

LEGAL NOTICE

The **Town of Ridgefield** invites all interested parties to submit electronic bids on the following:

BID DUE DATE: September 3, 2026

BID DUE TIME: 11:00 am EST

BID ITEM: RGC Tee Box Renovations

BID NUMBER: 27-04

Terms and conditions as well as the description of items being bid are stated in the specifications. **Specifications may be obtained at the following address:**

**Town of Ridgefield
David McFate
400 Main Street
Ridgefield, CT. 06877
(203) 431-2720**

Bids shall be submitted via email to the following:

**purchasing@ridgefieldct.gov
SUBJECT: 27-04 (Company Name) Bid Package**

Bids must be received no later than the date and time stated above via email. **For further information**, please call **David McFate at (203) 431-2720** or email at **purchasing@ridgefieldct.gov**

Results may be viewed at https://www.ridgefieldct.gov/departments/purchasing/bid_notices.php after the bid opening.

Town of Ridgefield
Project Scope

Ridgefield Golf Course
545 Ridgebury Road, Ridgefield, CT 06877
#11 and #15 Tee Box Renovations

The Town of Ridgefield is seeking sealed bids from qualified contractors to perform improvements to the tee box areas of Holes #11 and #15 at Ridgefield Golf Course. The work includes tee box reconstruction, grading, fill placement, top-mix installation, finish grading, and installation of new turf. All work must be completed to the highest standards of golf course construction and in compliance with applicable regulations. Work must begin during the second week of October 2026.

In general, the scope of services shall include, but not be limited to, the following items:

A. Hole #11 Tee Box Area Preparation & Construction

- Remove existing tee surface material and prepare the existing tee complex and surrounding ground for reconstruction.
- Raise the existing tee boxes approximately 18 inches above existing grade, with grading and tie-ins to surrounding ground as necessary.
- Expand the rear tee box approximately 15 feet forward, generally in accordance with the attached concept drawing.
- Expand the forward tee box by approximately 15 feet to the rear and 5 feet to the left. This is a planning estimate; final field dimensions shall be confirmed with RGC management before construction.
- Grade new and existing slopes as appropriate to provide stable transitions, proper drainage, and a playable finished surface, while avoiding the need for new retaining walls where practical.
- Use suitable fill material currently available at Ridgefield Golf Course before importing fresh fill. Contractor shall coordinate the location and handling of available on-site fill with course management.
- Apply approximately 6–12 inches of USGA-recommended top mix to prepared tee surfaces.
- Finish-grade the tee surfaces and install new grass in the form of sod.
- Relocate irrigation sprinklers and/or irrigation components as needed to provide complete and appropriate coverage of the renovated tee areas.

B. Hole #15 Tee Box Area Preparation & Construction

- Prepare the existing ground and tee area for fill placement and reconstruction.
- Place suitable fill to raise the proposed tee area to the elevation of the existing tee box, with proper compaction and grading.
- Expand the tee area in accordance with the attached concept drawing. The expanded tee area shall be approximately 50 feet across the front and 48 feet from front to back. This is a

planning estimate; final field dimensions shall be confirmed with RGC management before construction.

- Grade new and existing slopes as appropriate to provide stable transitions, proper drainage, and a playable finished surface, while avoiding the need for new retaining walls where practical.
- Use suitable fill material currently available at Ridgefield Golf Course before importing fresh fill. Contractor shall coordinate the location and handling of available on-site fill with course management.
- Apply approximately 6–12 inches of USGA-recommended top mix to prepared tee surfaces.
- Finish-grade the tee surfaces and install new grass in the form of sod.
- Relocate irrigation sprinklers and/or irrigation components as needed to provide complete and appropriate coverage of the renovated tee area.

C. Tee Surface Finishing & Site Restoration

- Holes #11 and #15 shall be dressed, graded, finished, and sodded to the highest standards of golf course construction and in compliance with applicable regulations.
- Provide positive drainage and smooth, playable transitions between the renovated tee areas and adjacent turf.
- Restore disturbed areas surrounding the tee construction to match existing conditions and adjacent turf.
- Remove surplus construction debris, unsuitable material, and excess imported material from the site unless otherwise directed by course management.
- Protect existing irrigation, drainage, cart paths, turf, trees, and other golf course features from damage during construction. Repair any contractor-caused damage at no additional cost to the Town.

