

The Connecticut General Assembly

Joint Committee on Legislative Management

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REQUEST FOR BID CONNECTICUT STATE VETERANS MEMORIAL CONSTRUCTION

CONTRACT #: JCLM14REG0031

RFB ISSUANCE DATE: January 28, 2014
BID DUE DATE: February 27, 2014 TIME: 12:00 pm (noon)

Please note: BIDS MUST INCLUDE THE LABEL INCLUDED BELOW ON THE OUTSIDE OF THE SHIPPING ENVELOPE. BIDS WITHOUT THIS LABEL ARE SUBJECT TO DISQUALIFICATION.

SEALED BID TITLE - REQUEST FOR BID	CT STATE VETERANS MEMORIAL CONSTRUCTION
CONTRACT ID:	JCLM14REG0031
DEADLINE FOR RECEIPT:	February 27, 2014 TIME: 12:00 pm (noon)
CONTACT NAME:	Tina Nadeau Mohr

- Attention → A non-mandatory meeting and walk-through meeting will be held on **February 3, 2014 in Public Hearing Room 1C at the Legislative Office Building at 11:00 AM.**
- Attention → Bidders shall hold current "DAS Contractor Prequalification Certificate" (not a predetermination letter) from the Connecticut Department of Administrative Services in order to be considered for this project in the categories of the **"Construction Manager At Risk" (Group A, B or C), "General Building Construction" (Group A, B or C), "Masonry" or "Landscaping"** pursuant to 4a-100 and 4b-91(a). In accordance with Conn. Gen. Stat. 4b-91(j), any subcontractors whose work on this project is estimated to cost more than \$500,000.00 must also be pre-qualified by the Connecticut Department of Administrative Services under the appropriate classifications for the work being performed.
- Attention → Bidders shall be required to award not less than 25% of the total proposed project sum to subcontractors who are certified and eligible to participate under the state of Connecticut set-aside program for small and minority businesses in accordance with Connecticut General Statutes Section 4a-60g. At least 25% of the initial 25% (6.25%) shall be awarded to certified minority business enterprises (including women-owned, minority population and disabled contractors.)
- Any contractor or subcontractor awarded any work in accordance with Conn. Gen. Stat. 4a-60g shall "perform not less than fifteen per cent of the work with the workforces of such contractor or subcontractor and shall require that not less than twenty-five per cent of the work be performed by contractors or subcontractors eligible for awards under this section."

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PART A CONTRACT INFORMATION

A.1 Executive Summary

The Connecticut General Assembly (CGA) is the legislative branch of government of the State of Connecticut. Through statutory enactments, the Joint Committee on Legislative Management is responsible for the coordination and management of legislative affairs and the supervision and approval of any and all legislative expenditures.

The Joint Committee on Legislative Management is comprised of the top legislative leaders from each political party and works through a subcommittee system. The Personnel Policies Subcommittee is comprised of the President Pro Tempore of the Senate, the Speaker of the House of Representatives, and the Majority and Minority Leaders of each chamber. The Subcommittee is responsible for establishing legislative personnel policies, guidelines, regulations, and salary schedules, and also approves legislative expenditures exceeding \$50,000.

In accordance with Conn. Gen. Stat. 4b-91, the Joint Committee on Legislative Management on behalf of the Connecticut General Assembly (CGA) is seeking bids for the construction of the Connecticut Veterans Memorial in Minuteman Park, Hartford, by **October 15, 2014** in accordance the drawings and specifications prepared by BL Companies Connecticut, Inc.; Meriden CT 06450 included in this RFB.

A.2 Official Agency Contact Information

Mail: Attention: Tina Nadeau Mohr
CGA Contracting Group
Office of Legislative Management
Legislative Office Building; Room 5100
300 Capitol Avenue
Hartford, CT 06106

Email: CGAContracting@cga.ct.gov

Telephone: (860) 240 – 0100

Fax: (860) 240 – 0122

A.3 Term of Contract

The term of the Contract, resulting from this RFB, shall commence upon date of execution of the Contract and end upon the completion of the project, with the option to extend this Contract up to an additional one year upon mutual agreement of both parties.

A.4 Terms and Conditions

The terms and conditions that apply to this RFB and resulting Contract are included in Attachment N.

A.5 Work Schedules

The work schedule shall be cleared with the State Capitol Police and the CGA in advance of work in any given location. Public business hours of the State Capitol are from 8:00 a.m. to 5:00 p.m., Monday through Friday, holidays excluded.

Work will not be performed when temperatures or other weather conditions do not meet the product manufacturers' recommendations on use.

A.6 Awarded Vendor's Storage Space

- (a) A limited area will be designated on the Legislative Office Building grounds where the awarded Respondent may store items for reuse, stage materials, etc.
- (b) The awarded Respondent is not required to maintain a job site office at the site. The CGA requires that the awarded Respondent have a fax telephone number where the CGA can send communications. The awarded Respondent must provide a pager number or portable phone number at which he can be reached at all times.
- (c) Due to limited on-site storage availability, the awarded Respondent shall confine his on-site storage to the area designated by the CGA.
- (d) The awarded Respondent is responsible for restoring the designated on-site storage area to its original condition.

A.7 Protection/Safety Measures

- (a) Caution shall be exercised by the awarded Respondent at all times for the protection of persons and property, and all safety regulations and other provisions of applicable Federal, State and local laws must be observed. Building and construction codes, including the requirements of the Occupational Safety and Health Administration, shall be observed.
- (b) The awarded Respondent shall be responsible for the adequacy and safety of all construction methods and the safe prosecution of the work. The awarded Respondent shall assume full and complete responsibility for safe prosecution of the work at all times, and for obtaining satisfactory results.
- (c) If any operation, practice, or condition is deemed by the CGA's design consultant or the designated representative of the CGA to be unsafe during the course of the performance of the work, the awarded Respondent, when notified verbally and later confirmed in writing, shall take such corrective action immediately as appropriate.
- (d) Any debris or dust that collects on the ground that poses a tripping and /or slipping hazard shall be removed immediately by the awarded Respondent.
- (e) The awarded Respondent shall, at all times, provide protection against the weather so as to maintain their work, materials, apparatus and fixtures free from injury or damage. Any work damaged by failure to provide adequate protection shall be removed and replaced with new work at the awarded Respondent's expense.
- (f) The awarded Respondent shall pay the cost of repair or replacement resulting from theft or damage to existing equipment, material or work due to negligence by the awarded Respondent in securing the project site and adjacent areas affected by the awarded Respondent's operations.

A.8 Removal and Salvage of Material

The CGA has the right of salvage to any demolished material and equipment. For material or equipment to be removed, the awarded Respondent is to confirm with the CGA whether or not the CGA desires to keep the respective piece of material or equipment. Material or equipment desired by the CGA shall be moved by the awarded Respondent to a designated site in building or on the grounds. Any material or equipment not desired by the CGA shall become the property of the awarded Respondent and removed/disposed of by the awarded Respondent at its expense.

A.9 Use of Premises

- (a) The premises will be occupied during the performance of work; therefore, it will be necessary to provide CGA with a schedule in advance when work will take place so that arrangements may be made for safe ingress and egress by building personnel, parking of vehicles, directing of traffic, delivery of goods, mail, etc. The work shall not interfere with normal, continuous, and safe operation of the building and site.
- (b) Armory Road and Armory Road Extension shall remain open to two way traffic at all times during the construction.
- (c) Nothing contained in the specifications shall be interpreted as giving the awarded Respondent exclusive use of the premises. Any time traffic flow on Armory Road or Armory Road Extension is going to be restricted a State Capitol Police officer will be required at the site to assist with traffic control.
- (d) Any time traffic flow on Capitol Avenue or Broad Street is going to be restricted a City of Hartford Police officer will be required at the site to assist with traffic control.
- (e) Bidders shall carry an allowance for "Police Traffic Control" in the amount of \$30,000 in their bids to cover the cost of additional officers assigned to the site.
- (f) Prior to the start of operations on the project a meeting will be held with the awarded Respondent and representatives from the State Capitol Police and Office of Legislative Management to review the times an officer will be required, lines of responsibility, and operating guidelines which will be used on the project.
- (g) At each weekly job meeting, the awarded Respondent shall inform the State Capitol Police and Office of Legislative Management of their scheduled operations for the following week and the days and times an officer will need to be scheduled. The State Capitol Police will review this schedule and schedule their officers. The State Capitol Police will assist the awarded Respondent, should a City of Hartford police officer need to be scheduled.

- (h) In the event of an unplanned, emergency, or short term operation, the State Capitol Police or City of Hartford (depending on the jurisdiction) may approve the temporary use of properly clothed persons for traffic control until such time as an officer is available. Any temporary traffic control persons shall wear a high visibility safety garment that complies with OSHA, MUTCD, ASTM Standards and the safety garment shall have the words "Traffic Control" clearly visible on the front and rear panels (minimum letter size 2 inches (50 millimeters).
- (i) The Office of Legislative Management will directly reimburse the State Capitol Police for the cost of any additional officers required to be assigned to the site from the project funds. The Office of Legislative Management will pay the awarded Respondent its actual cost for all City of Hartford police officers required plus an additional 5% as reimbursement for the awarded Respondent's administrative expenses.

PART B SCOPE OF WORK

B.1 Project Scope

The awarded Respondent shall begin performance of all work outlined in this Request for Bid, Drawings and Specifications upon contract award and complete all work on or before **October 15, 2014**. The awarded Respondent shall complete the following work in accordance with the Drawings and Specifications listed in section B.2 below:

- (a) Maintain pedestrian and vehicular access to roadways and sidewalks outside the construction limits;
- (b) Maintain protection of designated existing vegetation;
- (c) Provide work site protection;
- (d) Perform all demolition including, but not limited to, removal of bituminous pavement, granite curb, concrete walks, bollards, concrete block retaining walls, designated vegetation, electrical conduits and cables;
- (e) Remove and salvage of lights and poles, site furnishing, donor benches and markers;
- (f) Remove and reinstall existing irrigation system;
- (g) Site preparation;
- (h) Provide all labor, supervision, materials and equipment for the provision of :
 - i. Cast in place concrete, construction of solid granite walls and structural colonnade pieces;
 - ii. Electrical conduit, pull and junction boxes, in-ground boxes, outlet boxes, and new and re-installed exterior luminaires.
 - iii. New bituminous paving and curbs and pavement markings;
 - iv. Monolithic haunched concrete and granite paver bases;
 - v. Concrete sidewalks, handicapped sidewalk ramps, site fixture pads and pavement memorial plaza;
 - vi. Granite pavers, thermal granite pavers, engraved thermal granite panel with State Seal and thermal granite war epoch conflict markers and block planting bed edging;
 - vii. Site improvements including flag poles, porcelain enamel State Seal and service emblems, granite benches, bronze colonnade plaques, steel letters, planters and trash receptacles.

B.2 Project Schedule

The awarded Respondent shall begin performance of all work outlined in this Request for Bid, Drawings and Specifications upon contract award and complete all work on or before **October 15, 2014**. All Respondents shall provide a tentative project schedule that outlines the start time and the duration of the project in their Bid response. The tentative project schedule should be structured to begin work as soon as possible after contract award and allow for completion of the project on or before **October 15, 2014**. Upon contract award, the awarded Respondent will be expected to submit a revised project schedule. The awarded Respondent will also be expected to revise the project schedule if dates shift throughout the course of the project and document the reasons for the change in schedule.

B.3 Drawings and Specifications

- (a) Specifications, prepared by BL Companies Connecticut, Inc. dated November 11, 2013 and drawings prepared by BL Companies Connecticut, Inc. dated January 17, 2014 :
 - i. Specifications:
"Project Manual – Connecticut State Veterans Memorial at Minute Man Park"
 - ii. Drawings:
Cover page
EX-1 Existing Conditions/Topographic Survey
DM-1 Demolition and Erosions Control Plan
GN-1 General Notes

- SP-1 Site Plan
- SP-2 Site Enlargement Plan
- GU-1 Grading and Utilities
- LP-1 Existing Lighting Demolition plan
- LP-2 Lighting Plan
- LP-3 New Power Plan
- LP-4 Electrical Details
- LL-1 Landscape plan
- DN-1 Detail Sheet
- DN-2 Detail Sheet
- DN-3 Detail Sheet
- DN-4 Detail Sheet
- DN-5 Detail Sheet
- DN-6 Detail Sheet
- DN-7 Detail Sheet

- (b) Drawings and specifications are available on-line at: www.cga.ct.gov/olm/Bids/VetsMem/VetsMem.htm
- (c) A copy of the plans and specifications may be viewed at the Office of Legislative Management, 300 Capitol Avenue, Hartford, CT.
- (d) Construction documents can be purchased through BL Graphics upon payment of \$100.00 for each set. Electronic files of the bid documents will be made available upon request with the purchase of hard copy bid documents. Checks shall be made payable to the BL Graphics, 355 Research Parkway, 1st Floor Meriden, CT. 06450 (203-608-2525) email: graphics@blcompanies.com and are non-refundable. The contract documents will be available for purchase between the hours of 9:00-5:00, Monday through Friday.

B.4 Prevailing Wage Project

This is considered a Prevailing wage project. All Bids shall incorporate the Prevailing wage rates as indicated on the attached wage schedule. (Attachment J)

B.5 General Bid Form

In accordance with Conn. Gen. Stat. 4b-95, the CGA has included a General Bid Form included in Attachment A upon which all Bid responses shall be submitted. All costs must be reflected on the General Bid Form included in Attachment A. Respondents shall also submit the completed General Bid Form Statement included in Attachment B. General bids shall be for the complete work as specified and shall include the names of any subcontractors for the two classes of work specified in subsection (a) of section 4b-93 and for each other class of work as applicable. The Respondent submitting the Bid shall be selected on the basis of such general bids. It shall be presumed that the Respondent intends to perform with its own employees all work in such two classes and such other classes, for which no subcontractor is named. The CGA cannot permit substitution of a subcontractor for one named on the General Bid Form or substitution of a subcontractor for any designated subtrade work bid to be performed by the Respondent's own forces, except for good cause. The term "good cause" includes but is not limited to a subcontractor's or, where appropriate, a Respondent's (general contractor's): (1) Death or physical disability, if the listed subcontractor is an individual; (2) dissolution, if a corporation or partnership; (3) bankruptcy; (4) inability to furnish any performance and payment bond shown on the bid form; (5) inability to obtain, or loss of, a license necessary for the performance of the particular category of work; (6) failure or inability to comply with a requirement of law applicable to contractors, subcontractors, or construction, alteration, or repair projects; (7) failure to perform his agreement to execute a subcontract under section 4b-96.

The compensation for services shall be in accordance with the General Bid Form submitted by the Respondent, except amended in writing by both the CGA and the Respondent in accordance with Conn. Gen. Stat. 4b-91(b). Please note the bidder shall certify that the pricing submitted in the bid shall be held for (90) ninety days after the public opening of the bids. Any prompt payment discounts shall be itemized on the General Bid Form included in Attachment A included in the RFB.

In accordance with Conn. Gen. Stat. 4b-95a, if the Respondent customarily performs any of the two classes of work specified in the General Bid Form or any of the other classes of work included by the awarding authority pursuant to said subsection, the Respondent may list himself/herself as a subcontractor together with the price in the space provided in the General Bid Form in Attachment A. A listed sub-bid so submitted by the Respondent shall be considered on a par with other listed sub-bids, and no such sub-bid by a Respondent shall be considered unless the Respondent can show to the

satisfaction of the CGA, based on objective criteria established for such purpose, that the Respondent customarily performs such subtrade work and is qualified to do the character of work required by the applicable section of the specifications.

B.6 Preference to State Citizens

In accordance with Conn. Gen. Stat. Section 31-52, preference shall be given to citizens of the state, and, if they cannot be obtained in sufficient numbers, then to citizens of the United States in the employment of mechanics, laborers and workmen in the construction, remodeling or repairing of any public building, by the state or any of its agents or by persons contracting therewith.

The Contract resulting from this RFB, shall contain the following provisions: "In the employment of labor to perform the work specified herein, preference shall be given to citizens of the United States, who are, and continuously for at least three months prior to the date hereof have been, residents of the labor market area, as established by the Labor Commissioner, in which such work is to be done, and if no such qualified person is available, then to citizens who have continuously resided in the county in which the work is to be performed for at least three months prior to the date hereof, and then to citizens of the state who have continuously resided in the state at least three months prior to the date hereof."

In no event shall said provisions be deemed to abrogate or supersede, in any manner, any provision regarding residence requirements contained in a collective bargaining agreement to which the Respondent is a party.

The awarded Respondent shall not knowingly employ nonresidents of the state while residents who may qualify for such work are reasonably available for employment. In the employment of nonresidents, the construction supervisor or construction inspector assigned to the public works project shall verify that the contracting employer, by reasonable efforts, sought to obtain construction job applicants from existing employment sources in Connecticut.

B.7 Small Business Set-Aside Requirements

The Bid response shall acknowledge and illustrate that not less than 25% of the total proposed project sum shall be awarded to subcontractors who are certified and eligible to participate under the State of Connecticut Set-Aside Program for small and minority businesses in accordance with Connecticut General Statutes Section 4a-60g.

Furthermore that the Bid response shall acknowledge and illustrate that at least 25% of the initial 25% (6.25%) shall be awarded to certified minority business enterprises (including women-owned, minority population and disabled responders.)

The Bid response shall also acknowledge and illustrate that, any contractor or subcontractor awarded any work in response to this RFB, pursuant to Conn. Gen. Stat. 4a-60g (b) shall "perform not less than fifteen per cent of the work with the workforces of such contractor or subcontractor and shall require that not less than twenty-five per cent of the work be performed by contractors or subcontractors eligible for awards under this section."

Failure to comply with any portion of this requirement, including but not limited to, failure to list or meet the necessary dollar amount or percentage of the Bid price, may be cause for rejection of the Bid.

B.8 Preconstruction Certification by the Connecticut Department of Administrative Services

Connecticut state statutes require that Respondents be prequalified by the Connecticut Department of Administrative Services in order to submit a Bid when a construction project is estimated to exceed \$500,000.00 and is funded in part or in whole by the State of Connecticut (Conn. Gen. Stat. 4b-91, 4a-100 and 4b-101). Respondents to this RFB shall hold a current "DAS Contractor Prequalification Certificate" (not a predetermination letter) in the "Construction Manager At Risk" (Group A, B or C), "General Building Construction" (Group A, B or C), "Masonry" or "Landscaping" classification from the Connecticut Department of Administrative Services. Bids shall include a "DAS Contractor Prequalification Certificate" along with a current "Update (bid) Statement." pursuant to 4b-91(d). Failure to supply copies of both these documents shall result in the rejection of the Bid.

