

I.

WESTPORT BOARD OF EDUCATION
110 MYRTLE AVENUE
WESTPORT, CT 06880
203 341-1002
SPECIFICATION COVER SHEET
BID #16-017-BOE

AUDITORIUM SEATING REPLACEMENT - LONG LOTS ELEMENTARY SCHOOL

VENDOR MUST ENCLOSE TWO COPIES OF THIS SPECIFICATION COVER SHEET and TWO COPIES OF THE BID SPECIFICATIONS PRICING SHEETS WHEN RESPONDING TO THIS BID.

The Board of Education reserves the right to reject any and all bids, or any part thereof, to waive defects in the same, or to accept any proposal it deems to be in the best interest of the Board of Education and/or the Town of Westport. The Westport Board of Education is exempt from the payment of Federal Excise Taxes and Connecticut Sales and Use Tax according to State Statute. Such taxes must not be included in bid prices nor added to any items specified.

INSTRUCTIONS ON BID DEADLINES AND REQUIREMENTS:

NAME OF BID: AUDITORIUM SEATING REPLACEMENT - LONG LOTS ELEMENTARY SCHOOL

TYPE OF BID: Sealed BID BID #16-017-BOE

BID CLOSURE DATE: Received Until: DATE: MAY 16, 2016 TIME: 11:00 A.M.

LOCATION TO FORWARD BID: Elio Longo, Director of School Business Operations

Westport Board of Education

110 Myrtle Avenue, Room 300

Westport, CT 06880

BID SECURITY: Bid Security Required _____% BID Security Not Required x

PREVAILING WAGE: Required _____ Not Required x

FORMS TO COMPLETE BID: Submit two copies of the Bid Specification Sheets and Proposals

Identify Name of BID and BID Number on Envelope:

AUDITORIUM SEATING REPLACEMENT - LONG LOTS ELEMENTARY SCHOOL BID #16-017-BOE

LENGTH OF TIME PRICES WILL BE HONORED: _____

STATE ESTIMATED DELIVERY DATE: _____

STATE ESTIMATED COMPLETION DATE: _____

Experience: Provide a detailed written summary of the Proposer's experience, qualifications, financial strength, and capability in providing similar services elsewhere. The Proposer should also include three (3) references from similar engagements for Connecticut Municipal and School clients along with individual names and telephone numbers.

Staff Plan: Identify key staff that will provide any portion of the services required under the contract. For each identified individual, provide background and experience, and areas and levels of responsibility.

Engagement Team the key personnel assigned to this engagement are considered essential to the work being performed. Substitutions may only be made upon mutual agreement between the Town and/or BOE and the selected firm.

WESTPORT BOARD OF EDUCATION
Elio Longo
Office of Director of School Business Operations
110 Myrtle Avenue
Westport, CT 06880
203 341-1001

BID #16-017-BOE
AUDITORIUM SEATING REPLACEMENT - LONG LOTS ELEMENTARY SCHOOL

Notice is hereby given that sealed bids on the following will be received at the Office of the Director of School Business Operations until:

MAY 16, 2016 at 11:00 A.M.

at which time they will be publicly opened and read aloud:

BID #16-017-BOE
AUDITORIUM SEATING REPLACEMENT - LONG LOTS ELEMENTARY SCHOOL

The Board of Education reserves the right to reject any and all bids, or any part thereof, to waive defects in the same, or to accept any proposal it deems to be in the best interest of the Board of Education and/or the Town of Westport.

The Proposer should also include three (3) references from similar engagements for Connecticut Municipal and School clients along with individual names and telephone numbers.

Questions regarding this bid should be directed to Craig Schmarr, Supervisor of Building Operations, at 203-341-1296.

I have read and understand the bid requirements of this bid specifications included for my review herein:

Signature of Company Representative

Date

TYPED NAME AND TITLE: _____

COMPANY: _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

TELEPHONE NUMBER: _____ **FAX NUMBER:** _____

EMAIL ADDRESS: (Please print clearly or attach business card): _____

II.

WESTPORT PUBLIC SCHOOLS

**AUDITORIUM SEATING REPLACEMENT - LONG LOTS ELEMENTARY SCHOOL
BID #16-017-BOE**

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III.

