REGIONAL SCHOOL DISTRICT NO. 20

REQUEST FOR PROPOSAL (RFP)

Lakeview High School

Parking Lot Guardrails

DUE: Friday August 21, 2026 at 1:00 PM

REQUEST FOR PROPOSAL

LEGAL NOTICE

Sealed Proposals for Regional School District No. 20's Parking Lot Guardrails at Lakeview High School will be received by Regional School District #20 on **August 21st, 2026 at 1:00PM,** at which time the Proposals will be opened publicly and read aloud.

Regional School District #20 reserves the right to accept or reject any or all Proposals, to waive any technicalities of the Proposal process, and to select the Proposal that meets the best interests of the District.

1. Project Description

Regional School District 20 is soliciting proposals from qualified contractors to furnish all labor, materials, equipment, tools, transportation, supervision, and incidental items necessary to construct a new timber guardrail system for the new parking lot at Lakeview High School.

The intent of this project is to provide a guardrail system that matches the existing timber guardrail installed throughout the existing high school parking lots in both appearance and construction. The completed installation shall present a uniform appearance and be consistent with the existing campus aesthetics.

The Contractor shall field verify all dimensions prior to fabrication and installation.

2. Scope of Work

The Contractor shall furnish all labor, materials, equipment, tools, transportation, supervision, and incidentals necessary to provide a complete timber guardrail system.

The proposed guardrail installation is **estimated to be approximately Two Hundred Fifty Five (255) linear feet in length outlined in red on the Site Plan found in Appendix A**. This quantity is provided for bidding purposes only. The Contractor shall field verify all dimensions and quantities prior to ordering materials. No additional compensation will be allowed for failure to verify field conditions.

The Contractor shall furnish all labor, materials, equipment, tools, transportation, supervision, and incidentals necessary to provide a complete timber guardrail system, including but not limited to:

- Furnishing all pressure-treated timber posts and rails.
- Excavation for post installation.
- Concrete footings for all posts.
- Furnishing and installing galvanized hardware.
- Installation, alignment, grading adjustments, and final cleanup.
- Disposal of excess materials and excavation spoils.
- Restoration of disturbed lawn or landscape areas.

The Contractor shall supply all materials and labor necessary to provide a complete, finished installation.

3. Existing Guardrail Match

The Contractor shall construct the new timber guardrail to match the existing timber guardrail system currently installed throughout the high school campus. The intent is to provide a seamless extension of the existing installation in appearance, materials, dimensions, construction methods, and overall aesthetics.

The Contractor shall field verify all existing guardrail dimensions, spacing, elevations, and installation details prior to ordering materials. Minor dimensional adjustments may be required in the field to achieve proper alignment and continuity with the existing guardrail. Any discrepancies between these specifications and

existing field conditions shall be brought to the attention of the Owner prior to proceeding with fabrication or installation.

The photographs included in **Appendix B – Existing Guardrail Photographs** are provided as representative examples of the existing timber guardrail system. The Contractor shall use these photographs in conjunction with these specifications to match the existing guardrail in overall appearance, materials, dimensions, construction methods, hardware, and workmanship. In the event of any discrepancy between the photographs and these written specifications, the written specifications shall govern unless otherwise directed by the Owner.

Reference Drawings

The proposed timber guardrail shall be installed in accordance with the **Final Site Plan** prepared for the Lakeview High School Parking Lot Project, Final Site Plan Dated June 26, 2026. A hyperlink to the Final Site Plan is included with these bid documents for the Contractor's reference. The Contractor shall review the Final Site Plan in its entirety and shall coordinate the guardrail installation with the locations, alignments, grades, and other site improvements shown on the drawings. The Contractor shall field verify all dimensions and existing conditions prior to commencing work. In the event of a conflict between the Final Site Plan and these specifications, the Contractor shall immediately notify the Owner for clarification before proceeding with the work.

Final Site Plan (Haley Ward, dated June 26, 2026)

Click here to Download

4. Materials

Timber Posts

Provide pressure-treated Southern Yellow Pine or approved equal meeting current AWPA standards for ground-contact applications.