Conn. Gen. Stat. 4b-91(d) states, "Each bid submitted for a contract described in subsection (c) of this section shall include an update bid statement in such form as the Commissioner of Administrative Services prescribes and, if required by the public agency soliciting such bid, a copy of the prequalification certificate issued by the Commissioner of Administrative Services. The form for such update bid statement shall provide space for information regarding all projects completed by the bidder since the date the bidder's prequalification certificate was issued or renewed, all projects the bidder currently has under contract, including the percentage of work on such projects not completed, the names and qualifications of the personnel who will have supervisory responsibility for the performance of the contract, any significant changes in the bidder's financial position or corporate structure since the date the certificate was issued or renewed, any change in the contractor's qualification status as determined by the provisions of subdivision (6) of subsection (c) of section 4a-100 and such other relevant information as the Commissioner of Administrative Services prescribes. Any bid submitted without a

copy of the prequalification certificate, if required by the public agency soliciting such bid, and an update bid statement shall be deemed invalid. Any public agency that accepts a bid submitted without a copy of such prequalification certificate, if required by such public agency soliciting such bid, and an update bid statement may become ineligible for the receipt of funds related to such bid."

Pursuant to 4b-1(j) and 4a-100, any proposed Subcontractors whose work on this project is estimated to cost more than \$500,000.00 must also be prequalified by the Connecticut Department of Administrative Services in the appropriate classification(s) for the work being performed from the Connecticut Department of Administrative Services. See the following Department of Administrative Services website for additional information on the DAS Contractor Prequalification Program: http://www.das.state.ct.us/Business_Svs/PreQual/Prequal.asp.

All bids shall include a list of all subcontractors including those whose value of work exceeds \$500,000. Each subcontractor shall be listed on the Bid Form. For each subcontractor whose value of work exceeds \$500,000, the Respondent shall provide a copy of the "DAS Contractor Prequalification Certificate" along with a current "Update (bid) Statement."

All Respondents "shall certify under penalty of false statement at the conclusion of the bidding process that the information in the bid is true, that there has been no substantial change in the bidder's financial position or corporate structure since the bidder's most recent prequalification certificate was issued or renewed, other than those changes noted in the update bid statement, and that the bid was made without fraud or collusion with any person" Conn. Gen. Stat. 4b-91(e). (Attachment B)

B.9 Disqualification from Bidding

Pursuant to 4b-91(f), "Any person who receives information from a state employee or public official that is not available to the general public concerning any construction, reconstruction, alteration, remodeling, repair or demolition project on a public building or any other public work prior to the date that a notice for bids on the project is posted shall be disqualified from bidding on the project."

B.10 Commission on Human Rights and Opportunities Requirements

The Connecticut Commission on Human Rights and Opportunities (CHRO) is responsible for the enforcement of the state's affirmative action statute, Conn. Gen. Stat. Sections 46a-68 and 46a-68a. Included in this request for Bid are the following forms, utilized by CHRO to aid in monitoring Contract compliance:

- (a) Nondiscrimination Form (Attachment M);
- (b) CHRO Notification to Bidder /Contract Compliance Monitoring Report (Attachment G).

B.11 Bid Bond

The Respondent shall submit a Bid bond along with the Bid in the amount of ten percent (10%) of the total of the General Base Bid. Failure to furnish a Bid bond in the proper form and amount with the Bid will be cause for rejection of the Bid.

All Bid bonds shall be in the form of a firm commitment as follows: a Bid bond on a surety company licensed in the State of Connecticut; a postal money order; certified check; or cashier's check. All checks shall be made payable to "Treasurer, The State of Connecticut."

Bid guarantees other than Bid bonds will be returned (a) to unsuccessful Respondents as soon as practical after the opening of the Bid, and (b) to the successful Respondent upon execution of such further contractual documents and bonds as may be required by the Bid. However, failure to execute a contract awarded as specified and bid shall result in the forfeiture of such bid bond or certified check pursuant to Conn. Gen. Stat. 4b-92.

Pursuant to Conn. Gen. Stat. 4a-60g, in lieu of a performance, bid, labor and materials or other required bond, a contractor or subcontractor awarded a contract under this section may provide to the awarding authority, and the awarding authority shall accept a letter of credit in an amount equal to then percent of Bid amount.

B.12 Rejection of Bids

Pursuant to Conn. Gen. Stat. 4b-94, the CGA reserves the right to reject any or all such general bids, if (1) the CGA determines that the general bidder or bidders involved are not competent to perform the work as specified, based on objective criteria established for making such determinations, including past performance and financial responsibility, (2) the low bid price exceeds the amount of money available for the project, (3) the CGA determines that the project shall not go forward or (4) the awarding authority finds cause to reject such bids. If the CGA rejects any or all bids pursuant to this section, it shall notify each affected bidder, in writing, of the reasons for such rejection.

B.13 Procurement Schedule

This Request for Bid (RFB) is posted on the portal website which can be found at the following address:
http://www.biznet.ct.gov/scp_search/BidResults.aspx?groupid=128.

B.13.1 Issue the RFB

The RFB will be issued on January 28, 2014.

B.13.2 Meeting and Walk-Through

A non-mandatory meeting and walk-through for Respondents will be held on February 3, 2014 at 11:00 AM In Public Hearing Room 1C.

B.13.3 Deadline for Questions

All questions must be submitted in writing by February 5, 2014 by 12:00 pm (noon). These submissions must be sent via email to CGAContracting@cga.ct.gov or addressed to the attention of CGA Contracting Group at the Office of Legislative Management; Legislative Office Building; 300 Capitol Avenue; Room 5100, Hartford, CT 06106-1591;

B.13.4 Amendments to Request for Bid

All amendments to the RFB and response to written questions will be published no later than February 12, 2014 by 5:00 pm.

B.13.5 Bid Delivery

All sealed Bids must be delivered by February 27, 2014 at 12:00 pm (noon) to the CGA Contracting Group at the Office of Legislative Management; Legislative Office Building; 300 Capitol Avenue; Room 5100, Hartford, CT 06106-1591;

Prior to submitting a Bid, each Respondent shall examine the RFB and may visit the site of the work. Each Respondent shall fully inform himself prior to submitting the Bid as to the existing conditions and limitations under which the work is to be performed, and shall include in the Bid a sum to cover the cost of items necessary to perform the work as set forth in this RFB. No allowance will be made to a Respondent because of lack of such examination or knowledge. The submission of a Bid will be considered conclusive evidence that the Respondent has made such an examination.

B.13.6 Public Bid Opening

All Bids will be publicly opened at the Office of Legislative Management; Legislative Office Building; 300 Capitol Avenue; Hartford, CT 06106-1591 on by February 27, 2014 at 12:15 pm in Public Hearing Room 1B.

B.13.7 Presentations

Respondents submitting Bids may be contacted for a time to make a presentation, provide an overview of their written Bid, answer questions and/or provide clarifications.

B.13.8 Contract Award and Process

All Respondents will be notified of the Contract award once approved by Legislative Leaders.

PART C PAYMENT TERMS

C.1 Compensation Amount

Bids shall reflect all costs and any payment discounts on the General Bid Form included in this RFB. (Attachment A) Payments shall be made by the CGA in arrears within (45) forty-five days of receipt of a properly prepared invoice. A properly prepared invoice is defined as a billing that is dated subsequent to the date the good or services have been received. A 10% retainage will be withheld from invoices until substantial completion of the project and delivery of warranty documentation.

C.2 Budget Maximums

The budget available for the "TOTAL BASE BID" on Attachment A in the General Bid Form is \$661,675. The budget available for the "TOTAL COST OF OPTIONS" on Attachment A in the General Bid Form is \$220,085.

C.3 Invoice Guidelines

- (a) A properly prepared invoice shall include: the purchase order number, an invoice date, invoice number, separate invoice line for labor, materials and equipment, and a description of the work. All invoices shall reflect the lines on the signed purchase order.

- (b) The CGA reserves the right to reject invoices for payment if they are not considered properly prepared as defined above. Any early payment discount will be taken from the date of a receipt of a properly prepared invoice and all required supporting documentation.
- (c) Invoices shall be submitted on a monthly basis throughout the course of the project or based on a schedule mutually agreed upon by both the CGA and the awarded Respondent. Invoices for labor shall be accompanied by copies of certified payrolls including classification of worker, as well as wage and benefit rate.

C.4 Certified Payrolls

All invoices for prevailing wage projects shall be submitted along with the attached completed Certified Payroll Form and Contractor Wage Certification Forms. Sample forms are included in Attachment K. Invoices will not be paid until complete and accurate certified payroll forms are received. These forms can also be found at the following links:

- (a) Certified payroll Form: <http://www.ctdol.state.ct.us/wgwkstnd/forms/payrollcert1.pdf>
- (b) Contractor Wage Certification Form: <http://www.ctdol.state.ct.us/wgwkstnd/forms/contractwage.pdf>

C.5 American Institute of Architect (AIA) Forms

Invoices shall be submitted on American Institute of Architecture (AIA) forms directly to BL Companies Connecticut, Inc. for approval. Once approved, BL Companies Connecticut, Inc. will submit those invoices to the CGA for payment. Invoices will not be paid unless submitted on AIA forms with BL Companies Connecticut, Inc. approval.

C.6 Change Orders

The value of all change orders for work associated with work listed on the schedule of values shall be based on the schedule of values included in the subsequent Contract. The value of change orders for work not included in the schedule of values shall be negotiated between the CGA and the awarded Respondent. All change orders shall include no more than 10% for profit and no more than 5% for overhead.

PART D BID REQUIREMENTS

D.1 Response Documentation Required

Respondents shall submit the following documentation. The CGA reserves the right to disqualify any Bid which does not include the following documentation. Please note only written Bids will be accepted.

D.1.1 Administrative Documentation

- (a) Copies: Submit five (5) copies of the Bid;
- (b) Mailing Address: Bids shall be mailed in a sealed envelope to the following address:

Contracting Group
Office of Legislative Management
Legislative Office Building, Room 5100
300 Capitol Avenue
Hartford, Connecticut 06106
- (c) Labeled Bids: The Bids shall be mailed to the address below in a sealed envelope with the following label attached to the outside of the envelope. **BIDS MUST INCLUDE THE LABEL INCLUDED BELOW ON THE OUTSIDE OF THE SHIPPING ENVELOPE. BIDS WITHOUT THIS LABEL ARE SUBJECT TO DISQUALIFICATION.**

SEALED BID TITLE - REQUEST FOR BID	CT STATE VETERANS MEMORIAL CONSTRUCTION
CONTRACT ID:	JCLM14REG0031
DEADLINE FOR RECEIPT:	February 27, 2014 TIME: 12:00 pm (noon)
CONTACT NAME:	Tina Nadeau Mohr

- (d) Respondent Experience and Knowledge: Bid shall include:
1. Description of the Respondent including: Size of firm (number of employees); Resources; Years in business; Location; Current arrangements with Subcontractors;
 2. Reference Projects including the following: Name, title, address and telephone number of reference; Overview of the project; Length of the project; Total fees associated with the project;
- (e) Individual Experience and Knowledge: Bids shall include the following in regards to the personnel assigned to complete the work described in this RFB:
- i. A list of specific personnel assigned to the project;
 - ii. Evidence of five years of experience with projects similar to that described in this RFB;
 - iii. Educational qualifications including professional association memberships ;
 - iv. Similar reference projects for each such individual including: Name, title, address and telephone number of reference; Overview of the project; Length of the project; Total fees associated with the project.
- (f) Subcontractor Experience and Knowledge: Subcontractors must be acceptable to the CGA and be approved in writing by representatives of the JCLM prior to the Subcontractor starting any work on this project. The Respondent is required to assume responsibility for all services offered in its Bid. The Respondent shall be the sole point of contact with regards to all matters, including Subcontractor performance. Any proposed subcontractors whose work on this project is estimated to cost more than \$500,000.00 must also be prequalified by the Connecticut Department of Administrative Services in the appropriate classification for work being undertaken in this project. Conn. Gen. Stat. 4b-91(j). The Bid shall include:
- i. A complete list of Subcontractors to be used, including a brief description of the services to be provided by each Subcontractor;
 - ii. The Subcontractor's experience with projects similar to that described in this RFB;
 - iii. Subcontractor references including the following: Name, title, address and telephone number of reference; Overview of the project; Length of the project; Total fees associated with the project;
 - iv. Description of the Subcontracting company, including: Size of firm (number of employees); Resources; Years in business; Location; Current arrangements with Subcontractors;
- (g) General Bid Form: This completed form shall be included in all Bids; (Attachment A)
- (h) General Bid Form Statement: This completed form shall be included in all Bids; (Attachment B)
- (i) Proof of Authorization: Bids shall include a completed proof of authorization form; (Attachment C).
- (j) Certification Form: This completed form shall be included in all Bids; (Attachment D)
- (k) Gift and Campaign Contribution Ban Acknowledgement Form (CCBA): Bids shall include this completed form pursuant to Public Act 07-1 and Conn. Gen. Stat. Sec. 4-252. (Attachment E);
- (l) Bid Checklist: This completed form shall be included in all Bids; (Attachment F)
- (m) CHRO Notification to Bidders/Contract Compliance Monitoring Report: This completed form shall be included in all Bids (Attachment G);
- (n) Vendor Profile: This completed form shall be included in all Bids; (Attachment H)
- (o) W-9 form: This completed form shall be included in all Bids; (Attachment I)

- (p) Bid Bond: The Respondent shall submit a Bid bond in the amount of ten percent (10%) of the total General Base Bid proposed Contract cost along with the Bid. Failure to furnish a Bid bond in the proper form and amount with the Bid will be cause for rejection of the Bid. A Bid bond shall be in the form of a firm commitment as follows: a Bid bond on a surety company licensed in the State of Connecticut; a postal money order; certified check; or cashier's check. All checks shall be made payable to "The Joint Committee on Legislative Management." Bid guarantees other than Bid bonds will be returned (a) to unsuccessful Respondents as soon as practical after the opening of the Bid, and (b) to the successful Respondent upon execution of such further contractual documents and bonds as may be required by the Bid. A letter of credit cannot be substituted for a Bid bond;
- (q) Prevailing Wage Acknowledgement: Bids shall include an acknowledgement of the prevailing wage requirements outlined in Section B.4 of this RFB.
- (r) Preference to State Citizens Acknowledgement: Bids shall include an acknowledgement of the Preference to State Citizens requirements outlined in Section B.6 of this RFB.
- (s) Small Business Set-Aside Requirements Acknowledgement: Bids shall include an acknowledgement of the Small Business Set-Aside Requirements outlined in Section B.7 of this RFB
- (t) Prequalification Certification: Bids shall include "DAS Contractor Prequalification Certificates" for either "Construction Manager At Risk (Group A, B or C)", "General Building Construction (Group A, B or C)", "Masonry" or "Landscaping" classification along with a current "Update (bid) Statement" for the Respondent.
- (u) Subcontractor Prequalification (if applicable): For subcontractors whose work on this project is estimated to cost more than \$500,000, bids shall include "DAS Contractor Prequalification Certificates" and a current "Update (bid) Statement" to establish that they are pre-qualified by the Connecticut Department of Administrative Services under the appropriate classification for the work being performed.
- (v) Iran Certification: This completed form shall be included in all Bids; (Attachment P)

D.1.2 Technical Documentation

- (a) Tentative Work Schedule: Bids shall include a tentative work schedule that addresses the proposed project scope and timetable outlined in this RFB. This plan must not hinder the normal operation and use of the Capitol and the Legislative Office Building;
- (b) Materials and Products: List of materials and products to be used during the project;
- (c) Schedule of Values: A schedule of values for payment purposes must be submitted for approval;
- (d) Set-Aside Status: Proof of DAS certified set-aside vendor status;

D.2 Documentation Required Subsequent to Contract Award

The following shall be provided subsequent to the Contract award.

- (a) Subcontractor Contract Form
 - i. In accordance with Conn. Gen. Stat. 4b-96, within five days after being notified of the award of a general contract by the CGA, or, in the case of an approval of a substitute subcontractor by the CGA, within five days after being notified of such approval, the awarded Respondent shall present to each listed or substitute subcontractor (1) a subcontract in the form set forth in this RFB and (2) a notice of the time limit under this section for executing a subcontract. (Attachment O)
 - ii. If a listed subcontractor fails within five days, Saturdays, Sundays and legal holidays excluded, after presentation of a subcontract by the awarded Respondent selected as a general contractor, to perform his agreement to execute a subcontract in the form hereinafter set forth with such the Respondent, contingent upon the execution of the general contract, the awarded Respondent shall select another subcontractor, with the approval of the CGA.

- iii. For approval of a substitute subcontractor, the awarded Respondent shall provide the CGA with all documents showing:
 - 1. The awarded Respondent's proper presentation of a subcontract to the listed subcontractor and
 - 2. Communications to or from such subcontractor after such presentation.
 - iv. The CGA shall adjust the contract price to reflect the difference between the amount of the price of the new subcontractor and the amount of the price of the listed subcontractor if the new subcontractor's price is lower and may adjust such contract price if the new subcontractor's price is higher.
 - v. The awarded Respondent shall, with respect to each listed subcontractor or approved substitute subcontractor, file with the CGA a copy of each executed subcontract within ten days, Saturdays, Sundays and legal holidays excluded, of presentation of a subcontract to such subcontractor.
- (b) Insurance Certificate: Please see minimum required levels listed in this RFB. The awarded Respondent must name the State of CT/CT General Assembly as an additional insured; (Attachment L)
- (c) Performance Bond: A performance bond for the total amount of the General Base Bid. The awarded Respondent shall furnish a performance bond for the protection of the CGA in accordance with Section 49-41(b) of the Connecticut General Statutes in an amount equal to the total Bid amount within fifteen (15) days of notification of award and prior to the execution of the Contract;
- (d) Labor and Materials Bond: The awarded Respondent shall furnish a labor and materials bond for the protection of the CGA in accordance with Section 49-41(a) of the Connecticut General Statutes in an amount equal to the total General Base Bid amount within fifteen (15) days of notification of award and prior to the execution of the Contract;
- (e) Certified Payrolls: Prevailing wage rate schedules applicable to this project are included with this document. Upon Contract award, the awarded Respondent shall be required to complete and submit a "Contractor's Wage Certification Form" and copies of the certified payrolls along with their invoices to the CGA during the term of this project (Attachment K);
- (f) Nondiscrimination Certification: Public Act 11-55 and Public Act 11-229 have amended the nondiscrimination provisions of the Connecticut General Statutes to add gender identity or expression to the existing protected classes and to require State contractors to adopt policies in support of the new statutes by means of an affidavit or resolution. Accordingly, this form is a certification that the successful Contractor must deliver executed at the time that it executes the Contract. The execution and submittal of this certificate is a condition precedent to the CGA's executing the Contract, unless the Contractor is exempt from this statutory requirement, in which case the Contractor must obtain a written waiver from the State's Commission on Human Rights and Opportunities; (Attachment M)

Please refer to the following guidelines when completing the Nondiscrimination Certification:

- **Form A. Representation**: For use by an individual when entering into any Contract, regardless of Contract value.
- **Form B. Representation**: For use by an entity when entering into any Contract valued at less than \$50,000 for any year of the Contract.
- **Form C. Affidavit**: For use by an entity when entering into any Contract valued at \$50,000 or more for any year of the **Contract and** the entity certifies through an affidavit that a complying nondiscrimination policy is currently in place.
- **Form D. New Resolution**: For use by a entity when entering into any Contract valued at \$50,000 or more for any year of the Contract **and** the entity has a complying nondiscrimination policy adopted by a new resolution of the board of directors, shareholders, managers, members, or other governing body.
- **Form E. Prior Resolution**: For use by a entity when entering into any Contract valued at \$50,000 or more for any year of the Contract **and** the entity has a complying nondiscrimination policy adopted by a prior resolution of the board of directors, shareholders, managers, members, or other governing body.