DRUG-FREE PLACE CERTIFICATE

I hereby certify that this company:

1. Has a published statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the place and that this statement specifies the actions which will be taken against employees for violations of such prohibition.
2. Has a written policy informing employees about the dangers of drug abuse in the place, the firm's policy of maintaining a drug free place, any available counseling, rehabilitation, and employee assistance programs, and the penalties which may be imposed upon employees for drug abuse violations.
3. Each employee engaged in providing the commodities or contractual services which are being bid was given a copy of the statements specified in paragraphs 1 and 2, above.
4. In the statement specified in paragraph 1, the employees have been notified that, as a condition of working on the commodities or contractual services which are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of "guilty" or of "nolo contendere" to any violation of any controlled substance law of the United States or of any state, for a violation occurring in the place no later than five (5) days after such conviction or plea.
5. This firm will impose a sanction on or require the satisfactory participation in a drug abuse assistance program or a rehabilitation program, if such are available in the employee's community, by any employee who is so convicted.
6. This firm will make a good faith effort to continue to maintain a drug free place.

As the person authorized to sign this statement, I certify that this firm fully complies with the above requirements.

Signature: _____ *Date:* _____

Print Name: _____ *Telephone #:* _____ *Fax #:* _____

Company: _____ *Email:* _____

IV.

CONDITIONS FOR BIDDING

1. The Board of Education reserves the right to reject any bid if it is deemed to be in the best interests of the Town of Westport, Connecticut, Westport Board of Education and its students.
2. The Board of Education reserves the right to grant an award in total or for any part thereof for the items or services being bid. In addition, the Board of Education reserves the right to award this bid as a package in conjunction with other bids for similar services/supplies/equipment. The Board reserves the right to award with preference to State of Connecticut contract holders and/or local vendors.
3. The submission of a bid shall be conclusive evidence that the bidder has satisfied himself as to the requirements of the bid specifications and any controlling conditions which may exist.
4. Bidders may not withdraw their bid for a period of 120 days from the date of bid opening. The Board of Education and the bidder may mutually agree to extend the time limit.
5. In determining the ranking of responsible bidders, the Board of Education may consider, in addition to price, the quality, availability and type of items, the experience of the bidder, the sufficiency of the financial resources of the bidder and the reputation of the bidder for ability, integrity, judgment and performance, as well as the ability of the bidder to provide future service/supplies/equipment.
6. It is anticipated that the goods will be needed for the current school year, but the Board of Education reserves the right to cancel or alter this service because of enrollment changes, budget consideration or unforeseen circumstances which require a change.
7. All bid prices are to include the complete costs, which includes inside delivery to each school or location with installation and assembly of same, if applicable, and training, if applicable. All deliveries must be made prepaid and must be delivered to the location subsequently designated on the purchase orders at no cost over and above the bid price indicated in your bid.

Deliveries must be made inside building indicated. In no case will collect shipments or sidewalk deliveries be accepted. A packing slip shall be included in each shipment. All packages must be clearly marked as to content.
8. The Board of Education of the Town of Westport supports efforts to reduce the use of illegal drugs in the place. In instances where responsible prospective bidders submit identical tie bids, preference shall be given to the businesses with drug-free place programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the Board of Education for the procurement of commodities or contractual services which are bid, a bid received from a business which has certified that it has implemented a drug-free place program shall be given preference in the award process. The drug-free place program certification is attached and is to be submitted with the bid package by the bidder along with other bid documents in order to receive preference. This policy shall become effective in accordance with the provisions of the Charter of the Town of Westport regarding bidding procedure.

