

**LEGAL NOTICE
REQUEST FOR PROPOSAL
TOWN OF OXFORD
CATCH BASIN CLEANING**

The Town of Oxford, Connecticut is requesting proposals for CATCH BASIN CLEANING services. Sealed proposals will be received at the Office of the Finance Director until 4:00 p.m. on Thursday, March 24, 2016 at which time no further proposals will be considered. Request for Proposal forms may be obtained at the office of the Finance Director from 9:00 a.m. until 5:00 p.m. on Monday through Thursday. Information concerning this Request for Proposal may be obtained by contacting James Hliva, Finance Director, at 203-828-6513. The Town of Oxford is an Equal Opportunity Employer.

**TOWN OF OXFORD
REQUEST FOR PROPOSALS
CATCH BASIN CLEANING**

The Town of Oxford hereby gives notice of a Request for Proposals seeking qualified contractors to provide labor and materials for the vacuum cleaning of existing catch basins and drains. Proposals are to be based upon the following specifications:

1. Provide current model vehicle(s) designed and constructed for vacuuming drainage structures, with qualified operator and crew.
2. Scope of Work includes approx. (1000) catch basins located on Town roadways and parking areas, and (40) catch basins and (2) swirl chamber tanks located in school parking areas.
3. Removed material shall be transported to the Public Works facility at 19 Great Oak Road, where it will be deposited as directed by Town personnel.
4. Contractor shall coordinate his work with the provisions of the Public Works labor agreement.
5. Work to commence on or about June 1, 2016, and be completed no later than September 16, 2016. Dates and work performed will be at the Direction of Mr. Wayne Watt, Public Works Foreman
6. Contractor to carry and maintain the following insurance, and provide a copy of the Certificate of Insurance to the Town prior to beginning work:
 - a. Comprehensive General Liability Insurance as will protect him, the Town, and any subcontractor performing work covered by this Contract, from claims for damages for personal injury, including accidental or wrongful death, as well as claims for property damages, which may arise from operations under this Contract whether such operations be by himself or by any subcontractor or by anyone directly or indirectly employed by either of them. Liability insurance shall include premises and operations, products, contractual,

Town of Oxford
Request for Proposals- Catchbasin Cleaning

owners, and contractors protective. The minimum amounts of such insurance shall be as follows:

- Bodily Injury Liability and Property Damage Liability:
\$1,000,000 each occurrence.
 - The Town shall be named as an Additional Insured
This MUST be stated explicitly on the Certificate or you will be disqualified
- b. Worker's Compensation Insurance and Employer's Liability for all of his employees, employed at the site and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Workmen's Compensation Insurance for all employees of the later unless such employees are covered by the protection afforded by the Contractor.
- Worker's Compensation and Employer Liability:
Statutory Limits
- c. Comprehensive Auto Liability Insurance:
- Bodily Injury Insurance and Property Damage Insurance covering the operation of all Motor Vehicles owned, hired and/or non-owned by the Contractor, or used by the Contractor in the Prosecution of the work under the Contract, shall be in the minimum of \$1,000,000 each occurrence.

Contractors shall submit a proposal based upon a price per catch basin and per swirl chamber tank in accordance with the specifications above. Proposals shall be in a sealed envelope marked "Catchbasin Cleaning Proposal" and delivered to:

attn: Mr. James A. Hliva, Finance Director
Town Hall
486 Oxford Road
Oxford, CT 06478

no later than 3:30pm, March 24, 2016

The Town of Oxford reserves the right to accept or reject any or all proposals or waive minor irregularities in the proposals if such action is in the best interest of the Town.

Contractors may be requested to provide evidence of other similar projects successfully completed. An award will be made to the Contractor who submits the most advantageous proposal and is in the best interests of the Town. Price, past experience, supporting documentation of past performance and other relevant factors will be considered. The Town of Oxford attaches a great importance to the ability of the Contractor to complete the work as specified. This concern does not demonstrate a lack of trust in the Contractor, but rather an acknowledgement of the Town's obligation to its citizens.

END OF REQUEST FOR PROPOSALS