

**TOWN OF LEDYARD, CONNECTICUT  
BID # 2012-01**

**HIGHWAY GARAGE MEZZANINE**

**BID PROPOSAL FORM**

Date July 14, 2011

PROPOSAL OF

Mattern Construction Inc.

Bidder's Name

26M Bushnell Hollow Road, Baltic, CT 06330

Bidder's Address

(860) 887-1998 Fax (860) 886-8091

Bidder's Phone and Fax Numbers

David L. Labonne  
Vice President

  
Signature

**TO: TOWN OF LEDYARD, CONNECTICUT**

1. Pursuant to, and in compliance with your invitation to bid for **HIGHWAY GARAGE MEZZANINE**, (I/we) propose to furnish labor and materials, installed as required, for the above-named project, furnishing all necessary equipment, machinery, fuel, tools, labor and other means of construction, and all materials specified in the manner and at the time prescribed, according to the full scope of Project Plans and Technical Specifications, together with all addenda issued by the Town and received prior to the scheduled closing time for the receipt of bids, and in conformity with the requirements of the Town of Ledyard and any laws or departmental regulations of the State of Connecticut or of the United States which may affect the same, for and in consideration of bids stated in this proposal.

TOTAL AMOUNT: \$63,730.00

TOTAL AMOUNT IN WORDS: Sixty Three Thousand Seven Hundred  
Thirty Dollars and Zero Cents

In the event of any discrepancy between the amount written in words and the amount written in numerical figures, the amount written in words will be controlling.

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## 2. UNCERTAINTY OF QUANTITIES

- A. The quantities, conditions, and details shown in the plans have been determined from inspection, and provide adequate accuracy and detail for lump sum bids. The work under certain items may be materially greater or less than those given in the bid document in order to complete the contemplated project, but unless the quantities are appreciably different than represented in the plans and specifications, the lump sum prices will stand. If an appreciable material difference is encountered, it will have to be agreed to by the Town before an adjustment in Contract price is negotiated.
- B. Under the Contract, the Town of Ledyard reserves the right to increase or decrease the scope of the work as shown in this bid.
- C. Only work actually performed and accepted will be paid for.

## 3. INSTRUCTIONS TO BIDDERS

- A. The Total Bid price of this proposal includes all work indicated on the Project Plans.
- B. Bids must be submitted in sealed envelopes addressed to Director of Finance, Ledyard Town Hall, 741 Colonel Ledyard Highway, Ledyard, Connecticut 06339, and are to be endorsed in the lower left-hand corner as follows:  
  
**"SEALED BID # 2012-01: HIGHWAY GARAGE MEZZANINE"**
- C. In submitting this Bid, Bidder's agree to hold their bid open for 60 days after the actual bid opening date.
- D. Any bid once deposited with the Town of Ledyard may only be withdrawn by letter of request, signed by the depositing Bidder, and presented to the Director of Finance of the Town of Ledyard prior to the time of scheduled bid opening for the project.
- E. Bids shall be submitted only on the prepared forms furnished by the Town of Ledyard for this specific project. Any bid showing any omission, alteration in form, additions not called for, and any conditional bids, alternative bids or bids showing irregularities of any kind will be rejected. Any bid received after the scheduled closing time for bid receipt will be returned to the bidder unopened.
- F. Subject to concurrence from the State of Connecticut Department of Community and Economic Development, the Town of Ledyard reserves the right to waive technical defects in the bids, to reject any bids which do not conform to the terms and conditions described herein, and to accept or reject any part of any bid, and to reject all bids and to again invite bids.

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- G. Bidders shall complete and fill out all blanks in the attached Statement of Bidder's Qualifications.
- H. Bidders shall complete the attached form titled "Commission on Human Rights and Opportunities Contract Compliance Regulations Notification to Bidders."

**4. CONTRACT AWARD**

- A. For purpose of Award, consideration will be given only to proposals submitted by qualified and responsible bidders, as determined on the basis of successful completion of similar projects elsewhere.
- B. The contract will be awarded to the lowest responsible and qualified bidder whose bid is the lowest of those bidders possessing the skill, ability and integrity necessary to perform the work in good faith.
- C. Within thirty (30) days after the opening of the bids, the Town will accept one of the bids or reject all bids. Notice of Award will be in writing and mailed to the address designated in the proposal. The notice shall contain appropriate instructions regarding all bonds and certificates of insurance that may be required.

