



CONTRACT/ASSIGNMENT INFORMATION SHEET

The University of Connecticut is accepting sealed Bids for:

CONTRACT NUMBER: SK071823

CONTRACT NAME: Snow and Ice Control Services for Downtown Hartford Campus

SERVICE LOCATION: 10 Prospect Street & 38 Prospect Street, Hartford CT

PROCUREMENT AGENT: Shamona Kamm, shamona.kamm@uconn.edu, 860-486-5797

INTENT OF THIS SOLICITATION: The purpose of this Invitation to Bid (“ITB”) is to provide snow and ice control services to the downtown Hartford UConn campus.

LOCATION OF INVITATION TO BID: Submit a Bid for this solicitation (event) through the HuskyBuy Portal: <https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=UConnFullSuite>.

CRITICAL DATES:

Bid Due Date and Time	September 19 2023	2:00 PM
Q&A (RFI) Due Date and Time	September 7, 2023	2:00 PM
Pre-Bid Conference Date and Time	August 29, 2023	10:00 AM
Pre-Bid Conference Location	10 Prospect Street, Hartford CT 06103 *At the steps by the Flagpole	

CONTRACT DESCRIPTION/SCOPE OF WORK: The University of Connecticut is soliciting proposals from experienced and licensed service providers to provide Snow & Ice Control Services located at the UCONN Hartford Campus. The term “Snow and Ice Control Services” as used in this document will include all equipment, materials and labor required to provide the University with snow & ice-free surfaces on all sidewalks, exterior ramps, and stairwells, loading dock areas, all doorways, landings & courtyard at the UConn Hartford Campus. For further details refer to the attached Specifications document under the Buyer attachment tab.

CONTRACT TERM:

- Contract Commencement: **November 1, 2023**
- Contract Term: **One (1) year, ending on October 31, 2024**

PRE-BID CONFERENCE: The Pre-Bid Conference is not mandatory, however, interested Bidders are strongly encouraged to attend to view existing conditions.

REQUEST FOR INFORMATION QUESTIONS:

All Requests for Information (“RFI”) questions are to be posted under the Q & A Board Tab in the HuskyBuy sourcing event. The University will not be responsible for any interpretations or instructions other than those submitted through the Q & A Board of the event.

BID CLARIFICATIONS, ADDENDA, and INTERPRETATIONS: Bidders shall promptly notify the University of any ambiguity, inconsistency, or error which they may discover upon examination of the Specifications or other contract documents.

Any and all interpretations of the Specifications, Responses to any RFIs, or other contract documents, and any supplemental instructions, will be in the form of a written bid clarification/addendum, if issued, and will be posted as part of the HuskyBuy ITB sourcing event under the Buyer Attachment Tab. Failure of any Bidder to receive any such addendum or interpretation shall not release any Bidder from any obligations under its bid as submitted.

WAGE RATES:

Standard Wages: Connecticut Department of Labor Service Standard Wages are applicable for this work. The awarded Bidder will provide services that have mandated service rate requirements. Bidders shall review Connecticut General Statute §31-57f. The statute can be found at https://www.cga.ct.gov/current/pub/chap_557.htm#sec_31-57f. Standard Wage Rates are posted on the Connecticut Department of Labor Website: ctdol.state.ct.us. Note that it will be the successful Bidder’s responsibility to monitor wage rates issued by the Connecticut Department of Labor and ensure that non-supervisory employees are paid the most current wage and benefit rate.

REQUIRED LICENSES AND CERTIFICATIONS: The successful bidder will comply with all laws and regulations on taxes, licenses and permits.

QUALIFICATIONS OF BIDDER: All Bidders must provide information/documentation with their submission that demonstrates (at a minimum) the requirements as further detailed on the Specifications Document found under the Buyer Attachments tab.

SELECTION OF AWARD: The Contract shall be awarded to the lowest responsible bidder(s) offering the lowest overall cost to the University. The University reserves the right to make multiple awards for these services or award by item, or group of items, if it is deemed to be in its own best interest.

COST PROPOSAL: Use the Bid Pricing Sheet to provide costs. Costs include Lump Sum and Unit Pricing.

- **Lump Sum:** Vendor will provide a lump sum cost for the baseline snowfall total of up to 40 inches for the stated Scope of Work/Specifications. Such lump sum shall include all labor, materials, equipment, subcontractor costs, and overhead and profit.
- **Unit Price:** Contractor will provide a “per event” unit price cost for the accumulations exceeding the maximum snowfall total listed as Base Contract Services.

PREVIOUS RELEVANT EXPERIENCE: Using the attached Contract Relevant Experience Form, the Bidder must be able to demonstrate to the satisfaction of the University that they possess the ability and capacity to successfully complete the Contract/Assignment through the satisfactory past performance of work of a similar nature, size, scope, and comparable dollar value to that of the subject work. A minimum of **three (3) examples** must be submitted that are in progress or completed within the past **five (5) years**. A detailed description of the work performed and how it relates to the scope of work/specification

documents shall be included. . Note: only one (1) contract performed for UConn may be included as part of your ITB.

PROPOSED TEAM: Using the attached Resume for Key Personnel Proposed for this Contract Form, the Company must demonstrate the ability to staff this Contract/Assignment with high quality, experienced personnel. The Company must demonstrate the individual staff members' experience on past relevant contracts/assignments performing work of a similar scope and nature to this Contract and in a comparable position as assigned on this Contract. Complete the Resume Form for the Contract Representative and Supervisor/Foreman that will be assigned to this contract/assignment.

SBE/MBE PARTICIPATION: In an effort to foster a more diverse pool of experienced Bidders, the University encourages certified Small Business Enterprise and Minority Business Enterprise (SBE/MBE) participation or the use of certified SBE/MBE businesses as sub-contractors.

END OF PROJECT INFORMATION SHEET