

# **REQUEST FOR PROPOSAL**

**For**

## **VIDEO SURVEILLANCE SYSTEM**

**BID #6480RFP**



**INFORMATION**

VIDEO SURVEILLANCE SYSTEM  
BID #6480RFP

**PROJECT MANAGER**

MIKE LONGO  
FACILITIES MANAGER

**ALL QUESTIONS TO**

TAMMY BRADLEY  
SR. BUYER

All questions must be submitted in writing via e-mail to the Purchasing Office at [tammyb@westhartfordct.gov](mailto:tammyb@westhartfordct.gov) or faxed to 860-561-7492 at least seven calendar days prior to the date established for the opening of bids. Please do not call the Engineer/ Architect, Project Manager or Purchasing Office with questions.

1. **GENERAL INFORMATION AND PROJECT NARRATIVE:**

- 1.1. The current Video Surveillance System was installed in 2008 and is limited to exterior cameras at the five secondary schools and a decentralized server system which is difficult to manage and access. In addition, the servers are at the end of their life expectancy. The proposed system should be able to host a single server located at or data center and permit web based access for authorized user including administration and public safety officials. Additional cameras would be added to the five secondary schools to improve exterior coverage as well as implementing interior coverage at the public areas in the secondary schools including hallways, cafeterias, auditoriums, gyms, stairwells, etc. There is currently no video surveillance system at the elementary schools and this project would implement both exterior and interior cameras at the 11 elementary schools.
- 1.2. The Town of West Hartford and Board of Education is seeking a qualified design build contractor to integrate several existing video surveillance systems onto a single web based platform. Additionally, we would like to expand our present video surveillance systems and install new ones to several buildings. The system should have expansion and video archiving capabilities that would potentially support thousands of cameras. The video surveillance system is to be web based with layers of security.
- 1.3. This contract is to include all components of the project including but not limited to installation components, cabling, wiring, adjustments, open platform IP video Management software and support of a web based video surveillance system in several of its buildings and training.
- 1.4. System is to be non-proprietary, have 1 time licensing fees for software, be expandable both in the number of cameras and data storage.
- 1.5. Some of these buildings have existing analog and IP video surveillance systems which will be reutilized as much as possible with the new system.
- 1.6. Design is to include a hierarchy of security for user access. At minimum three levels of security should exist.
  - 1.6.1.Highest Level – view entire system
  - 1.6.2.Medium Level – view multiple locations
  - 1.6.3.Lowest Level – view 1 site only
- 1.7. Technical Environment
  - 1.7.1.Desktop Computers –
    - 1.7.1.1.1. Windows 7 Professional, but we can also support Windows 8.1 Professional and have Windows 10 being tested currently.
    - 1.7.1.1.2. Internet Explorer
    - 1.7.1.1.3. Adobe Flash Player
    - 1.7.1.1.4. Adobe Reader
    - 1.7.1.1.5. Microsoft Office
  - 1.7.2.Server Windows Server 2012 R2 is our server OS
  - 1.7.3.All sites are/will be connected via fiber optic.
- 1.8. Scheduling
  - 1.8.1.It is the intent for the school installation (base bid) to be complete by August 20, 2016.

2. **INSTRUCTIONS FOR BIDDERS:**

- 2.1. The *original* Proposal along with Seven (7) copies shall be placed in **one sealed envelope**, bearing the name and address of the respondent and clearly marked with “VIDEO SURVEILLANCE SYSTEM BID #6480RFP. Sealed Proposals for Video Surveillance System will be received in the Purchasing Division Office, Room 223, Town Hall, 50 South Main Street, West Hartford, CT 06107 on **January 27, 2016 at 2:00 PM.**

