

**INVITATION TO BID  
SOFTBALL FIELD #1 RENOVATIONS  
AT SAGE PARK  
BID # 2020-23**

Sealed bids addressed to the Town of Berlin for the Softball Field #1 Renovations at Sage Park, Suranna Drive, Berlin, CT, will be received by Maryssa Tsohis, Purchasing Agent Berlin Town Hall, 240 Kensington Road, Berlin, CT, 06037, no later than **11:00 A.M.** local time on **THURSDAY JULY 9, 2020**. Due to COVID precautions bids will be opened privately, after that time, recorded, and made available to plan holders. (if COVID closures remain in effect - have delivery personnel call 860-828-7048 upon arrival at town hall and they will be greeted at the front door), The Town will not accept submissions by e-mail or fax. The Town will reject bids received after the date and time noted above.

Specifications and bid proposal documents for the proposed contract are available after **NOON** on **WEDNESDAY, JUNE 10, 2020** on the Town's website, [www.town.berlin.ct.us](http://www.town.berlin.ct.us), under Departments, Purchasing, Current Bids and RFPs, . **Each bidder is responsible for checking the Town's website to determine if the Town has issued any addenda and, if so, to complete its proposal in accordance with the ITB as modified by the addenda.**

A non-mandatory Pre-Bid Conference will be held on **Thursday June 25, 2020 at 10:00 A.M.** at the Softball Field. The pre-bid conference is non-mandatory, however it is recommended that all Bidders attend.

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 **Town of Berlin**, 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.**

All Requests for Information (RFI) are to be emailed to the attention of Eric Q. Roise at [eroise@kba-architects.com](mailto:eroise@kba-architects.com). RFIs must be received by the Architect no later than **Friday, June 26, 2020 at NOON – Last day to receive RFIs.**

All Bidders must submit a Contractors Qualification Statement with the bid as outlined in the specification.

Bidders shall not include Federal Excise Taxes or State of Connecticut Sales Taxes. Public projects are exempt.

Bidder interviews will be scheduled for July 10, 2020. All bidders to keep this date available for an interview and scope review meeting at Town Hall. Bidders to be interviewed shall be notified within 5 hours of bid opening.

Bids, including all Alternate pricing, must be held firm and may not be withdrawn for Sixty (60) days after the bid opening.

The Town of Berlin is an Affirmative Action/Equal Opportunity Employer; Minority/Women's Enterprises are encouraged to respond. The Town reserves the right to amend or terminate this Invitation to Bid, reject all bids, waive any informalities, and award the contract to the bidder that is deemed to be in the best interests of the Town.

Aroscha Jayawickrema,  
Town Manager

Advertised in the Hartford Courant 6/10/2020