



INVITATION TO RESPOND

The City of Hartford (the City) invites responses for:

RFR #: 5601	SOLICITATION DATE: January 23, 2015
SOLICITATION TITLE: Building Security Hardware and Service	
SOLICITATION DESCRIPTION: The City of Hartford is soliciting responses from qualified candidates for locks and locksets, doors and doorframes, related security systems, equipment and accessories, and bathroom hardware. Respondents should review all categories and provide responses for those items which they can. Awards may be made for one or all categories or for items, individually or in totality, at the City's sole discretion.	
SITE LOCATION (if applicable): N/A	
RESPONSE DATE : February 19, 2015	RESPONSE TIME: 2:00 p.m.
DEPT. ASSIGNED CONTRACT #: N/A	EST. COST OF CONSTRUCTION: N/A

A PRE-BID / RESPONSE CONFERENCE HAS BEEN SCHEDULED FOR _____ N/A _____ AT _____ N/A _____
 (Date / Time) (Location)

This pre-bid conference is: **Not Applicable**
 Mandatory (All prospective bidders are REQUIRED to attend to discuss specifications)
 Non-mandatory (All prospective bidders are encouraged to attend to discuss specifications)

This solicitation contains the following sections:

Invitation to Respond

Standard Instructions

Project Site Location – (for construction projects only)

Table of Contents – (for construction projects only)

Section 1 – Response Forms

1.1 Response Information & Signature Form

Contract Compliance

- Affirmative Action / Equal Employment Opportunity Requirements – See Section 3.6
- Surety Bond Requirements Bid Bond Performance & Payment Bonds
- Insurance Requirements – see exhibits below
- Set Aside – Ord. Section 2-660 MWBE Small Contractor
- City-Based Small Business Bid Preference – Ord. Section 2-661
- 15% Minority Utilization (City of Hartford Certified MWBE) – Ord. Section 2-682
- State of Connecticut DAS Prequalification (Public Construction Project > \$500,000)
- OSHA Compliance (Public Works Project > \$100,000)
- Wage Requirements – Complete & attach Wage Certification Form

1.2 Response Pricing

1.3 Statement of Qualifications

1.4 Subcontractor Information

Section 2 – Specifications/Scope of Services

Special Instructions / Conditions included

Section 3 – General Information for Preparation and Delivery of a Response

Section 4 – Terms and Conditions / Labor Compliance

Insurance Requirements

Exhibits

_____ Plans & Drawings included

Sincerely,

Bill Hutt

Procurement Specialist

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For more information or to respond, please visit www.hartford.gov/procurement/purchasing