IV. CONDITIONS FOR BIDDING (CONTINUED)

9. **ALTERNATIVES:** When proposing an alternate item, indicate the Brand and Model identification on the bid specification sheets. To have alternates considered, complete specifications and submit catalogues describing the product must accompany the bid. The Westport Board of Education reserves the right to request equipment samples on specific items.
10. **SUBSTITUTIONS:** Indicate on the Specification Sheet substitutions identified by name or catalogue number and the net difference in cost to the Westport Board of Education. Listed substitutions will be considered for approval only after the award of contract; the Board reserves the right to require the originally specified material or equipment at the price submitted by the bidder in his bid, notwithstanding the fact that the bidder may have based a price for a specific item on a proposed substitution. In this regard, the determination shall be made in good faith, on the basis of the quality and type of the article listed. Any benefit in price reduction due to a substitution shall accrue to the Board.
11. **FORM AND STYLE OF BID:** All blanks on the Specification Form, except where otherwise requested, shall be filled in by typewriter or manually in ink.
12. **WARRANTIES:** Whenever an item or service is covered by a specified product or service warranty, such warranties must be submitted with the official bid or quotation specification sheets. All such warranties shall inure to the benefit of the Board.
13. See attached Specification Cover Sheet to be used.

NOTE: By bidding on this contract the vendor agrees that any or all past clients may be contacted by the Westport School System. The vendors bidding on this contract also agree to release and discharge by bidding on this contract for the vendor him/herself, his/her heirs executors administrators and assigns, release acquit and forever discharge the Westport School System, its Board of Education and all employees and any or all other persons, firms and corporations of and from any and all actions, causes of actions, claims or demands for damages, costs, loss of services, expenses, compensation, consequential damage or any other thing whatsoever, on account of, or in any way growing out of any former client contacted by the Westport School System to obtain an opinion regarding any performed by your company. The above release shall also include and apply to any former client contacted.

**V. Insurance Requirements
Vendors/Contractors/Users of Town Properties**

Article: Insurance Requirements

The Vendor/Contractor/User of Town Property shall purchase from and maintain, for the life of the contract, in a company or companies with an A.M. Best rating of A- (VII) or better. Such insurance will protect the Town from claims set forth below which may arise out of or result from the Vendor/Contractor/User of Town Property obligation under this agreement, whether such obligations are the Vendor/Contractor/User of Town Property or by a subcontractor or any person or entity directly or indirectly employed by said Vendor/Contractor/User of Town Property or by anyone for whose acts said Vendor/Contractor/User of Town Property may be liable.

A. Workers Compensation:

Vendor/Contractor/User of Town Property shall provide workers compensation insurance required by law with employers liability limits for at least the amounts of liability for bodily injury by accident of \$ 500,000 each accident and bodily injury by disease of \$500,000.including a waiver of subrogation. If the work is on the water, the Longshore and Harbor Workers Compensation Act coverage is required.

B. Commercial General Liability Insurance:

Vendor/Contractor/User of Town Property shall provide commercial general liability insurance policy with an edition date of 1986 or later including products and completed operations. Limits should be at least: Bodily injury & property damage with an occurrence limit of \$1,000,000: Personal & advertising injury limit of \$1,000,000 per occurrence: General aggregate limit of \$2,000,000 (other than products and completed operations): Products and completed operations aggregate limit of \$2,000,000. Coverage will continue three years after the completion of the work.

- The policy shall name the Town as an additional insured and include ISO Form CG 2010 (07/04) and CG 2037 (07/04).
- Such coverage will be provided on an occurrence basis and will be primary and shall not contribute in any way to any insurance or self-insured retention carried by the Town.
- The policy shall contain a waiver of liability in favor of the Town.
- Such coverage shall contain a broad form contractual liability endorsement or wording within the policy form to comply with the hold harmless and indemnity provision of the contract
- A per project aggregate limit of liability endorsement shall apply for any construction contract.
- Deductible and self-insured retentions shall be declared and are subject to the approval of the Town.

C. Commercial Automobile Insurance:

Vendor/Contractor/User of Town Property shall provide commercial automobile insurance for any owned autos (symbol 1 or equivalent) in the amount of \$1,000,000 each accident covering bodily injury and property damage on a combined single limit basis. Such coverage shall also include hired and non-owned automobile coverage. Policy shall name the Town as an additional insured.

D. Umbrella or Excess Liability Insurance:

Vendor/Contractor/User of Town Property shall provide an umbrella or excess liability policy in excess (without restriction or limitation) of those limits and coverage's described in items (A) through (C). Such policy shall contain limits of liability in the amount of \$5,000,000 each occurrence and \$5,000,000 in the aggregate.