D. Materials, Fill & Coordination

- Contractor shall inspect the site during the mandatory pre-bid meeting and shall account for existing conditions in its bid.
- Suitable fill currently available at Ridgefield Golf Course shall be used for this project before fresh fill is imported.
- Any imported fill or top mix shall be suitable for the intended golf course construction application and shall meet the requirements established by RGC management.
- Contractor shall coordinate construction sequencing, access, staging, fill movement, and irrigation work with the Ridgefield Golf Course General Manager.

E. Schedule & Pre-Bid Meeting

- Work must begin during the second week of October 2026 (on or about October 5, 2026).
- A mandatory pre-bid meeting/site visit will be held on August 25, 2026 at 11:00 a.m. at Ridgefield Golf Course, 545 Ridgebury Road, Ridgefield, CT 06877.

- Attendance at the pre-bid meeting is mandatory for all bidders. Contractors shall use the site visit to review existing conditions, access, available fill, tee elevations, and the proposed work areas.

F. Bidding Requirements

- Bidders shall provide details of at least three comparable golf course construction or renovation projects completed within the past five years, including the project name and location, date of completion, scope of work performed, and owner/client contact information.
- Bidders shall provide separate line items for Hole #11 work, Hole #15 work, and any other major components necessary to clearly identify the proposed cost of the work. Ridgefield Golf Course/the Town of Ridgefield may elect to complete construction on either Hole separately.
- All bids shall be submitted on the Contractor's letterhead and shall show in detail all work proposed.
- Questions regarding the project shall be directed in writing to David McFate, Purchasing and Finance Manager, at purchasing@ridgefieldct.gov.
- Site visits other than the mandatory pre-bid meeting must be coordinated with the Ridgefield Golf Course General Manager.

Concept Drawings / Illustrated Hole Maps

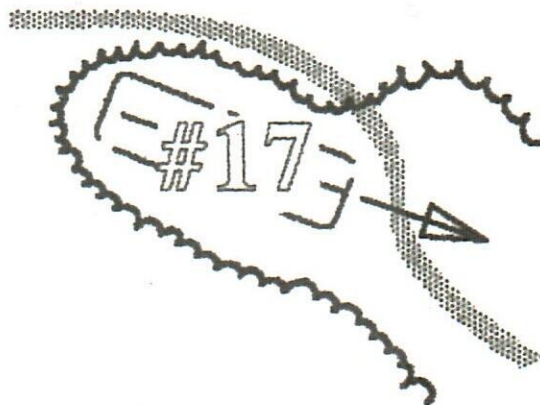
The attached concept drawings and illustrated hole maps are intended to communicate the general location, configuration, and extent of the proposed renovations. They are not a substitute for field verification. Contractors shall verify existing dimensions and elevations before construction.