Posts shall be:

- Nominal 12-inch x 12-inch.
- Five (5) feet in overall length.
- Straight, sound, and free from excessive checking, splitting, twisting, or warping.

Timber Rails

Provide pressure-treated timber rails matching the existing installation.

Rails shall be:

- Nominal 4-inch x 10-inch.

- Approximately ten (10) feet in length.
- Straight and uniform in appearance.

Field cutting shall be permitted only as necessary to achieve proper fit and alignment.

Hardware

Provide hot-dip galvanized hardware throughout.

Each rail shall be attached to each post using:

- Two (2) ½-inch diameter by 8-inch long hot-dip galvanized lag screws.
- One (1) galvanized washer under each lag screw head.

Fasteners shall be installed in pre-drilled holes to prevent splitting of the timbers.

Concrete

Concrete used for post foundations shall have a minimum compressive strength of 3,000 PSI.

5. Installation Requirements

Post Installation

Posts shall be installed:

- Three (3) feet below finished grade.
- Plumb and properly aligned.
- Uniformly spaced to match the existing guardrail installation.
- Set in concrete foundations completely surrounding the embedded portion of each post.

Concrete shall be consolidated to eliminate voids and finished neatly around each post.

The tops of all posts shall be aligned uniformly unless otherwise required by changes in grade.

Rail Installation

Rails shall be installed level or adjusted to follow finished grade as necessary.

Each rail shall:

- Overlap each supporting post by six (6) inches.
- Be fastened using two (2) galvanized lag screws on each side of every post.
- Be installed with consistent spacing and alignment matching the existing guardrail.

Rail joints shall occur only at posts unless otherwise approved by the Owner.

Alignment

The completed guardrail shall:

- Follow the alignment of the parking lot.
- Maintain smooth horizontal and vertical transitions.
- Match the existing guardrail layout and appearance.
- Present a straight, uniform, and professional finished installation.

6. Workmanship

All work shall be performed by experienced personnel skilled in timber guardrail construction.

The Contractor shall take all necessary precautions to prevent damage to adjacent pavement, curbing, landscaping, utilities, and existing improvements.

Any damage caused by the Contractor shall be repaired or replaced at no additional cost to the Owner.

7. Coordination

The Contractor shall coordinate all work with the Owner to minimize disruption to school operations and shall comply with all project scheduling requirements established by the Owner.

8. Cleanup

Upon completion of the work, the Contractor shall:

- Remove all debris, excess materials, and equipment.
- Dispose of excavation spoils off-site.
- Restore all disturbed lawn, landscaped, and adjacent areas.
- Leave the project site in a clean, safe, and finished condition.

9. Warranty

The Contractor shall warrant all materials and workmanship for a period of one (1) year from the date of final acceptance by the Owner.

Deficiencies resulting from defective materials or workmanship shall be corrected at no additional cost to the Owner.

10. Bid Requirements

The proposal shall include all labor, materials, equipment, excavation, concrete, hardware, installation, cleanup, restoration of disturbed areas, and all incidental work necessary to provide a complete, fully functional timber guardrail system.

No additional compensation shall be made for work reasonably inferred to complete the project in accordance with these specifications and the intent of the contract documents.

Proposals shall be submitted in a sealed envelope clearly stating that it is a response to bid “Regional School District No. 20 Lakeview High School Parking Lot Guardrails”, including one (1) ORIGINAL and two (2) EXACT COPIES of their bid. Bidders should submit bids in a clear, concise, and legible manner to permit proper evaluation of responsive bids.

Bids are to be submitted sealed in an envelope and addressed as follows:

Regional School District No. 20
Attn: Julia Cardillo
35 Wamogo Road
Litchfield, CT 06759

The person signing the formal proposal must be authorized by the organization to contractually bind that organization with regard to price and related contractual obligations for the delivery period requested.

BID DUE DATE & TIME

Bids will be received at the Regional School District No. 20, District Office until Friday, August 21st at 1:00PM at which time they will be opened and publicly read aloud.

A bidder may withdraw a proposal at any time prior to the above-scheduled date and time. Any bid received after the above-scheduled date and time shall not be considered or opened.