E. Errors & Omissions Insurance:

If the agreement is for professional services, the Vendor/Contractor/User of Town Property shall provide errors & omissions insurance for liability resulting from the negligent performance of professional duties or operations. Such policy shall contain limits of liability in the amount of \$1,000,000 each occurrence and \$3,000,000 in the aggregate. The policy shall name the Town as an additional insured.

F. Educators Errors & Omissions Insurance:

If the agreement is for educational services, the Vendor/Contractor/User of Town Property shall provide educator errors & omissions for liability resulting arising out of any breach of duty, neglect, error, misstatement, or omission committed in the course of their duties. Such policy shall contain limits of liability in the amount of \$1,000,000 each occurrence and \$1,000,000 in the aggregate. The policy shall name the Town as an additional insured.

G. Contractors Pollution Liability:

If the agreement includes work involving abatement, removal, clean-up or handling of any pollutant or hazardous material, the Vendor/Contractor/User of Town Property shall provide pollution liability insurance, including products and completed operations and contractual liability coverage of not less than \$5,000,000 each occurrence and \$5,000,000 in the aggregate for this project. The policy shall name the Town as an additional insured and waive subrogation in favor of the Town.

As to the insurance required, the insurer(s) and/or their authorized agents shall provide the Town with certificates of insurance prior to execution of the agreement by the Town, describing the coverage and prior to 30 days of any renewal. The certificate will include a copy of the additional insured and contractual liability endorsements.

(Note contract should provide that the contractor is obligated to provide the Town with updated certificate.)

VI.

Westport Board of Education, Westport, CT
Hold-Harmless and Indemnification Agreement

The Vendor/Contractor/User of Town Property shall fully indemnify, defend and hold harmless the Town/City of Westport and/or the Westport Board of Education and all of their respective officers, employees, agents, servants and volunteers to the fullest extent allowed by law for any claim for personal injury, bodily injury, death, property damage, emotional injury or any other injury, loss or damage of any kind occurring during the term of the agreement and alleged to have been caused in whole or in part by the Contractor, and even if caused by the negligence of the Town/City and/or the Board of Education or any of their officers, employees, agents, servants and volunteers. This obligation shall further apply to:

- (1) actions, suits, claims, demands, investigations and legal, administrative or arbitration proceedings pending or threatened, whether mature, unmatured, contingent, known or unknown, at law or in equity, in any forum (collectively, "Claims") arising, directly or indirectly, in connection with this contract, including any environmental matters, and including the acts of commission or omission (collectively, the "Acts") of the Contractor or any of its members, directors, officers, shareholders, representatives, agents, servants, consultants, employees or any other person or entity with whom the contractor is in privity of oral or written contract (collectively "Contractor Parties");
- (2) liabilities arising, directly or indirectly, in whole or in part, in connection with this contract, out of the Contractor's or Contractor Parties' Acts concerning its or their duties and obligations as set forth in this contract, and;
- (3) all damages, losses, costs and expenses, including but not limited to, attorneys' and other professional fees, that may arise out of such claims and/or liabilities for personal injury, bodily injury, workers' compensation, emotional injury, death, property damage or any other injury or loss caused in whole or in part by the Acts of the Contractor or any Contractor's Parties.

The Contractor hereby covenants and agrees that the Town/City and/or the Board of Education shall be endorsed on the Contractor's policies of insurance as additional insured.

The Vendor/Contractor/User of Town Property hereby further covenants and agrees to obtain a policy of insurance, with minimum limits of liability as shown in this Section under Paragraph A 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 Vendor/Contractor/User of Town Property hereby further covenants and agrees to obtain an endorsement to said policy of insurance policy that the Contractor's insurance is primary and any insurance obtained, or self insurance provided, by the Town/City and/or Board of Education is excess.

The Vendor/Contractor/User of Town Property insurance carrier will waive all rights of subrogation against the Town/City and/or Board of Education, and all of their respective officers, employees, agents, servants and volunteers.

The Vendor/Contractor/User of Town Property hereby further covenants and agrees to furnish a copy of the insurance policy that meets all of the above requirements before any work or use of the property commences.

