



RFP #2026-04

Parking Lot Installations

# **TOWN OF LEDYARD CONNECTICUT**

741 Col. Ledyard Hwy.  
Ledyard, CT 06339  
(860) 464-8740  
(860) 464-1126 FAX

## **Request for Proposals #2026-04**

### **Parking Lot Installations**

for  
**PARKS AND RECREATION FACILITIES  
TOWN OF LEDYARD, CT**

Issue Date: June 8<sup>th</sup>, 2026



Issued June 8<sup>th</sup>, 2026

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## **REQUEST FOR PROPOSALS #2026-04**

### **Parking Lot Installations for PARKS AND RECREATION FACILITIES TOWN OF LEDYARD, CT**

The Town of Ledyard requests sealed bids for Parking lot installations at Lantern Hill Valley Park for the Town of Ledyard Parks, Recreation and Senior Citizens Department. The RFP package is available at the Town's Website at <https://www.ledyardct.org/88/Request-for-Proposals-Bids> (click on tab "RFPs & Bids"). Bidders are responsible for checking this Website for any amendments to the Request for Proposal throughout the bidding process.

Proposals will be received until 2:00 p.m. on Tuesday, **June 23, 2026**, at the above address, at which time they will be publicly opened and read aloud in Town Hall. Any bids received after 2:00 p.m. on June 23rd will be returned unopened to the bidder.

The Town of Ledyard reserves the right to reject any or all bids and waive any informalities or irregularities in the bid procedure or bids.

The award of a contract, if awarded, will be to the lowest responsible bidder, provided that the bid is reasonable, and provided that it is in the best interest of the Town of Ledyard to accept such bid, and subject to any choice by the Town of Ledyard as to any alternate specifications as may be agreed upon.

Matthew Bonin  
Director of Finance

## BIDDING INSTRUCTIONS

The Town of Ledyard will receive sealed bids for Parking lot installations for the Town of Ledyard Parks, Recreation and Senior Citizens Commission.

### I. CLOSING DATE

Bids will be received until 2:00 p.m., **Tuesday, June 23rd**, at which time they will be publicly opened and read in Ledyard Town Hall, 741 Colonel Ledyard Highway, Ledyard, CT 06339.

### II. INSTRUCTIONS

Bidder Qualification Form (Pages 9-10) and Bid Form (Page 11) must be submitted in a sealed envelope addressed to:

Ledyard Town Hall  
741 Colonel Ledyard Highway  
Ledyard, CT 06339

Envelopes are to be endorsed in the lower left-hand corner, "RFP 2026-04: Parking lot installations" Bidder's name and address is to appear in the upper left-hand corner.

### III. QUALIFICATION OF BIDDERS

Contractors submitting bids must be an established landscaping or construction company with a minimum of five years in said business. The Town of Ledyard ("the Town") will make such investigations as it deems necessary to determine the qualifications of the Contractor to perform the work. The Contractor shall furnish to the Town all information and data for this purpose in the form as the Town may require. The Town reserves the right to reject any bid if evidence submitted by or investigation of Contractor fails to satisfy the Town that the Contractor possesses the skills, ability and integrity necessary to faithfully performance of the work. Conditional bids will not be accepted.

In determining the skill, ability and integrity of the bidder the following will be considered: whether the bidder (a) has previously failed to perform properly, or complete on time, contract of a similar nature; (b) is not in a position to perform the contract; (c) has habitually and without justification neglected the payment of subcontractors, material, or employees; (d) maintains a permanent place of business; (e) has adequate manpower and equipment to do the work properly and expeditiously; (f) has suitable financial status to meet the obligations of the work; (g) has appropriate technical experience.

#### IV. LOCATION

Work will be completed at Lantern Hill Valley Park, 596-602 Lantern Hill Road, Ledyard, CT 06339.

#### V. SCOPE OF SERVICES

- A. Furnish all materials, equipment, labor, and supervision necessary to prep and install 2 processed gravel parking lots in accordance with the attached site plan.
- B. Clear, prep, excavate and grade the site in accordance with the site plan (attachment A).
- C. Remove unsuitable material/ topsoil and replace with compacted 8" bank run gravel. Layer of bank run gravel should be 6-8 inches thick.
- D. The proposed driveways will be 12' wide with a stone surface (4" processed gravel) at a minimum of 4 inches thick.
- E. Both parking lots will have a stone surface, and the handicap spaces will be a stone dust surface.

**Note:** *Temporary construction entrances and sediment barrier installation NOT included in this RFP and will be installed prior to the start of any work included in this RFP.*

#### VI. GENERAL CONDITIONS

The successful Contractor will be required to execute a contract with the Town for the services to be provided no later than 30 days after award of the bid.

The successful Contractor will be required to furnish all equipment, including oil and gasoline for equipment. The successful Contractor must provide its own vehicles for transporting equipment to and from work site.

#### VII. SCHEDULING AND RESPONSE TIME

Any work necessary to be performed after regular working hours, on Sundays, or legal Holidays shall be performed without additional expense to the Town.