**5. CONNECTICUT SALES & USE TAX EXEMPTION**

The Town of Ledyard is exempt from tax on material, supplies and labor per Conn. General Statutes, section 12-412(a). Connecticut sales or use taxes shall not be included as part of any bid.

**6. CONTRACT SCHEDULES**

All work under this Contract shall be completed within ninety (90) consecutive calendar days after receiving written Notice to Proceed, unless the completion date is extended in writing by the Public Works Director. The Bidder shall submit in writing the planned startup date to the Public Works Director.

**7. CONTRACTOR'S INSURANCE REQUIRED**

The Contractor must carry insurance under which the Town and State of Connecticut are named as assured, as follows:

- A. Worker's Compensation - as required by State statute.

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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 & 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 do not have to be submitted as part of the bid; however they must be submitted to the Director of Public Works within ten (10) days after the Notification of Award. 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.

## 8. INDEMNIFICATION

The Contractor shall at all times indemnify and save harmless the Town of Ledyard, Connecticut, and its respective 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.

## 9. CONTRACTOR'S PAYMENT SCHEDULE

All of the work shall be performed according to the Project Plans, and shall be inspected and approved by the Town of Ledyard's Public Works Director or designated agent prior to any payments for the work. Payment will be made according to a schedule of values supplied by the Contractor subject to a 5% retainage.

**10. FINAL PAYMENT REQUISITION**

The Contractor shall provide proof to the Town's Public Works Director that all of the Contractor's Subcontractors and Material Suppliers have been fully paid for all work and materials furnished on this project. Upon receipt of the above proof, the Town's Public Works Director will approve the final payment requisition from the Contractor.

**11. MATERIALS & CONSTRUCTION STANDARDS**

All materials and articles incorporated in the work are to be new and of the best grade of their respective kinds, per the Project Plans. All material and workmanship shall be subject to examination by the Public Works Director or his agent at any and all times during construction.

**12. PERFORMANCE AND LABOR & MATERIALS BOND**

A Performance Bond in the full amount of the bid and a Labor and Materials Bond in the same amount will be required from the successful bidder for the faithful performance of the Contract if the contract amount is greater than twenty-five thousand (25,000) dollars. The Bonds must be made out in favor of the Town of Ledyard and executed by a Surety Company authorized to do business in the State of Connecticut. In lieu of the above Bonds, alternate surety in the same amount, in the form of a secured passbook, if acceptable to the Town Treasurer, may be substituted. The security must be posted and accepted within thirty (30) days of the notification of award and prior to the commencement of any work under the Contract.

**13. EQUAL OPPORTUNITY & AFFIRMATIVE ACTION**

The Contractor and all Subcontractors agree to provide equal opportunities to all qualified persons solely on the basis of job-related skills, ability and merit, and to take affirmative action to ensure that qualified applicants are employed and that employees are treated during their employment without regard to race, color, religion, gender, national origin, ancestry, age, physical disability, marital status, or mental retardation. Contractors and Subcontractors shall make good faith efforts to comply with all Federal and State laws, and with the Town of Ledyard policy, regarding equal opportunities in employment and affirmative action, pursuant to the Connecticut General Statutes, Section 46a-60, et. seq.

-- END OF SECTION --

**BIDDER'S QUALIFICATION STATEMENT**

Bidder's Name: Mattern Construction Inc.

Bidder's Address: 26M Bushnell Hollow Road, Baltic, CT 06330

How many years have you been engaged in the consulting business under the present firm name? 23 years

Owners of Company with titles: George Mattern - President

Have you ever refused to sign a Contract at your original bid, or have you ever defaulted on a contract? No

If yes, indicate when, where and why: N/A

List projects your Company is presently working on, include location and owner representative's name and phone number

Please see attached "Work in Progress"

List three (3) equivalent projects your Company has worked on within the last five (3) years; include location, owner's name and phone number:

Please see attached "Completed Projects"

List subconsultants to be used on this project, including description and approximate dollar value of their work:

Dyco Industries, Steel, \$29,000.00

Izbicki Contracting, Mechanical, \$950.00

Maynard Electric, Electrical, \$1,300.00

-- END OF SECTION --

MATERN CONSTRUCTION INC.  
WORK IN PROGRESS

Job #	Title and Location	Contract Amount	Owner	Architect, Engineer or Designer	Start Date	Finish Date	Complaints Quality Mgmt	Name & Phone of Owner's Rep	Name & Phone of Architect Rep
4893	QVCC East Wing Sprinkler, Danielson, CT	\$ 269,653.00	Connecticut Community Technical Colleges	Tecton Architects Inc., Eng: Lindgren & Sharples, PC	Dec. 2010	8/26/11	NO	John Kraemer,	James Haag, 860-548-0802
5103	Residential Soderberg New Residence, Salem, CT	\$ 661,500.00	Tim and Susan Soderberg	Vincent L. Stella, AIA	May 2010	6/15/11	NO	Vincent Stella, 860-399-1800	Vincent Stella, 860-399-1800
5277	US Foods Office Finishes, Norwich, CT	\$ 285,320.00	US FoodServices	ESI Constructors, Inc.	Dec. 2010	4/10/11	NO	Peir Peterson, 262-369-3565	Peir Peterson, 262-369-3565
5310	York Correctional-Cook Chill Kitchen Renovations	\$ 499,321.00	State of CT Department. of Correction	Dept. of Correction Facilities Management & Engineering	April 2011	6/30/11	NO	Carol A. Malloy, 860-692-7565	Ken White, 860-739-2074
5324	Carriage House Mercedes-Benz Alterations	\$ 1,363,473.00	Carriage House of New London, Inc.	Lindsay, Liebig Roche	Feb. 2011	5/31/11	NO	Mike Coleman, 860-442-1647	Mike Coleman, 860-442-1647
5446	Stone Mill Road Bridge Replacement	\$ 777,670.00	Town of Mansfield	G2 Architects	Jun-11	10/1/11	NO	Tim Veillette, 860-429-3340	Tim Veillette, 860-429-3340

MATERN CONSTRUCTION INC.  
COMPLETED PROJECTS

Start Date	Complete Date	Project/Contract Description	Sub or Prime	Contract Amount	Location of Actual Work Performed, Town, State	Project Contact Information Full Name, Address and Phone # of Owner	Any Complaint
April-11	Current	State of CT D.O.C. York CI Cook-Chill Kitchen	P	\$ 450,000.00	Niantic, CT, USA	State of CT Department of Correction, Ken White, 24 Wolcott Hill Road, Wethersfield, CT	NO
February-11	June-11	Carriage House Mercedes-Benz Alterations	P	\$ 1,341,499.00	New London, CT, USA	Lindsay Liebig Roche, Mike Coleman, 300 State Street, New London, CT 06320	NO
December-10	May-11	US Food Services Office Finishes	P	\$ 499,047.00	Norwich, CT, USA	ESI Constructors, P. Anthony Peterson, 950 Walnut Ridge Drive, Hartland, WI 53029	NO
December-10	Current	QVCC East Wing Sprinkler	P	\$ 269,653.00	Danielson, CT, USA	CT Community Technical Colleges, John Kraemer, 61 Woodland Street, Hartford, CT 06105	NO
November-10	April-11	Town of Lebanon Mack Road Bridge	P	\$ 78,473.10	Lebanon, CT USA	Anchor Engineering, Peter Maiorana, 41 Sequin Drive, Glastonbury, CT 06033	NO
July-10	December-10	Windham Public Works Garage Addition & Alterations	P	\$ 230,081.00	Windham, CT, USA	Town of Windham, Joe Gardner, 979 Main Street, Willimantic, CT 06226, (860) 465-3043	NO
July-10	November-10	Rainbow Dam Intake Structure Concrete Repairs	P	\$ 255,032.00	Farmington, CT, USA	The Stanley Works, Kurt Link, 123 Town Square Place, PMB #368, Jersey City, NJ 07310	NO
July-10	November-10	Greeneville Dam Repairs	P	\$ 249,367.00	Norwich, CT, USA	Norwich Public Utilities, Wayne McLaughlin, 16 South Golden Street, Norwich, CT 06360	NO
May-10	Current	Soderberg Residence - New Home	P	\$ 688,506.22	Salem, CT, USA	Vince Stella, AIA, 1805 Boston Post Road, Westbrook, CT 06498	NO
October-09	October-10	Xtramart New C-Store & Gas Station	P	\$ 307,956.60	Hebron, CT, USA	Drake Petroleum, Tom Danieluk, PO Box 866, N. Grosvenordale, CT	NO
October-09	July-10	Vernon Historical Society Renovations	P	\$ 123,672.40	Vernon, CT, USA	Town of Vernon, Bob Hurd AIA, The Architects, 56 Arbor St, Hartford, CT	NO
August-08	October-09	Primary Care Center Addition and Alterations	P	\$ 327,112.00	Old Lyme, CT, USA	Lindsey Liebig Roche, 300 State Street, New London, CT 06320 Mr. Rick Gipstein	NO
July-09	October-09	Yantic Fire House Renovations	P	\$ 225,913.00	Norwich, CT, USA	City of Norwich, The Lawrence Associates, 1075 Tolland Turnpike, Manchester, CT 06042	NO
June-09	September-09	West Side Middle School Entry Renovations	P	\$ 47,806.77	Groton, CT, USA	Town of Groton, Wes Greenleaf, 1300 Flanders Road, Mystic, CT	NO
May-09	December-09	State of CT Harkness Park Potting Shed Restoration	P	\$ 182,318.70	Waterford, CT, USA	State of CT DEP, Bob Hofferth, 163 Great Hill Road, Portland, CT	NO
December-08	January-09	Amgraph Packaging Addition	P	\$ 92,860.50	Versailles, CT, USA	Amgraph Packaging, Bob Nugent, PO Box 178, Versailles, CT	NO
November-08	October-09	William W. Backus Hospital Fixed Site MRI	P	\$ 1,481,750.00	Norwich, CT, USA	William W. Backus Hospital, Dave Casale, 326 Washington St, Norwich, CT	NO
August-08	October-09	William W. Backus Hospital Laboratory Renovations	P	\$ 3,206,596.00	Norwich, CT, USA	William W. Backus Hospital, Dave Casale, 326 Washington St, Norwich, CT	NO
September-08	December-08	Dow Road Bridge Rehabilitation	P	\$ 28,306.00	Plainfield, CT, USA	Town of Plainfield, Lou Soja, 3 Commerce Ave, Plainfield, CT	NO

**COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES  
CONTRACT COMPLIANCE REGULATIONS  
NOTIFICATION TO BIDDERS**

(Revised 09/17/07)

The contract to be awarded is subject to contract compliance requirements mandated by Sections 4a-60 and 4a-60a of the Connecticut General Statutes; and, when the awarding agency is the State, Sections 46a-71(d) and 46a-81(d) of the Connecticut General Statutes. There are Contract Compliance Regulations codified at Section 46a-68j-21 through 43 of the Regulations of Connecticut State Agencies, which establish a procedure for awarding all contracts covered by Sections 4a-60 and 46a-71(d) of the Connecticut General Statutes.

According to Section 46a-68j-30(9) of the Contract Compliance Regulations, every agency awarding a contract subject to the contract compliance requirements has an obligation to "aggressively solicit the participation of legitimate minority business enterprises as bidders, contractors, subcontractors and suppliers of materials." "Minority business enterprise" is defined in Section 4a-60 of the Connecticut General Statutes as a business wherein fifty-one percent or more of the capital stock, or assets belong to a person or persons: "(1) Who are active in daily affairs of the enterprise; (2) who have the power to direct the management and policies of the enterprise; and (3) who are members of a minority, as such term is defined in subsection (a) of Section 32-9n." "Minority" groups are defined in Section 32-9n of the Connecticut General Statutes as "(1) Black Americans . . . (2) Hispanic Americans . . . (3) persons who have origins in the Iberian Peninsula . . . (4) Women . . . (5) Asian Pacific Americans and Pacific Islanders; (6) American Indians . . ." An individual with a disability is also a minority business enterprise as provided by Section 4a-60g of the Connecticut General Statutes. The above definitions apply to the contract compliance requirements by virtue of Section 46a-68j-21(11) of the Contract Compliance Regulations.

The awarding agency will consider the following factors when reviewing the bidder's qualifications under the contract compliance requirements:

- (a) the bidder's success in implementing an affirmative action plan;
- (b) the bidder's success in developing an apprenticeship program complying with Sections 46a-68-1 to 46a-68-17 of the Administrative Regulations of Connecticut State Agencies, inclusive;
- (c) the bidder's promise to develop and implement a successful affirmative action plan;
- (d) the bidder's submission of employment statistics contained in the "Employment Information Form", indicating that the composition of its workforce is at or near parity when compared to the racial and sexual composition of the workforce in the relevant labor market area; and
- (e) the bidder's promise to set aside a portion of the contract for legitimate minority business enterprises. See Section 46a-68j-30(10)(E) of the Contract Compliance Regulations.