Signature

Date

Company Name

VII.

SCOPE OF WORK

The Westport Public Schools is seeking qualified Vendors for Auditorium Seating Replacement – Long Lots Elementary School. Once awarded the contract the vendor must supply a Certificate of Insurance and W-9.

LOCATIONS/CONTACTS

SCHOOL/ADDRESS

CONTACT PERSON/TELEPHONE NO.

LONG LOTS ELEMENTARY SCHOOL
13 Hyde Lane
Westport, CT 06880

Peter Barcello, Head Custodian
(203) 604-4616

CONTRACT

The “Contract” shall consist of these Specifications, any addenda thereto, and a Purchase Order to be issued by the Westport Public Schools. The contract period shall be from July 1, 2016 through June 30, 2017 with the option of extending the contract for two (2) additional years at the discretion of the Westport Public Schools.

SUMMARY

- Section Includes: Fixed upholstered chairs with self-rising seat mechanisms, aisle and intermediate standards.
 1. Typical applications include the following:
 - a. Floor mounted chairs.

MANUFACTURER’S SYSTEM ENGINEERING DESCRIPTION

- A. Structural Performance: Engineer, fabricate and install fixed audience seating to the following structural loads without exceeding allowable design working stresses of materials involved, including anchors and connection. Apply each load to produce maximum stress in each respective component of each audience seat unit.
- B. Manufacturer’s System Design Criteria:
 1. Seats and Backs:
 - a. Shall embody a timeless sculptured appearance to harmonize with any architectural form or room décor.
 - b. Shall exhibit moderate compound contours for supportive comfort avoiding excess anatomical pressures.
 - c. Seat shall be semi-cantilevered, self-centering, automatic three-quarter (3/4) lift with over center retract feature, for ease of passage and janitorial access.
 - d. Seat shall be tested and professionally certified through an independent testing laboratory to support and withstand an evenly distributed 600 lb. static load without failure or irregularities that would impair usefulness.
 - e. Self-lifting seat shall be tested and professionally certified through an independent testing laboratory to withstand 350,000 operating cycles without failure of seat mechanism or measurable component wear.
 - f. Seat shall be tested and professionally certified to withstand 10,000 impacts of a 40 lb. sandbag dropped on the center of the seat from each of the following heights: 6”, 8”, 10” and 12”. The rate of impacts shall be approximately 18 per minute with the total quantity of impacts equaling 40,000.
 - g. Back shall withstand an evenly distributed front or rear static load of 450 lbs.

- h. Back shall be tested and professionally certified to withstand, without failure, 40,000 swinging impacts each to the front and rear of the back by means of two opposing 40 lb. sandbags. The sandbags shall be moved horizontally and vertically for 10,000 cycles each at the following distances: 6", 8", 10" and 12" at a rate of 35 cycles per minute.
 - i. Back shall withstand, without failure, an evenly distributed horizontal traverse static load of 200 lbs. The load shall be applied to the top of the back at a 45 degree angle to the row of seats.
 - j. Armrests shall be tested and professionally certified to withstand, without failure, a 200 lb. static load applied both perpendicular to and vertically down on the arm.
2. Materials (Flammability) shall satisfy applicable test, codes, standards or requirements as follows:
- a. Copolymer polypropylene shall have a burn rate of 1 inch or less per ASTM 635.
 - b. Upholstery materials shall meet requirements as set forth in the state of California Bureau of Home Furnishings Technical Bulletin 117.
 - c. Fire-performance Characteristics of Seat Padding: Provide seating that complies with test method: California Technical Bulletin 117.
 - d. Cushioning and padding shall be self-extinguishing as defined in the requirements as set forth in the State of California Bureau of Home Furnishings Technical Bulletin 117.

DELIVERY, STORAGE AND HANDLING

- A. Deliver fixed upholstered chair seating in manufacturer's packaging clearly labeled with manufacturer name and content.
- B. Handle seating equipment in a manner to prevent damage.
- C. Deliver the seating at a scheduled time for installation that will not interfere with other trades operating in the building.