- 2.2. Addenda and Interpretations: Any request from a prospective proposer for interpretation of meaning of the Request for Proposal shall be made in writing to Tammy Bradley, via email at [tammyb@westhartfordct.gov](mailto:tammyb@westhartfordct.gov) or via fax at 860-561-7492 no later than close of business on January 15, 2016. Any addenda shall be posted on the website ([www.westhartfordct.gov](http://www.westhartfordct.gov) bid list) no later than three (3) days prior to the bid opening date. Proposals shall be deemed incomplete if contractor does not acknowledge the receipt of all addenda.
- 2.3. Contractors are strongly encouraged to attend a pre-Proposal conference on January 12, 2016 at 2:00 PM in room 217 of Town Hall, 50 South Main St, West Hartford as this is the prime time to pose questions to the project team.
- 2.4. Prevailing Wages: The Contractor shall fully comply with all provisions of Connecticut General Statutes (CGS) 31-53. See Prevailing Wage Exhibit attached hereto.
- 2.5. Bid Bond: The Bid must be accompanied by a bid bond which shall be not less than ten (10) percent of the amount of the base bid. The bid bond shall be prepared in a form acceptable to the Town, duly executed by the bidder as principal and having a surety thereon which shall be acceptable to the Town. A certified check made in the name of the Town of West Hartford is also an acceptable bid surety.
- 2.6. Performance and Labor and Material Payment bonds will be required of the successful bid for 100% of annual total cost. The bond shall be prepared in a form acceptable to the Town, duly executed by the bidder as principal and having a surety thereon which shall be acceptable to the Town.
- 2.7. Site Conditions: At the dated fixed for the opening of this proposal, each proposer will have made an examination of any locations and sites; has satisfied himself as to actual conditions, requirements, and quantities of work, and has read and become thoroughly familiar with this Proposal. Awarded contractor will need to field verify. If a contractor needs access to a particular building, email Tammy Bradley your request at [tammyb@westhartfordct.gov](mailto:tammyb@westhartfordct.gov).
- 2.8. The relationship between the Town and contractor is expected to be a mutually beneficial partnering concept in which respective strengths in experience, technology and resources will be shared freely. The intent of this relationship is to constantly improve the efficiency and quality of service provided, including but not limited to Scope of Services defined herein.
- 2.9. Respondents shall submit a cover letter, addressed to Peter Privitera, Purchasing Agent, signed by all authorized principal or agents of the respondent, which provides an overview of the respondents' offer, as well as the name, title, fax number, e-mail address and phone number of the person to whom the Town may direct questions concerning the Proposal. The letter should also include a statement by the respondent accepting all terms and conditions contained in this request, signed by an officer or other individual with authority to bind the firm. No original material should be submitted as all Proposal submissions and materials become property of the Town and will not be returned.
- 2.10. All firms who are furnished a copy of this Proposal but who decide not to offer a Proposal to the Town of West Hartford are asked to submit a negative reply. Specific comments and observations are encouraged.

- 2.11. The Town will not be liable for any costs incurred in the preparation of the response to this request. Proposals must be bound, paginated, indexed and numbered consecutively. The firm's authorized official must sign all Proposals.
- 2.12. *Equal Opportunity:* During the performance of this Contract, the Contractor agrees and warrants that it will not discriminate or permit discrimination against any person or group of persons, including employees or applicants for employment, on the grounds of age, sex, race, color, religion, physical impairment or national origin in any manner prohibited by the law of the United States, the State of Connecticut, or the Town of West Hartford. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, age, sex or national origin. Such action shall include, but not be limited to, the following: layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship.
- 2.13. The contractor who is selected to perform this State project must comply with CONN. GEN. STAT. §§ 4a-60, 4a-60a, 4a-60g, and 46a-68b through 46a-68f, inclusive, as amended by June 2015 Special Session Public Act 15-5. An Affirmative Action Plan must be filed with and approved by the Commission on Human Rights and Opportunities prior to the commencement of construction. State law requires a minimum of twenty-five (25%) percent of the state-funded portion of the contract for award to subcontractors holding current certification from the Connecticut Department of Administrative Services ("DAS") under the provisions of CONN. GEN. STAT. § 4a-60g, as amended. (25% of the work with DAS certified Small and Minority owned businesses and 25% of that work with DAS certified Minority, Women and/or Disabled owned businesses.) The contractor must demonstrate good faith effort to meet the 25% set-aside goals.
- 2.14. Respondents to this bid are hereby notified that all Proposals submitted and information contained therein and attached thereto will not become public information until selection of successful respondent.