D.3 Documentation Upon Substantial Completion of Project

Upon project completion and prior to payment of retainage, the Contractor shall provide the following:

- (a) Substantial Completion Letter: Letter stating the substantial completion date of the work outlined in this RFB.
- (b) Materials and workmanship warranty documentation: Respondent shall guarantee all materials and workmanship under the specifications and the Contract for a period of one (1) year from the date of final acceptance by owner. During this guarantee period, all defects developing through faulty equipment, materials or workmanship shall be corrected or replaced immediately by Respondent without expense to the CGA. Such repairs or replacements shall be made to the engineer's satisfaction.
- (c) Manufacturer's warranty documentation: Respondent shall provide a manufacturer which shall guarantee the product for one year against ordinary wear and tear, or deficiencies in any or all of the component materials of the product, or workmanship deficiencies in the installation of the product.

PART E EVALUATION OF BIDS

E.1 Mandatory Requirements

CGA will determine if all Bids are complete submissions. The CGA has the sole discretion to decide if Bids are nonresponsive to this RFB.

E.2 Qualitative Elements

Once it is determined that the Bid(s) are complete submissions, the Bid will be given to the Evaluation Committee for review. The following factors will be scored by the Evaluation Committee. Each factor will be scored using a scale of 1 through 5. The individual ratings for each member of the Evaluation Committee will be combined and averaged and then multiplied by pre-set criteria weights.

Evaluation Criteria	
1	Price
2	Demonstrated ability to accomplish the work described in the Scope of Work section of this RFB.
3	Applicable professional experience and references of business entity and sub-contractors (including past performance onsite, if applicable)
	TOTAL

E.3 Presentations

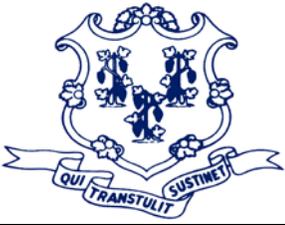
After review of the Bids by the evaluation committee, the CGA may schedule times for some or all Respondents to make presentations. During these presentations, the Respondent(s) may be asked to provide an overview of their written Bid, answer questions and/or provide clarifications.

E.4 Evaluation Methodology

The Bids will be evaluated to determine which is submitted by the "lowest responsible and qualified bidder." Pursuant to Conn. Gen.Stat. 4b-92, " "lowest responsible and qualified bidder" shall mean the bidder who is prequalified pursuant to section 4a-100, and whose bid is the lowest of those bidders possessing the skill, ability and integrity necessary to faithful performance of the work based on objective criteria considering past performance and information contained in the update bid statement submitted pursuant to section 4b-91.... In considering past performance the awarding authority shall evaluate the skill, ability and integrity of bidders in terms of the bidders' fulfillment of contract obligations and of the bidders' experience or lack of experience with projects of the nature and scope of the project for which the bids are submitted."

E.5 Contract Award

The CGA will send letters indicating the Bid selected for Contract award.



ATTACHMENT A
GENERAL BID FORM

CT State Veterans Memorial
JCLM14REG0031

The Connecticut General Assembly
Joint Committee on Legislative Management
Legislative Office Building : Rm 5100
Hartford, CT 06106
(860) 240 - 0100
FAX: (860) 240 - 0122

The undersigned, having inspected the site and familiarized itself with the local conditions affecting the cost of the work and the Drawings dated January 17, 2014 and Specifications dated November 11, 2013, as prepared by BL Companies Connecticut, Inc., proposes to provide all labor, materials, tools, equipment and transportation necessary to complete the construction of the Connecticut Veterans Memorial in Minute Man Park in Hartford, CT on or before **October 15, 2014** as defined in the drawings and specifications prepared by BL Companies Connecticut, Inc. for the following costs:

GENERAL BASE BID:

GENERAL BID	\$ _____	DOLLARS
POLICE TRAFFIC CONTROL	\$ <u>30,000</u>	DOLLARS
TOTAL GENERAL BASE BID	\$ _____	DOLLARS

ADDITIONAL OPTIONS:

Item 1: Replace 5" Min. Class A 4000 PSI Concrete walk slab with 1½x24"x24" Thermal "Jet Mist" Granite Pavers	= \$ _____	DOLLARS
Item 2: Revise Bronze Plaque Colonnade Detail from Single Panel To have 4" Deep Notch in Granite Column as Shown in Detail on Sheet DN-7.	= \$ _____	DOLLARS
Item 3: Revise All Proposed Thermal Granite, Gray Color to be Thermal "Jet Mist" Granite as Specified.	= \$ _____	DOLLARS
Item 4: Granite Memorial Honor Wall Stone to be curved Sections Set on Radius as Shown in Detail on Sheet DN-6.	= \$ _____	DOLLARS
Item 5: Provide Flag Insert Sleeves at Memorial Honor Wall and Colonnade.	= \$ _____	DOLLARS
Item 6: Provide Tree, Shrub, Grass, Perennial, and Groundcover Planting and Substitute with Lawn Seeding Mixture.	= \$ _____	DOLLARS
Item 7: Provide Type GG Uplight Light Fixture. (Wiring and Conduit for Future Uplight Installation to Remain.)	= \$ _____	DOLLARS
Item 8: Provide Granite Entry Sign.	= \$ _____	DOLLARS
Item 9: Provide Curved Granite Bench	1 @ \$ _____ = \$ _____	DOLLARS
Item 10: Provide Custom Granite Benches	10 @ \$ _____ = \$ _____	DOLLARS
Item 11: Provide Trash Receptacles	2 @ \$ _____ = \$ _____	DOLLARS
Item 12: Provide Planters	4 @ \$ _____ = \$ _____	DOLLARS
TOTAL COST OF OPTIONS	\$ _____	DOLLARS

Provide the names of the sub-contractors and the dollar value of their subcontracts for the classes of work specified below and for any other classes of work where the value of the subcontract will exceed \$25,000. It shall be presumed that the Respondent (General Contractor) intends to perform with its own employees all work in the classes of work where no subcontractor is named.

<u>WORK CLASSES</u>	<u>BID PRICE</u>	<u>SUBCONTRACTOR NAME</u>
MASONRY Work	\$ _____	_____
ELECTRICAL Work	\$ _____	_____
OTHER SUB-CONTRACTED WORK EXCEEDING \$25,000		
LANDSCAPING Work		
_____	\$ _____	_____
Specify Trade		
SITE Work		
_____	\$ _____	_____
Specify Trade		
_____	\$ _____	_____
Specify Trade		

This Contract Price shall include all charges such as overhead, profit, insurance, permits, etc.

Submitted with this Bid is the Schedule of Values including an amount for all project components required by the Drawings and Specifications. The sum of all listed components shall equal the General Base Bid plus all additional options. Submitted with this Bid are all the forms as listed in Bidder's Submission Requirements, in accordance with this RFB.

Pursuant to C.G.S. 4b-95, (1) The undersigned agrees that if selected as general contractor, he shall, within five days, Saturdays, Sundays and legal holidays excluded, after presentation thereof by the awarding authority, execute a contract in accordance with the terms of the general bid; (2) the undersigned agrees and warrants that he has made good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials under such contract and shall provide the Commission on Human Rights and Opportunities with such information as is requested by the commission concerning his employment practices and procedures as they relate to the provisions of the general statutes governing contract requirements; and (3) the undersigned agrees that each of the subcontractors listed on the bid form will be used for the work indicated at the amount stated, unless a substitution is permitted by the awarding authority.

Standard payment terms are net 45 days. Please indicate any early payment discount terms that would be applicable to this project: _____% Discount, _____ Days.

The undersigned agrees to furnish all services and/or commodities to the CT General Assembly as described in Contract at the prices listed above.

Company:			
Address:			
Signature:		Date:	
Name (Printed):		Title:	
Email:		FEIN#:	
Phone #:		Fax #:	



ATTACHMENT B
GENERAL BID FORM STATEMENT

CT State Veterans Memorial
JCLM14REG0031

The Connecticut General Assembly
Joint Committee on Legislative Management
Legislative Office Building : Rm 5100
Hartford, CT 06106
(860) 240 – 0100
FAX: (860) 240 – 0122

Pursuant to Conn. Gen. Stat. 4b-91(e),

The undersigned certifies "under penalty of false statement at the conclusion of the bidding process that the information in the bid is true, that there has been no substantial change in the bidder's financial position or corporate structure since the bidder's most recent prequalification certificate was issued or renewed, other than those changes noted in the update bid statement, and that the bid was made without fraud or collusion with any person" Conn. Gen. Stat. 4b-91(e).

Pursuant to Conn. Gen. Stat. 4b-95,

(1) The undersigned agrees that if selected as the Awarded Respondent (General Contractor), he/she shall, within five days, Saturdays, Sundays and legal holidays excluded, after presentation thereof by the awarding authority, execute a Contract in accordance with the terms of the general bid;

(2) The undersigned agrees and warrants that he/she has made good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials under such Contract and shall provide the Commission on Human Rights and Opportunities with such information as is requested by the Commission concerning his/her employment practices and procedures as they relate to the provisions of the general statutes governing contract requirements; and

(3) The undersigned agrees that each of the subcontractors listed on the General Bid Form will be used for the work indicated at the amount stated, unless a substitution is permitted by the CGA. The CGA may require in the General Bid Form that the Awarded Respondent (General Contractor) agree to perform a stated, minimum percentage of work with his own forces.

The undersigned Awarded Respondent (General Contractor) agrees to furnish these services and/or commodities to the Connecticut General Assembly as listed in the Request for Bid at the prices indicated on Attachment A.

Company:			
Address:			
Signature:		Date:	
Name (Printed):		Title:	
Email:		FEIN#:	
Phone #:		Fax #:	



ATTACHMENT C

PROOF OF AUTHORIZATION

CT State Veterans Memorial
JCLM14REG0031

The Connecticut General Assembly
Joint Committee on Legislative Management
Legislative Office Building : Rm 5100
Hartford, CT 06106
(860) 240 – 0100
FAX: (860) 240 – 0122

Bids shall include a completed Proof of Authorization. If the Bidder is a Corporation the first form included with this Attachment should be completed and submitted with the Bid. If the Bidder is a Limited Liability Corporation (LLC) the second form included with this Attachment should be completed and submitted with the Bid.

SECRETARY'S CERTIFICATE

The undersigned, _____, Secretary of _____, [COMPANY NAME] a _____ [STATE] corporation, (the "Corporation"), does hereby certify that the following are true and complete resolutions which were _____ [NOTE: CHOOSE EITHER (1) unanimously adopted, or (2) adopted by quorum] at a duly called and held meeting of the Board of Directors of _____ [COMPANY NAME] on the _____ day of _____, 20____, and that such resolutions have not been amended or modified and that they continue to be in full force and effect as of this date:

RESOLVED, that the Corporation may execute and deliver any and all contracts or Statements of Work which it deems to be necessary or appropriate to carry out its business; and

FURTHER RESOLVED, that _____ [NAME OF OFFICER], as _____ [TITLE OF OFFICE] of the Corporation, is authorized and directed to execute and deliver any and all contracts and Statements of Work on behalf of the Corporation

_____ [INSERT HERE LIMITATIONS, IF ANY, ON THE AUTHORITY TO SIGN, SUCH AS A MAXIMUM CONTRACTING DOLLAR AMOUNT] and to do and perform all acts and things which such officer deems to be necessary or appropriate to carry out the terms of such contracts and Statements of Work, including, but not limited to, executing and delivering all agreements and documents contemplated by such contracts and Statements of Work.

The undersigned further certifies that _____ [NAME OF OFFICER] now holds the office of _____ [TITLE OF OFFICE] and has held that office since _____ [DATE APPOINTED].

IN WITNESS WHEREOF, the undersigned has executed this Certificate this ____ day of _____, 20____.

Name
Secretary

_____, LLC

Attachment C

CONSENT TO ACTION

The undersigned, being all of the _____ [CHOOSE ONE: MEMBERS/MANAGERS] of _____ [COMPANY NAME], LLC (the "Company"), a _____ [STATE] limited liability company, do unanimously agree and consent to the following actions:

RESOLVED, that the Company may execute and deliver any and all contracts and Statements of Work which it deems to be necessary or appropriate to carry out its business; and

FURTHER RESOLVED, that _____ [NAME OF MEMBER/MANAGER], as _____ [TITLE OF OFFICE] of the Company, is authorized and directed to execute and deliver any and all contracts and Statements of Work on behalf of the Company

[INSERT HERE LIMITATIONS, IF ANY, ON THE AUTHORITY TO SIGN, SUCH AS A MAXIMUM CONTRACTING DOLLAR AMOUNT] and to do and perform all acts and things which such officer deems to be necessary or appropriate to carry out the terms of such contracts and Statements of Work, including, but not limited to, executing and delivering all agreements and documents contemplated by such contracts and Statements of Work.

IN WITNESS WHEREOF, the undersigned have executed this consent this ____ day of _____, 20__.

NAME
[TITLE]

NAME
[TITLE]

NAME
[TITLE]



ATTACHMENT D
CERTIFICATION FORM

CT State Veterans Memorial
JCLM14REG0031

The Connecticut General Assembly
Joint Committee on Legislative Management
Legislative Office Building : Rm 5100
Hartford, CT 06106
(860) 240 – 0100
FAX: (860) 240 – 0122

IN WITNESS WHEREOF, the undersigned, accepting the conditions set forth herein, hereby agrees in strict accordance therewith, to furnish these services and/or commodities to the General Assembly as listed in the Request for Bid in accordance with the following guidelines:

Independent Price Determinations and Offer of Gratuities:

- (a) The costs proposed have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such process with any other organization or with any competitor;
- (b) Unless otherwise required by law, the costs quoted have not been knowingly disclosed by the Contractor on a prior basis directly or indirectly to any other organization or to any competitor;
- (c) No attempt has been made or will be made by the Contractor to induce any other person or firm to submit or not to submit a Bid for the purpose of restricting competition;
- (d) The Contractor has no knowledge of the specific Bid contents prior to actual receipt of the Bid;
- (e) The Contractor certifies that no elected or appointed official or employee of the State of Connecticut has or will benefit financially or materially from this procurement. Any contract arising from this procurement may be terminated by the State if it is determined that gratuities in excess of those allowed under Chapter 10 of the Connecticut General Statutes (Code of Ethics for Public Officials) were either offered to or received by any of the aforementioned officials or employees from the Contractor's agent or the Contractor's employee(s).

The Contractor agrees to furnish these services and/or commodities to the Connecticut General Assembly as listed in the Request for Bid at the prices indicated on Attachment E.

SIGNED AND DATED this _____ day of _____

Company: _____

Address: _____

Signature: _____ Date: _____

Name (Printed): _____

Title: _____

Telephone No: _____ Fax No: _____

Federal Employer Identification No: _____



ATTACHMENT E

**Gift and Campaign Contribution Ban
Acknowledgement Form**

CT State Veterans Memorial
JCLM14REG0031

The Connecticut General Assembly
Joint Committee on Legislative Management
300 Capitol Avenue
Legislative Office Building – Rm 5100
Hartford, CT 06106
(860) 240 – 0100, FAX: (860) 240 - 0122

Written or electronic certification to accompany a State contract with a value of \$50,000 or more in a calendar or fiscal year, pursuant to C.G.S. §§ 4-250 and 4-252(c); Governor M. Jodi Rell's Executive Orders No. 1, Para. 8, and No. 7C, Para. 10; and C.G.S. §9-612(g)(2)

INSTRUCTIONS:

Complete all sections of the form. Attach additional pages, if necessary, to provide full disclosure about any lawful campaign contributions made to campaigns of candidates for statewide public office or the General Assembly, as described herein. Sign and date the form, under oath, in the presence of a Commissioner of the Superior Court or Notary Public. Submit the completed form to the awarding State agency at the time of initial contract execution and if there is a change in the information contained in the most recently filed certification, such person shall submit an updated certification either (i) not later than thirty (30) days after the effective date of such change or (ii) upon the submittal of any new bid for a contract, whichever is earlier. Such person shall also submit an accurate, updated certification not later than fourteen days after the twelve-month anniversary of the most recently filed certification or updated certification.

CHECK ONE: Initial Certification 12 Month Anniversary Update (Multi-year contracts only.)
 Updated Certification because of change of information contained in the most recently filed certification or twelve-month anniversary update.

GIFT CERTIFICATION:

As used in this certification, the following terms have the meaning set forth below:

1. "Contract" means that contract between the State of Connecticut (and/or one or more of its agencies or instrumentalities) and the Contractor, attached hereto, or as otherwise described by the awarding State agency below;
2. If this is an Initial Certification, "Execution Date" means the date the Contract is fully executed by, and becomes effective between, the parties; if this is a twelve-month anniversary update, "Execution Date" means the date this certification is signed by the Contractor.
3. "Contractor" means the person, firm or corporation named as the contractor below;
4. "Applicable Public Official or State Employee" means any public official or state employee described in C.G.S. §4-252(c)(1)(i) or (ii);
5. "Gift" has the same meaning given that term in C.G.S. § 4-250(1);
6. "Principals or Key Personnel" means and refers to those principals and key personnel of the Contractor, and its or their agents, as described in C.G.S. §§ 4-250(5) and 4-252(c)(1)(B) and (C).

I, the undersigned, am the official authorized to execute the Contract on behalf of the Contractor. I hereby certify that, no gifts were made by (A) such person, firm, corporation, (B) any principals and key personnel of the person firm or corporation who participate substantially in preparing bids or negotiating state contracts or (C) any agent of such, firm, corporation, or principals or key personnel who participates substantially in preparing bids or negotiating state contracts, to (i) any public official or state employee of the state agency or quasi-public agency soliciting bids for state contracts who participates substantially in the preparation of bid solicitations for state contracts or the negotiation or award of state contracts or (ii) any public official or state employee of any other state agency, who has supervisory or appointing authority over such state agency or quasi-public agency.

I further certify that no Principals or Key Personnel know of any action by the Contractor to circumvent (or which would result in the circumvention of) the above certification regarding **Gifts** by providing for any other principals,

key personnel, officials, or employees of the Contractor, or its or their agents, to make a **Gift** to any Applicable Public Official or State Employee. I further certify that the Contractor made the bid for the Contract without fraud or collusion with any person.