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**INSTRUCTIONS AND OTHER INFORMATION**

The following BIDDER CONTRACT COMPLIANCE MONITORING REPORT must be completed in full, signed, and submitted with the bid for this contract. The contract awarding agency and the Commission on Human Rights and Opportunities will use the information contained thereon to determine the bidders compliance to Sections 4a-60 and 4a-60a CONN. GEN. STAT., and Sections 46a-68j-23 of the Regulations of Connecticut State Agencies regarding equal employment opportunity, and the bidder's good faith efforts to include minority business enterprises as subcontractors and suppliers for the work of the contract.

1) **Definition of Small Contractor**

Section 4a-60g CONN. GEN. STAT. defines a small contractor as a company that has been doing business under the same management and control and has maintained its principal place of business in Connecticut for a one year period immediately prior to its application for certification under this section, had gross revenues not exceeding ten million dollars in the most recently completed fiscal year, and at least fifty-one percent of the ownership of which is held by a person or persons who are active in the daily affairs of the company, and have the power to direct the management and policies of the company, except that a nonprofit corporation shall be construed to be a small contractor if such nonprofit corporation meets the requirements of subparagraphs (A) and (B) of subdivision 4a-60g CONN. GEN. STAT.

2) Description of Job Categories (as used in Part IV Bidder Employment Information) (Page 2)

**MANAGEMENT:** Managers plan, organize, direct, and control the major functions of an organization through subordinates who are at the managerial or supervisory level. They make policy decisions and set objectives for the company or departments. They are not usually directly involved in production or providing services. Examples include top executives, public relations managers, managers of operations specialties (such as financial, human resources, or purchasing managers), and construction and engineering managers.

**BUSINESS AND FINANCIAL OPERATIONS:** These occupations include managers and professionals who work with the financial aspects of the business. These occupations include accountants and auditors, purchasing agents, management analysts, labor relations specialists, and budget, credit, and financial analysts.

**MARKETING AND SALES:** Occupations related to the act or process of buying and selling products and/or services such as sales engineer, retail sales workers and sales representatives including wholesale.

**LEGAL OCCUPATIONS:** In-House Counsel who is charged with providing legal advice and services in regards to legal issues that may arise during the course of standard business practices. This category also includes assistive legal occupations such as paralegals, legal assistants.

**COMPUTER SPECIALISTS:** Professionals responsible for the computer operations within a company are grouped in this category. Examples of job titles in this category include computer programmers, software engineers, database administrators, computer scientists, systems analysts, and computer support specialists.

**ARCHITECTURE AND ENGINEERING:** Occupations related to architecture, surveying, engineering, and drafting are included in this category. Some of the job titles in this category include electrical and electronic engineers, surveyors, architects, drafters, mechanical engineers, materials engineers, mapping technicians, and civil engineers.

**OFFICE AND ADMINISTRATIVE SUPPORT:** All clerical-type work is included in this category. These jobs involve the preparing, transcribing, and preserving of written communications and records; collecting accounts; gathering and distributing information; operating office machines and electronic data processing equipment; and distributing mail. Job titles listed in this category include telephone operators, bill and account collectors, customer service representatives, dispatchers, secretaries and administrative assistants, computer operators and clerks (such as payroll, shipping, stock, mail and file).

**BUILDING AND GROUNDS CLEANING AND MAINTENANCE:** This category includes occupations involving landscaping, housekeeping, and janitorial services. Job titles found in this category include supervisors of landscaping or housekeeping, janitors, maids, grounds maintenance workers, and pest control workers.

**CONSTRUCTION AND EXTRACTION:** This category includes construction trades and related occupations. Job titles found in this category include boilermakers, masons (all types), carpenters, construction laborers, electricians, plumbers (and related trades), roofers, sheet metal workers, elevator installers, hazardous materials removal workers, paperhangers, and painters. Paving, surfacing, and tamping equipment operators; drywall and ceiling tile installers; and carpet, floor and tile installers and finishers are also included in this category. First line supervisors, foremen, and helpers in these trades are also grouped in this category.