**3. Detailed Proposal shall include:**

- 3.1. *Equipment Proposed:* Proposal shall provide details of the video surveillance system including, but not limited to, specification sheets for each camera. The details for the software including, but not limited to, system requirements and maintenance.
- 3.2. *References and Experience:* Please provide a detailed written summary of the respondents' experience and capability in providing similar services and installations elsewhere, especially experience in providing these services to municipalities and school districts.
- 3.3. *Service and Staffing Plan:* Describe how services and installation required herein will be provided to the Town. Describe how the respondent will staff the assignment including position descriptions, hours worked annually, and level of responsibility, experience, and background. The Proposal shall specifically list the tasks the contractor will accomplish and a list of items the contractor's Proposal shall not include.
- 3.4. *Fee Proposal:* The proposer shall submit a fee proposal for all services and installations outline in the scope of services. The fee shall include all materials, supplies, personnel and whatsoever necessary to perform the scope of services as described herein. The fee proposal shall include a price for Base Proposal, Proposal Alternate 1, Proposal Alternate 2, Proposal Alternate 3, and Proposal Alternate 4. Contractor shall provide individual equipment prices. This will allow the contractor and the Town to determine the best equipment for the particular need/location. The

contractor shall also identify any maintenance costs for the first three years following installation. The Town is exempt from excise taxes, transportation and sales taxes imposed by the Federal Government and/or the State of Connecticut. Such taxes must not be included in the fee proposal. The Town reserves the right to negotiate fees and payment schedules with the selected respondent.

**4. Required forms to be submitted with Proposal:**

- 4.1. Taxpayer's Identification Number: Every respondent, whether an individual, proprietor, partnership or a non-profit corporation or organization must fill out and submit with their Proposal the Internal Revenue Service Form W-9, *Request for Taxpayer Identification Number and Certification*. Or register online at [www.west-hartfordct.gov](http://www.west-hartfordct.gov).
- 4.2. Certificate of Insurance: A certificate of insurance shall be submitted naming the Town of West Hartford as additional insureds per the attached Insurance Exhibit.
- 4.3. The Respondent must sign all Proposals. Unsigned Proposals cannot and will not be considered.
- 4.4. Bid Bond: The Bid must be accompanied by a bid bond which shall be not less than ten (10) percent of the amount of the base bid.

**5. PROPOSAL EVALUATION/SELECTION CRITERIA:**

The following criteria will be used, without limitation, in determining the successful respondent:

- 5.1. The Respondent's Technical Understanding of the project, its purpose, scope and field as evidenced by the quality of the Proposal submitted, via the equipment, maintenance and installation plan. This shall include the background and experience of the Respondent in providing similar services elsewhere, including the level of experience in working with municipalities and/or other governmental bodies of similar size, and the quality of services performed, either for the Town or for other municipal or private sector clients. The Proposal shall specifically list the tasks the contractor will accomplish and a list of items the contractor's Proposal shall not include.
- 5.2. Competitiveness of Proposed Fee: The Town is not bound to select the respondent who proposed the lowest price rather the respondent offering the *best value* for services requested. The Town reserves the right to negotiate fees with the selected respondent. It is the intent of the Town to award to a single firm.
- 5.3. The References and Experience; the background, qualifications, and relevant experience of the firm and individuals designated to provide the services defined in the scope of service.

*Proposals in response to this request will be reviewed against the criteria listed above, and Award of contract shall be made in accordance with standard purchasing procedures.*

**6. SELECTION PROCEDURES:**

- 6.1. The Purchasing Agent reserves the right to reject any or all Proposals or parts thereof for any reasons, to negotiate changes to Proposal terms, and to waive minor inconsistencies with the proposal.
- 6.2. A Selection Committee will assist the Purchasing Agent in choosing the successful respondent to deliver the requested services. Respondents submitting the best Proposals may be invited to an interview with the Selection Committee prior to final recommendation for contract award. The Town reserves the right to make an award solely on the basis of the Proposals submitted.