CAMPAIGN CONTRIBUTION CERTIFICATION:

I further certify that, on or after December 31, 2006, neither the Contractor nor any of its principals, as defined in C.G.S. § 9-612(g)(1), has made any **campaign contributions** to, or solicited any contributions on behalf of, any exploratory committee, candidate committee, political committee, or party committee established by, or supporting or authorized to support, any candidate for statewide public office, in violation of C.G.S. § 9-612(g)(2)(A). I further certify that **all lawful campaign contributions** that have been made on or after December 31, 2006 by the Contractor or any of its principals, as defined in C.G.S. § 9-612(g)(1), to, or solicited on behalf of, any exploratory committee, candidate committee, political committee, or party committee established by, or supporting or authorized to support any candidates for statewide public office or the General Assembly, are listed below:

Lawful Campaign Contributions to Candidates for Statewide Public Office:

<u>Contribution Date</u>	<u>Name of Contributor</u>	<u>Recipient</u>	<u>Value</u>	<u>Description</u>

Lawful Campaign Contributions to Candidates for the General Assembly:

<u>Contribution Date</u>	<u>Name of Contributor</u>	<u>Recipient</u>	<u>Value</u>	<u>Description</u>

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.

Printed Contractor Name

Printed Name of Authorized Official

Signature of Authorized Official

Subscribed and acknowledged before me this ____ day of _____, 20__.

Commissioner of the Superior Court (or Notary Public)



ATTACHMENT F

BID CHECKLIST

CT State Veterans Memorial
JCLM14REG0031

The Connecticut General Assembly

Joint Committee on Legislative Management
Legislative Office Building : Rm 5100
Hartford, CT 06106
(860) 240 – 0100
FAX: (860) 240 – 0122

ADMINISTRATIVE REQUIREMENTS	Bid Page
Respondent Experience and Knowledge	
Individual Experience and Knowledge	
Subcontractor Experience and Knowledge	
General Bid Form (Attachment A)	
General Bid Form Statement (Attachment B)	
Proof of Authorization (Attachment C)	
Certification Form (Attachment D)	
Gift and Campaign Contribution Ban Acknowledgement Form (Attachment E)	
CHRO Contract Compliance Monitoring Report Form (Attachment G)	
Vendor Profile Form (Attachment H)	
W-9 Form (Attachment I)	
Bid Bond	
TECHNICAL DOCUMENTATION	
Prevailing Wage Acknowledgement	
Preference to State Citizens Acknowledgement	
Small Business Set-Aside Requirements Acknowledgement	
Prequalification Certification	
Subcontractor Prequalification	
Tentative Work Plan and Schedule	
Materials and Products	
Schedule of Values	
Approach and Methodology	
Set-aside Status	

Please include the page number on which these administrative requirements are listed in your Bid.

**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-81i(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.

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.

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.

<p><u>White</u> (not of Hispanic Origin)- All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.</p> <p><u>Black</u>(not of Hispanic Origin)- All persons having origins in any of the Black racial groups of Africa.</p> <p><u>Hispanic</u>- All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.</p>	<p><u>Asian or Pacific Islander</u>- 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><u>American Indian or Alaskan Native</u>- 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

Company Name Street Address City & State Chief Executive	Bidder Federal Employer Identification Number _____ Or Social Security Number _____
Major Business Activity (brief description)	Bidder Identification (response optional/definitions on page 1) -Bidder is a small contractor. Yes__ No__ -Bidder is a minority business enterprise Yes__ No__ (If yes, check ownership category) Black__ Hispanic__ Asian American__ American Indian/Alaskan Native__ Iberian Peninsula__ Individual(s) with a Physical Disability__ Female__
Bidder Parent Company (If any)	- Bidder is certified as above by State of CT Yes__ No__
Other Locations in Ct. (If any)	- DAS Certification Number _____

PART II - Bidder Nondiscrimination Policies and Procedures

1. Does your company have a written Affirmative Action/Equal Employment Opportunity statement posted on company bulletin boards? Yes__ No__	7. Do all of your company contracts and purchase orders contain non-discrimination statements as required by Sections 4a-60 & 4a-60a Conn. Gen. Stat.? Yes__ No__
2. Does your company have the state-mandated sexual harassment prevention in the workplace policy posted on company bulletin boards? Yes__ No__	8. Do you, upon request, provide reasonable accommodation to employees, or applicants for employment, who have physical or mental disability? Yes__ No__
3. Do you notify all recruitment sources in writing of your company's Affirmative Action/Equal Employment Opportunity employment policy? Yes__ No__	9. Does your company have a mandatory retirement age for all employees? Yes__ No__
4. Do your company advertisements contain a written statement that you are an Affirmative Action/Equal Opportunity Employer? Yes__ No__	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__ No__ NA__
5. Do you notify the Ct. State Employment Service of all employment openings with your company? Yes__ No__	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__ No__ NA__
6. Does your company have a collective bargaining agreement with workers? Yes__ No__ 6a. If yes, do the collective bargaining agreements contain non-discrimination clauses covering all workers? Yes__ No__ 6b. Have you notified each union in writing of your commitments under the nondiscrimination requirements of contracts with the state of Ct? Yes__ No__	12. Does your company have a written affirmative action Plan? Yes__ No__ If no, please explain. 13. Is there a person in your company who is responsible for equal employment opportunity? Yes__ No__ If yes, give name and phone number. _____ _____

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)

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											
Business & Financial Ops											
Marketing & Sales											
Legal Occupations											
Computer Specialists											
Architecture/Engineering											
Office & Admin Support											
Bldg/ Grounds Cleaning/Maintenance											
Construction & Extraction											
Installation , Maintenance & Repair											
Material Moving Workers											
Production Occupations											
TOTALS ABOVE											
Total One Year Ago											
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)

1. Which of the following recruitment sources are used by you? (Check yes or no, and report percent used)				2. Check (X) any of the below listed requirements that you use as a hiring qualification (X)		3. Describe below any other practices or actions that you take which show that you hire, train, and promote employees without discrimination
SOURCE	YES	NO	% of applicants provided by source			
State Employment Service					Work Experience	
Private Employment Agencies					Ability to Speak or Write English	
Schools and Colleges					Written Tests	
Newspaper Advertisement					High School Diploma	
Walk Ins					College Degree	
Present Employees					Union Membership	
Labor Organizations					Personal Recommendation	
Minority/Community Organizations					Height or Weight	
Others (please identify)					Car Ownership	
					Arrest Record	
					Wage Garnishments	

Certification (Read this form and check your statements on it CAREFULLY before signing). I certify that the statements made by me on this BIDDER CONTRACT COMPLIANCE MONITORING REPORT are complete and true to the best of my knowledge and belief, and are made in good faith. I understand that if I knowingly make any misstatements of facts, I am subject to be declared in non-compliance with Section 4a-60, 4a-60a, and related sections of the CONN. GEN. STAT.

(Signature)	(Title)	(Date Signed)	(Telephone)
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Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	
	<input type="checkbox"/> Exempt payee	
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
City, state, and ZIP code		
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number									

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number									

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,
- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a “saving clause.” Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS a percentage of such payments. This is called “backup withholding.” Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account, for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the “Name” line. You may enter your business, trade, or “doing business as (DBA)” name on the “Business name/disregarded entity name” line.

Partnership, C Corporation, or S Corporation. Enter the entity's name on the “Name” line and any business, trade, or “doing business as (DBA) name” on the “Business name/disregarded entity name” line.

Disregarded entity. Enter the owner's name on the “Name” line. The name of the entity entered on the “Name” line should never be a disregarded entity. The name on the “Name” line must be the name shown on the income tax return on which the income will be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a domestic owner, the domestic owner's name is required to be provided on the “Name” line. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on the “Business name/disregarded entity name” line. If the owner of the disregarded entity is a foreign person, you must complete an appropriate Form W-8.

Note. Check the appropriate box for the federal tax classification of the person whose name is entered on the “Name” line (Individual/sole proprietor, Partnership, C Corporation, S Corporation, Trust/estate).

Limited Liability Company (LLC). If the person identified on the “Name” line is an LLC, check the “Limited liability company” box only and enter the appropriate code for the tax classification in the space provided. If you are an LLC that is treated as a partnership for federal tax purposes, enter “P” for partnership. If you are an LLC that has filed a Form 8832 or a Form 2553 to be taxed as a corporation, enter “C” for C corporation or “S” for S corporation. If you are an LLC that is disregarded as an entity separate from its owner under Regulation section 301.7701-3 (except for employment and excise tax), do not check the LLC box unless the owner of the LLC (required to be identified on the “Name” line) is another LLC that is not disregarded for federal tax purposes. If the LLC is disregarded as an entity separate from its owner, enter the appropriate tax classification of the owner identified on the “Name” line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name/disregarded entity name" line.

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the "Business name/disregarded entity name," sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),
 2. The United States or any of its agencies or instrumentalities,
 3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,
 4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or
 5. An international organization or any of its agencies or instrumentalities.
- Other payees that may be exempt from backup withholding include:
6. A corporation,
 7. A foreign central bank of issue,
 8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,
 9. A futures commission merchant registered with the Commodity Futures Trading Commission,
 10. A real estate investment trust,
 11. An entity registered at all times during the tax year under the Investment Company Act of 1940,
 12. A common trust fund operated by a bank under section 584(a),
 13. A financial institution,
 14. A middleman known in the investment community as a nominee or custodian, or
 15. A trust exempt from tax under section 664 or described in section 4947.

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 5 and 7 through 13. Also, C corporations.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 7 ²

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney, and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at www.ssa.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/businesses and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting IRS.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, below, and items 4 and 5 on page 4 indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on the "Name" line must sign. Exempt payees, see *Exempt Payee* on page 3.

Signature requirements. Complete the certification as indicated in items 1 through 3, below, and items 4 and 5 on page 4.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ¹ The actual owner ¹
5. Sole proprietorship or disregarded entity owned by an individual	The owner ³
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulation section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	Give name and EIN of:
7. Disregarded entity not owned by an individual	The owner
8. A valid trust, estate, or pension trust	Legal entity ⁴
9. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11. Partnership or multi-member LLC	The partnership
12. A broker or registered nominee	The broker or nominee
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulation section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or "DBA" name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

*Note. Grantor also must provide a Form W-9 to trustee of trust.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, Identity Theft Prevention and Victim Assistance.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: spam@uce.gov or contact them at www.ftc.gov/idtheft or 1-877-IDTHEFT (1-877-438-4338).

Visit IRS.gov to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

ATTACHMENT J

Project: Minuteman Park Veterans Memorial Construction

**Minimum Rates and Classifications
for Heavy/Highway Construction**

**Connecticut Department of Labor
Wage and Workplace Standards Division**

ID#: H 18658

By virtue of the authority vested in the Labor Commissioner under provisions of Section 31-53 of the General Statutes of Connecticut, as amended, the following are declared to be the prevailing rates and welfare payments and will apply only where the contract is advertised for bid within 20 days of the date on which the rates are established. Any contractor or subcontractor not obligated by agreement to pay to the welfare and pension fund shall pay this amount to each employee as part of his/her hourly wages.

Project Number:

Project Town: Hartford

FAP Number:

State Number:

Project: Minuteman Park Veterans Memorial Construction

CLASSIFICATION

Hourly Rate

Benefits

01) Asbestos/Toxic Waste Removal Laborers: Asbestos removal and encapsulation (except its removal from mechanical systems which are not to be scrapped), toxic waste removers, blasters. **See Laborers Group 5 and 7**

1) Boilermaker	33.79	34% + 8.96
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1a) Bricklayer, Cement Masons, Cement Finishers, Plasterers, Stone Masons	32.50	25.81
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2) Carpenters, Piledrivermen	30.45	21.65
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Project: Minuteman Park Veterans Memorial Construction

2a) Diver Tenders	30.45	21.65
3) Divers	38.91	21.65
4) Painters: (Bridge Construction) Brush, Roller, Blasting (Sand, Water, etc.), Spray	44.25	17.75
4a) Painters: Brush and Roller	30.62	17.75
4b) Painters: Spray Only	33.62	17.75
4c) Painters: Steel Only	32.62	17.75
4d) Painters: Blast and Spray	33.62	17.75

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4e) Painters: Tanks, Tower and Swing	32.62	17.75
5) Electrician (Trade License required: E-1,2 L-5,6 C-5,6 T-1,2 L-1,2 V-1,2,7,8,9)	37.60	22.22+3% of gross wage
6) Ironworkers: Ornamental, Reinforcing, Structural, and Precast Concrete Erection	33.50	28.98
7) Plumbers (Trade License required: (P-1,2,6,7,8,9 J-1,2,3,4 SP-1,2) and Pipefitters (Including HVAC Work) (Trade License required: S-1,2,3,4,5,6,7,8 B-1,2,3,4 D-1,2,3,4 G-1, G-2, G-8, G-9)	39.31	26.27
----LABORERS----		
8) Group 1: Laborer (Unskilled), Common or General, acetylene burner, concrete specialist	26.40	17.15
9) Group 2: Chain saw operators, fence and guard rail erectors, pneumatic tool operators, powdermen, air tool operator	26.65	17.15

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Project: Minuteman Park Veterans Memorial Construction

10) Group 3: Pipelayers	26.90	17.15
11) Group 4: Jackhammer/Pavement breaker (handheld); mason tenders (cement/concrete), catch basin builders, asphalt rakers, air track operators, block pavers and curb setters	26.90	17.15
12) Group 5: Toxic waste removal (non-mechanical systems)	28.40	17.15
13) Group 6: Blasters	28.15	17.15
Group 7: Asbestos Removal, non-mechanical systems (does not include leaded joint pipe)	27.40	17.15
Group 8: Traffic control signalmen	16.00	17.15

----LABORERS (TUNNEL CONSTRUCTION, FREE AIR). Shield Drive and Liner Plate Tunnels in Free Air.----

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13a) Miners, Motormen, Mucking Machine Operators, Nozzle Men, Grout Men, Shaft & Tunnel Steel & Rodmen, Shield & Erector, Arm Operator, Cable Tenders	31.28	17.15 + a
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13b) Brakemen, Trackmen	30.37	17.15 + a
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14) Concrete Workers, Form Movers, and Strippers	30.37	17.15 + a
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15) Form Erectors	30.68	17.15 + a
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----ROCK SHAFT LINING, CONCRETE, LINING OF SAME AND TUNNEL
IN FREE AIR:----

16) Brakemen, Trackmen, Tunnel Laborers, Shaft Laborers	30.37	17.15 + a
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17) Laborers Topside, Cage Tenders, Bellman	30.26	17.15 + a
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18) Miners	31.28	17.15 + a
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----TUNNELS, CAISSON AND CYLINDER WORK IN COMPRESSED AIR: ----

18a) Blaster	37.41	17.15 + a
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19) Brakemen, Trackmen, Groutman, Laborers, Outside Lock Tender, Gauge Tenders	37.22	17.15 + a
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20) Change House Attendants, Powder Watchmen, Top on Iron Bolts	35.35	17.15 + a
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21) Mucking Machine Operator	37.97	17.15 + a
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----TRUCK DRIVERS----(*see note below)

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Project: Minuteman Park Veterans Memorial Construction

Two axle trucks	27.88	18.27 + a
Three axle trucks; two axle ready mix	27.98	18.27 + a
Three axle ready mix	28.03	18.27 + a
Four axle trucks, heavy duty trailer (up to 40 tons)	28.08	18.27 + a
Four axle ready-mix	28.13	18.27 + a
Heavy duty trailer (40 tons and over)	28.33	18.27 + a
Specialized earth moving equipment other than conventional type on-the road trucks and semi-trailer (including Euclids)	28.13	18.27 + a

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----POWER EQUIPMENT OPERATORS----

Group 1: Crane handling or erecting structural steel or stone, hoisting engineer (2 drums or over), front end loader (7 cubic yards or over), Work Boat 26 ft. & Over. (Trade License Required)	36.05	21.55 + a
Group 2: Cranes (100 ton rate capacity and over); Backhoe/Excavator over 2 cubic yards; Piledriver (\$3.00 premium when operator controls hammer). (Trade License Required)	35.73	21.55 + a
Group 3: Excavator/Backhoe under 2 cubic yards; Cranes (under 100 ton rated capacity), Gradall; Master Mechanic; Hoisting Engineer (all types of equipment where a drum and cable are used to hoist or drag material regardless of motive power of operation), Rubber Tire Excavator (Drott-1085 or similar); Grader Operator; Bulldozer Fine Grade (slopes, shaping, laser or GPS, etc.). (Trade License Required)	34.99	21.55 + a
Group 4: Trenching Machines; Lighter Derrick; Concrete Finishing Machine; CMI Machine or Similar; Koehring Loader (Skooper)	34.60	21.55 + a
Group 5: Specialty Railroad Equipment; Asphalt Paver; Asphalt Spreader; Asphalt Reclaiming Machine; Line Grinder; Concrete Pumps; Drills with Self Contained Power Units; Boring Machine; Post Hole Digger; Auger; Pounder; Well Digger; Milling Machine (over 24" Mandrell)	34.01	21.55 + a
Group 5 continued: Side Boom; Combination Hoe and Loader; Directional Driller.	34.01	21.55 + a

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Project: Minuteman Park Veterans Memorial Construction

Group 6: Front End Loader (3 up to 7 cubic yards); Bulldozer (rough grade dozer).	33.70	21.55 + a
Group 7: Asphalt Roller; Concrete Saws and Cutters (ride on types); Vermeer Concrete Cutter; Stump Grinder; Scraper; Snooper; Skidder; Milling Machine (24" and Under Mandrel).	33.36	21.55 + a
Group 8: Mechanic, Grease Truck Operator, Hydroblaster, Barrier Mover, Power Stone Spreader; Welder; Work Boat under 26 ft.; Transfer Machine.	32.96	21.55 + a
Group 9: Front End Loader (under 3 cubic yards), Skid Steer Loader regardless of attachments (Bobcat or Similar); Fork Lift, Power Chipper; Landscape Equipment (including hydroseeder).	32.53	21.55 + a
Group 10: Vibratory Hammer, Ice Machine, Diesel and Air Hammer, etc.	30.49	21.55 + a
Group 11: Conveyor, Earth Roller; Power Pavement Breaker (whiphammer), Robot Demolition Equipment.	30.49	21.55 + a
Group 12: Wellpoint Operator.	30.43	21.55 + a

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Project: Minuteman Park Veterans Memorial Construction

Group 13: Compressor Battery Operator.	29.85	21.55 + a
Group 14: Elevator Operator; Tow Motor Operator (Solid Tire No Rough Terrain).	28.71	21.55 + a
Group 15: Generator Operator; Compressor Operator; Pump Operator; Welding Machine Operator; Heater Operator.	28.30	21.55 + a
Group 16: Maintenance Engineer/Oiler	27.65	21.55 + a
Group 17: Portable asphalt plant operator; portable crusher plant operator; portable concrete plant operator.	31.96	21.55 + a
Group 18: Power Safety Boat; Vacuum Truck; Zim Mixer; Sweeper; (minimum for any job requiring CDL license).	29.54	21.55 + a

**NOTE: SEE BELOW

ATTACHMENT J

Project: Minuteman Park Veterans Memorial Construction

----LINE CONSTRUCTION----(Railroad Construction and Maintenance)----

20) Lineman, Cable Splicer, Dynamite Man	44.36	3% + 13.70
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21) Heavy Equipment Operator	39.92	3% + 13.70
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22) Equipment Operator, Tractor Trailer Driver, Material Men	37.71	3% + 13.70
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23) Driver Groundmen	33.27	3% + 13.70
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----LINE CONSTRUCTION----

24) Driver Groundmen	30.92	6.5% + 9.70
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Project: Minuteman Park Veterans Memorial Construction

25) Groundmen	22.67	6.5% + 6.20
26) Heavy Equipment Operators	37.10	6.5% + 10.70
27) Linemen, Cable Splicers, Dynamite Men	41.22	6.5% + 12.20
28) Material Men, Tractor Trailer Drivers, Equipment Operators	35.04	6.5% + 10.45

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Project: Minuteman Park Veterans Memorial Construction

Welders: Rate for craft to which welding is incidental.