11

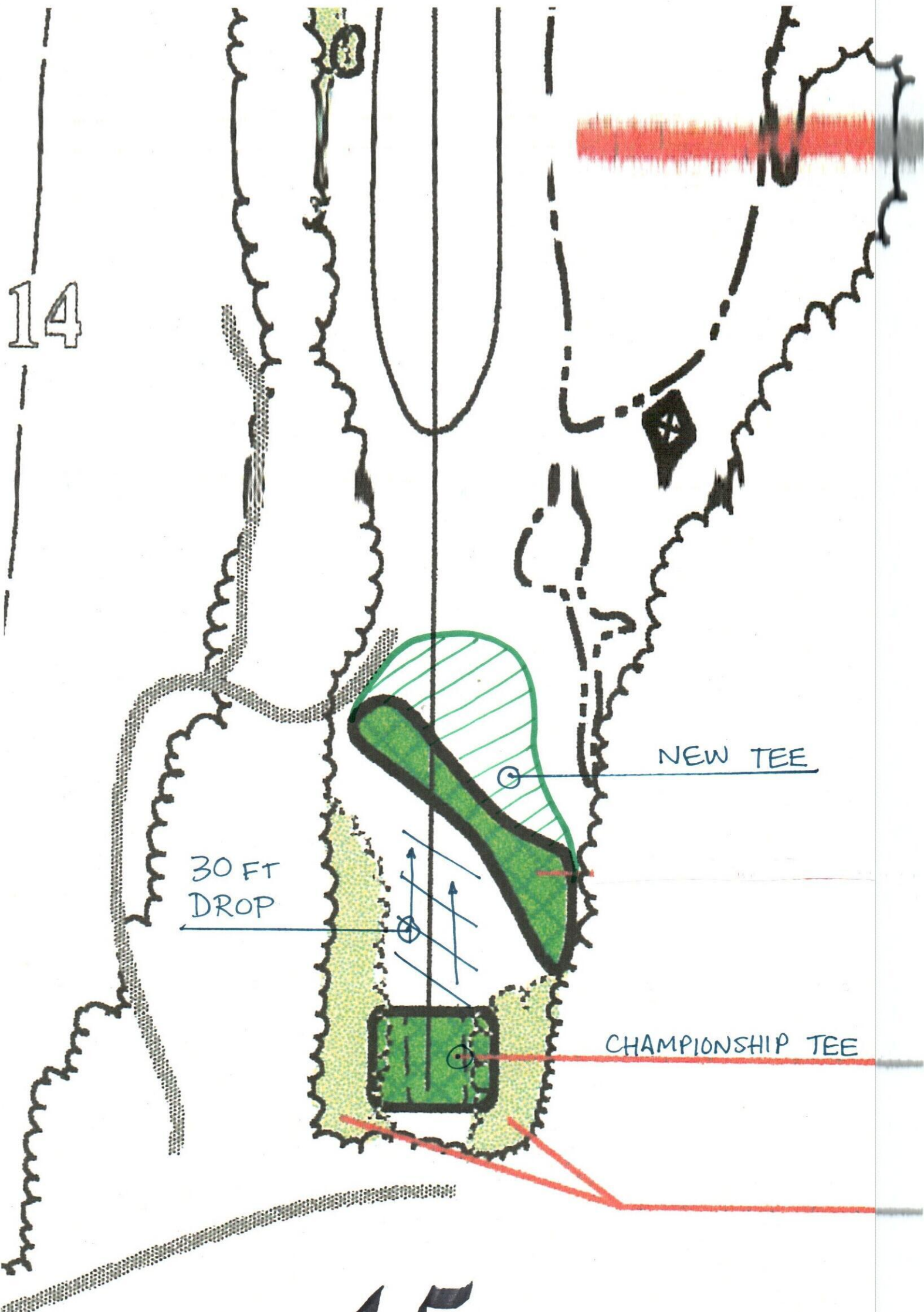
RAISE &
ENLARGE

RAISE TEE 18"