**INSTALLATION, MAINTENANCE AND REPAIR:** Occupations involving the installation, maintenance, and repair of equipment are included in this group. Examples of job titles found here are heating, ac, and refrigeration mechanics and installers; telecommunication line installers and repairers; heavy vehicle and mobile equipment service technicians and mechanics; small engine mechanics; security and fire alarm systems installers; electric/electronic repair, industrial, utility and transportation equipment; millwrights; riggers; and manufactured building and mobile home installers. First line supervisors, foremen, and helpers for these jobs are also included in the category.

**MATERIAL MOVING WORKERS:** The job titles included in this group are Crane and tower operators; dredge, excavating, and lading machine operators; hoist and winch operators; industrial truck and tractor operators; cleaners of vehicles and equipment; laborers and freight, stock, and material movers, hand; machine feeders and offbearers; packers and packagers, hand; pumping station operators; refuse and recyclable material collectors; and miscellaneous material moving workers.

**PRODUCTION WORKERS:** The job titles included in this category are chemical production machine setters, operators and tenders; crushing/grinding workers; cutting workers; inspectors, testers sorters, samplers, weighers; precious stone/metal workers; painting workers; cementing/gluing machine operators and tenders; etchers/engravers; molders, shapers and casters except for metal and plastic; and production workers.

3) Definition of Racial and Ethnic Terms (as used in Part IV Bidder Employment Information) (Page 3)

<p><b>White</b> (not of Hispanic Origin)- All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.</p> <p><b>Black</b>(not of Hispanic Origin)- All persons having origins in any of the Black racial groups of Africa.</p> <p><b>Hispanic</b>- All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.</p>	<p><b>Asian or Pacific Islander</b>- All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes China, India, Japan, Korea, the Philippine Islands, and Samoa.</p> <p><b>American Indian or Alaskan Native</b>- All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.</p>
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**BIDDER CONTRACT COMPLIANCE MONITORING REPORT**

**PART I - Bidder Information**

<p>Company Name <u>Mattern Construction Inc.</u>                  Street Address <u>26M. Bushnell Hollow Road</u>                  City &amp; State <u>Baltic, CT 06330</u>                  Chief Executive <u>George Mattern</u></p>	<p>Bidder Federal Employer Identification Number <u>061302300</u>                  Or                  Social Security Number _____</p>
<p>Major Business Activity                  (brief description)</p> <p><u>General Contractor                  Construction Management</u></p>	<p>Bidder Identification                  (response optional/definitions on page 1)</p> <p>-Bidder is a small contractor. Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                  -Bidder is a minority business enterprise Yes <input type="checkbox"/> No <input type="checkbox"/>                  (If yes, check ownership category)                  Black <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian American <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Iberian Peninsula <input type="checkbox"/> Individual(s) with a Physical Disability <input type="checkbox"/>                  Female <input type="checkbox"/></p>
<p>Bidder Parent Company                  (if any) <u>N/A</u></p>	<p>- Bidder is certified as above by State of CT Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Other Locations in Ct.                  (if any) <u>N/A</u></p>	

**PART II - Bidder Nondiscrimination Policies and Procedures**

<p>1. Does your company have a written Affirmative Action/Equal Employment Opportunity statement posted on company bulletin boards? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>7. Do all of your company contracts and purchase orders contain non-discrimination statements as required by Sections 4a-60 &amp; 4a-60a Conn. Gen. Stat.? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>2. Does your company have the state-mandated sexual harassment prevention in the workplace policy posted on company bulletin boards? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>8. Do you, upon request, provide reasonable accommodation to employees, or applicants for employment, who have physical or mental disability? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>3. Do you notify all recruitment sources in writing of your company's Affirmative Action/Equal Employment Opportunity employment policy? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>9. Does your company have a mandatory retirement age for all employees? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>4. Do your company advertisements contain a written statement that you are an Affirmative Action/Equal Opportunity Employer? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>10. If your company has 50 or more employees, have you provided at least two (2) hours of sexual harassment training to all of your supervisors? Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/></p>
<p>5. Do you notify the Ct. State Employment Service of all employment openings with your company? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	<p>11. If your company has apprenticeship programs, do they meet the Affirmative Action/Equal Employment Opportunity requirements of the apprenticeship standards of the Ct. Dept. of Labor? Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/></p>
<p>6. Does your company have a collective bargaining agreement with workers? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>6a. If yes, do the collective bargaining agreements contain non-discrimination clauses covering all workers? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>6b. Have you notified each union in writing of your commitments under the nondiscrimination requirements of contracts with the state of Ct? Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>12. Does your company have a written affirmative action Plan? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                  If no, please explain.</p> <p>13. Is there a person in your company who is responsible for equal employment opportunity? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                  If yes, give name and phone number.  <u>Susan Burns (860) 887-1998 ext. 18</u></p>