BOARD OPTIONS

The Board reserves the right to reject any or all bids and to waive any requirements, informalities, or technical defects or service therein when it is deemed to be in the best interest of the Board of Education. The award shall be made after careful consideration of all factors, including but may not necessarily be limited to price.

TAXES

Purchases made by the Board of Education are tax-exempt. A tax exemption certificate shall be furnished upon request.

INQUIRIES

All inquiries regarding this request from responsible bidders will be received up to the close of business on Tuesday, August 18th after which time no additional questions will be accepted.

These Inquiries and questions can be emailed to the Facilities Director at dhamilton@rsd20.org

AWARD AND AUTHORITY

The Board of Education shall issue notification of an award in writing.

PRICING

All prices quoted are to be firm for a period of 180 days following the bid opening.

HOLD HARMLESS CLAUSE

The Contractor further agrees to indemnify, hold harmless and defend the Board from and against any and all

liability for loss, damage or expense which the Board may suffer or for which the Board may be held liable by reason of injury, including death, to any person or damage to any property arising out of or in any manner connected with the operations to be performed under this Contract, whether or not due in whole or in part of any act, omission or negligence of the Owner or any of his representatives or employees.

INSURANCE REQUIREMENTS

The successful Submitting Contractor and his subcontractors shall maintain insurance for the duration of this project, and submit proof of insurance prior to the start of any work.

The successful Submitting Contractor and his subcontractors shall name Regional School District #20 as additional insured.