PROJECT CONDITIONS

- A. Field Measurements: Coordinate actual dimensions of construction affecting fixed upholstered chair seating installation by accurate field measurements before fabrication. Show recorded measurements on final shop drawings. Coordinate field measurements and fabrication schedule with construction progress to avoid delay of work.

WARRANTY

- A. Manufacturer's Product Warranty: Submit manufacturer's standard warranty form for fixed upholstered chairs. This warranty is in addition to, and not a limitation of other rights Owner may have under Contract Documents.
 - 1. Warranty Period: **Lifetime on Structure, 5 Years on Components.**
 - 2. Beneficiary: Issue warranty in legal name of project Owner.
 - 3. Warranty Acceptance: Owner is sole authority who will determine acceptance of warranty documents.

MAINTENANCE AND OPERATION

- A. Instructions: An owner's manual shall be transmitted to the Owner by the manufacturer of the seating or his representative.
- B. Service: Maintenance and operation of the seating system shall be the responsibility of the Owner or his duly authorized representative, and shall include the following:
 - 1. Only attachments specifically approved by the manufacturer for the specific installation shall be attached to the seating.
 - 2. Periodic annual inspections and required maintenance of each seating system shall be performed according to the owner's manual to assure safe conditions.

PRODUCT MANUFACTURERS

- A. Manufacturer: Hussey Seating Company, U.S.A.
 - 1. Address: 38 Dyer St. Ext., North Berwick, Maine 03906
 - 2. Telephone: (207) 676-2271; Fax: (207) 676-0690
 - 3. Email: info@husseyseating.com
 - 4. Product: Hussey Quattro Chair System
 - a. Model: QUATTRO
 - b. Series: Classic
 - c. Back Foam: 2"
 - d. Seat Type: Polymer
 - e. Armrest Type: Polymer
 - f. Standards: Cast aluminum (hollow tubing standards will not be considered equal).
 - g. Chair Mount: Floor Mount
 - h. End Panels: None (end standards to have a furniture finish with no exposed hardware. Chairs requiring end panels to conceal hardware will not be considered equal).
 - 5. Product Description/Criteria:
 - a. Number of Chairs: 432
 - b. Fabric: Grade G, MAY 16, 2016

MATERIALS

- A. Cast Aluminum: AA-380
- B. Mechanical or Adhesive Concrete Anchors: SAE Grade 2
- C. Concealed Plywood: Engineered Wood Association PS1-95 2000: Poplar
- D. Polyurethane Foam Padding: ASTM D-3574
- E. Fabric: MAY 16, 2016
- F. Molded Plastic: Injection Molded Copolymer Polypropylene or Nylon 6/6.

DESIGN AND CONCEPT

Auditorium chairs shall be designed to exhibit a modern appearance that will enhance any auditorium's décor. Seats, backs and standards shall complement each other without the need for end panels or other adornments. Superior comfort will be derived through careful ergonomic engineering, selection of materials and design of supportive structures.

FABRICATION

A. Upholstered Seats:

1. The seat assembly shall consist of a stylish padded and upholstered top surface, a polypropylene bottom shell with dual contours and a dual sprung lifting mechanism. Seat shall have the ability to achieve a full fold position when rearward pressure is applied. Superior comfort shall be derived through careful ergonomic engineering.
2. Upholstery Pad: The upholstered seat topper shall consist of a 5/8" thick formed ply form base with contoured molded polyurethane foam padding and fabric upholstered cover. Seat padding shall be properly contoured to support the body without causing discomfort. The upholstered seat cover shall exhibit a high degree of tailoring and will be affixed to the base with upholstery staples.
3. Seat Mechanism: Seat lifting mechanism shall use lubricated lifting springs to provide whisper quiet fail-safe operation. The seat structure shall rotate on a 3/4" spanner bar to assure shaft alignment and eliminate binding due to irregular floor conditions. Seats shall be certified to withstand 350,000 lifting cycles and a 600 lb. static load without failure.
4. Seat Foam Option: Standard
5. Seat Cover Tailoring: Waterfall

