

WWMD Bid Process (published May 2012 Saybrook Events)

In order to take advantage of the Clean Water Fund grants and loans, the Connecticut DEEP (Department of Energy and Environmental Protection) requirements are very specific about the bid process. Here is a short explanation.

- The septic system upgrade designs and bid manual are prepared by the WPCA consultants (engineering and legal firms.)
- The bid release is announced in a newspaper of statewide circulation, on the Town and WPCA websites, and via an email distribution list (subscribed to by e-mailing the WPCA.)
- The bid packages are available via website links or in the WPCA office in Town Hall with a \$100 deposit.
- There is a mandatory pre-bid meeting that contractors must attend in order to bid.
- At the pre-bid meeting the project is described along with items like; bid forms and security, prevailing wage, change orders, work guidelines, and schedules.
- Addenda may be issued if necessary.
- The sealed bids are due in 30 days, opened publically, and sent to the WPCA consultants.
- Upon recommendation by the WPCA engineer to accept the lowest responsive (all forms completed accurately), responsible (good references) bidder, the Board votes to award the bid and send it to the requisite CT DEEP departments for review and approval (like the Bureau of Water Protection and Planning and Standards Division.)
- The bid contract is signed and then the contractor must substantially complete the work within the specified number of days.

Please note:

The bid process is an open and public one. Residents have access to; the announcements on the websites, the bid documents, and the bidders' lists. These are all posted on the OSWPCA website and in the office. The full bids are available for perusal as well in the WPCA office from 8:30am – 4:30pm on weekdays. Residents may also attend the pre-bid meetings and bid openings in Town Hall which are announced in the bid advertisements.