

LEGAL NOTICE

TOWN OF VERNON

CONTRACT # 983 – 05/19/11

RFP

LIFE AND DISABILITY INSURANCE

INVITATION TO BID

The Town of Vernon, through its Insurance Broker of Record, USI Services of Connecticut, Inc. (“USI”); is seeking group Life and Accidental Death & Dismemberment, Long Term Disability and/or Short Term Disability insurance coverage, to be effective on July 1, 2011, from qualified insurance carriers. Insurance consultants, brokers and agents are not eligible to respond.

Copies of the RFP are available from USI by contacting Melissa Hartenstein at USI by phone at (203) 634-5740 or e-mail at Melissa.Hartenstein@usi.biz. All questions about the proposals should be directed to USI no later than 3:00 p.m. on May 12, 2011. Answers to all so received questions will be shared with all potential bidders who requested the RFP from USI.

All proposals should be submitted in a sealed envelope, with “Town of Vernon Bid Document – Contract # 983 – 05/19/11” clearly marked on the outside of the envelope, to USI, 530 Preston Avenue, Meriden, CT 064520 by 3:00 p.m. on May 19, 2011, at which time proposals will be opened and read aloud publicly. Late proposals will not be considered.

The selected insurance carrier must meet all municipal, state and federal AA and EEO practices and requirements. MBEs/WBEs/SBEs are encouraged to apply. The Town reserves the right to reject any or all proposals in whole or part, to award any one service or group of services or all services, to negotiate with any or all companies submitting proposals, and to enter into an agreement with any company for any services mentioned in this RFP; if its is deemed to be in the best interest of the Town.