SELECT BACK TYPE FROM THE FOLLOWING

A. Classic Series Back (Plastic Outer Back Cover):

1. The outer back panel shall be constructed of injection molded polypropylene plastic. The panel shall be no less than 27" in length and conceal the rear and sides of the upholstered inner panel. The panel shall extend below the rear of the seat to protect the chair occupant's back.
2. The inner upholstered panel shall be 5/8", 11 ply thick-formed hardwood with an ergonomically engineered contour. The wings for attachment of chair back to standard shall be not less than 14 ga. and will be attached via concealed fasteners. Wings shall position the chair back at one of three positions: 15, 18 or 21 degrees. There shall be no exposed fasteners above the seat. Chair back upholstery shall exhibit a high degree of workmanship and customization.
3. Back Shape and Height: Soft Square – 33": The top corners of the back are conically shaped for stylish looks and a timeless appearance. Overall back height is 33" above the floor allowing proper shoulder support of the chair occupant. The back surface shall be contoured to facilitate proper posture of a seated individual.
4. Back Foam Type: 2" cut
5. Back Cover Tailoring: Waterfall

B. Cast Aluminum Standards:

1. Standards shall be die cast aluminum AA380 grade.
2. Floor mount standards shall be floor attached, designed to maintain a constant seat height to floor.
3. Riser mount standards shall be riser attached.
4. Cast aluminum standards shall be an integral aesthetic part of the chair's appearance and do not require the use of end panels.

C. Seat Hinges:

1. Seat hinges shall be fully contained within the seat pan and fitted with a pair of independent nylon bushings.
2. Each of the independent seat hinges shall be fitted with double acting; self-centering, pre-loaded coiled seat return spring.
3. Seat hinge and spring installation shall be designed not to require periodic adjustment or

lubrication.

D. Finish:

1. Finish for Steel/Aluminum Components: (Indoor) Material shall be pre-treated in an iron phosphate wash system prior to finish application. Finish shall be a specially blended polyester T.G.I.C./Epoxy powder coating with a minimum dry film thickness of 1.5 mils.
2. Injection molded polypropylene or nylon: Shall be pigmented, in one of manufacturer's standard colors and have a textured surface.
3. Fabric: Upholstery material shall be 100% Marquesa Lana continuous filament Olefin yarn with one of manufacturer's standard fabric offerings.
4. Color: Shall be per manufacturer's standards. Seating Contractor shall submit color samples for Owner's approval prior to manufacture.

E. Armrests:

1. Armrests, Injection Molded Polymer: Armrests shall be of injection molded, textured polypropylene. Armrests to be secured to standard with concealed fasteners.

FASTENINGS

A. Chair Assembly:

1. All welds shall be made at the factory by welders that are certified on the equipment and process used.
2. All structural connections shall be made with S.A.E. stress rated zinc plated or black oxide steel bolts, washers and nuts.

B. Concrete Floor Attachment:

1. Chair stanchions shall each be attached by means of two ¼" mechanical wedge anchors set in holes drilled to a minimum depth of 2" in the concrete.
2. Wedge anchors shall be tested to ASTM E488 criteria and listed by ICBO and SBCCI. Wedge anchors feature a type 18-8 stainless steel split expansion ring and a threaded stud bolt body and integral cone expander, and a nut and washers. Stanchion shall be placed on the bolts, stanchions to be permanently secured with a flat washer, lock washer and nut.

ACCESSORIES

- A. Armrest, Easy Access:** Armrest shall hinge on end standards to allow easy access for disabled patrons. Swing-up end arms shall be provided for one percent of fixed seating capacity to meet with Americans with Disabilities Act (ADA). Each accessible chair shall include the universal handicap symbol on the end aisle standard for clear identification.

INSTALLATION

- A. Manufacturer's Recommendations:** Comply with seating manufacturer's recommendations for product installation requirements.
- B. General:** Install fixed upholstered chair system in accordance with manufacturer's installation instructions and final shop drawings. Provide accessories, anchors, fasteners, inserts and other items for installation of seating and for permanent attachment to adjoining construction.

ADJUSTMENT AND CLEANING

- A. Adjustment: After installation completion, all equipment is to be adjusted for smooth and proper operation.
- B. Cleaning: Clean work area and remove debris from site.