Part III - Bidder Subcontracting Practices

1. Will the work of this contract include subcontractors or suppliers? Yes  No

1a. If yes, please list all subcontractors and suppliers and report if they are a small contractor and/or a minority business enterprise, (defined on page 1 / use additional sheet if necessary)

Dyco Industries, Maynard Electric, Izbicki Contracting

1b. Will the work of this contract require additional subcontractors or suppliers other than those identified in 1a. above?

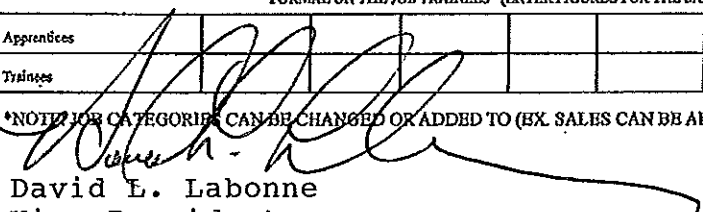
Yes  No

PART IV - Bidder Employment Information

Date:

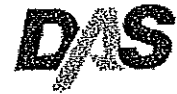
JOB CATEGORY *	OVERALL TOTALS	WHITE (not of Hispanic origin)		BLACK (not of Hispanic origin)		HISPANIC		ASIAN or PACIFIC ISLANDER		AMERICAN INDIAN or ALASKAN NATIVE	
		Male	Female	Male	Female	Male	Female	Male	Female	male	female
Management	3	3									
Business & Financial Ops	1		1								
Marketing & Sales											
Legal Occupations											
Computer Specialists											
Architecture/Engineering											
Office & Admin Support	2		2								
Bldg/ Grounds Cleaning/Maintenance	7	7									
Construction & Extraction	6	6									
Installation, Maintenance & Repair											
Material Moving Workers											
Production Occupations											
TOTALS ABOVE	19	16	3								
Total One Year Ago	20	17	3								
FORMAL ON THE JOB TRAINEES (ENTER FIGURES FOR THE SAME CATEGORIES AS ARE SHOWN ABOVE)											
Apprentices											
Trainees											

\*NOTE JOB CATEGORIES CAN BE CHANGED OR ADDED TO (EX. SALES CAN BE ADDED OR REPLACE A CATEGORY NOT USED IN YOUR COMPANY)

  
 David E. Labonne  
 Vice President  
 Mattern Construction Inc.  
 (860) 887-1998 ext. 16  
 DAVEL@MATTERNCONSTRUCTION.COM



State of Connecticut  
Department of Administrative Services



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## » DAS Contractor Prequalification Certificate

### Contractor Prequalification Company Information

Company: **Mattern Construction, Inc.**

Address: 26M Bushnell Hollow Road  
Baltic, CT 06330

Prequalification Contact: **Susan Burns**

Telephone: (860) 887-1998 Ext: 18

Fax: (860) 886-8091

Email: [susanb@matternconstruction.com](mailto:susanb@matternconstruction.com)

Web Addr: [www.matternconstruction.com](http://www.matternconstruction.com)

### Current Contractor Prequalification Status

Expiration Date	Single Project	AWC
Jan 15, 2012	\$3,000,000.00	\$4,000,000.00

### Current Prequalification Classification(s)

Classification	Description
GENERAL BUILDING CONSTRUCTION (GROUP C)	<p>The undertaking of general contracts for the construction of buildings (i.e. new construction, renovation, rehabilitation, alteration, addition, etc.). The contract must include a variety of construction practices and supervision of a minimum of three sub-trades. Includes buildings that are truly custom, requiring extensive detailing, or that have large amounts of integrated scientific or complex mechanical/electrical equipment in order for them to function. Examples include hospitals, chemistry buildings, special collections buildings, historic preservation to a landmark structure, and/or any other structure that is truly one of a kind within the State's inventory.</p> <p>Note: If you are prequalified for General Building Construction under Group C, you are automatically prequalified for Group A and Group B. Also if you are prequalified for General Building Group C you will automatically be prequalified for General Trades.</p> <p>To prequalify for General Building Construction under Group C, you must have a Major Contractor Registration through the State of Connecticut Department of Consumer Protection.</p>
GENERAL TRADES	The undertaking of general contracts for the construction and/or supervision of several sub-trades but not the construction of buildings as described in General Building Construction. The contract must include a variety of construction practices and supervision of a minimum of three sub-trades. The work of this category is intended for the interior finishes of a building.