SE TEE



14



15

11

Par 4

● 336

○ 311

● 260



Elapsed Time

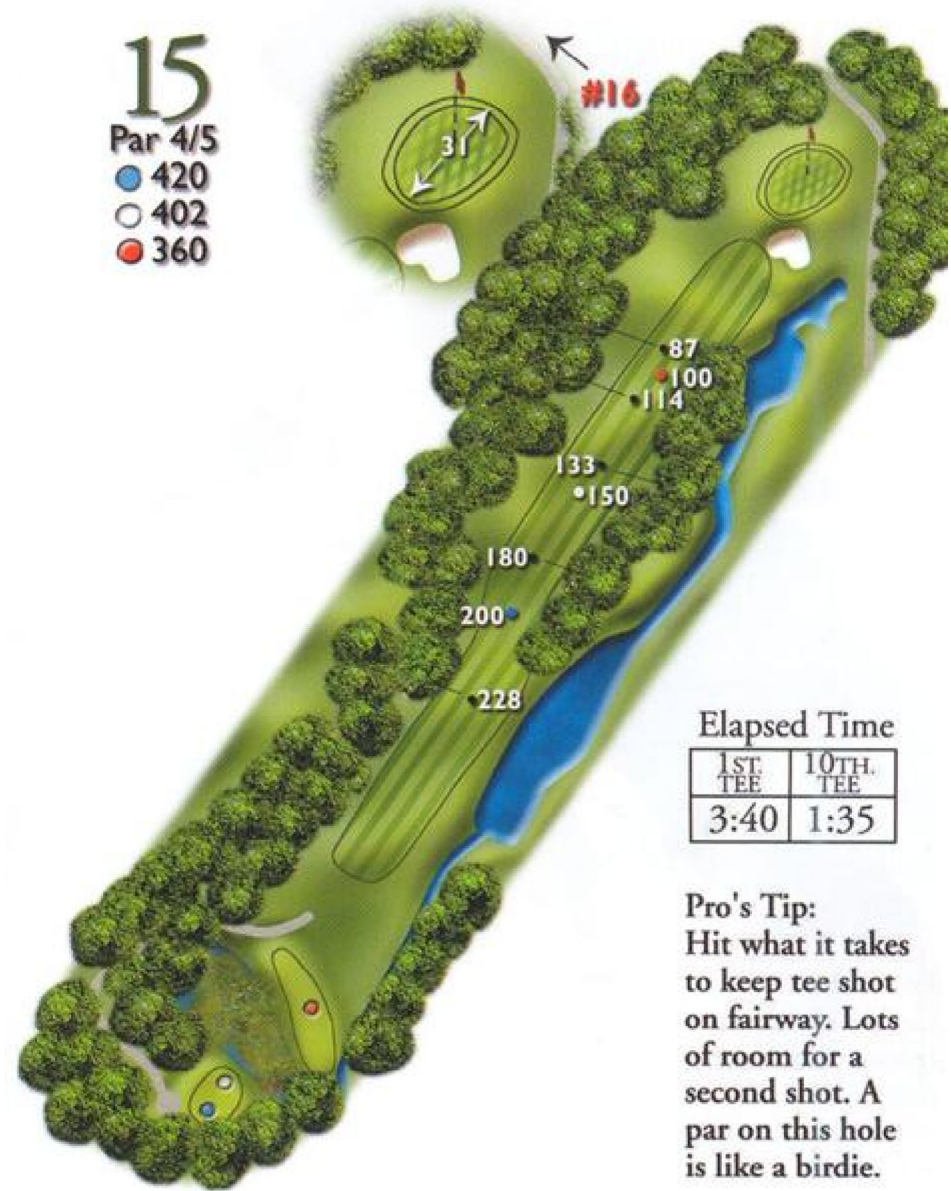
1ST TEE	10TH. TEE
2:40	:35

Pro's Tip:
3 wood left center
puts you at 150
or better. Second
shot over water.
No trouble in
front of green.

15

Par 4/5

- 420
- 402
- 360



Elapsed Time

1ST. TEE	10TH. TEE
3:40	1:35

Pro's Tip:
Hit what it takes
to keep tee shot
on fairway. Lots
of room for a
second shot. A
par on this hole
is like a birdie.

TOWN OF RIDGEFIELD CONNECTICUT

BOARD OF SELECTMEN

INSTRUCTIONS TO BIDDERS

1. Bids shall be submitted via email to purchasing@ridgefieldct.gov. The time stamp of the email shall be on or before the bid due date.
2. Withdrawals of or amendments to bids received later than the time and date specified for bid opening will not be considered.
3. The Board of Selectpersons of the Town of Ridgefield reserves the right to accept or reject any or all options, bids or proposals; to waive any technicality in any bid or part thereof, and to accept any bid deemed to be in the best interest of the Town of Ridgefield, Connecticut.
4. Bidders may be present at the opening of bids.
5. Bids may be held by the Town of Ridgefield for a period not to exceed sixty (60) days from the opening of bids for the purpose of reviewing the bids and investigating the qualifications of bidders prior to the awarding of the contract.
6. **Insurance requirements:** must be submitted with the bid. This includes any Hold Harmless requirements as well as Certificates of Insurance for the full amounts specified. **Unauthorized changes** to these forms, i.e. adding, striking out and/or changing any words, language or limits **will cause the bidder to be disqualified.**
 - a. **Please Note:** Prior to the start of work, the Town of Ridgefield and/or the Board of Education shall be endorsed on the Contractor's policies of insurance as additional insured. The Contractor shall obtain a policy of insurance, with minimum limits of liability as specified containing an endorsement that covers this agreement to indemnify, defend and hold harmless the Town/City and/or Board of Education or any of their officers, employees, agents, servants and volunteers. The Contractor shall obtain an

endorsement to said insurance policy stating that the Contractor's insurance is primary and any insurance obtained, or self insurance provided, by the Town of Ridgefield and/or Board of Education is excess. The Contractor's insurance carrier will waive all rights of subrogation against the Town of Ridgefield and/or Board of Education, and all of their respective officers, employees, agents, servants and volunteers. The Contractor shall furnish a copy of the insurance policy that meets all of the above requirements before any work or use of the property commences. Failure to do so will result in disqualification of the Bid. There will be no exceptions.