PROTECTION

- A. General: Provide final protection and maintain conditions in a manner acceptable to manufacturer and installer to ensure audience seats are without damage or deterioration at time of substantial completion.

FURTHER SCOPE OF WORK

Contractor is responsible for removal and disposal of existing chairs and dumpsters needed for disposal.

Contractor is also responsible for snapping and patching of existing holes to allow for floors to be refinished.

VIII.

**BID FORM
WESTPORT PUBLIC SCHOOLS
AUDITORIUM SEATING REPLACEMENT - LONG LOTS ELEMENTARY SCHOOL
BID #16-017-BOE**

COMPANY NAME & ADDRESS: _____

TELEPHONE: _____ **FAX :** _____

EMAIL ADDRESS: _____

REPRESENTED BY: _____
(Name & Title)

INSTRUCTIONS:

The undersigned, attesting to be a duly authorized representative of the Company, hereby Proposes to furnish all services required, in accordance with said Specifications, as indicated below.

LONG LOTS ELEMENTARY SCHOOL, 13 HYDE LANE, WESTPORT, CT 06880

Auditorium Seating: \$ _____

Remove and Dispose Existing Seating \$ _____

TOTAL COST \$ _____

Conn. Gen. Stat. Sec. 4a-60:

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job related qualifications are employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the involved;

The contractor agrees, in all solicitations or advertisements for employees placed for or on behalf of the contractor, to state that is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the commission;

The contractor agrees to provide each labor union or representative of ers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission on human rights and opportunities advising the labor union or representative of the contractor's commitments under Conn. Gen. Stat. 4a-60 and to post copies of the notice in conspicuous places available to employees and applicants for employment;

The contractor agrees to comply with Conn. Gen. Stat. 46a-68e (requiring contractor to file compliance reports with the commission) & 46a-68f (requiring compliance reports contain information on labor union practices) and with each regulation or relevant order issued by the commission;

The contractor agrees to provide the Commission on Human Rights and Opportunities with any information it requests, and permit access to pertinent books, records and accounts, concerning employment practices and procedures or the contractor as relate to the provisions of Conn. Gen. Stat. 4a-60 & 46a-56;

The contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and supplies of materials.

Conn. Gen. Stat. Sec. 4a-60(a):

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate of permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation;

The contractor agrees to provide each labor union or representative of ers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission on human rights and opportunities advising the labor union or representative of the contractor's commitments under Conn. Gen. Stat. 4a-60 and to post copies of the notice in conspicuous places available to employees and applicants for employment;

The contractor agrees to comply with Conn. Gen. Stat. 4a-60a and with each regulation or relevant order issued by the commission; The contractor agrees to provide the Commission on Human Rights and Opportunities with any information it requests, and permit access to pertinent books, records and accounts, concerning employment practices and procedures of the contractor as relate to the provisions of Conn. Gen. Stat. 4a-60 & 46a-56.

END OF NOTIFICATION TO BIDDERS

X.

**ADVERTISEMENT
WESTPORT PUBLIC SCHOOLS**

TO: All Interested Bidders

FROM: Theodore Hunyadi

DATE: April 29, 2016

SUBJECT: **SPECIFICATIONS AND BID FORMS
AUDITORIUM SEATING REPLACEMENT - LONG LOTS ELEMENTARY SCHOOL
BID #16-017-BOE**

Sealed bids will be received in the office of the Director of School Business Operations, Westport Public Schools, 110 Myrtle Avenue, 3rd Floor, Westport, CT no later than **MAY 16, 2016 at 11:00 A.M.** for AUDITORIUM SEATING REPLACEMENT – Long Lots Elementary School as described herein. All bid envelopes shall be marked "**BID #16-017-BOE – AUDITORIUM SEATING REPLACEMENT – LONG LOTS ELEMENTARY SCHOOL.**"

Bid packages are available in the District Maintenance Office, One (1) Canal Street, Westport, CT starting on April 29, 2016 , between the hours of 8:30 a.m. and 3:00 p.m. or on-line from our website: <http://www.westport.k12.ct.us>