

LEGAL NOTICE

TOWN OF VERNON

CONTRACT #1073-09/17/15

RFQ/RFP

PROJECT MANAGEMENT SERVICES
SCHOOL ROOF REPLACEMENT

INVITATION TO BID

The Town of Vernon, Connecticut is seeking statements of qualifications and proposals for the provision of Project Management Services in the replacement of school roofs located at Vernon Center Middle School (partial replacement) (777 Hartford Turnpike), Northeast School (69 East Street), and Skinner Road School (90 Skinner Road). Replacement of roofs will take place during the summer of 2016. The total project includes replacement of approximately 122,694 square feet of roof.

Copies of the RFP are available from the office of the Town Administrator from 9:00 AM until 4:30 PM, Monday through Wednesday, 9:00 AM until 7:00 PM on Thursday, and 9:00 AM until 1:00 PM on Friday; or anytime online at <http://www.vernon-ct.gov/legal-notices> with reference to Contract #1073-09/17/15.

All questions about the proposals should be directed to Robert Kleinhans, Director of Public Works, by e-mail at rkleinhans@vernon-ct.gov, with copies to John D. Ward, Town Administrator, by e-mail at jward@vernon-ct.gov no later than 5:00 PM, Friday, September 11, 2015. Answers to all so received questions shall be posted by 5:00 PM, Monday, September 14, 2015 on the Town's website under the bid section at <http://www.vernon-ct.gov/legal-notices> with reference to RFQ/RFP #1073-09/17/15.

Three (3) hard copies and one (1) electronic copy of all proposals should be submitted in a sealed envelope, with "**BID DOCUMENT – RFQ/RFP #1073-09/17/15 - Project Management Services - School Roof Replacement**" clearly marked on the outside of the envelope, to: John D. Ward, Town Administrator, Town of Vernon, Memorial Building, 14 Park Place, 3rd Floor, Vernon, Connecticut 06066 by **1:00 PM on September 17, 2015**; at which time proposals shall be opened and read aloud publicly. E-mailed bids will not be accepted.

The selected firm 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 it is deemed to be in the best interest of the Town.

Confidentiality - If Respondent believes that any information in its proposal should be treated as confidential that material shall be clearly marked. The Town shall endeavor to protect confidential material from disclosure to non-Town employees to the extent required by State or Federal law. In no event will the Town be responsible for the inadvertent disclosure of your response to this RFP.

John D. Ward
Town Administrator