7. **Permits:** It is the Contractor's responsibility to obtain any necessary permits prior to the start of construction. All work shall be completed in compliance with the latest edition of the prevailing regulations in effect in the State of Connecticut, Town of Ridgefield Standards, or as set forth in these specifications. Any local (Town of Ridgefield) permits will have the permit fee waived.
8. **Emergency Work:** The Contractor shall file with the Project Manager a telephone number of a person authorized by them who may be contacted regarding emergency work at the job site that may be required during non-working hours for reasons of public safety. The person shall be readily available and have full authority to deal with any emergency that may occur.
9. **Sales Tax:** In accordance with the provisions of Special Act No. 77-98, as amended, and Section 12-412(a) of the Connecticut General Statutes, sales of tangible personal property and services to the Town are not subject to the Connecticut Sales and Use Tax, and such tax shall not be included as part of the bid.
10. **Contractor's Qualification Statement:** The Contractor's Qualification Statement must be filled out as part of the bid package and the experience and references listed therein will be one to the determining factors in the awarding of the bid.
11. **Hold Harmless Agreement:** In order for the bid to be considered valid, the Contractor **must** sign the enclosed hold harmless agreement. Bids submitted without the signed hold harmless agreement will be rejected.
12. **Prevailing Wage Rates:** This project **is** subject to the State of Connecticut prevailing wage rate requirements.

13. **SBE/MBE and Contract Compliance Requirements:** This project **is not** subject to State of Connecticut SBE/MBE set aside and contract compliance requirements.
14. **Bonds:** Bonds are not required for this project.
15. **Time of Completion:** Contractor shall begin work on or about 5 October. Work shall be substantially complete in such time as to allow sod to establish prior to winter conditions.
16. **Weather Delays:** Weather delays shall be determined by the Town based upon conditions unsuitable for excavation, grading, or site restoration.
17. **Project Location:** The project is located at the Ridgefield Golf Course, 545 Ridgebury Road, Ridgefield CT. Contractors intending to submit a bid must familiarize themselves with the project location. Contractors are strongly encouraged to visit the site prior to submitting bids.
18. **Bid Schedule:**
 - a. **RFB Issued: August 13, 2026**
 - b. **Mandatory pre-bid meeting: Tuesday, August 25 at 11:00 AM**
 - c. **RFI's Due: Thursday August 27, 2026 at 11:00 AM**
 - d. **Proposals Due: Thursday, September 3, 2026 at 11:00 AM**
19. **RFB Submissions:** The following items shall be submitted for a RFB to be considered complete:
 - (a) Project Cost and Schedule
 - (b) Hold Harmless Agreement
 - (c) Contractor's Qualification Statement
 - (d) Contractor's List of Subcontractors
 - (e) Contractor's Certificates of Insurance
20. **Requests for Information:** Questions or requests for information must be submitted in writing. All questions or requests for information shall be submitted to David McFate, Purchasing and Finance Manager, at purchasing@ridgefieldct.gov.

GENERAL CONDITIONS

1. CONTRACTOR'S UNDERSTANDING:

It is understood and agreed that the Contractor has, by careful examination, satisfied himself as to the nature and location of the work, the conformation of the ground, the character quality and quantity of materials to be encountered, the character of equipment and facilities needed preliminary to and during the prosecution of the work, the general and local conditions, and all other matters which can in any way affect the work under this Contract. No verbal agreement or conversation with any officer, agent or employee of the Owner, either before or after the execution of this contract, shall affect or modify any of the terms or obligations herein contained.

2. DEFINITIONS:

OWNER:

The word "Owner" when it appears in the Contract Documents shall mean The Town of Ridgefield, Connecticut.

PROJECT MANAGER:

The word "Project Manager" when it appears in the contract Documents shall mean: Frank Sergiovanni, RGC General Manager, or his specifically designated Agent.

CONTRACTOR:

The word "Contractor" when it appears in the Contract Documents shall mean the party to whom the Contract has been awarded.

3. MATERIALS, APPLIANCES AND EMPLOYEES:

Unless otherwise stipulated, the Contractor shall provide and pay for all materials, labor, water, tools, equipment, light, power, transportation and other facilities necessary for the execution and completion of the work. Unless otherwise specified, all materials shall be new and both workmanship and materials shall be of good quality. The Contractor shall, if required, furnish satisfactory evidence as to the kind and quality of materials.

The Contractor shall at all times endorse strict discipline and good order among their employees, and shall not employ on the work any unfit person or any one not skilled in the work assigned to him.

4. PROTECTION OF WORK AND PROPERTY:

The Contractor shall continuously maintain adequate protection of all their work from damage and shall protect the Owner's property from injury or loss arising in connection with this Contract. They shall make good any such damage, injury or loss, except such as may be directly due to errors in the Contract Documents or caused by agents or employees of the Owner. They shall adequately protect adjacent property as provided by law and the Contract Documents. They shall provide and maintain all passageways, guard fences, lights and other facilities for protection required by public authority or local conditions.