### Licenses

License #	Trade	Active	Expire
452847	Sales & Use Tax Permit		Jul 31, 2014


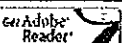
0566816	Home Improvement Contractor	Nov 30, 2011
0010662	NEW HOME CONSTRUCTION CONTRACTOR	Sep 30, 2011
0902135	Major Contractor License	Jun 30, 2011

*This certificate prequalifies the named company to bid solely. It is not a statement of the company's capacity to perform a specific project. That responsibility lies with the awarding authority.*

*Company Licenses/Registrations: It is the contractor's responsibility to update their licensure information by editing their electronic application. Licensure is confirmed by the DAS at time of Initial application and at each renewal.*

*It is the Department of Administrative Services' (DAS) recommendation that all awarding authorities verify the above information by visiting the DAS website: <http://www.das.state.ct.us> - click on contractor prequalification (under the business section).*

*For information regarding the DAS Contractor Prequalification Program visit the above mentioned website or call (860) 713-5280.*

<a href="#">eProcurement</a>   <a href="#">Business</a>   <a href="#">Fleet Services</a>   <a href="#">Jobs</a>   <a href="#">Human Resources</a>   <a href="#">Resource Directory</a>   <a href="#">News</a>	
<a href="#">CT Gov Home</a>   <a href="#">About DAS</a>   <a href="#">Contact DAS</a>   <a href="#">Press Room</a>   <a href="#">DAS Home</a>   <a href="#">Quick Links</a>   <a href="#">FAQ</a>   <a href="#">Site Map</a>	
	The Department of Administrative Services. <a href="#">Review our Privacy Policy.</a> All State <a href="#">disclaimers</a> and <a href="#">permissions</a> apply. Need to contact us? Send e-mail to <a href="mailto:das.webmaster@po.state.ct.us">das.webmaster@po.state.ct.us</a>
Copyright 2008, 2009, 2010, 2011 - Last Updated: Monday, January 17, 2011	
	The software to view and print Adobe Acrobat documents (PDF Files) is available free from the Adobe website. To get a free copy of the software, click the "Get Adobe Reader" image.



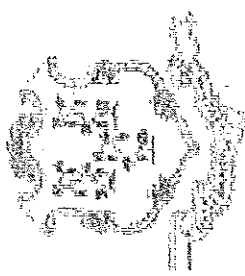
**DESCRIPTIONS (Continued from Page 1)**

Evidence of Insurance. Re:Mattern Construcion 401K savings plan: 'Mattern  
Construcion Inc Savings Plan' Is included under the Crime policy for  
\$50,000. Crime is included in the Package Policy YY7111259682039.



# State of Connecticut

Department of Administrative Services  
Supplier Diversity Program



*This certifies*

**Mattern Construction, Inc.**

26M Bushnell Hollow Road, Baltic, CT 06330

*as a*

*Small Business Enterprise*

*April 28, 2010 through April 28, 2012*

**Owner(s):** George Mattern

**Contact:** Susan Burns

**Email:** susanb@matternconstruction.com

**Telephone:** (860) 887-1998 Ext 18

**Web Address:** www.matternconstruction.com

**FAX:** (860) 886-8091

**Affiliate Companies:** MATQUIP, LLC, RIVERBEND REALTY, LLC, G&E MATTERN, LLC, BROADBROOK VALLEY, LLC, MEDRECORDS, LLC, ALL RECORDS STORAGE, LLC, PRESTON HOME REPAIR, LLC, MEDPAINT, LLC, MEDCLEAN, LLC, J&D EMBROIDERING, LLC, MATTWOOD, LLC, ROUND HILL, LLC, STOCKHOUSE, LLC

**Product Description:** Construction Manager, General Contractor for Commercial, Industrial and Residential Construction Projects, i.e., New Construction and Renovations.

*Meg Yetishelsky*

*Supplier Diversity Director*

*Meg Yetishelsky*

*Supplier Diversity Specialist*

\*\*A contractor awarded a contract or a portion of a contract under the set-aside program shall not subcontract with any person(s) with whom the contractor is affiliated.