**INVITATION TO BID**  
Bids Due May 2, 2022

**OWNER:**  
First Ecclesiastical Society of East Haddam CT d/b/a First Church of Christ Congregational of East Haddam  
499 Town Street, P.O. Box 445  
East Haddam, CT 06423

**ARCHITECT:**  
Noyes Vogt Architects  
191 Middlesex, Ave., Ste. 2A  
Chester, CT 06412

**PROJECT:** REPLACEMENT OF PARISH HALL ROOF/ REPAIR TO MEETINGHOUSE ROOF  
499 Town Street, East Haddam, CT 06423

The owners of **499 Town Stree**t will receive sealed bids between the hours of 3:00 and 4:00 p.m. on May 2, 2022. Hand delivery is preferred but bid packages may also be emailed to [contact@firstchurcheh.org](mailto:contact@firstchurcheh.org) before 4 p.m. on May 2. Any emailed bid must reference the project in the subject line as follows: “Bid for replacement of Parish Hall roof/repair to Meetinghouse roof.” Bids received after the specified date and time will not be accepted or opened. Bidders may be present for the public bid opening on May 2 at 4 p.m. at First Church of Christ Congregational, 499 Town Street, East Haddam, CT 06423.

Bids will be received for furnishing all labor, materials, tools and equipment necessary to replace the cedar shingle roof on 1902 Parish Hall and repair to the north side of the cedar shingle roof on 1794 Meetinghouse, in accordance with the scope of work included in the bid documents, plans and specifications. Bids must be on a lump sum basis. Segregated bids will not be accepted. Bid documents, including plans and specifications, (pdf format) are available upon request by contacting Tom Gribbin, Noyes Vogt Architects, at (860) 526-2900 beginning April 5, 2022.

The successful bidder will commence the project as soon as practicable with completion no later than Nov. 15, 2022. A proposed construction schedule should be submitted with the bid.

There will be a **pre-bid meeting** on Monday, April 11, 2022 at 1:00 p.m. at First Church of Christ Congregational, 499 Town Street, East Haddam, CT 06423 to walk through the site and review all contract documents. The meeting is mandatory for new prospective bidders and optional for companies that participated in an earlier bid solicitation for this project. All questions pertaining to this Invitation to Bid must be submitted in writing by email to Tom Gribbin, at [tomgribbin@noyesvogtarchitects.com](mailto:tomgribbin@noyesvogtarchitects.com). The last day for questions is April 20, 2022 at 3 p.m. and the final addenda will be distributed April 22, 2022 at 3 p.m.

Bidders are required to provide references and evidence of a minimum of ten (10) years of experience in previous, similar work, and must carry appropriate Commercial General Liability, General Aggregate and Workers’ Compensation insurance coverages.

Required documents in the bid package include:   
1. Bid Form   
2. AIA A305 Contractor’s Qualification Statement  
3. Proposed construction schedule;   
4. Evidence of insurance coverages;  
5. A completed Connecticut Human Rights and Opportunities (CHRO) Contract Compliance Regulations Notification to Bidders form. See: <http://www.ct.gov/chro/lib/chro/pdf/notificationtobidders.pdf>;   
6. Bond security as outlined below.

Each bid must include a bond or certified check in the amount of five (5) percent of the base bid, made payable to First Ecclesiastical Society of East Haddam, CT. Bid bond amount will be retained as liquidated damages in the event the selected bidder fails to execute a contract. Bid Bonds are not required if the contract amount does not exceed $50,000.00. The General Conditions for this Project will require Performance and Payment Bonds. Performance bonds are required for contracts exceeding $25,000.00 or a subcontract exceeding $50,000.00. Labor and material payment Bond is required for contracts exceeding $100,000.00.

All bid documents must be complete when submitted; incomplete bids will be disqualified. No bid shall be withdrawn for a period of ninety (90) days after the bid opening – or until the next workday immediately following said period if such period ends on a weekend or State holiday – without the consent of the owner.

The owner reserves the right to reject any or all bids and to waive any informalities in bidding. Any contract will be awarded at the sole discretion of the owner to the lowest responsible and qualified bidder, subject to the owner’s right to reject any and all bids. The “lowest responsible and qualified bidder” is defined as the bidder whose bid is the lowest of those bidders possessing the skill, ability, and integrity necessary to faithfully perform the work, in the sole judgement of the owner. The owner reserves the right to consider as unqualified any bidder whose references, as submitted with their proposal, do not confirm the bidder’s qualifications to do the work.

Partial funding for this project is provided by Connecticut’s Historic Restoration Fund, which is funded by the Connecticut Community Investment Act and administered by the Connecticut State Historic Preservation Office (CT SHPO) within the state Department of Economic and Community Development. All work must meet the Secretary of the Interior's Standards for the Treatment of Historic Properties and be approved by the CT SHPO.

The successful bidder along with the subcontractors shall make a good faith effort, to the greatest extent feasible, to employ and contract small and minority contractors as defined by the State of Connecticut with regards to small and minority business enterprises. In compliance with the State of Connecticut regulations, the bidder must be an Affirmative Action/Equal Opportunity Employer.

The First Ecclesiastical Society of East Haddam, CT is an Affirmative Action/Equal Opportunity Employer. Minority/Women’s Business Enterprises are encouraged to apply.

*First Ecclesiastical Society of East Haddam CT  
Susan E. Kinsman, chairman, Board of Trustees*