In an emergency affecting the safety of life or of the work or of adjoining property, the Contractor, without special instruction or authorization from the Project Manager, is hereby permitted to act at their discretion, to prevent such threatened loss or injury, and they shall so act, without appeal, if so instructed or authorized. Any compensation claimed by the Contractor on account of emergency work, shall be determined by agreement or arbitration.

5. CHANGES IN THE WORK:

The Owner, without invalidating the Contract, may order extra work or make changes by altering, adding to or deducting from the work, the Contract Sum being adjusted accordingly. All such work shall be executed under the conditions of the original Contract except that any claim for extension of time caused thereby shall be adjusted at the time of ordering such change.

In giving instructions, the Project Manager shall have authority to make minor changes in the work, not involving extra cost, and not inconsistent with the purposes of the work, but otherwise, except in an emergency, endangering life or property, no extra work or change shall be made unless in pursuance of a written order by the Project Manager, and no claim for an addition to the Contract Sum shall be valid unless so ordered.

The value of any such extra work or change shall be determined in one or more of the following ways:

- (a) By estimate and acceptance in a lump sum.
- (b) By unit prices named in the Contract subsequently agreed upon.
- (c) By cost and percentage or by cost and a fixed fee.

If none of the above methods is agreed upon, the Contractor, provided they receive an order as above, shall proceed with the work. In such case, and also under case (c), they shall keep and present in such form as the Project Manager may direct, a correct account of the net cost of labor and materials, together with

vouchers. In any case, the Project Manager shall certify to the amount, including reasonable allowance for overhead and profit, due to the Contractor. Pending final determination of value, payments on account of changes shall be made on the Engineer's estimate.

6. CLAIMS FOR EXTRA COST:

If the Contractor claims that any instructions by drawings or otherwise involve extra cost under this Contract, they shall give the Project Manager written notice thereof within a reasonable time after the receipt of such instructions and in any event before proceeding to execute the work, except in emergency endangering life or property, and the procedure shall then be as provided for changes in the work. No such claim shall be valid unless so made.

7. SUSPENSION OF WORK:

The Owner may at any time suspend the work, or any part thereof by giving 24 hours notice to the Contractor in writing. The work shall be resumed by the Contractor within ten (10) days after the date fixed in the written notice from the owner to the Contractor to do so. The Owner shall reimburse the Contractor for expense incurred by the Contractor in connection with the work under this contract as a result of such suspension.

8. THE OWNER'S RIGHT TO DO WORK:

If the Contractor should neglect to prosecute the work properly or fail to perform any provision of this Contract, the Owner, after three days written notice to the Contractor may, without prejudice to any other remedy they may have, make good such deficiencies and may deduct the cost thereof from the payment then or thereafter due the Contractor.

9. PAYMENTS WITHHELD:

The Owner may withhold or, on account of subsequently discovered evidence, nullify the whole or part of any certificate to such extent as may be necessary to protect him from loss on account of the following:

- (a) Defective work not remedied.
- (b) Claims filed or reasonable evidence indicating probable filing of claims.
- (c) Failure of the Contractor to make payments properly to subcontractors or for material or labor.
- (d) A reasonable doubt that the Contract can be completed for the balance then unpaid.
- (e) Damage to another Contractor.

When the above grounds are removed, payment shall be made for amount withheld because of them.

10. CONTRACTOR'S LIABILITY INSURANCE:

The Contractor shall maintain such insurance as will protect him from claims under workmen's compensation acts and from any other claims for damages for personal injury, including death, which may arise from operations under this Contract, whether such operations be by himself or by any subcontractor or anyone directly or indirectly employed by either of them. Certificates of such insurance shall be filed with the Project Manager, if they so require and shall be subject to their approval for adequacy of protection.

11. INDEMNITY:

The Contractor shall indemnify and save harmless the Owner from and against all losses and all claims, demands, payments, suits, actions, recoveries and judgments of every nature and description brought or recovered against him, by reason of any act or omission of the said Contractor, their agents or employees, in the execution of the work or in the guarding of it.

The Contractor shall, and is hereby authorized to maintain and pay for such insurance, issued in the name of the Owner, as will protect the Owner from their contingent liability under this Contract, and the Owner's right to force against the Contractor any provision of this article shall be contingent upon the full compliance by the Owner with the terms of such insurance policy or policies, a copy of which shall be deposited with the Owner.

12. DAMAGES:

Any claim for damage arising under this Contract shall be made in writing to the party liable within a reasonable time of the first observance of such damage and not later than the time of final payment, except as expressly stipulated otherwise in the case of faulty work or materials, and shall be adjusted by agreement or arbitration.

