killingly Memorial School, 339 Main Street, Killingly, CT



Killingly Central School, 60 Soap Street, Killingly, CT



KPS Central Office, 79 Westfield Avenue, Killingly, CT



C. Work Conditions

The contractor will perform work in such a manner that in no way will interfere with the functioning of the buildings or grounds for the students' use. Work may have to be performed after school hours or during scheduled school vacations. A schedule of requested times shall be submitted and agreed upon by the district.

D. Warranty

Workmanship will be warranted for 1-year after completion of project. A copy of the product warranty must be included with the bid documents.

E. Closing date

Bids will be received until 2:00 p.m. July 21, 2020, at which time they will be publicly opened and read. All bidders are invited to attend this public opening, which will be held immediately following the closing time specified above at Central Office, 79 Westfield Avenue, Killingly, CT 06239.

Any bid may be withdrawn prior to the above-scheduled time for receiving bids or authorized postponement thereof. Any bids received after the date and time specified shall not be considered. No bidder may withdraw a bid within 45 days after the actual opening thereof.

III. Instructions:

The **Bid Form** in Appendix A must be completed and signed. Bid proposals are to be submitted in a sealed envelope and clearly marked "**Parking Lot Repair and Maintenance Projects.**"

Bids must be delivered to:

Office of the Superintendent of Schools

79 Westfield Avenue

Killingly, CT 06239

IV. Conditions:

A. Bid Surety

A surety is not required.

B. Payment

Final payment will be made upon the acceptance of the completed work by an authorized representative of Killingly Public Schools. Invoices covering the work specified herein should be forwarded to the Business Office upon completion of the project.

C. Taxes

The Killingly Public Schools is exempt from all State and Federal taxes. Do not include these amounts in your quotation.

D. Addenda

All addenda will be posted on the school website, [www.killinglyschools.org](http://www.killinglyschools.org). It is the responsibility of the bidder to check the website for any addenda before submitting their bid.

E. F.O.B. Destination

All prices quoted must be net delivered to destination.

F. Conflict of Interest

No public official or employee shall, while serving as such, have any financial interest or engage in any business, employment, transaction or professional activity or incur any obligation of any nature which is in substantial conflict with the proper discharge of his/her duties or employment in the public interest.

G. Insurance Requirements

1. General Liability: Occurrence limit \$1,000,000; aggregate limit \$2,000,000. The insurance carried by the proposer shall be on form CG 00 01, or equivalent. Killingly Public Schools shall be named as an additional insured on the contractor's General Liability Insurance Policy with form CG 20 10 or CG 20 33, and CG 20 37.
2. Automobile Liability: Combined single limit of \$1,000,000. Comprehensive automobile policy to cover all owned, hired or non-owned automobiles or vehicles.
3. Workers' Compensation: The proposer must have workers' compensation and employer's liability insurance as required by Connecticut and federal law, plus employer's liability limits of \$1,000,000 per accident, \$1,000,000 disease each employee and \$1,000,000 disease policy limit.
4. Umbrella Liability: The proposer shall have a minimum coverage of \$1,000,000 excess umbrella coverage, naming Killingly Public Schools as additional insured.

The proposer shall procure and pay for the insurance coverage described above and must maintain the indicated insurance for a period of two (2) years after completion of the contract. All policies shall provide for thirty (30) days written notice prior to cancellation, substantial change or nonrenewal. The successful bidder must file an Insurance Certificate within (2) weeks of the date of notification of award. Failure or neglect to do so may be considered by Killingly Public Schools as proof that the proposer is unable to fulfill the contract. A current insurance certificate and a copy of the endorsement or policy wording adding KPS as Additional Insured must be in the Killingly Public Schools' possession at all times. In addition, the selected firm shall require its subcontractors, if any, to meet the same insurance requirements and to furnish Killingly Public Schools with similar evidence of insurance.

In addition, the proposer shall, at all times, save, indemnify and hold harmless the Killingly Public Schools, its officers, agents, employees, and servants from liability of any nature or kind, including costs and expenses for or on account of, any patented or copyrighted equipment, materials, articles, or processes used in the performance of this contract, or on account of any and all claims, damages, losses, litigation expense and counsel fees arising out of loss or injuries (including death) sustained by or alleged to have been sustained by the public or any persons affected by the proposer's work, or by the proposer or any subcontractor, or anyone directly or indirectly employed by them while engaged in the performance of their duties in Connecticut.

H. Reservations

Killingly Public Schools may consider informal any bid not prepared and submitted to Killingly Public Schools in accordance with the provisions herein stated. Killingly Public Schools reserves the right to reject any or all bids or parts of bids; to waive defects in same



bids; or to accept any bid or part thereof deemed to be in the best interests of Killingly Public Schools.

**Submission of Responses**

**All responses should be submitted to the attention of:**

**Office of the Superintendent  
Killingly Public Schools  
79 Westfield Avenue  
Killingly, Connecticut 06239**

**Appendix A**

**BID FORM**

<b>Project Description</b>	<b>Amount</b>
Sealcoating at KHS Student Lot (north lot)	
Sealcoating at KHS Front Lot (south lot)	
Sealcoating at KHS Driveway and Roads	
Crack Filling All Areas at KHS	
Removal and Repaving of Island Areas at KHS	
Light Pole Installation on New Bases at KHS (price to include all electoral work)	
Line Striping Killingly High School	
Line Striping Killingly Intermediate School	
Line Striping Killingly Memorial School	
Line Striping Central Office	
Line Striping Killingly Central School	
<b>Total</b>	

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**Signature of Bidder**

**Date**

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**Print Bidder's Name**