The Contractor's response time will be no greater than four (4) hours, seven days per week for the length of this contract.

#### VIII. CONDITIONS OF WORK

The Contractor will, in good workmanlike manner, perform all work and furnish all supplies and materials, machinery, equipment, facilities and means, except as herein otherwise expressly specified, necessary or proper to perform and complete all the work required by this contract, within the time herein specified in accordance with the provisions of this contract and said specifications.

The Contractor shall observe, comply with and be subject to all terms, conditions, requirements and limitations of this contract, specifications, and shall complete the entire work to the satisfaction of the Parks, Recreation, and Senior Center (P&R) Director.

IX. WEATHER CONDITIONS OR OTHERWISE

In the event of temporary suspension of work, during inclement weather, or whenever the P & R Director directs, the Contractor will, and will cause his subcontractors to, protect carefully his and their work and materials against damage or injury from the weather. If, in the opinion of the P & R Director, work or materials have been damaged or injured by reason of failure on the part of the Contractor or any of his subcontractors to protect his work, such materials shall be removed and replaced at the expense of the Contractor.

X. PROTECTION OF WORK AND PROPERTY – EMERGENCY

The Contractor shall at all times safely guard the Town's property from injury or loss in connection with this contract. The Contractor shall at all times safeguard and protect his own work, and that of adjacent property from damage. The Contractor shall replace or make good any such damage, loss or injury unless such damage be caused directly by errors contained in the contract or by the Town, or its duly authorized representatives.

In case of an emergency which threatens loss or injury of property and/or safety of life, the Contractor will be allowed to act in a diligent manner. He shall notify the P&R Director immediately thereafter. Any claim for compensation by the Contractor due to such extra work shall be promptly submitted to the P & R Department for approval.

XI. COMPLETION OF CONTRACT

The acceptance by the Contractor of final payment shall be and shall operate as a release to the Town of all claims and all liability to the Contractor for all things done or furnished in connection with this work and for every act and neglect of the Town relating to or arising out of this work. No payment, however, final or otherwise, shall operate to release the Contractor or his sureties from any obligations under this contract.

XII. PAYMENTS

- A. Payment for work shall be done by purchase order and subsequently a check or electronic payment to the Contractor upon inspection/approval of the P&R Director and/or his designee.

- B. The Contractor shall pay for all materials, tools, and other expendable equipment to the extent of 100% of the cost thereof, NO later than 30 days after delivery of said materials, etc., to the job site and providing said materials, tools, and equipment are in a condition satisfactory to the Contractor and the P&R Director. The balance of the cost thereof to be paid before the final payment and acceptance by the Town. Unpaid outstanding bills for materials, etc., constitute an incomplete project and will hold up final payment to the Contractor.

### XIII. REQUIREMENTS: GENERAL INSURANCE

The successful Contractor must maintain in force continuously during the term of the contract workers compensation insurance and comprehensive liability insurance for both personal injury and property damage as required under this paragraph. The Contractor shall not allow any subcontractor to commence work on a subcontract until certificates of insurance satisfying the requirements of this paragraph have been provided by the subcontractor to and approved by the P & R Director and/or his designee.

The Contractor must carry insurance under which the Town is named as an assured as follows:

- A. Worker's Compensation – as required by State Statute
- B. Commercial Liability as follows:  
\$2,000,000 – General Aggregate  
\$2,000,000 – Products Completed Operations Aggregate  
\$1,000,000 – Personal & Advertising Injury  
\$1,000,000 - Each Occurrence Bodily Injury and Property Damage  
\$ 100,000 – Fire damage, Any One Fire  
\$5,000 – Medical Payments, Any One Person Including Explosion  
Collapse & Underground
- C. Automobile Liability: \$1,000,000 Combined Single Limit Bodily Injury & Property Damage.

Such insurance must be by insurance companies licensed to write such insurance in the State of Connecticut against the above risks and in the amounts indicated. All insurance must provide for a thirty (30) day notice to the Town of cancellation or restrictive amendment.

Certificates of insurance must be submitted to the Finance office before any work is started under the contract.

Failure to provide and to keep current the required insurance and certificates may be held to be a willful and substantial breach of this contract.

#### XIV. INDEMNIFICATION

The Contractor shall at all times indemnify and save harmless the Town of Ledyard, Connecticut, and its officers, agents, and employees on account of any and from any and all claims, damages, losses, judgments, workers' compensation payments, litigation expenses, and legal counsel fees arising out of injuries to persons (including death) or damage to property alleged to have been sustained by (a) officers, agents, and employees of the Town of Ledyard or (b) the Contractor, his subcontractors or material men or (c) any other person, which injuries are alleged to have occurred on or near the work or to have been caused in whole or in part by the acts, omissions, or neglect of the Contractor or his subcontractor or material men, or by reason of his or their use of faulty, defective, or unsuitable materials, tools, or equipment of defective design in constructing or performing the work. The existence of insurance shall in no way limit the scope of this indemnification. The Contractor further undertakes to reimburse the Town of Ledyard for damage to property of the Town of Ledyard caused by the contractor or his employees, agents, subcontractors, or material men, or by faulty, defective, or unsuitable material or equipment used by him or them. Failure to provide the required insurance and certificates may, at the option of the Town, be held to be a willful and substantial breach of this contract. Use State of Connecticut Department of Transportation, Form number CON-32 entitled Certificate of Insurance.