13. ASSIGNMENT:

Neither party to the Contract shall assign the Contract or sublet it as a whole without the written consent of the other, nor shall the Contractor assign any moneys due to or to become due to him hereunder, without the previous written consent of the Project Manager.

14. PROJECT MANAGER'S STATUS:

The Project Manager shall have general supervision and direction of the work. He has authority to stop the work whenever such stoppage may be necessary to insure the proper execution of the Contract. He shall also have authority to reject all work and materials which do not conform to the Contract, to direct the application of forces to any portion of the work, as in his judgment is required, and to order the force increased or diminished, and to decide questions which arise in the execution of the work.

15. METHOD OF PAYMENT:

At the end of each calendar month, the Contractor shall submit to the Project Manager a requisition for payment which requisition shall be based upon the actual amount of the work performed during the previous month. The requisition may include materials stored on the site but not installed. The Project Manager shall, within ten (10) days, check the requisition against their review of the work which has been done and submit it to the Owner, a written statement as to the validity of the requisition. The Owner shall then pay to the Contractor one hundred percent (100%) of the amount stated in the Project Manager's report. No payment shall be made until the Contractor has satisfied all prevailing wage reporting requirements if prevailing wages are a part of this contract.

In the event that this contract is subject to the State of Connecticut SBE/MBE set aside and contract compliance requirements, the Contractor's attention is directed to Appendix "B", State of Connecticut SBE/MBE requirements regarding the withholding of 2% of the State Funded portion of the contract value each month if the contract value exceeds \$500,000, pending the review and approval of the Contractor's Affirmative Action Plan by CHRO.

16. FINAL PAYMENT:

When the Contract has been completed, the Contractor shall notify the Project Manager in writing. Upon receipt of this notification, the Project Manager shall proceed to make final measurements of the work done under the provisions of this Contract. The Project Manager shall then submit to the Owner a written statement setting forth these final measurements and the amount due the Contractor consistent with the unit prices and lump sum bid in the bid. The Owner shall within sixty (60) days pay to the Contractor this sum except that they may deduct any moneys which are to be retained under the terms of the Contract for repairs or otherwise.

17. ORDER OF THE WORK:

The order of the work shall be subject to the approval of the Project Manager in all cases. The Contractor may be required to submit a work schedule in writing to the Project Manager for his approval.

18. PROTECTION TO PUBLIC:

The Contractor shall conduct the work in such a manner as to offer minimum disturbance to the public. They shall not close off traffic without specific permission of the Project Manager and shall provide flagmen if such becomes necessary, in the opinion of the Project Manager. Proper barricades, lights, and other protective devices shall be supplied at the Contractor's expense and properly maintained during the entire course of the work.

20. GUARANTEE:

The Contractor guarantees that the work to be done under this Contract and the materials furnished by him and used in the construction of the project are free from defects or flaws. The guarantee is for a term of one (1) year from and after the date upon which the final estimate of the Project Manager is formally approved by the party of the first part. It is hereby agreed and understood that this guarantee shall not include any repairs made necessary by any cause or causes other than defective materials furnished by or defective work done by the Contractor. Where warranty requirements conflict, the project-specific warranty requirements shall govern.

21. RATE OF PROGRESS AND TIME OF COMPLETION:

The Contractor shall commence work on or about 5 October. Work shall be substantially complete in such time as to allow sod to establish prior to winter conditions.

22. EXTENSION OF TIME:

The Contractor expressly covenants and agrees that, in undertaking to complete the work within the time specified, they have taken into consideration and made allowance for all of the ordinary delays and hindrances incident to such work, whether growing out of delays in securing materials, workmen, or otherwise. Should the Contractor, however, be substantially delayed in the prosecution and completion of the work by any changes, additions, or omissions therein ordered in writing by the Project Manager, or by fire, lightning, earthquake, tornado, cyclone, riot, insurrection of war, or by the abandonment of the work by the workmen engaged therein, through no fault of the Contractor, or by the discharge of all or any material number of workmen in consequence of difficulties arising between the Contractor and such workmen, or by the neglect, delay, or default of any other contractor of the town, then the Contractor may, within five (5) days after the occurrence of the delay for which they claim allowance, notify the Project Manager in writing, and thereupon, and otherwise, the Contractor shall be allowed such additional time for the completion of the work, as the Project Manager in his discretion shall award in writing, and his decision shall be final and conclusive upon the parties. Such additional time shall be the sole and exclusive remedy for any delay claimed by the Contractor.