6.3. The Town intends to negotiate and enter into a contract with the most responsible respondent whose Proposal is determined to be in the best interest of the Town.

7. **PRINCIPALS/COLLUSION:**

By submission of a Proposal, the respondent does declare that the only person or persons interested in this Proposal as principal or principals is/or, are named therein and that no other person other than therein mentioned has any interest in this Proposal or contract to be entered into; that this Proposal is made without connection with any person, company or parties making a Proposal, and that it is in all respects fair and in good faith without collusion or fraud.

8. **PROPOSAL SUBMISSION**

8.1. All Proposals must be received by January 27, 2016 at 2:00 PM. One original and seven (7) copies shall be submitted to :

Peter Privitera, Purchasing Agent  
Town of West Hartford  
Purchasing Division, Room 223  
50 South Main Street  
West Hartford, CT 06107

9. **OTHER CONDITIONS- INDEMNIFICATION**

9.1. The Proposer is aware of and agrees that, if awarded the contract, he is bound by the following indemnification language:

9.1.1. To the fullest extent permitted by law, the contractor shall release, defend, indemnify, and hold harmless the Town of West Hartford and the West Hartford Board of Education, their respective boards, commissions, officers, officials, employees, agents, representatives, and servants from any and all suits, claims, losses, damages, costs (including without limitation reasonable attorneys' fees), compensation, penalties, fines, liabilities or judgments or any name or nature for:

9.1.1.1. Bodily injury, sickness, disease, or death; and/or

9.1.1.2. Damage to or destruction of property, real or personal; and/or

9.1.1.3. Financial losses (including, without limitation, those caused by loss of use) sustained by any person or concern, including officers, employees, agents, subcontractors or servants of the Town, the Board of Education, or the contractor, or by the public, which is cause or alleged to have been caused in whole or in part by the act (s) or omission(s) of the contractor, its officers, employees, agents, or Subcontractors, in the performance of the contract or from the inaccuracy of any representation or warranty of the contractor contained in the Contract Documents. This indemnity shall not be affected by other portions of the contract relating to insurance requirements.

9.1.1.4. To the fullest extent permitted by law, the contractor agrees

- 9.1.1.4.1. to release, defend, indemnify, and hold harmless the West Hartford Board of Education and the Town of West Hartford, their respective boards and commissions, officials, officers, employees, agents, representatives, and servants from any loss, claim, cost penalty, fine or damage that may arise out of the employees or Subcontractors to comply with any laws or regulations of the United States of America, the State of Connecticut, the Town of West Hartford, or their respective agencies. This undertaking shall not be affected by other portions of the contract relating to insurance requirements.

## **10. SCOPE OF SERVICES**

- 10.1. Contractor will supply the following:
  - 10.1.1. The design and specification of a multi-building video system including placement of any new cameras, switching, routers, servers, file management.
  - 10.1.2. Specification of the software and licenses of the designed system. Licenses should be a one-time fee and shall not be proprietary
  - 10.1.3. System shall include all components to give a full and operating video surveillance system including but not limited to: cabling, cameras, mounts switches, servers and routers, storage racks and installation of each.
  - 10.1.4. All wiring and cabling needed to complete the project.
  - 10.1.5. All camera, storage racks and mounting hardware are to be including installation.
  - 10.1.6. Training
- 10.2. The software should be have the ability to integrate building plans or google maps into the software to show camera locations.
- 10.3. Cameras and Mounting Hardware
  - 10.3.1. Should be picked for each location as to whether it is fixed, variable focal or PTZ.
  - 10.3.2. Infrared and motion activation should also be considered during camera selection.
  - 10.3.3. Picture clarity is important. The system should be able to determine license plates and faces. If the present system cannot obtain this clarity they the contractor should recommended it for upgrade. Supply unit pricing for each type of camera.
  - 10.3.4. All cameras are vandal resistant
- 10.4. Town or Board of Education will supply electrical panel locations and MDF rooms for power and cabling requirements.
- 10.5. All equipment must be UL or FM Global listed and approved.
- 10.6. All codes federal, state and local must be adhered to.
- 10.7. References
  - 10.7.1. The town will consider references an important part of the decision making process.
  - 10.7.2. Similar projects with multiple building locations on a single web-based platform
  - 10.7.3. Expansion capabilities
  - 10.7.4. Sufficient data storage
  - 10.7.5. User friendly data retrieval
  - 10.7.6. Project support services
  - 10.7.7. Each reference may be asked to partake in a conference call to discuss their project and how it may relate to ours.
- 10.8. Contractors shall perform installations with minimal disruption to the building occupants.
- 10.9. Contractors will be required to apply for an electrical permit per the local building codes.
- 10.10. Contractors will be required to make any repairs to any surface he/she may damage during the installation.

