



## CITY OF TORRINGTON

# REQUEST FOR QUOTATION - INQUIRY ONLY

This is NOT an order

**DATE:** September 14, 2011

**FROM: CITY OF TORRINGTON**

Pennie Zucco  
Purchasing Agent  
140 Main Street  
Torrington, CT 06790

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The Purchasing Agent is authorized to offer City based bidders that exceed the lowest bid by up to 6%, the opportunity to match the lowest bid. A City based bidder within the 6% differential who agrees to accept the amount of the lowest bid will be awarded the bid. When multiple City based bidders agree to accept the amount of the low bid then the City based bidders will be invited to submit a new bid, not to exceed the low bid. The bid will then be awarded to the lowest responsive, responsible bidder.

**INQUIRY NUMBER: SCP929A SENIOR CENTER PLOWING**

Contact name \_\_\_\_\_ Phone # \_\_\_\_\_  
Company name \_\_\_\_\_ Fax # \_\_\_\_\_  
Address \_\_\_\_\_ E-mail \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

**To receive consideration your quotation must be received by: September 29, 2011 11:00 AM**

**Quote price for the following:**

### **SENIOR CENTER PLOWING:**

The City of Torrington is seeking quotations for snow plowing, sanding/salting and shoveling at the Edward E. Sullivan Senior Center for the period of November 2011 to April 2012. The sand to salt ratio shall be 5 parts sand to 1-part salt, as routinely available from sand/salt mix suppliers.

Invoices will be accepted in six equal monthly installments. One invoice per month: Nov, Dec, Jan, Feb, March and April. Payment terms are Net 30 days.

All Plowing, Sanding/Salting and Shoveling must be completed before 8:00 am, Monday – Friday. Senior Center Staff will make notification if a special event is taking place on a Saturday or Sunday. Contractor is required to clear parking lots and sidewalks of snow prior to special events.

Please note: When school is cancelled, activities at the Sullivan Senior Center are cancelled, but City of Torrington employees and staff report to work on their regular work schedule which is from 8:00 am – 5:00 pm.

All Parking Lots must be plowed and sanded/salted: Front Lot on East Albert Street, Turnaround on Park Avenue, Lot between the Garage and Building B (access from Park Ave.), behind buildings on East side (along river) and the driveway in front of the Garage on Park Ave.

All sidewalks on property and around the perimeter and entries to the senior center buildings must be shoveled and sanded/salted including: Front Entrance on East Albert Street, Nutrition Office on Park Avenue, Thrift Shop ramp and Main Entrance on Park Ave., Door to Exercise Room in Building B, Door to Billiard Room, Door to Computer Room, Door to Craft Room, Door to Connector, Door to Kitchen, door to Senior Center office from back parking lot and Doors to Garage from parking lot.

Contractor will be responsible to pre-treat all parking lots, driveways and sidewalks as necessary.

In the event of excessive snowfall, the contractor is responsible for the removal of snow from the property when snow piles are blocking useable parking spaces.

Contractor must be licensed and insured and supply references with contact information.

Contractor will be responsible to repair any damage done to the Senior Center property due to plowing.

The City of Torrington reserves the right to accept or reject any or all quotes, to waive technicalities, and to award the contract to a bidder other than the lowest bid and to award the contract as it feels will best serve the public interest.

**Cost per month** \_\_\_\_\_

**Total cost** \_\_\_\_\_