**Note: Hazardous waste removal work receives additional \$1.25 per hour for truck drivers.*

***Note: Hazardous waste premium \$3.00 per hour over classified rate*

- Crane with 150 ft. boom (including jib) - \$1.50 extra
- Crane with 200 ft. boom (including jib) - \$2.50 extra
- Crane with 250 ft. boom (including jib) - \$5.00 extra
- Crane with 300 ft. boom (including jib) - \$7.00 extra
- Crane with 400 ft. boom (including jib) - \$10.00 extra

All classifications that indicate a percentage of the fringe benefits must be calculated at the percentage rate times the "base hourly rate".

Apprentices duly registered under the Commissioner of Labor's regulations on "Work Training Standards for Apprenticeship and Training Programs" Section 31-51-d-1 to 12, are allowed to be paid the appropriate percentage of the prevailing journeymen hourly base and the full fringe benefit rate, providing the work site ratio shall not be less than one full-time journeyman instructing and supervising the work of each apprentice in a specific trade.

*~~Connecticut General Statute Section 31-55a: Annual Adjustments to wage rates by contractors doing state work
~~*

The Prevailing wage rates applicable to this project are subject to annual adjustments each July 1st for the duration of the project.

Each contractor shall pay the annual adjusted prevailing wage rate that is in effect each July 1st, as posted by the Department of Labor.

It is the contractor's responsibility to obtain the annual adjusted prevailing wage rate increases directly from the Department of Labor's website.

*The annual adjustments will be posted on the Department of Labor's Web page:
www.ct.gov/dol.*

The Department of Labor will continue to issue the initial prevailing wage rate schedule to the Contracting Agency for the project.

All subsequent annual adjustments will be posted on our Web Site for contractor access.

Contracting Agencies are under no obligation pursuant to State labor law to pay any increase due to the annual adjustment provision.

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Project: Minuteman Park Veterans Memorial Construction

Effective October 1, 2005 - Public Act 05-50: any person performing the work of any mechanic, laborer, or worker shall be paid prevailing wage

All Person who perform work ON SITE must be paid prevailing wage for the appropriate mechanic, laborer, or worker classification.

All certified payrolls must list the hours worked and wages paid to All Persons who perform work ON SITE regardless of their ownership i.e.: (Owners, Corporate Officers, LLC Members, Independent Contractors, et. al)

Reporting and payment of wages is required regardless of any contractual relationship alleged to exist between the contractor and such person.

~~Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clause (29 CFR 5.5 (a) (1) (ii)).

Please direct any questions which you may have pertaining to classification of work and payment of prevailing wages to the Wage and Workplace Standards Division, telephone (860)263-6790.

CONNECTICUT DEPARTMENT OF LABOR
WAGE AND WORKPLACE STANDARDS DIVISION
CONTRACTORS WAGE CERTIFICATION FORM

I, _____ of _____
Officer, Owner, Authorized Rep. Company Name

do hereby certify that the _____
Company Name

Street

City

and all of its subcontractors will pay all workers on the

Project Name and Number

Street and City

the wages as listed in the schedule of prevailing rates required for such project (a copy of which is attached hereto).

Signed

Subscribed and sworn to before me this _____ day of _____.

Notary Public

Return to:
Connecticut Department of Labor
Wage & Workplace Standards Division
200 Folly Brook Blvd.
Wethersfield, CT 06109

Rate Schedule Issued (Date): _____

***FRINGE BENEFITS EXPLANATION (P):**

Bona fide benefits paid to approved plans, funds or programs, except those required by Federal or State Law (unemployment tax, worker's compensation, income taxes, etc.).

Please specify the type of benefits provided:

- 1) Medical or hospital care _____
- 2) Pension or retirement _____
- 3) Life Insurance _____
- 4) Disability _____
- 5) Vacation, holiday _____
- 6) Other (please specify) _____

CERTIFIED STATEMENT OF COMPLIANCE

For the week ending date of _____,

I, _____ of _____, (hereafter known as Employer) in my capacity as _____ (title) do hereby certify and state:

Section A:

1. All persons employed on said project have been paid the full weekly wages earned by them during the week in accordance with Connecticut General Statutes, section 31-53, as amended. Further, I hereby certify and state the following:

- a) The records submitted are true and accurate;
- b) The rate of wages paid to each mechanic, laborer or workman and the amount of payment or contributions paid or payable on behalf of each such employee to any employee welfare fund, as defined in Connecticut General Statutes, section 31-53 (h), are not less than the prevailing rate of wages and the amount of payment or contributions paid or payable on behalf of each such employee to any employee welfare fund, as determined by the Labor Commissioner pursuant to subsection Connecticut General Statutes, section 31-53 (d), and said wages and benefits are not less than those which may also be required by contract;
- c) The Employer has complied with all of the provisions in Connecticut General Statutes, section 31-53 (and Section 31-54 if applicable for state highway construction);
- d) Each such employee of the Employer is covered by a worker's compensation insurance policy for the duration of his employment which proof of coverage has been provided to the contracting agency;
- e) The Employer does not receive kickbacks, which means any money, fee, commission, credit, gift, gratuity, thing of value, or compensation of any kind which is provided directly or indirectly, to any prime contractor, prime contractor employee, subcontractor, or subcontractor employee for the purpose of improperly obtaining or rewarding favorable treatment in connection with a prime contract or in connection with a prime contractor in connection with a subcontractor relating to a prime contractor; and
- f) The Employer is aware that filing a certified payroll which he knows to be false is a class D felony for which the employer may be fined up to five thousand dollars, imprisoned for up to five years or both.

2. OSHA~The employer shall affix a copy of the construction safety course, program or training completion document to the certified payroll required to be submitted to the contracting agency for this project on which such employee's name first appears.

(Signature) (Title) Submitted on (Date)

Section B: Applies to CONNDOT Projects ONLY

That pursuant to CONNDOT contract requirements for reporting purposes only, all employees listed under Section B who performed work on this project are not covered under the prevailing wage requirements defined in Connecticut General Statutes Section 31-53.

(Signature) (Title) Submitted on (Date)

Note: CTDOL will assume all hours worked were performed under Section A unless clearly delineated as Section B WWS-CP1 as such. Should an employee perform work under both Section A and Section B, the hours worked and wages paid must be segregated for reporting purposes.

*****THIS IS A PUBLIC DOCUMENT***
DO NOT INCLUDE SOCIAL SECURITY NUMBERS**



INSURANCE REQUIREMENTS

ATTACHMENT L

CT State Veterans Memorial
JCLM14REG0031

The Connecticut General Assembly
Joint Committee on Legislative
Management
Legislative Office Building : Rm 5100
Hartford, CT 06106
(860) 240 – 0100
FAX: (860) 240 – 0122

1. The awarded Respondent shall carry in force for the duration of this agreement the following insurance:

Insurance Limits

- A) Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. Coverage shall include Premises and Operations, Independent Contractors, Products and Completed Operations, Contractual Liability and Broad Form Property Damage coverage. If a general aggregate is used, the general aggregate limit shall apply separately to the project or the general aggregate limit shall be twice the occurrence limit. The State of Connecticut/CT General Assembly, its officers, officials, employees, agents, boards and commissions shall be named as Additional Insured
- B) Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury. Coverage extends to owned, hired and non-owned automobiles. If the awarded Respondent does not own an automobile, but one is used in the execution of the contract, then only hired and non-owned coverage is required. If a vehicle is not used in the execution of the contract then automobile coverage is not required.
- C) Workers' Compensation and Employers Liability: Statutory coverage in compliance with the Compensation laws of the State of Connecticut. Coverage shall include Employer's Liability with minimum limits of \$100,000 each accident, \$500,000 Disease – Policy limit, \$100,000 each employee.
- D) Professional Liability/ Error & Omissions Insurance in an amount equal to the greater of \$1,000,000 or 10% of the construction contract amount. Depending on project size deductible minimum of \$10,000 to a maximum of \$100,000. (If Applicable)
- E) Builder's Risk Coverage. The awarded Respondent shall purchase and maintain builder's risk insurance in the amount of the initial contract amount plus values of subsequent modifications or change orders comprising the value of the entire project on a replacement cost basis. The builder's risk coverage shall be written on a Special Covered Cause of Loss form and shall include theft, vandalism, malicious mischief, temporary buildings, transit, debris removal, increased cost of construction, architect fees and expenses, soft costs, flood and earthquake. Insured property shall include portions of the work located away from the site but intended for use at the site and shall cover portions of the work in transit. Equipment breakdown coverage (boiler and machinery) shall be included and shall cover insured equipment during installation and testing. Policy shall include a beneficial occupancy clause to permit occupancy of the building during construction. The State/CT General Assembly shall be listed as a Loss Payee

Insurance Provisions

- A) Awarded Respondent shall assume any and all deductibles in the described insurance policies.
- B) The awarded Respondent's insurer shall have no right of recovery or subrogation against the municipality or the State/CT General Assembly and the described insurance shall be primary coverage.
- C) Each required insurance policy shall not be suspended, voided, cancelled or reduced except after 30 days prior written notice by certified mail, has been given to the CT General Assembly.
- D) "Claims made" coverage is unacceptable, with the exception of Professional Liability.
- E) Insurance is to be placed with insurers with a current AM Best Rating of no less than A-, VII.
- F) Awarded Respondent shall include all subcontractors as insured under its policies or shall obtain separate certificate of insurance evidencing insurance requirements herein.
- G) Awarded Respondent shall furnish the CT General Assembly with original certificate of insurance prior to commencement of work.

2. The insurance certificate shall indicate that the awarded Respondent name, the State/CT General Assembly, as an additional insured and shall defend and save harmless the State/CT General Assembly from actions, suits, or other legal proceedings that may be instituted on such claims or demands. **The insurance certificate shall be accompanied by an endorsement indicating that the State/CT General Assembly has been in fact added to the insurance policy as an additional insured.**



**NONDISCRIMINATION
CERTIFICATION**

ATTACHMENT M

CT State Veterans Memorial
JCLM14REG0031

The Connecticut General Assembly
Joint Committee on Legislative Management
300 Capitol Avenue
Legislative Office Building – Room 5100
Hartford, CT 06106
(860) 240 – 0100 FAX: (860) 240 - 0122

Representation By Individual For All Contract Types Regardless of Value (FORM A)

Written representation that complies with the nondiscrimination agreements and warranties under Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended

INSTRUCTIONS:

For use by an individual who is not an entity (corporation, limited liability company, or partnership) when entering into any contract type with the State of Connecticut, regardless of contract value. Submit to the awarding State agency prior to contract execution.

REPRESENTATION OF AN INDIVIDUAL:

I, _____, of _____,
Signatory Business Address

represent that I will comply with the nondiscrimination agreements and warranties of Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended.

Signatory

Date

Printed Name

Representation By Entity For Contracts Valued at Less Than \$50,000 (FORM B)

Written representation that complies with the nondiscrimination agreements and warranties under Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended

INSTRUCTIONS:

For use by an entity (corporation, limited liability company, or partnership) when entering into any contract type with the State of Connecticut valued at less than \$50,000 for each year of the contract. Complete all sections of the form. Submit to the awarding State agency prior to contract execution.

REPRESENTATION OF AN ENTITY:

I, _____, _____, of _____,
Authorized Signatory Title Name of Entity

an entity duly formed and existing under the laws of _____,
Name of State or Commonwealth

represent that I am authorized to execute and deliver this representation on behalf of

_____ and that _____
Name of Entity Name of Entity

has a policy in place that complies with the nondiscrimination agreements and warranties of Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended.

Authorized Signatory

Date

Printed Name

New Resolution By Entity For Contracts Valued at \$50,000 or More (FORM D)

Documentation in the form of a corporate, company, or partnership policy adopted by resolution of the board of directors, shareholders, managers, members or other governing body of a contractor that certifies the contractor complies with the nondiscrimination agreements and warranties under Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended

INSTRUCTIONS:

For use by an entity (corporation, limited liability company, or partnership) when entering into any contract type with the State of Connecticut valued at \$50,000 or more for any year of the contract. Complete all sections of the form. Submit to the awarding State agency prior to contract execution.

CERTIFICATION OF RESOLUTION:

I, _____, _____, of _____,
Authorized Signatory Title Name of Entity

an entity duly formed and existing under the laws of _____,
Name of State or Commonwealth

certify that the following is a true and correct copy of a resolution adopted on the _____ day of _____, 20____ by the governing body of _____,
Name of Entity

in accordance with all of its documents of governance and management and the laws of _____, and further certify that such resolution has not been modified
Name of State or Commonwealth

or revoked, and is in full force and effect.

RESOLVED: That the policies of _____ comply with the
Name of Entity

nondiscrimination agreements and warranties of Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended.

The undersigned has executed this certificate this _____ day of _____, 20____.

Authorized Signatory

Date

Printed Name

Prior Resolution By Entity For Contracts Valued at \$50,000 or More (FORM E)

Documentation in the form of a corporate, company, or partnership policy adopted by a prior resolution of the board of directors, shareholders, managers, members or other governing body of a contractor that certifies the contractor complies with the nondiscrimination agreements and warranties under Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended

INSTRUCTIONS:

For use by an entity (corporation, limited liability company, or partnership) when entering into any contract type with the State of Connecticut valued at \$50,000 or more for any year of the contract. Complete all sections of the form. Attach copy of previously adopted resolution (*State of CT, Nondiscrimination Certification, Form D: New Resolution*). Submit all documentation to the awarding State agency prior to contract execution.

CERTIFICATION OF PRIOR RESOLUTION:

I, the undersigned, am a duly authorized corporate officer or member of _____.
Name of Entity

I have reviewed the attached prior resolution. I certify that:

(1) the attached prior resolution complies with the nondiscrimination agreements and warranties of Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended; and

(2) the prior resolution remains in full force and effect on the date this documentation is submitted to the awarding State agency.

Authorized Signatory

Title

Printed Name

Date

RESERVED FOR STATE USE

I, the undersigned head of the awarding State agency, or designee, certify that the attached prior resolution complies with the nondiscrimination agreements and warranties of Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended.

Signature of Agency Head (or designee)

Date

CT General Assembly
Awarding State Agency

ATTACHMENT N

1. Definitions

As used herein, the following terms shall have the following meanings unless otherwise required by the context:

Bid - Offer submitted in response to the Request for Bids, to furnish the goods or services described herein to the CGA, under the prescribed conditions at the stated prices;

CGA - Connecticut General Assembly;

Commission - Commission on Human Rights and Opportunities;

Contract - Agreement signed by parties to formalize the acceptance by the CGA of an offer of a Respondent to furnish the services described herein at the stated prices in response to the Request for Proposals;

Contractor - Party to the Contract with the CGA;

JCLM - Joint Committee on Legislative Management;

Large State Contract – Is defined in C.G.S. 4-250 (4), to mean “an agreement or a combination or series of agreements between a state agency or a quasi-public agency and a person, firm or corporation, having a total value of more than five hundred thousand dollars in a calendar or fiscal year, for (A) a project for the construction, alteration or repair of any public building or public work, (B) services, including, but not limited to, consulting and professional services, (C) the procurement of supplies, materials or equipment, (D) a lease, or (E) a licensing arrangement. The term “large state contract” shall not include a contract between a state agency or a quasi-public agency and a political subdivision of the state;”

OLM - Office of Legislative Management;

Proposal - Offer submitted in response to this Request for Proposals, to furnish the goods or services described herein to the CGA, under the prescribed conditions at the stated prices;

Respondent - Person, firm or corporation submitting a Proposal in response to a request for Proposals;

RFB - Request for Bid;

RFP - Request for Proposal;

Solicitation - Request for Bid or Request for Proposal;

State - The Connecticut General Assembly acting by and through the Executive Director of the Office of Legislative Management.

2. Contract Conditions

2.1 Campaign Contribution Ban Acknowledgement (CCBA)

With regard to a state Contract as defined in P.A. 07-01 having a value in a calendar year of \$50,000 or more or a combination or series of such agreements of Contracts having a value of \$100,000 or more, the authorized signatory to this submission in Proposal or Bid to the CGA’s solicitation shall submit the signed CCBA Form, included in this solicitation, which expressly acknowledges receipt of the State Elections Enforcement Commissions’ notice advising state Contractors of state campaign contributions and solicitation prohibitions, and that the Contractor will inform its principals of the contents of this notice.

2.2 Gift

When the Contract has a value in a calendar year of \$50,000 or more or a combination or series of such agreements of Contracts having a value of \$100,000 or more Conn. Gen. Stat. § 4-252 (the “Statute”) requires that the RFP or RFB, of which these Terms and Conditions are a part, include a notice of the vendor certification requirements described in section (c) and (d) of the Statute. Accordingly, pursuant to the Statute, vendors are notified as follows:

1. The terms “gift,” “quasi-public agency,” “state agency,” “large state contract,” “principals and key personnel” and “participated substantially” as used in this section shall have the meanings set forth in the Statute.
2. The CGA shall not execute a large state Contract unless the CGA obtains the written certifications described in this section. Each such certification shall be sworn as true to the best knowledge and belief of the person signing the certification, subject to the penalties of false statement. These certifications are listed in the RFP.
3. The official of the person, firm or corporation awarded the Contract, who is authorized to execute the Contract, shall certify on such forms as the CGA shall provide:
 - (a) That no gifts were made between the date that the CGA began planning the project, services, procurement, lease or licensing arrangement covered by the Contract and the date of execution of the Contract, by (A) such person, firm, corporation, (B) any principals and key personnel of the person, firm or corporation, who participated substantially in preparing the Bid or Proposal or the negotiation of the Contract, or (C) any agent of such person, firm, corporation or principals and key personnel, who participated substantially in preparing the Bid or Proposal or the negotiation of the Contract, to (i) any public official or state employee of the CGA soliciting Bids or Proposals for the Contract, who participated substantially in the preparation of the RFP or RFB for

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the Contract or the negotiation or award of the Contract, or (ii) any public official or state employee of the CGA, who has supervisory or appointing authority over the CGA;

- (b) That no such principals and key personnel of the person, firm or corporation, or agent of such person, firm or corporation or principals and key personnel, knows of any action by the person, firm or corporation to circumvent such prohibition on gifts by providing for any other principals and key personnel, official, employee or agent of the person, firm or corporation to provide a gift to any such public official or state employee; and
- (c) That the person, firm or corporation made the Bid or Proposal without fraud or collusion with any person.
- (d) Any Respondent that does not make the certifications required under subsection (c) of this section shall be disqualified and the CGA shall award the Contract to the next highest ranked Contractor or the next lowest responsible qualified Respondent or seek new Bids or Proposals.

