

GOSINSKI PARK
31 GOSINSKI PARK
TERRYVILLE, CT
RESIDENTIAL UNIT RENOVATIONS

C/O DeMarco Management Corporation
117 Murphy Road
Hartford, CT 06114
Phone: (860) 951-9411
Fax: (860) 951-3622

DeMarco Management Corporation agent for The Plymouth Housing Authority, owner of Gosinski Park Apartments, is soliciting bids for the services of a contractor or contractors to perform renovations to the property located at 31 Gosinski Park Terryville, CT. Interior residential unit renovations are needed to assist in re-occupying units that have been vacant for over 90 days. All bids are due no later than 12 P.M. on November 6, 2015. To schedule a pre-walk through of the selected work site, please contact Janett Olivieri at (860) 584-9355. Available dates are Tuesday October 20th at 10:00 am and Tuesday October 27th at 10:00 am. The contract/contracts will be awarded on or before November 16, 2015 with work to commence immediately thereafter. DeMarco Management will be the owner's representative for this project. All communications regarding the project should be addressed to DeMarco Management Corporation unless otherwise directed.

Owner reserves the right to accept any submittal or to reject any submittal and to waive any informalities or irregularities in the submittal.

Plymouth Housing Authority is an Affirmative Action/ Equal Opportunity Employer and small, minority and women owned businesses are encouraged to apply.

SCOPE OF WORK

To be considered, all bids must include a detailed bid proposal which requires identification of each unit, detailed scope of work to include removal of existing finishes and replacement with new, estimated cost of material and labor, and a proposed work schedule. Scope of work for each unit must address capital repairs needed to accomplish turnover. The proposed work exceeds the limits of a routine turnover such as cleaning, refinishing surfaces or repairing appliances and may vary in each unit. Installation of new products is to be per manufacturers specifications. Repairs (as needed) to structural components are to be included. Interested Contractors cannot be on the OIG (Office of Inspector General) Exclusion or Disbarment list nor has any history of or pending lawsuits involving the Plymouth Housing Authority or any other State Housing Authority.

CONTRACTORS RESPONSIBILITIES

- Obtain all necessary permits (if applicable) and inspections.
- Supply and coordinate all necessary trade labor.
- Supply all necessary building materials.
- Supply dumpster for debris removal.
- Secure building materials at the end of each workday.
- Protect the structure from the weather at the end of each work day.
- Provide all site work as required.
- Provide quality control for all incoming materials and workmanship.
- Provide warranties at the end of the project for all systems and materials installed.

ACCESS TO THE PROPERTY

Adjacent units are occupied. Work may be performed during normal working hours starting at 8.a.m., giving full respect to the tenants and adjacent property owners regarding noise, and adhering to any and all local ordinances regarding such work.

REQUEST FOR PROPOSAL SUBMISSION

RFP submissions shall be delivered to the Plymouth Housing Authority located at 31 Gosinski Park, Terryville, CT 06786 or via email to sgarner@demarcomc.com on or before October 30, 2015 at 12:00pm.

INSURANCE

Contractor and sub-contractors must provide proof of insurance prior to starting project at their expense in the amounts of:

1. Worker's compensation: statutory amount or \$500,000, whichever is greater

2. Employer' liability: \$1,000,000.00 minimum
3. Commercial general liability: \$1,000,000.00 bodily injury for each occurrence and an aggregate of \$2,000,000.00
4. Employee dishonesty: \$20,000.00
5. Automobile: \$1,000,000.00 combined single limit

The certificate shall be worded as follows:

With regard to the services provided at (**Gosinski Park Apartments, 31 Ronald Rd., Terryville, CT**) by your company's name, the (**Plymouth Housing Authority.**), and **DeMarco Management Corporation.** are additional insured "as their interest may appear" on general liability or "ATIMA" for short."

Be advised that you need to show proof of your Workers Compensation Insurance coverage, although you do not need to list DMC and or The Plymouth Housing Authority as additional insured on your policy.

THEN under the block "**Certificate holder**" the address should appear as:

The Plymouth Housing Authority
C/O DeMarco Management Corporation
117 Murphy Road
Hartford, CT 06114

PERFORMANCE BOND

The successful bidder shall furnish to The Plymouth Housing Authority, at his or her own expense, a performance surety bond, issued by a company authorized to transact business in the State of Connecticut and approved by The Plymouth Housing Authority equal in value to one hundred (100%) of the total contract cost.

WAGE RATES

This project is subject to the State of Connecticut prevailing wage rates. The current rates from the Department of Labor are attached. The contractor will be responsible for filing all appropriate forms as required by statute, including providing certified payrolls.

CHANGE ORDERS

Any and all change orders are to be submitted in written report form to DMC for prior approval by DMC before commencement of the proposed change.

WEEKLY PROGRESS MEETINGS

Weekly progress meetings will be held on site with the contractor, and DeMarco Management representatives.

PRICING

Pricing for this contract is to be all-inclusive. The only additional billing to be accepted will be for, approved change orders.

PAYMENT SCHEDULE

The payment schedule will be negotiated at the time of contract signing. In order to receive full payment, all completed work is subject to inspection and acceptance by the Town of Plymouth's Housing Inspector and certification of occupancy obtainable. All correspondence and billing will be addressed as follows:

Gonsinski Park Apartments
C/O DeMarco Management Corporation
117 Murphy Road
Hartford, CT 06114
Attn: Sherrie Garner

QUESTIONS

All questions regarding the property or the RFP submission should be direct to Sherrie Garner via e-mail to sgarner@demarcomc.com on or before October 27, 2015 at 5:00 pm.