### **Included Base Proposal**

- 10.11. High Schools and Middle Schools – incorporate the present video surveillance system into the new system with existing IP cameras.
- 10.12. Aerial views and floor plans with MDF room locations have been attached. Secondary schools have existing camera locations identified on their aerial views.
- 10.13. Trouble shoot all existing cameras and repair if possible.
  - 10.13.1.Hall - 3 PTZ camera (do not move, have video) 1 fixed mount (bracket and camera missing)
  - 10.13.2.Conard – 6 fixed mount (6 no video ) 1 PZT missing
- 10.14. Areas of video coverage are to include but not limited to entrances, hallways, cafeterias, auditoriums, gyms, stairwells, turf field, parking lots, etc.
- 10.15. Install new cameras according to scope list.
- 10.16. Scope List
  - 10.16.1.Conard High School – Replace current server, expand exterior camera coverage from 19 to 25 cameras, add 34 interior cameras.
  - 10.16.2.Hall High School - Replace current server, expand exterior camera coverage from 17 to 25 cameras, add 33 interior cameras.
  - 10.16.3.Bristow Middle School - Replace current server, expand exterior camera coverage from 4 to 6 cameras, add 18 interior cameras.
  - 10.16.4.King Philip - Replace current server, expand exterior camera coverage from 4 to 8 cameras, add 32 interior cameras.
  - 10.16.5.Sedgwick Middle School - Replace current server, expand exterior camera coverage from 4 to 8 cameras, add 30 interior cameras.
- 10.17. Recommend and review placement of cameras with Board of Education representatives and make recommendations as to the best placement for maximum video coverage.
- 10.18. Recommend type of camera for best video on a camera by camera basis.
- 10.19. Install all switches and routers and whatever else to transfer storage date to Gemini Building.
- 10.20. Install new 55 inch monitor in Director of Security Office located in the Town Hall Building.
- 10.21. All work is to be performed with the least of amount of interruption to the occupants. Installation of cameras at the schools will be done off hours or when school is not in session.
- 10.22. Elementary Schools – install new cameras including all cabling and mounting hardware according to scope list.
- 10.23. Areas of video coverage are to include but not limited to main entrances, hallways, cafeterias, auditoriums, gyms, stairwells, parking lots, etc.
- 10.24. Scope List
  - 10.24.1.Aiken Elementary School – Install 6 exterior cameras and 3 interior cameras.
  - 10.24.2.Braeburn Elementary School - Install 6 exterior cameras and 3 interior cameras.
  - 10.24.3.Bugbee Elementary School - Install 6 exterior cameras and 3 interior cameras.
  - 10.24.4.Duffy Elementary School - Install 6 exterior cameras and 3 interior cameras.
  - 10.24.5.Morley Elementary School - Install 6 exterior cameras and 3 interior cameras.
  - 10.24.6.Norfeldt Elementary School - Install 6 exterior cameras and 3 interior cameras.
  - 10.24.7.Smith STEM Elementary School - Install 6 exterior cameras and 3 interior cameras.
  - 10.24.8.Webster Hill Elementary School - Install 6 exterior cameras and 3 interior cameras.
  - 10.24.9.Whiting Lane Elementary School - Install 6 exterior cameras and 3 interior cameras.
  - 10.24.10. Wolcott Elementary School - Install 6 exterior cameras and 3 interior cameras.
- 10.25. Install new 55inch viewing monitor and mounting hardware in each school office (location to be determined).