2.3 Whistleblowing

This Contract may be subject to the provisions of Section 4-61dd of the Connecticut General Statutes. In accordance with this statute, if an officer, employee or appointing authority of the Contractor takes or threatens to take any personnel action against any employee of the Contractor in retaliation for such employee's disclosure of information to any employee of the CGA or the Auditors of Public Accounts or the Attorney General under the provisions of subsection (a) of such statute, the Contractor shall be liable for a civil penalty of not more than five thousand dollars for each offense, up to a maximum of twenty per cent of the value of this Contract. Each violation shall be a separate and distinct offense and in the case of a continuing violation, each calendar day's continuance of the violation shall be deemed to be a separate and distinct offense. The CGA may request that the Attorney General bring a civil action in the Superior Court for the Judicial District of Hartford to seek imposition and recovery of such civil penalty. In accordance with subsection (f) of such statute, each large state Contractor, as defined in the statute, shall post a notice of the provisions of the statute relating to large state Contractors in a conspicuous place which is readily available for viewing by the employees of the Contractor.

2.4 Audit Requirements

For purposes of this paragraph, the word "Contractor" shall be deemed to mean "nonstate entity," as that term is defined in Section 4-230 of the Connecticut General Statutes. The Contractor shall provide for an annual financial audit acceptable to the Department for any expenditure of state-awarded funds made by the Contractor. Such audit shall include management letters and audit

recommendations. The State Auditors of Public Accounts shall have access to all records and accounts for the fiscal year(s) in which the award was made. The Contractor will comply with federal and state single audit standards as applicable.

Audit and Inspection of Plants, Places of Business and Records.

- (a) The CGA and its agents, including, but not limited to, the Connecticut Auditors of Public Accounts, Attorney General and State's Attorney and their respective agents, may, at reasonable hours, inspect and examine all of the parts of the Contractor's and Contractor Parties' plants and places of business which, in any way, are related to, or involved in, the performance of this Contract.
- (b) The Contractor shall maintain, and shall require each of the Contractor Parties to maintain, accurate and complete Records. The Contractor shall make all of its and the Contractor Parties' Records available at all reasonable hours for audit and inspection by the CGA and its agents.
- (c) The CGA shall make all requests for any audit or inspection in writing and shall provide the Contractor with at least twenty-four (24) hours' notice prior to the requested audit and inspection date. If the CGA suspects fraud or other abuse, or in the event of an emergency, the CGA is not obligated to provide any prior notice.
- (d) All audits and inspections shall be at the CGA's expense.
- (e) The Contractor shall keep and preserve or cause to be kept and preserved all of its and Contractor Parties' Records until three (3) years after the latter of (i) final payment under this Agreement, or (ii) the expiration or earlier termination of this Agreement, as the same may be modified for any reason. The CGA may request an audit or inspection at any time during this period. If any Claim or audit is started before the expiration of this period, the Contractor shall retain or cause to be retained all Records until all Claims or audit findings have been resolved.
- (f) The Contractor shall cooperate fully with the CGA and its agents in connection with an audit or inspection. Following any audit or inspection, the CGA may conduct and the Contractor shall cooperate with an exit conference.
- (g) The Contractor shall incorporate this entire Section verbatim into any Contract or other agreement that it enters into with any Contractor Party.

2.5 Disclosure of Records

The Contract resulting from this solicitation may be subject to the provisions of section 1-218 of the Connecticut General Statutes. In accordance with this statute, each Contract in excess of two million five hundred thousand dollars between the CGA and a person for the performance of a governmental function shall (a) provide that the CGA is entitled to receive a copy of records and files related to the

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performance of the governmental function, and (b) indicate that such records and files are subject to FOIA and may be disclosed by the CGA pursuant to FOIA. No request to inspect or copy such records or files shall be valid unless the request is made to the CGA in accordance with FOIA. Any complaint by a person who is denied the right to inspect or copy such records or files shall be brought to the Freedom of Information Commission in accordance with the provisions of sections 1-205 and 1-206 of the Connecticut General Statutes.

2.6 Forum and Choice of Law

The parties deem the Contract resulting from this solicitation to be made in the City of Hartford, State of Connecticut. Both parties agree that it is fair and reasonable for the validity and construction of the Contract to be, and it shall be, governed by the laws and court decisions of the State of Connecticut, without giving effect to its principles of conflicts of laws. To the extent that any immunities provided by Federal law or the laws of the State of Connecticut do not bar an action against the CGA, and to the extent that these courts are courts of competent jurisdiction, for the purpose of venue, the complaint shall be made returnable to the Judicial District of Hartford only or shall be brought in the United States District Court for the District of Connecticut only, and shall not be transferred to any other court, provided, however, that nothing here constitutes a waiver or compromise of the sovereign immunity of the State of Connecticut or the CGA. The Contractor waives any objection which it may now have or will have to the laying of venue of any Claims in any forum and further irrevocably submits to such jurisdiction in any suit, action or proceeding.

2.7 Tangible Personal Property

The Contractor on its behalf and on behalf of its Affiliates, as defined below, shall comply with the provisions of Conn. Gen. Stat. §12-411b, as follows:

- (a) For the term of the Contract, the Contractor and its Affiliates shall collect and remit to the CGA, Department of Revenue Services, any Connecticut use tax due under the provisions of Chapter 219 of the Connecticut General Statutes for items of tangible personal property sold by the Contractor or by any of its Affiliates in the same manner as if the Contractor and such Affiliates were engaged in the business of selling tangible personal property for use in Connecticut and had sufficient nexus under the provisions of Chapter 219 to be required to collect Connecticut use tax;
- (b) A customer's payment of a use tax to the Contractor or its Affiliates relieves the customer of liability for the use tax;
- (c) The Contractor and its Affiliates shall remit all use taxes they collect from customers on or before the due date specified in the Contract, which may not be later than the last day of the month next succeeding the end of a calendar quarter or other tax collection period during which the tax was collected;

- (d) The Contractor and its Affiliates are not liable for use tax billed by them but not paid to them by a customer; and
- (e) Any Contractor or Affiliate who fails to remit use taxes collected on behalf of its customers by the due date specified in the Contract shall be subject to the interest and penalties provided for persons required to collect sales tax under Chapter 219 of the General Statutes.

1. For purposes of this section of the Contract, the word "Affiliate" means any person, as defined in Section 12-1 of the General Statutes, that controls, is controlled by, or is under common control with another person. A person controls another person if the person owns, directly or indirectly, more than ten per cent of the voting securities of the other person. The word "voting security" means a security that confers upon the holder the right to vote for the election of members of the board of directors or similar governing body of the business, or that is convertible into, or entitles the holder to receive, upon its exercise, a security that confers such a right to vote. "Voting security" includes a general partnership interest.
2. The Contractor represents and warrants that each of its Affiliates has vested in the Contractor plenary authority to so bind the Affiliates in any agreement with the CGA. The Contractor on its own behalf and on behalf of its Affiliates shall also provide, no later than 30 days after receiving a request by the CGA's contracting authority, such information as the CGA may require to ensure, in the CGA's sole determination, compliance with the provisions of Chapter 219 of the Connecticut General Statutes, including, but not limited to, §12-411b.

2.8 Sovereign Immunity

The parties acknowledge and agree that nothing in the Solicitation or the Contract that results from this Solicitation shall be construed as a modification, compromise or waiver by the CGA or the State of any rights or defenses of any immunities provided by Federal law or the laws of the State of Connecticut to the CGA or the State of Connecticut or any of its officers and employees, which they may have had, now have or will have with respect to all matters arising out of the Contract. To the extent that this section conflicts with any other section, this section shall govern.

2.9 Summary of State Ethics Laws

Pursuant to the requirements of section 1-101qq of the Connecticut General Statutes, the summary of State ethics laws developed by the State Ethics Commission pursuant to section 1-81b of the Connecticut General Statutes is incorporated by reference into and made a part of the Contract as if the summary had been fully set forth in the Contract.

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2.10 Encryption of Data; Breach of Security or Loss

Contractor and Contractor Parties, at their own expense, shall encrypt any and all data which they come to possess or control, wherever and however stored or maintained, and which data CGA, at any time, classifies as confidential or restricted. The Contractor and Contractor Parties shall encrypt the data in accordance with the Connecticut Enterprise Architecture – Technology Architecture (CTEA-TA) protocols. The Contractor and Contractor Parties shall have a continuing obligation always to keep and maintain the data encryption consistent with CTEA-TA, as CTEA-TA may change from time to time.

- (a) The Contractor and Contractor Parties shall notify the CGA as soon as practical, but no later than twenty-four (24) hours, after they become aware of or suspect that any and all data which Contractor has come to possess or control under subsection (a) above has been subject to a "data breach." For purposes of this Section, a "data breach" is an occurrence where (1) any or all of the data is misplaced, lost, stolen or in any way compromised; or (2) one or more third parties have had access to or taken control or possession of any or all of the data without prior written authorization from the CGA.
- (b) In addition to the notification requirements of subsection (b), should a data breach occur, the Contractor shall, within three (3) business days after the notification, present to the CGA, for review and approval, a credit monitoring or protection plan that the Contractor shall make available at its own cost and expense to all individuals affected by the data breach. Unless otherwise agreed to in writing by the CGA, such a plan shall be offered to each such individual free of charge and shall consist of, at a minimum, the following:

1. Reimbursement for the cost of placing and lifting one (1) security freeze per credit file pursuant to Connecticut General Statutes § 36a-701a;
2. Credit monitoring services consisting of automatic daily monitoring of at least three (3) relevant credit bureau reports;
3. Fraud resolution services, including writing dispute letters, initiating fraud alerts and security freezes, to assist affected individuals to bring matters to resolution; and
4. Identity theft insurance with at least \$ 25,000.00 coverage.
5. Such credit monitoring or protection plans shall cover a length of time commensurate with circumstances of the data breach, but under no circumstances shall the Contractor's credit monitoring and protection plan be for less than two (2) calendar years from the plan start date. The Contractors' costs and expenses for the

credit monitoring and protection plan shall not be recoverable from the CGA or any State of Connecticut entity.

6. The Contractor represents and warrants that it shall obligate each Contractor Party in a written Contract to all of the terms of this Section just as if each Contractor Party had executed this Contract as an original signatory and each were bound by this Section to the same extent that the Contractor is bound.
7. The Contractor's or Contractor Parties' failure to encrypt the data, provide notice, or to provide the credit monitoring or protection plan shall be deemed to be, without more, a material breach of this Contract. The Contractor shall be responsible for any Contractor Parties breach as if the Contractor itself had breached the Contract. Consequently, and without otherwise limiting the rights of the CGA at law or in equity, the Contractor shall indemnify and hold harmless the CGA and the State, as appropriate, for any and all damages, costs and expenses associated directly or indirectly with Contractor's or Contractor Parties' breach. The damages, costs and expenses shall include, but not be limited to, those resulting from any corresponding Contracting for credit or identity protection services, or both, and from any subsequent non-State use of any data.

2.11 Representations and Warranties

The Contractor, awarded a Contract as a result of this solicitation represent and warrant to the CGA for itself, Contractor Parties and Bidder Parties, as appropriate, that:

- (a) the Contractor agree and hereby states that any findings, written documentation, and research performed in whole or in part in connection with this Contract shall be the sole property of the CGA and copies of all information and materials developed in connection with this Contract shall be provided to the CGA immediately upon completion or upon request by the CGA.
- (b) if they are entities, they are duly and validly existing under the laws of their respective states of organization and authorized to conduct business in the State of Connecticut in the manner contemplated by the Contract. Further, as appropriate, they have taken all necessary action to authorize the execution, delivery and Performance of the Proposal and the Contract and have the power and authority to execute, deliver and Perform their obligations under the Contract;
- (c) they will comply with all applicable State and Federal laws and municipal ordinances in satisfying their obligations to the CGA under and pursuant to the Contract, including, but not limited to (1) Connecticut General Statutes Title 1, Chapter 10,

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- concerning the State's Codes of Ethics and (2) Title 2 concerning CGA purchasing;
- (d) the execution, delivery and Performance of the Contract will not violate, be in conflict with, result in a breach of or constitute (with or without due notice and/or lapse of time) a default under any of the following, as applicable: (1) any provision of law; (2) any order of any court or the State; or (3) any indenture, agreement, document or other instrument to which it is a party or by which it may be bound;
 - (e) they are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any governmental entity;
 - (f) as applicable, they have not, within the three years preceding the Contract, in any of their current or former jobs, been convicted of, or had a civil judgment rendered against them or against any person who would Perform under the Contract, for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a transaction or contract with any governmental entity. This includes, but is not limited to, violation of Federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records or property, making false statements, or receiving stolen property;
 - (g) they are not presently indicted for or otherwise criminally or civilly charged by any governmental entity with commission of any of the offenses listed above;
 - (h) they have not within the three years preceding the Contract had one or more Contracts with any governmental entity Terminated;
 - (i) they have not employed or retained any entity or person, other than a bona fide employee working solely for **them**, to solicit or secure the Contract and that they have not paid or agreed to pay any entity or person, other than a bona fide employee working solely for them, any fee, commission, percentage, brokerage fee, gifts, or any other consideration contingent upon or resulting from the award or making of the Contract or any assignments made in accordance with the terms of the Contract;
 - (j) to the best of their knowledge, there are no Claims involving the Contractor or Contractor Parties that might reasonably be expected to materially adversely affect their businesses, operations, assets, properties, financial stability, business prospects or ability to Perform fully under the Contract;
 - (k) they shall disclose, to the best of their knowledge, to the CGA in writing any Claims involving them that might reasonably be expected to materially adversely affect their businesses, operations, assets, properties, financial stability, business prospects or ability to Perform fully under the Contract, no later than ten (10) Days after becoming aware or after they should have become aware of any such Claims. For purposes of the Contractor's obligation to disclose any Claims to the CGA, the ten (10) Days in the section of this Contract concerning Disclosure of Contractor Parties Litigation shall run consecutively with the ten (10) Days provided for in this representation and warranty;
 - (l) their participation in the Solicitation process is not a conflict of interest or a breach of ethics under the provisions of Title 1, Chapter 10 of the Connecticut General Statutes concerning the State's Code of Ethics;
 - (m) the Bid or Proposal was not made in connection or concert with any other person, entity or Respondent, including any affiliate (as defined in the Tangible Personal Property section of this Contract) of the Respondent, submitting a Bid or Proposal for the same Goods or Services, and is in all respects fair and without collusion or fraud;
 - (n) they are able to Perform under the Contract using their own resources or the resources of a party who is not a Respondent;
 - (o) the Contractor shall obtain in a written Contract all of the representations and warranties in this section from any Contractor Parties and to require that provision to be included in any Contracts and purchase orders with such Contractor Parties;
 - (p) they have paid all applicable workers' compensation second injury fund assessments concerning all previous work done in Connecticut;
 - (q) they have a record of compliance with Occupational Health and Safety Administration regulations without any unabated, willful or serious violations;
 - (r) they owe no unemployment compensation contributions;
 - (s) they are not delinquent in the payment of any taxes owed, or, that they have filed a sales tax security bond, and they have, if and as applicable, filed for motor carrier road tax stickers and have paid all outstanding road taxes;
 - (T) all of their vehicles have current registrations and, unless such vehicles are no longer in service, they shall not allow any such registrations to lapse;
 - (u) each Contractor Party or Bidder Party has vested in the Contractor and Bidder plenary authority to bind the Contractor Parties and Bidder Parties to the full extent necessary or appropriate to ensure full compliance with and Performance in accordance with all of the terms and conditions of the Contract and that all appropriate parties shall also provide, no later than fifteen (15) days after receiving a request from the CGA, such information as the CGA may require to evidence, in the CGA's sole determination, compliance with this section;
 - (v) except to the extent modified or abrogated in the Contract, all Title shall pass to the CGA upon

ATTACHMENT N

- complete installation, testing and acceptance of the Goods or Services and payment by the CGA;
- (w) if either party Terminates the Contract, for any reason, the Contractor shall relinquish or cause to be relinquished to the CGA all Title to the Goods delivered, accepted and paid for (except to the extent any invoiced amount is disputed) by the CGA;
 - (x) with regard to third party products provided with the Goods, they shall transfer all licenses which they are permitted to transfer in accordance with the applicable third party license;
 - (y) they shall not copyright, register, distribute or claim any rights in or to the Goods after the effective date of the Contract without the CGA's prior written consent;
 - (z) they either own or have the authority to use all Title of and to the Goods, and that such Title is not the subject of any encumbrances, liens or claims of ownership by any third party;
 - (aa) the Goods do not infringe or misappropriate any patent, trade secret or other intellectual property right of a third party;
 - (bb) the CGA's use of any Goods shall not infringe or misappropriate any patent, trade secret or other intellectual property right of a third party;
 - (cc) if they procure any Goods, they shall sub-license such Goods and that the CGA shall be afforded the full benefits of any manufacturer or Subcontractor licenses for the use of the Goods; and
 - (dd) they shall assign or otherwise transfer to the CGA, or afford the CGA the full benefits of any manufacturer's warranty for the Goods, to the extent that such warranties are assignable or otherwise transferable to the CGA.

3. Formation of a Contract

Upon acceptance of the Proposal, CGA will initiate the Contract process.

3.1 Contract Creation

This section serves as a notification to Contractor that:

- (a) the state's acceptance of the Contractor offer to furnish the services required in this solicitation shall result in a Contract between the Contractor and the CGA which shall bind the Contractor on his part to furnish and deliver said services at the prices specified in said Proposal or Bid, except as modified through negotiations between the CGA and the Contractor, and the CGA on its part to order from the Contractor, except for causes beyond reasonable control, and subject to the availability of appropriated funds, and to pay for at the Contract prices, the services provided for in this RFP or RFB; and
- (b) All the provisions of this solicitation shall be included in the terms and conditions of said Contract, except

to the extent provided otherwise in an agreement executed by the CGA and the Contractor subsequent to the receipt of said Proposal by the CGA.

3.2 Contract Execution

The Contractor shall execute a formal Contract with the CGA for the complete performance specified therein. This Contract is considered executed once the Contract is signed by the Contractor and the CGA.

3.3 Modification

No alterations or variations of the terms of Contract shall be valid or binding upon the CGA unless made in writing and signed by the CGA.

3.4 Transfer

It is mutually understood and agreed that the Contractor shall not assign, transfer, convey, sublet, or otherwise dispose of his Contract or his right, title or interest therein, or his power to execute such Contract, to any other person, firm or corporation, without the previous written consent of the CGA. Any Subcontracting work done in regards to this Contract must be agreed to in writing by the CGA before the Contractor begins any work.

