

**INVITATION TO BID**  
**ATHLETIC FACILITIES RENOVATION PROJECT**  
**DERBY HIGH SCHOOL, DERBY, CT**  
**CITY PROJECT NO. COD 2018-02**

Sealed bids for the **Athletic Facilities Renovation Project at Derby High School, Derby, CT** addressed to **Salvatore Coppola, Finance Director** will be received in the **Finance Office, Derby City Hall, 1 Elizabeth Street, Derby, CT 06418** on or before **10:00 a.m. local time on MONDAY, APRIL 2, 2018**. Bids will be publicly opened and read aloud in the Joan Williamson Aldermanic Chambers, 2<sup>nd</sup> floor, Derby, Derby City Hall. Late bids will be rejected.

**A Non-Mandatory Pre-Bid Construction Meeting will be held on WEDNESDAY, March 14, 2018 at 10:00 a.m. local time at the Site, 75 Chatfield Street, Derby, CT 06418.**

Drawings and specifications may be downloaded at [www.derbyct.gov](http://www.derbyct.gov) under the Bids link, on or after **FRIDAY, March 2, 2018**. All addenda will be available for viewing and downloading. Faxes or addenda will not be provided. It is the responsibility of bidders to check and download all addenda, prior to submitting bids.

As Security, each Bid must be accompanied by a Certified Check or Cashier's Check drawn upon either a State Bank and Trust Company or a National Banking Association, to the order of the City of Derby, or the Bid must be accompanied by a Bid Bond having as surety thereto, such Surety Company or Companies as are authorized to do business in the State of Connecticut of an amount not less than (5%) of the Bid. **NO BID WILL BE ACCEPTED UNLESS ACCOMPANIED BY THE REQUIRED BID DEPOSIT.**

Upon award and prior to any work being performed a 100% Performance, Labor and Material Payment Bond and other Bonds subject to the conditions provided for in the Bid Specifications are required. A Certificate of Insurance will also be required naming the City of Derby as an additional insured.

All Requests for Information (RFI) are to be in writing and emailed to the attention of Eric Roise at [eroise@kba-architects.com](mailto:eroise@kba-architects.com). Phone calls will not be returned for RFI questions. **RFI's must be received by the Architect by WEDNESDAY, March 21, 2018 BY NOON – last day to receive RFI's.**

Bidders shall not include Federal Excise Taxes or State of Connecticut Sales Taxes on which Public Buildings are exempt. All Bidders should make an effort to consider the use of local trade contractors. Bids must be held firm and may not be withdrawn for sixty (60) days after the bid opening.

The City of Derby reserves the right to waive any informalities in Bids, to reject any or all Bids, or to accept any proposal that in their judgment will be in the best interest of the City. The City of Derby does not discriminate on the basis of sex, race, age, physical disability, religion or national origin.

The City of Derby is an Affirmative Action/Equal Opportunity Employer. Minority/Women's Business Enterprises are encouraged to apply.

Salvatore Coppola, Finance Director  
Finance Committee

Dated at Derby, CT – March 6, 2018