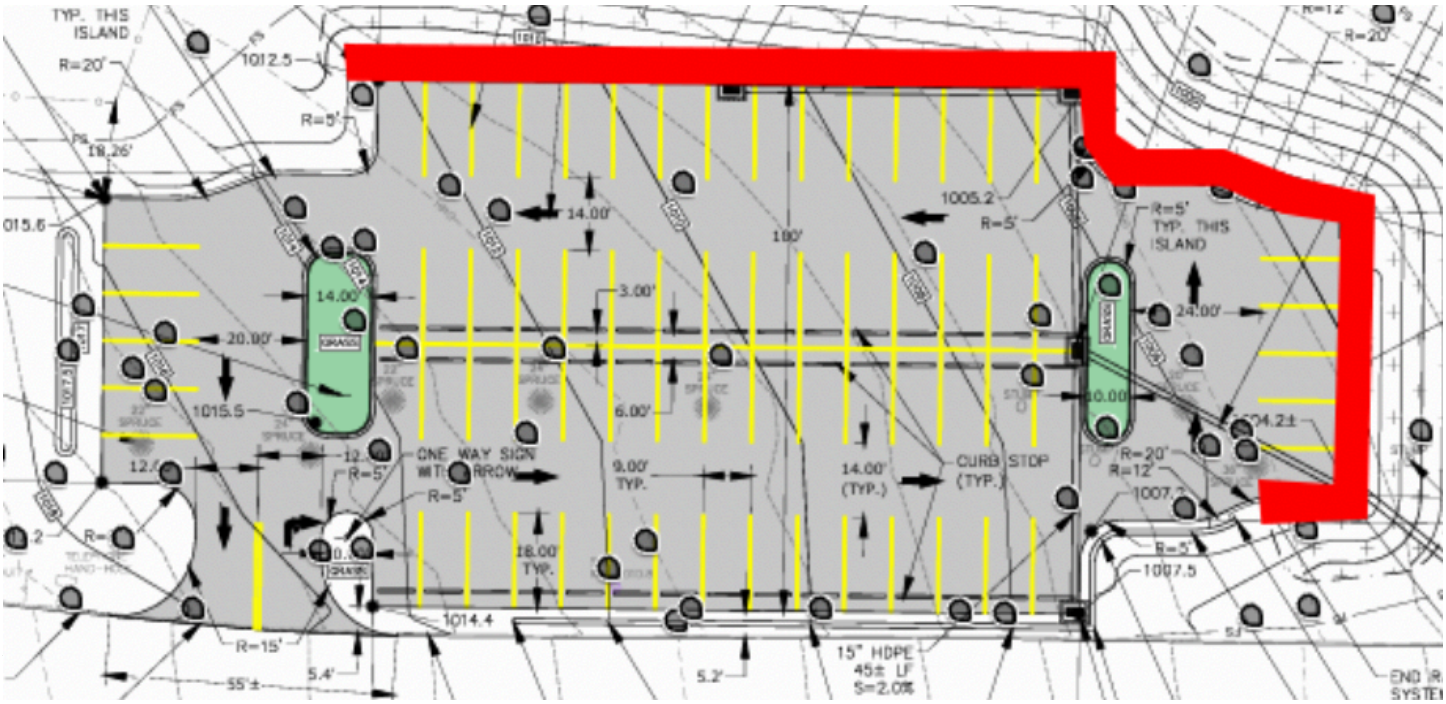
WORK REGULATIONS AND STANDARDS

All work activities performed in association with this request must be performed and completed for the Board in accordance with current Federal, State and Local regulations. All services performed shall also conform to the latest OSHA standards and/or regulations.

Appendix A – Guardrail Location

The following image shows the approximate location of the Guardrail System.

Final Site Plan (Haley Ward, dated June 26, 2026) **Click here to Download**



The following photographs are provided for reference to illustrate the existing timber guardrail system that the new installation shall match.

Photo 1: Overall view of existing guardrail alignment.



Photo 2: Typical post and rail connection showing rail overlap and lag screw installation.



Photo 3: End treatment and typical finished appearance.



PROPOSAL FORM

Project: Regional School District No. 20 Lakeview High School Parking Lot Guardrails

Owner: Regional School District #20

35 Wamogo Road

Litchfield, CT, 06759.

Contractor: Firm: _____

Address: _____

Tel: _____

Email address: _____

Representative & title: _____

Proposal Amounts:

_____

Projected substantial completion date: _____

By submission of this proposal, the undersigned Contractor acknowledges inclusion of all elements contained and described in the project documents.

Signature: _____

Name (print): _____

Title: _____

Date: _____

-End of Proposal Form-

NON-COLLUSIVE STATEMENT

The undersigned Contractor certifies the following:

1) This Proposal has been arrived at by the Contractor independently and has been submitted without collusion with, and without any agreement, understanding, or planned course of action with, any other vendor of materials, supplies, equipment, or services, or any company, person(s) or agency, designed or intended to limit independent competition, and

2) The contents of the proposal have not been communicated by the submitting Contractor or its employees or agents to any person not an employee or agent of the submitting Contractor or its surety, and will not be communicated to any such person prior to the official opening of the proposal.

_____

Contractor (company name)

_____

_____

Business address

_____

Signature and Title of authorized agent

_____

Date

~submit with Proposal~

CONTRACTOR QUALIFICATIONS STATEMENT

1) Name of company: _____

2) Address: _____

3) Incorporation date: _____

4) How many years have you been engaged in the business under your present firm name?

_____

5) Contracts on hand (with gross amounts and completion dates):

_____

_____

_____

_____

6) Have you ever failed to complete any work awarded to you? _____

7) Have you ever defaulted on a contract? _____

8) List the more important projects recently completed by your company, with approximate cost of each, brief description of project, month and year completed, and a contact person with telephone number.

_____

_____

_____

_____

9) Supply three (3) references with firm and telephone number that may be contacted by the Owner with regard to your firm and performance thereof:

1._____

2._____

3._____

10) Provide applicable CT trade licensing numbers and other CT trade registration as applicable for all prospective employees who may work on this project. Include subcontractor CT licensing and registration as applicable. Attach accordingly to this Contractor Qualifications Statement.

The undersigned hereby authorizes any person or agent of Regional School District #20 to contact the Contractor or its referenced persons or entities and obtain any information relevant to this statement or its intentions with regard to this proposal, at the Owner's discretion, and authorizes release of that information to Regional School District #20 for the purposes of evaluation of this proposal:

_____

Contractor (company name)

_____

Authorized agent (signature) and Title

_____

Date

-End of Contractor Qualifications Statement-

-End of section- ~submit with Proposal~