



**DEPARTMENT OF FINANCE
OFFICE OF PURCHASING**

July 21, 2010

INVITATION TO BID

The City of Norwalk is soliciting bids for the installation of outdoor lighting fixtures for the **Tennis Courts and Pedestrian Trail at Mathews Park**. Below is an outline of some of the requirements that apply specifically to this project. The requirements for this project are discussed in greater detail under Section 2 – Project Specifications.

PROJECT NUMBER:	2960
DEADLINE :	2:00 PM, August 12, 2010
BID TITLE :	Lighting - Tennis Courts/Pedestrian Trail at Mathews Park
SITE LOCATIONS:	MATHEWS PARK, 295 WEST AVENUE, NORWALK CT

BID DOCUMENTS for this project may be ordered directly from Technical Reproductions, Inc. Please call Karyn Boczer at (203) 849-9100 to order these documents. All documents must be ordered in complete sets. The cost of a set of documents is \$25.00, non-refundable. Checks are to be made payable to, "The City of Norwalk." Pick up the plans and specifications from Technical Reproductions, 326 Main Avenue, Norwalk, CT, 203-849-9100.

Access to the site can be arranged through Mike Mocciae, Director of Recreation & Parks, Norwalk Public Schools, 203-854-7725.

The deadline for the submission of questions for this project is 2:00 pm, August 5, 2010. All questions must be submitted in writing to David Carroll, Purchasing Officer, via e-mail - dcarroll@norwalkct.org .

Bidders will be required to provide:

- 10% bid bond, cashier's or certified check with your response (see sect. 3.1 C).
- Performance, labor, and materials bond for 100% of the project upon award if the contract value exceeds \$50,000.00 (see sect. 3.1 D).
- Include six (6) copies and the original bid package.
- Copies of current certifications as applicable.

SPECIAL NOTES:

- A. References to Department of Public Works, Director of Public Works, and Engineer in section 3 and section 4 are to be interpreted as "Owner's designated representative".
- B. Section 3.8, Liquidated Damages, change to read "Liquidated damages as defined in Article 20 of the Norwalk General Conditions for Construction will be \$100.00 per day. "
- C. A bidder receiving an award will be required to provide proof of its current standing with the Connecticut Secretary of State's Office (see Response Section, Bidder's Qualifications).

BIDDER LISTS will not be published.

ADDENDAS, if issued, will be available over the Internet at <http://www.bid.ci.norwalk.ct.us/html/add.htm> . This service is also available via FAX. Dial 203-854-7897 from any phone to access the Purchasing Department's Express Request Line. Request document #1001. We strongly suggest that you check for any addenda a minimum of forty eight hours in advance of the bid deadline.

If, after review of the bid documents, your firm is interested in performing the services specified, provide the information requested, sign and return the complete documents, along with your detailed proposal, to the Purchasing Department by the due date.
Sincerely,

David Carroll
Purchasing Officer