#### XV. DEFAULTS

If the Contractor shall fail in the prosecution of the work under this contract, to perform any provisions of this contract, the Town of Ledyard, after a five (5) day written notice to the Contractor to remedy such failure, without refusal of neglect of the Contractor to remedy such failure, the Town, without prejudice to any other remedy the Town may have, shall be entitled to remedy such deficiency and any cost thereby incurred by the Town shall be paid for the account of the Contractor and deducted from the contract sum then or thereafter due the Contractor. Any expense or cost arising out of the Contractor's negligence, or that of its agents or employees for replacing defective work, and for the disposal of material wrongfully supplied may be paid by the Town for the account of the Contractor and deducted from the contract sum then or thereafter due the Contractor.

#### XVII. SPECIAL CONDITIONS

Special care shall be taken to prevent contamination or muddying, silting, or interfering in any way with stream flows along the line of work. No waste matter of any kind will be allowed to discharge into the streams flows or impounded waters of any ponds or other bodies of water.

#### XVIII. CONTACT PERSONS

Please direct all inquiries concerning the performance of this proposal to Scott Johnson Jr, Director of Parks, Recreation, and Senior Citizens Department, at (860) 464-9112 Ext

1 and all inquiries concerning the RFP procedure to Matthew Bonin, Director of Finance, at (860) 464-3235. Contact of any Town official other than these two listed may be cause for rejection of bidder's proposal.

**BIDDER QUALIFICATION FORM**

The bidder is required to complete the following form and to submit it with his bid to enable the Town to make inquiries and judge as to the bidder's experience, skill, available financial resources, credit, and reliability.

A. Number of years the bidder has been in business: \_\_\_\_\_

B. All names by which the bidder has conducted business during the previous five (5) years.

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C. List the contracts presently under contract by the bidder, annual dollar value of the contract (2), and contract completion date(s).

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D. Has the contractor ever failed to complete work awarded:    Yes    No

If so, state the circumstances: \_\_\_\_\_  
\_\_\_\_\_

E. Does the bidder intend to subcontract any of the services required under this contract?  
Yes    No

If the answer to E is yes, please identify the firm or firms you intend to use, and briefly describe their experience and qualifications.

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F. Please identify the equipment to be used on this contract by type, model, year, capacity, and owner. If not owned by your firm at the time of bid submission, indicate if the equipment is to be rented or purchased, along with evidence that a firm agreement exists for your acquisition of the equipment contingent upon award of the contract.

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BIDDER QUALIFICATION FORM, Continued

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Please identify the materials and quantities necessary to complete this project:

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- G. List your references (preferably municipalities) and those of any firms with whom you intend to subcontract: \_\_\_\_\_

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- H. Name and address of your Bank reference:

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**BID FORM**

Proposals are due in the Mayor's Office, 741 Colonel Ledyard Highway, Ledyard, Connecticut 06339, on or before 2:00 p.m., **Tuesday, June 23rd**, 2026. Bids must be in a sealed envelope addressed to the Town of Ledyard, and marked "RFP 2026-04: Parking Lot Installations."

**PROPOSAL**

We, the undersigned, hereby agree to furnish the services outlined in the Town of Ledyard, Request for Proposals 2026-04 at the cost stated below.

\$ \_\_\_\_\_

**NON-COLLUSION BID STATEMENT**

The undersigned Bidder certified that his bid is made independently and without collusion, agreement, understanding, or planned course of action with any other Bidder and that the contents of his bid shall not be disclosed to anyone other than his employees, agents, or sureties prior to the official bid opening.

Bidder's Signature: \_\_\_\_\_

Bidders Name Printed: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

**BIDDERS LIST \***

William Geer Bulldozing & Trucking  
67 Thomas Rd  
Ledyard, CT 06339  
860-464-9993

American Ground & Snow Management LLC  
PO Box 271  
Ledyard, CT 06339  
860-460-0244  
[Jordan@agsm-usa.com](mailto:Jordan@agsm-usa.com)

Spicers Lawn Care & Landscape Design  
10 Lorenz Industrial Pkwy  
Ledyard, CT 06339  
860-917-4873

Geer Sand & Gravel  
852 Voluntown Rd  
Griswold, CT 06351  
860-376-5321

Northeast Paving, LLC  
419 Montauk Avenue  
New London, CT 06320  
860-447-1535

E B Asphalt & Landscaping  
1650 Old Colchester Rd Unit 1  
Oakdale, CT 06370  
860-464-7283

Sheridan Asphalt Paving  
3 Chapman Ln  
Gales Ferry, CT 06335  
860-495-5450

**\*Bidding is not restricted to the companies  
on this list.**