

LEGAL NOTICE

TOWN OF VERNON

CONTRACT #1066 - 05/26/2015

RFP

**Server Room Cooling Solution for the
Town of Vernon**

INVITATION TO BID

The Town of Vernon, Connecticut, is seeking written responses to a Request for Proposal (“RFP”) for Server Room Cooling Solution. A firm must have a demonstrated experience in providing such services and adhere to standards and requirements of the industry typical for such service.

Copies of the RFP are available online at State of CT Department of Administrative Services website at www.biznet.ct.gov; or by visiting the town’s website at www.vernon-ct.gov/legal-notices with reference to Contract #1066 - 05/26/2015.

All Bidders who are interested in submitting a proposal on this project must attend a required site survey to be held on Monday, May 11, 2015, at 10:00 am EST at the Annex building, located at 5 Park Place, Vernon, CT on the 2nd floor. The onsite survey will review where the equipment is to be installed.

All questions about the proposal should be directed to Robert Sigán, Director of Information Technology, by email to rsigan@vernon-ct.gov, with a cc: to Town Administrator John D. Ward at Jward@vernon-ct.gov no later than May 14, 2015. Answers to all questions will be posted by May 18, 2015 on the Town’s website under the bid section at <http://www.vernon-ct.gov/legal-notices> with Contract #1066 - 05/26/2015.

Three (3) hard copies and one (1) digital copy (on CD-R disk or USB drive) of each vendor proposal is required. All should be submitted in a sealed envelope, with “BID DOCUMENT – DO NOT OPEN – CONTRACT #1066 - 05/26/2015”, 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 3:00 PM on May 26, 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, 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 Ward
Town Administrator