4 Contract Breach

4.1 Breach/Termination

If either party breaches the Contract that results from this Solicitation in any respect, the non-breaching party shall provide written notice of the breach to the breaching party and afford the breaching party an opportunity to cure within ten (10) days from the date that the breaching party receives the notice. In the case of a Contractor breach, any other time period which the CGA sets forth in the notice shall trump the ten (10) days. The right to cure period shall be extended if the non-breaching party is satisfied that the breaching party is making a good faith effort to cure but the nature of the breach is such that it cannot be cured within the right to cure period. The notice may include an effective Contract Termination date if the breach is not cured by the stated date and, unless otherwise modified by the non-breaching party in writing prior to the Termination date, no further action shall be required of any party to effect the Termination as of the stated date. If the notice does not set forth an effective Contract Termination date, then the non-breaching party may Terminate the Contract by giving the breaching party no less than twenty four (24) hours' prior written notice. If the CGA believes that the Contractor has not performed according to the Contract, the CGA may withhold payment in whole or in part pending resolution of the Performance issue, provided that the CGA notifies the Contractor in writing prior to the date that the payment would have been due.

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4.2 Open Market Purchases

Except to the extent that the Contractor is performing within a right to cure period, failure of the Contractor to Perform within the time specified in the Contract, or failure to replace rejected or substandard Goods or fulfill unperformed Services when so requested and as the Contract provides or allows, constitutes a breach of the Contract and as a remedy for such breach, such failure shall constitute authority for the Agency, if it deems it to be necessary or appropriate in its sole discretion, to Terminate the Contract and/or to purchase on the open market, Goods or Services to replace those which have been rejected, not delivered, or not performed. The Agency shall invoice the Contractor for all such purchases to the extent that they exceed the costs and expenses in the Contract and the Contractor shall pay the Agency's invoice immediately after receiving the invoice. If the Agency does not Terminate the Contract, the Agency will deduct such open market purchases from the Contract quantities. However, if the Agency deems it to be in the best interest of the State, the Agency may accept and use the Goods or Services delivered which are substandard in quality, subject to an adjustment in price to be determined by the Agency."

4.3 Rejection

Any services rendered by the Contractor hereunder which fail in any way to meet the terms of the Contract are subject to rejection or payment on an adjusted price basis. The decision of the CGA shall be final.

4.4 Cancellation

The CGA reserves the right to cancel this Contract within five days notice due to unsatisfactory performance. In the event that this is done, the Contractor will be paid for all the work performed or commodities provided up to the time of cancellation.

4.5 Termination

Notwithstanding any provisions in the Contract resulting from this solicitation, the CGA, through a duly authorized employee, may Terminate the Contract whenever the CGA makes a written determination that such Termination is in the best interests of the CGA. The CGA shall notify the Contractor in writing of Termination pursuant to this section, which notice shall specify the effective date of Termination and the extent to which the Contractor must complete its Performance under the Contract prior to such date.

(a) Notwithstanding any provisions in the Contract resulting from this solicitation, the CGA, through a duly authorized employee, may, after making a written determination that the Contractor has breached the Contract, Terminate the Contract in accordance with the provisions in the Breach section of this Contract.

(b) The CGA shall send the notice of Termination via certified mail, return receipt requested, to the Contractor at the most current address which the Contractor has furnished to the CGA for purposes of correspondence, or by hand

delivery. Upon receiving the notice from the CGA, the Contractor shall immediately discontinue all services affected in accordance with the notice, undertake all commercially reasonable efforts to mitigate any losses or damages, and deliver to the CGA all Records. The Records are deemed to be the property of the CGA and the Contractor shall deliver them to the CGA no later than thirty (30) days after the Termination of the Contract or fifteen (15) days after the Contractor receives a written request from the CGA for the Records. The Contractor shall deliver those Records that exist in electronic, magnetic or other intangible form in a non-proprietary format, such as, but not limited to, ASCII or .TXT.

(c) Upon receipt of a written notice of Termination from the CGA, the Contractor shall cease operations as the CGA directs in the notice, and take all actions that are necessary or appropriate, or that the CGA may reasonably direct, for the protection, and preservation of the Goods and any other property. Except for any work which the CGA directs the Contractor to Perform in the notice prior to the effective date of Termination, and except as otherwise provided in the notice, the Contractor shall terminate or conclude all existing Subcontracts and purchase orders and shall not enter into any further Subcontracts, purchase orders or commitments.

(d) The CGA shall, within forty-five (45) days of the effective date of Termination, reimburse the Contractor for its Performance rendered and accepted by the CGA, in addition to all actual and reasonable costs incurred after Termination in completing those portions of the Performance which the notice required the Contractor to complete. However, the Contractor is not entitled to receive and the CGA is not obligated to tender to the Contractor any payments for anticipated or lost profits. Upon request by the CGA, the Contractor shall assign to the CGA, or any replacement Contractor which the CGA designates, all Subcontracts, purchase orders and other commitments, deliver to the CGA all Records and other information pertaining to its Performance, and remove from CGA premises, whether leased or owned, all of Contractor's property, equipment, waste material and rubbish related to its Performance, all as the CGA may request.

(e) For breach or violation of any of the provisions in the section concerning Representations and Warranties, the CGA may Terminate the Contract that results from this solicitation in accordance with its terms and revoke any consents to assignments given as if the assignments had never been requested or consented to, without liability to the Contractor or Contractor Parties or any third party.

(f) Upon Termination of the Contract that results from this solicitation, all rights and obligations shall be null and void, so that no party shall have any further rights or obligations to any other party, except with respect to the sections which survive Termination. All representations, warranties, agreements and rights of the parties under the Contract shall survive such Termination to the extent not otherwise limited in the Contract and without each one of them having to be specifically mentioned in the Contract.

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(g) Termination of the Contract pursuant to this section shall not be deemed to be a breach of Contract by the CGA.

5. Renewal of Contract

The CGA reserves the option to extend the contract for one additional year upon mutual agreement by the Contractor and the CGA. The CGA also reserves the right to renew this Contract under the conditions set forth in C.G.S. 2-71s or C.G.S. 2-71u of the Connecticut General Statutes, whichever is applicable

6. Accounting Records

The Contractor, when under Contract, shall maintain adequate accounting records in accordance with all applicable state regulations in connection with this project and such records shall be made available for inspection by the CGA or other persons designated by the CGA. The Contractor shall make such accounts and records accessible to authorized state officials for the purpose of audit and examination. All records must be maintained for a minimum of three years after completion of the Contract.

7. Work Product

All materials developed in conjunction with the Contract shall become the property of the CGA at no additional cost.

No report or document produced in whole or in part in connection with the Contract shall be the subject of an application for copyright by or on behalf of the Contractor.

The Contractor, when under Contract, shall not use the name of the CGA for advertising or promotional purposes without prior permission in writing. The Contractor is allowed to use the CGA as a reference.

8. Contractor Guarantees

(a) The Contractor hereby agrees and guarantees to perform any Contract awarded in accordance with the specifications, terms and conditions contained in this RFP.

(b) The Contractor shall indemnify, defend and hold harmless the CGA and its officers, representatives, agents, servants, employees, successors and assigns from and against any and all (1) Claims arising, directly or indirectly, in connection with the Contract, including the acts of commission or omission (collectively, the "Acts") of the Contractor or Contractor Parties; and (2) liabilities, damages, losses, costs and expenses, including but not limited to, attorneys' and other professionals' fees, arising, directly or indirectly, in connection with Claims, Acts or the Contract. The Contractor shall use counsel reasonably acceptable to the CGA in carrying out its obligations under this section. The Contractor's obligations under this section to indemnify, defend and hold harmless against Claims includes Claims concerning confidentiality of any part of or all of the Contractor's Bid, Proposal or any Records, any intellectual property rights, other proprietary rights of any person or entity,

copyrighted or uncopyrighted compositions, secret processes, patented or unpatented inventions, articles or appliances furnished or used in the Performance.

(c) The Contractor shall not be responsible for indemnifying or holding the CGA harmless from any liability arising due to the negligence of the CGA or any other person or entity acting under the direct control or supervision of the CGA.

(d) The Contractor shall reimburse the CGA for any and all damages to the real or personal property of the CGA caused by the Acts of the Contractor or any Contractor Parties. The CGA shall give the Contractor reasonable notice of any such Claims.

(e) The Contractor's duties under this section shall remain fully in effect and binding in accordance with the terms and conditions of the Contract, without being lessened or compromised in any way, even where the Contractor is alleged or is found to have merely contributed in part to the Acts giving rise to the Claims and/or where the CGA is alleged or is found to have contributed to the Acts giving rise to the Claims.

(f) The Contractor shall carry and maintain at all times during the term of the Contract, and during the time that any provisions survive the term of the Contract, sufficient general liability insurance to satisfy its obligations under this Contract. The Contractor shall name the CGA as an additional insured on the policy and shall provide a copy of the policy to the CGA prior to the effective date of the Contract. The Contractor shall not begin Performance until the delivery of the policy to the CGA. The CGA shall be entitled to recover under the insurance policy even if a body of competent jurisdiction determines that the CGA or the State is contributorily negligent.

(g) The rights provided in this section for the benefit of the CGA shall encompass the recovery of attorneys' and other professionals' fees expended in pursuing a Claim against a third party.

(h) This section shall survive the Termination of the Contract and shall not be limited by reason of any insurance coverage.

(i) The Contractor shall be responsible for all injuries or damages to the Contractor's employees or agents incurred or sustained at the property while performing, or in any way associated with, their responsibilities as defined herein.

(j) The CGA reserves the right to make a claim against the Professional Liability / Errors and Omissions Insurance policy when errors and/or omissions are present in any work completed by the Contractor for the CGA and which result in a financial impact on the CGA.

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9. Freedom of Information

9.1 Freedom of Information Act

Due regard will be given to the protection of proprietary information contained in all Proposals or Bids received; however, Contractors should be aware that all materials associated with this procurement are subject to the terms of the Freedom of Information Act, the Privacy Act and all rules, regulations and interpretations resulting therefrom.

9.2 Proprietary Information

It will not be sufficient for a Contractor to merely state generally that the Proposal or Bid is proprietary in nature and not therefore subject to release to third parties. Those particular pages or sections which a Contractor believes to be proprietary must be specifically identified as such. Convincing explanation and rationale sufficient to justify each exception from release consistent with Section 1-210 of the Connecticut General Statutes must accompany the Proposal. The rationale and explanation must be stated in terms of the prospective harm to the competitive position of the Contractor that would result if the identified material were to be released and the reasons why the materials are legally exempt from release pursuant to the above-cited statute.

9.3 Administrative Authority

Between the Contractor and the CGA, the final administrative authority to release or exempt any or all material so identified rests with the CGA.

10. Human Rights and Opportunities

10.1 Required Compliance with Human Rights and Opportunities Regulations

Any Contractor must agree to comply with the statutes referred to in this section as they exist on the date of the Contract that results from this Solicitation and as they may be adopted or amended from time to time during the term of the Contract and any amendments thereto.

Incorporated by reference into this Contract are applicable provisions of the Connecticut General Statutes including but not limited to Sections 4a-60, 4a-60a, 46a-71(d), 46a-81i(d).

10.2 Nondiscrimination and Affirmative Action Provisions in contracts of the state and political subdivisions other than municipalities (Conn. Gen. Stat. 4a-60)

Nondiscrimination.

(a) For purposes of this Section, the following terms are defined as follows:

1. "Commission" means the Commission on Human Rights and Opportunities;
2. "Contract" and "contract" include any extension or modification of the Contract or contract;
3. "Contractor" and "contractor" include any successors or assigns of the Contractor or contractor;
4. "Gender identity or expression" means a person's gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is traditionally associated with the person's physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person's core identity or not being asserted for an improper purpose.
5. "good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations;
6. "good faith efforts" shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements;
7. "marital status" means being single, married as recognized by the state of Connecticut, widowed, separated or divorced;
8. "mental disability" means one or more mental disorders, as defined in the most recent edition of the American Psychiatric Association's "Diagnostic and Statistical Manual of Mental Disorders", or a record of or regarding a person as having one or more such disorders;
9. "minority business enterprise" means any small contractor or supplier of materials fifty-one percent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) who are active in the 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 Connecticut General Statutes § 32-9n; and
10. "public works contract" means any agreement between any individual, firm or corporation and the State or any political subdivision of the State other than a municipality for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway or other changes or improvements in real property, or which is financed in whole or in part by the State, including, but not limited to, matching expenditures, grants, loans, insurance or guarantees.

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For purposes of this Section, the terms "Contract" and "contract" do not include a Contract where each Contractor is (1) a political subdivision of the state, including, but not limited to, a municipality, (2) a quasi-public agency, as defined in Conn. Gen. Stat. Section 1-120, (3) any other state, including but not limited to any federally recognized Indian tribal governments, as defined in Conn. Gen. Stat. Section 1-267, (4) the federal government, (5) a foreign government, or (6) an agency of a subdivision, agency, state or government described in the immediately preceding enumerated items (1), (2), (3), (4) or (5).

- (b) (1) The Contractor agrees and warrants that in the performance of the Contract that results from this Solicitation such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, mental retardation, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such Contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut; and the Contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, mental retardation, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by the Contractor that such disability prevents performance of the work involved; (2) the Contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the Commission; (3) the Contractor agrees to provide each labor union or representative of workers with which the Contractor has a collective bargaining Agreement or other Contract or understanding and each vendor with which the Contractor has a Contract or understanding, a notice to be provided by the Commission, advising the labor union or workers' representative of the Contractor's commitments under this section and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the Contractor agrees to comply with each provision of this Section and Connecticut General Statutes §§ 46a-68e and 46a-68f and with each regulation or relevant order issued by said Commission pursuant to Connecticut General Statutes §§ 46a-56, 46a-68e and 46a-68f; and (5) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to
- pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor as relate to the provisions of this Section and Connecticut General Statutes § 46a-56. If the Contract is a public works contract, the Contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as Subcontractors and suppliers of materials on such public works projects.
- (c) Determination of the Contractor's good faith efforts shall include, but shall not be limited to, the following factors: The Contractor's employment and Subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the Commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.
- (d) The Contractor shall develop and maintain adequate documentation, in a manner prescribed by the Commission, of its good faith efforts.
- (e) The Contractor shall include the provisions of subsection (b) of this Section in every Subcontract or purchase order entered into in order to fulfill any obligation of a Contract with the State or CGA and such provisions shall be binding on a Subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such Subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Connecticut General Statutes §46a-56; provided if such Contractor becomes involved in, or is threatened with, litigation with a Subcontractor or vendor as a result of such direction by the Commission, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the CGA and the CGA may so enter.
- (f) The Contractor agrees to comply with the regulations referred to in this Section as they exist on the date of this Contract and as they may be adopted or amended from time to time during the term of this Contract and any amendments thereto.
- (g) (1) The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the Contractor agrees to provide each labor union or representative of workers with which such Contractor has a collective bargaining Agreement

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or other Contract or understanding and each vendor with which such Contractor has a Contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the Contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the Contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said Commission pursuant to Connecticut General Statutes § 46a-56; and (4) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor which relate to the provisions of this Section and Connecticut General Statutes § 46a-56.

- (h) The Contractor shall include the provisions of the foregoing paragraph in every Subcontract or purchase order entered into in order to fulfill any obligation of a Contract with the CGA and such provisions shall be binding on a Subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such Subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Connecticut General Statutes § 46a-56; provided, if such Contractor becomes involved in, or is threatened with, litigation with a Subcontractor or vendor as a result of such direction by the Commission, the Contractor may request the CGA to enter into any such litigation or negotiation prior thereto to protect the interests of the CGA and the CGA may so enter.

10.3 Contracts of the state and political subdivisions, other than municipalities, to contain provisions re nondiscrimination on the basis of sexual orientation (Conn. Gen. Stat. 4a-60a)

- (a) Every Contract to which the CGA is a party shall contain the following provisions:
1. The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation;
 2. The Contractor agrees to provide each labor union or representative of workers with which such Contractor has a collective bargaining agreement

or other Contract or understanding and each vendor with which such Contractor has a Contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the Contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment;

3. The Contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said commission pursuant to section 46a-56;
 4. The Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor which relate to the provisions of this section and section 46a-56.
- (b) The Contractor shall include the provisions of subsection (a) of this section in every Subcontract or purchase order entered into in order to fulfill any obligation of a Contract with the CGA and such provisions shall be binding on a Subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission. The Contractor shall take such action with respect to any such Subcontract or purchase order as the commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-56; provided, if such Contractor becomes involved in, or is threatened with, litigation with a Subcontractor or vendor as a result of such direction by the commission, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the CGA and the CGA may so enter.

10.4 Discriminatory Practices by State Agencies (Conn. Gen. Stat. 46a-71(d))

Every CGA Contract or Subcontract for construction on public buildings or for other public works or for goods and services shall conform to the intent of section 4a-60 and 4a-60a.

10.5 Sexual orientation discrimination: Services of state agencies.(Conn. Gen. Stat. 46a-81i(d))

Every CGA Contract or Subcontract for construction on public buildings or for other public work or for goods and services shall conform to the intent of section 4a-60a.