23. SALES TAX:

In accordance with the provisions of Special Act No. 77-98, as amended, and Section 12-412(a) of the Connecticut General Statutes, sales of tangible personal property and services to the Town are not subject to the Connecticut Sales and Use Tax, and such tax shall not be included as part of the bid.

24. Termination of the Contract:

If the Owner fails to make payment thereon for a period of 30 days, the Contractor may, upon seven additional days written notice to the Owner,

terminate the Contract and recover from the Owner payment for work executed and for proven loss with respect to materials, equipment tools, and construction equipment and machinery, including reasonable overhead, profit and damages applicable to the project.

If the contractor defaults or persistently fails or neglects to carry out the work in accordance with the Contract Documents or fails to perform a provision of the Contract, the Owner, after seven days written notice to the Contractor and without prejudice to any other remedy the Owner may have, may make good such deficiencies and may deduct the cost thereof, including compensation for the Engineer's services and expenses made necessary thereby, from the payment then or thereafter due the Contractor. Alternatively, at the Owner's option, and upon certification by the Project Manager that sufficient cause exists to justify such action, the Owner may terminate the Contract and take possession of the site and of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor and may finish the Work by whatever method the Owner may deem expedient. If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Engineer's services and expenses made necessary thereby, such excess shall be paid to the Contractor, but if such costs exceed such unpaid balance, the Contractor shall pay the difference to the Owner.

CONTRACTOR'S QUALIFICATION STATEMENT

List below references for similar projects, including all information requested. This page must be completed and submitted with the bid.

1. Client: _____

Project Address: _____

Approximate Value: _____ Date: Started _____ Completed _____

Contact: Name _____ Telephone _____

2. Client: _____

Project Address: _____

Approximate Value: _____ Date: Started _____ Completed _____

Contact: Name _____ Telephone _____

3. Client: _____

Project Address: _____

Approximate Value: _____ Date: Started _____ Completed _____

Contact: Name _____ Telephone _____

4. Client: _____

Project Address: _____

Approximate Value: _____ Date: Started _____ Completed _____

Contact: Name _____ Telephone _____

Company: _____ Bid Title: _____

Street: _____ Bid No.: _____

City, State: _____ Telephone No.: _____

CONTRACTOR'S LIST OF SUBCONTRACTORS

List below the subcontractors intended to be utilized for this project. This page must be completed and submitted with the bid.

General Contractor: _____

Bid Number: _____

Address: _____

Phone Number: _____

[illegible]

APPENDIX - INSURANCE REQUIREMENTS

Each bidder shall carry and maintain the following insurance coverage during the period of the contract : The Certificate of Insurance for the Limits of Liability stated below should be submitted with your bid to the Purchasing Department at Town Hall. **Bidders may not perform any work until all insurance requirements are met.**

1. **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, 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**
2. **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 latter unless such employees are covered by the protection afforded by the Contractor.
 - Worker's Compensation and Employer Liability:
Statutory Limits
3. **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.**

All policies relating to this Contract shall be so written so that the Town shall be notified of cancellation or change at least thirty (30) days prior to the effective date for each policy and type of coverage except for nonpayment which shall be ten (10) days prior to the cancellation. Renewal certificate covering the renewal of all policies expiring during the life of the Contract shall be filed with the Town not less than ten (10) days before the expiration of such policies. Failure to do so will result in work stoppage and possible contract cancellation.

HOLD HARMLESS AGREEMENT

The undersigned covenants and agrees to and shall at all times indemnify, protect and save harmless the Town of Ridgefield from and against all costs or expenses resulting from any and all losses, damages, detriments, claims, demands, cost and charges including attorneys fees the Town of Ridgefield may directly or indirectly suffer, sustain or be subjected to by reason or on account of the work to be performed pursuant to this Contract or any activities in connection with said Contract whether such losses and damages be suffered or sustained by the Town of Ridgefield directly or by its employees, licensees or invitees or be suffered or sustained by other persons or corporations who may seek to hold the Town of Ridgefield liable therefore.

The Contractor shall comply with the Provisions of the Immigration Reform and Control Act of 1986 effective and enforceable as of June 6, 1987 which Act makes unlawful the hiring for employment or subcontracting individuals failing to provide documentation of legal eligibility to work in the United States. The Contractor shall hold the Town of Ridgefield harmless for the failure of the Contractor to comply with the provisions of said Act.

IN WITNESS WHEREOF, the parties hereto have set their hand and seal this on the _____ day of _____

Signed, Sealed and Delivered in the
Presence of:

Signed:

Notary Public