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10.6 Enforcement (Conn. Gen. Stat. 46a- 56(a))

- (a) The commission shall:
1. Investigate the possibilities of affording equal opportunity of profitable employment to all persons, with particular reference to job training and placement;
 2. Compile facts concerning discrimination in employment, violations of civil liberties and other related matters;
 3. Investigate and proceed in all cases of discriminatory practices as provided in this chapter and noncompliance with the provisions of Sections 4a-60, 4a-60a and 46a-68c to 46a-68f, inclusive, of the Connecticut General Statutes;
 4. From time to time, but not less than once a year, report to the Governor as provided in Section 4a-60 of the Connecticut General Statutes, making recommendations for the removal of such injustices as it may find to exist and such other recommendations as it deems advisable and describing the investigations, proceedings and hearings it has conducted and their outcome, the decisions it has rendered and the other work it has performed;
 5. (Monitor CGA Contracts to determine whether they are in compliance with Sections 4a-60 and 4a-60a of the Connecticut General Statutes and all other provisions of the General Statutes which prohibit discrimination; and
 6. Compile data concerning CGA Contracts with female and minority business enterprises and submit a report annually to the General Assembly concerning the employment of such business enterprises as Contractor and Subcontractor.
- (b) The commission may, when it is deemed in the best interests of the State of Connecticut, exempt a Contractor from the requirements of complying with any or all of the provisions of Section 4a-60, 4a-60a, 46a-68c, 46a-68d or 46a-68e of the Connecticut General Statutes in any specific Contract. Exemptions under the provisions of this section may include, but not be limited to, the following instances: (1) If the work is to be or has been performed outside the State and no recruitment of workers within the limits of the State is involved; (2) those involving less than specified amounts of money or specified numbers of workers; (3) to the extent that they involve Subcontracts below a specified tier. The commission may also exempt facilities of a Contractor which are in all respects separate and distinct from activities of the Contractor related to the performance of the Contract, provided such an exemption shall not interfere with or impede the effectuation of the purposes of this section and Sections 4a-60, 4a-60a, 4a-60g, 4a-62 and 46a-68b to 46a-68k, inclusive, of the Connecticut General Statutes.
- (c) If the commission determines through its complaint procedure that a Contractor or Subcontractor is not complying with anti-discrimination statutes or Contract provisions required under Sections 4a-60, 4a-60a, 46a-68c, 46a-68d, 46a-68e or 46a-68f of the Connecticut General Statutes, (A) the State shall retain two per cent of the total Contract price per month on any existing Contract with such Contractor and (B) the Contractor shall be prohibited from participation in any further Contracts with State agencies until: (i) the expiration of a period of two years from the date of the finding of noncompliance or (ii) the commission determines that the Contractor has adopted policies consistent with such statutes. The commission shall make such a determination as to whether the Contractor has adopted such policies within forty-five days of its determination of noncompliance. In addition, the commission may do one or more of the following: (1) publish or cause to be published, the names of Contractor or unions which it has found to be in noncompliance with such provisions; (2) notify the Attorney General that, in cases in which there is substantial or material violation or the threat of substantial or material violation of the Contractual provisions set forth in Sections 4a-60 or 4a-60a of the Connecticut General Statutes, appropriate proceedings should be brought to enforce those provisions, including the enjoining, within the limitations of applicable law, of organizations, individuals or groups who prevent directly or indirectly, or seek to prevent directly or indirectly, compliance with the provisions of said Sections 4a-60 or 4a-60a of the Connecticut General Statutes; (3) recommend to the Equal Employment Opportunity Commission or the Department of Justice that appropriate proceedings be instituted under Title VII of the Civil Rights Act of 1964, when necessary; (4) recommend to the appropriate prosecuting authority that criminal proceedings be brought for the furnishing of false information to any Contracting agency or to the commission as the case may be; (5) order the Contracting agency to refrain from entering into further Contracts, or extension or other modifications of existing Contracts, with any noncomplying Contractor, until such Contractor has satisfied the commission that such Contractor has established and will carry out personnel and employment policies in compliance with antidiscrimination statutes and provisions of Sections 4a-60, 4a-60a and 46a-68c to 46a-68f, inclusive, of the Connecticut General Statutes. The commission shall adopt regulations in accordance with Chapter 54 of the Connecticut General Statutes to implement the provisions of this section.
- (d) If the commission determines through its complaint procedure and after a hearing held in accordance with Chapter 54 of the Connecticut General Statutes that, with respect to a state Contract, a Contractor, Subcontractor or supplier of materials has (1)

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fraudulently qualified as a minority business enterprise or (2) performed services or supplied materials on behalf of another Contractor, Subcontractor or supplier of materials knowing (A) that such other Contractor, Subcontractor or supplier has fraudulently qualified as a minority business enterprise in order to comply with antidiscrimination statutes or Contract provisions required under Section 4a-60 or 4a-60a of the Connecticut General Statutes, and (B) that such services or materials are to be used in connection with a Contract entered into pursuant to Section 4a-60g(b) of the Connecticut General Statutes it shall assess a civil penalty of not more than ten thousand dollars upon such Contractor, Subcontractor or supplier of materials. The Attorney General, upon complaint of the commission, shall institute a civil action in the superior court for the judicial district of Hartford to recover such penalty. Any penalties recovered shall be deposited in a special fund and shall be held by the Treasurer separate and apart from all other moneys, funds and accounts. The resources in such fund shall, pursuant to regulations adopted by the commission in accordance with the provisions of Chapter 54 of the Connecticut General Statutes, be used to assist minority business enterprises. As used in this section, "minority business enterprise" means any Contractor, Subcontractor or supplier of materials fifty-one per cent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) Who are active in the 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 Section 32-9n(a) of the Connecticut General Statutes.

10.7 Contractor required to file compliance reports (C.G.S. 46a-68e)

Each Contractor shall file, and shall cause each of his Contractor(s) to file, with the commission such compliance reports at such times as the commission may direct. Compliance reports shall contain such information as to the practices, policies, programs and employment policies, employment programs, and employment statistics of the Contractor and each Subcontractor and be in such form as the commission may prescribe.

10.8 Compliance reports to include labor union practices: (C.G.S. 46a-68f)

Whenever the Contractor has a collective bargaining agreement or other Contract or understanding with a labor union or an agency referring workers or providing or supervising apprenticeship or training for such workers, the compliance report shall include information pertaining to such labor union's or agency's practices and policies affecting compliance, as the commission may prescribe; provided, to the extent such information is within the exclusive possession of a labor union or an agency referring workers or providing or supervising apprenticeship or training and such labor union or agency refuses to furnish information

to the Contractor, the Contractor shall so certify to the commission as part of its compliance report and shall set forth what efforts have been made to obtain such information.

10.9 Labor Reporting

The Contractor also agrees to make available to the State Department of Labor a listing of all available employment openings for the purpose of carrying out the terms of the Contract.

11. Restrictions on Communications

11.1 Communications

It is in the CGA's best interest to control the flow of information about the RFP or RFB. Great care should be taken about what is said about the RFP or RFB process and to whom. To ensure the equitable treatment of all prospective Contractors, each Contractor should receive the same, accurate, and authorized information throughout the RFP or RFB process – no more, no less.

11.2 Official Agency Contact

The CGA shall designate one of its employees as the "Official Agency Contact" for purposes of the RFP or the RFB. The principal responsibility of the Official Agency Contact is to handle all communications with outside parties concerning the RFP or RFB. The Official Agency Contact also receives all Proposals or Bids submitted in response to the RFP or RFB and keeps them, unopened, in a secure location until the submission deadline. After the deadline has passed, the Official Agency Contact gives the Proposals or Bids to the Chair of the Evaluation Committee. Any Proposals or Bids received after the deadline must be retained, unopened, by the Official Agency Contact in a secure location. The Official Agency Contact should be someone who is "disinterested" (meaning, having no interest or involvement) in the RFP or RFB process, but who is knowledgeable about it. Having these qualities enables this person to speak for the CGA about the RFP or RFB when necessary, yet minimizes the possibility of this person influencing – however unintentionally – the outcome of the process. While appointing a "disinterested" Official Agency Contact is recommended, it may not always be feasible, particularly if an CGA has staff constraints. An acceptable alternative is for the Official Agency Contact to be someone who participated in writing the RFP or RFB or the evaluation plan. It is not permissible under any circumstances for the Official Agency Contact to be the Chair or a member of the Evaluation Committee.

11.3 ExParte Communications

It is in the CGA's best interest to control the flow of information about the RFP or RFB. Great care must be taken about what is said by the CGA about the RFP or RFB and to whom. To ensure the equal treatment of all prospective Contractors, Contractors, and potential Contractors, all must have access to the same, accurate, and authorized information throughout the RFP or RFB process – no more, no less. Steps should be taken to prevent "ex parte

ATTACHMENT N

communications." An ex parte communication is the transmission of information that is (1) not part of the public record and (2) not generally available or shared with all participants of the RFP or RFB process. An ex parte communication about the RFP or RFB can potentially occur between any CGA employee and an outside party, including, but not limited to, prospective Contractors, Contractors, current Contractors, lobbyists, the media, legislators, CGA employees not participating in the RFP or RFB process, or employees of other State agencies. Except as permitted by the RFP or RFB document, communication between any CGA employee and an outside party about the RFP or RFB is strictly prohibited.

11.4 Communications Procedure

The following guideline governs attempts by outside parties to communicate with the CGA about RFPs or RFBs.

The Official CGA Contact regarding this document is listed in section 1.3. It is the sole responsibility of the Official CGA Contact to handle communications about the RFP or RFB from prospective Contractors, Contractors, and other outside parties.

All others shall refrain from discussing the RFP or the RFB with outside parties and shall direct them to refer all communications from outside parties to the Official Agency Contact.

Upon receiving a referral, the Official Agency Contact must advise the outside party about the rules concerning ex parte communications and the CGA's established communication procedure for the RFP or RFB. The Official Agency Contact can provide only that information permitted by the RFP or RFB document to the outside party.

12. Executive Orders

Executive Orders. This Contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices, Executive Order No. Seventeen of Governor Thomas J. Meskill, promulgated February 15, 1973, concerning the listing of employment openings and Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999, concerning violence in the workplace, all of which are incorporated into and are made a part of the Contract as if they had been fully set forth in it. The Contract may also be subject to Executive Order No. 7C of Governor M. Jodi Rell, promulgated July 13, 2006, concerning contracting reforms and Executive Order No. 14 of Governor M. Jodi Rell, promulgated April 17, 2006, concerning procurement of cleaning products and services, in accordance with their respective terms and conditions. If Executive Orders 7C and 14 are applicable, they are deemed to be incorporated into and are made a part of the Contract as if they had been fully set forth in it. At the

Contractor's request, the Department shall provide a copy of these orders to the Contractor.

13. Reserved Rights

13.1 Amendment or withdrawal of Proposal

The CGA reserves the right to amend and/or cancel this RFP at any time prior to the Proposal opening, and to correct any award erroneously made as a result of clerical error on the part of the CGA.

13.2 Refusal of Proposal

The CGA reserves the right to refuse any and all Proposals hereunder. The CGA may refuse any Proposal that does not meet the requirements outlined in the RFP.

13.3 Public Inspection

All Proposals are subject to public inspection upon award.

13.4 Advertising

No logos, advertising or proprietary information are allowed on products installed at the CGA Capitol Facilities.

13.5 Disqualification for submitting Proposals 6.2.1

Disqualification from submitting Proposals for Contracts. Suspension (C.G.S. 2-71r)

- (a) The CGA may disqualify any person, firm or corporation, for up to two years, from submitting a Proposal or Bid for, applying for, or participating as a Subcontractor under Contracts with the legislative department, pursuant to Section 2-71p of the Connecticut General Statutes, for Contractual services required by the legislative department, for one or more causes set forth under subsection (c) of this section. The committee shall provide notice and an opportunity to be heard to the person, firm or corporation which is the subject of the proceeding. The committee shall issue a written decision within ninety days of the last date of such hearing and state in the decision the reasons for the action taken and, if the person, firm or corporation is being disqualified, the period of such disqualification. The committee shall send the decision to such person, firm or corporation by certified mail, return receipt requested. The written decision shall be a final decision for the purposes of sections 4-180 and 4-183 of the Connecticut General Statutes.
- (b) Before initiating such a proceeding or during the proceeding, the committee may suspend the person, firm or corporation from being considered for the awarding of such a Contract for such Contractual services, if the committee determines that there is probable cause for disqualification under section 7.2.1. No such suspension shall exceed three months. The committee may suspend such a person, firm or corporation only by issuing a written decision setting forth the reasons for, and the period of, the suspension. The committee shall send the decision to such person,

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firm or corporation by certified mail, return receipt requested.

- (c) Cause for disqualification or suspension from submitting Proposals or Bids shall include the following:
1. Conviction or entry of a plea of guilty for commission of a criminal offense as an incident to obtaining or attempting to obtain a public or private Contract or Subcontract, or in the performance of such Contract or Subcontract;
 2. Conviction or entry of a plea of guilty under state or federal law for embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property or any other offense indicating a lack of business integrity or business honesty which affects responsibility as a state Contractor(s);
 3. Conviction or entry of a plea of guilty under state or federal antitrust, collusion or conspiracy statutes arising out of the submission of Bids or Proposals;
 4. Noncompliance with Contract provisions, of a character regarded by the committee to be of such gravity as to indicate a lack of responsibility to perform as a state Contractor(s), including deliberate failure, without good cause, to perform in accordance with specifications or time limits provided in a Contract;
 5. Recent record of failure to perform or of unsatisfactory performance in accordance with the terms of one or more Contracts, unless such failure to perform or unsatisfactory performance was caused by acts beyond the control of the Contractor(s) or supplier; or
 6. Any other cause the committee determines to be so serious or compelling as to affect responsibility as a state Contractor(s), including disqualification by another governmental entity, having caused financial loss to the state or having caused a serious delay or inability of state officials to carry out their duties on a past Contract or Contracts.

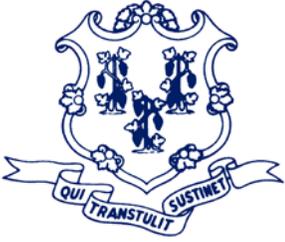
13.7 Disqualification Exception

The committee may grant an exception permitting a disqualified Contractor(s) to participate in a particular Contract or Subcontract upon a written determination by the committee that there is good cause, in the interest of the public, for such action.

13.6 Reduction of Disqualification Period

The committee may reduce the period or extent of disqualification, upon the Contractor(s)'s request, supported by documentation, for the following reasons:

- (a) Newly discovered material evidence;
- (b) Reversal of the conviction upon which the disqualification was based;
- (c) Bona fide change in ownership or management;
- (d) Elimination of other causes for which the disqualification was imposed; or
- (e) Other reasons the committee deems appropriate.



ATTACHMENT O

SUBCONTRACT

CT State Veterans Memorial
JCLM14REG0031

The Connecticut General Assembly
Joint Committee on Legislative Management
Legislative Office Building : Rm 5100
Hartford, CT 06106
(860) 240 - 0100
FAX: (860) 240 - 0122

SUBCONTRACT

THIS AGREEMENT made this _____ of 20 _____, by and between _____ a corporation organized and existing under the laws of _____ a partnership consisting of _____ an individual doing business as _____ hereinafter called the "Contractor" and _____ a corporation organized and existing under the laws of _____ a partnership consisting of _____ an individual doing business as _____ hereinafter called the "Subcontractor",

WITNESSETH that the Contractor and the Subcontractor for the considerations hereafter named, agree as follows:

1. The Subcontractor agrees to furnish all labor and materials required for the completion of all work specified in Section No. _____ of the specifications for _____ (Name of Subtrade) _____ and the plans referred to therein and addenda No. _____, and _____ for the (Complete title of project and the project number taken from the title page of the specifications) _____ all as prepared by _____ (Name of Architect or Engineer) _____ for the sum of _____ (\$ _____) and the Contractor agrees to pay the Subcontractor said sum for said work. This price includes the following alternates:

Supplemental No. (s),,,,,,,

(a) The Subcontractor agrees to be bound to the Contractor by the terms of the hereinbefore described plans, specifications (including all general conditions stated therein which apply to his trade) and addenda No.,,, and _____, and _____, and to assume to the Contractor all the obligations and responsibilities that the Contractor by those documents assumes to the _____ (Awarding Authority) _____, hereinafter called the "Awarding Authority", except to the extent that provisions contained therein are by their terms or by law applicable only to the Contractor.

(b) The Contractor agrees to be bound to the Subcontractor by the terms of the hereinbefore described documents and to assume to the Subcontractor all the obligations and responsibilities that the Awarding Authority by the terms of the hereinbefore

described documents assumes to the Contractor, except to the extent that provisions contained therein are by their terms or by law applicable only to the Awarding Authority.

2. The Contractor agrees to begin, prosecute and complete the entire work specified by the Awarding Authority in an orderly manner so that the Subcontractor will be able to begin, prosecute and complete the work described in this subcontract; and, in consideration thereof, upon notice from the Contractor, either oral or in writing, the Subcontractor agrees to begin, prosecute and complete the work described in this Subcontract in an orderly manner in accordance with completion schedules prescribed by the general contractor for each subcontract work item, based on consideration to the date or time specified by the Awarding Authority for the completion of the entire work.

3. The Subcontractor agrees to furnish to the Contractor, within a reasonable time after the execution of this subcontract, evidence of workers' compensation insurance as required by law and evidence of public liability and property damage insurance of the type and in limits required to be furnished to the Awarding Authority by the Contractor.

4. The Contractor agrees that no claim for services rendered or materials furnished by the Contractor to the Subcontractor shall be valid unless written notice thereof is given by the Contractor to the Subcontractor during the first forty (40) days following the calendar month in which the claim originated.

5. This agreement is contingent upon the execution of a general contract between the Contractor and the Awarding Authority for the complete work.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above-written.

SEAL

ATTEST

(Name of Subcontractor)

By: _____

SEAL

ATTEST

(Name of Subcontractor)

By: _____



IRAN CERTIFICATION

ATTACHMENT P

CT State Veterans Memorial
JCLM14REG0031

The Connecticut General Assembly
Joint Committee on Legislative
Management
Legislative Office Building : Rm 5100
Hartford, CT 06106
(860) 240 – 0100 FAX: (860) 240 – 0122

Respondent Name: _____

INSTRUCTIONS:

CHECK ONE: Initial Certification.
 Amendment or renewal

A. Who must complete and submit this form. Effective October 1, 2013, this form must be submitted for any large state contract, as defined in section 4-250 of the Connecticut General Statutes. This form must always be submitted with the bid or proposal, or if there was no bid process, with the resulting contract, regardless of where the principal place of business is located. Pursuant to P.A. No. 13-162, upon submission of a bid or prior to executing a large state contract, **the certification portion of this form must be completed** by any corporation, general partnership, limited partnership, limited liability partnership, joint venture, nonprofit organization or other business organization **whose principal place of business is located outside of the United States**. United States subsidiaries of foreign corporations are exempt. For purposes of this form, a "foreign corporation" is one that is organized and incorporated outside the United States of America.

Check applicable box:

- Respondent's principal place of business is within the United States or Respondent is a United States subsidiary of a foreign corporation. Respondents who check this box **are not required to complete the certification portion of this form**, but must submit this form with its Invitation to Bid ("ITB"), Request for Proposal ("RFP") or contract package if there was no bid process.
- Respondent's principal place of business is outside the United States and it is not a United States subsidiary of a foreign corporation. **CERTIFICATION required.** Please complete the certification portion of this form and submit it with the ITB or RFP response or contract package if there was no bid process.

B. Additional definitions.

- 1) "Large state contract" has the same meaning as defined in section 4-250 of the Connecticut General Statutes;
- 2) "Respondent" means the person whose name is set forth at the beginning of this form; and
- 3) "State agency" and "quasi-public agency" have the same meanings as provided in section 1-79 of the Connecticut General Statutes.

C. Certification requirements.

No state agency or quasi-public agency shall enter into any large state contract, or amend or renew any such contract with any Respondent whose principal place of business is located outside the United States and is not a United States subsidiary of a foreign corporation unless the Respondent has submitted this certification.

Complete all sections of this certification and sign and date it, under oath, in the presence of a Commissioner of the Superior Court, a Notary Public or a person authorized to take an oath in another state.

CERTIFICATION:

I, the undersigned, am the official authorized to execute contracts on behalf of the Respondent. I certify that:

- Respondent has made no direct investments of twenty million dollars or more in the energy sector of Iran on or after October 1, 2013, as described in Section 202 of the Comprehensive Iran Sanctions, Accountability and Divestment Act of 2010.
- Respondent has either made direct investments of twenty million dollars or more in the energy sector of Iran on or after October 1, 2013, as described in Section 202 of the Comprehensive Iran Sanctions, Accountability and Divestment Act of 2010, or Respondent made such an investment prior to October 1, 2013 and has now increased or renewed such an investment on or after said date, or both.

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.

Printed Respondent Name

Printed Name of Authorized Official

Signature of Authorized Official

Subscribed and acknowledged before me this _____ day of _____, 20____.

Commissioner of the Superior Court (or Notary Public)