- 10.26. Recommend and review placement of cameras with Board of Education representatives and make recommendations as to the best placement form maximum video coverage. .
- 10.27. Recommend type of camera for best video on a camera by camera basis.
- 10.28. Install all servers, racks, switches and routers and whatever else to transfer data storage to Gemini Building.
- 10.29. Maintenance agreement
  - 10.29.1. Included in base price will be an additional 2 years maintenance on parts and service.
  - 10.29.2. If the equipment warranty is greater than the additional 2 years then the equipment warranty will be followed.
  - 10.29.3. As part of the maintenance agreement all cameras, servers and recording equipment with be checked to ensure the system is fully functional.
  - 10.29.4. Adjustments to cameras or equipment to enhance the system will be made.

**11. ALTERNATES**

- 11.1. **Alternate #1 - Police Department** – Install all existing audio and visual components of the existing system into the new system and install additional items as stated herein. Troubleshoot and repair as necessary any components found to be malfunctioning. Install all cabling, cameras, audio equipment, mounts, switches and routers necessary to have a complete and operating system.

**11.1.1. Police Department – Current Cameras**

**PRISONER HOLDING AREAS**

C-1	Men's Cell #1
C-2	Men's Cell #2
C-3	Men's Cell #3
C-4	Men's Cell #4
C-5	Men's Cell #5
C-6	Men's Cell #6
C-7	Men's Cell #7
C-8	Female Cell #8
C-9	Female Cell #9
C-10	Isolation Cell
C-11	Biohazard Cell
I-8	Men's Hallway
I-9	Men's Passage
I-10	Female Hallway

**OTHER MULTI PLEX CAMERAS**

#40	MP #61
#39	Area MP #62
#38	Booking MP (#s 49, 50, 51) #64
#37	
#36	<b><u>SALLYPORT</u></b>
#41	I-16 Sally East #24
#42	I-17 Sally West #25
#43	
#44	<b><u>LOBBY</u></b>
#9	I-22 Lobby West #30
#8	I-23 Lobby East #31

**PRISONER PROESSING AREA**

I-11	Fingerprint/DUI
	Booking, DUI/Phones
I-12	Sally/Booking Entry
	Sally/Holding Entry doors
I-13	Booking Station #1
I-14	Booking Station #2
I-15	Booking Station #3

#18	<b><u>EVIDENCE/RECORDS</u></b>
#46	I-18 Drug Evidence Room #26
	I-19 Weapons Evidence Room #27
	I-20 Records Division Entry #28
	I-21 Evidence Lockers & Door #29
#20	<b><u>2nd FLOOR</u></b>
#51	I-6 South Side Stairway #16
#21	I-7 YSD Stairway #17
#22	I-25 YSD (ERC) Hallway #47
#23	C-12 YSD Holding Cell #10

	Bond Out Foyer	#49		...Move to new ERC secure entrance	
B-133	Holding Cell	#48	I-24	Weapons Room/Armory	#32 No Vid

**CELLBLOCK MULTI PLEX #63**

**CAMERAS**

Men's Cell #1 Camera 8  
 Men's Cell #2 Camera 7  
 Men's Cell #3 Camera 6  
 Men's Cell #4 Camera 5  
 Men's Cell #5 Camera 4  
 Men's Cell #6 Camera 9

Men's Cell #7 Camera 10  
 Female Cell Camera 11  
 #8  
 Female Cell Camera 12  
 #9  
 Isolation Cell No Camera  
 Biohazard No Camera  
 Cell  
 Holding Cell Camera 16

**MAINTENANCE/GARAGE**

I-1 FD Vestibule #11  
 I-2 Interior NE Garage Bay #12  
 I-3 Interior N Garage Bay #13  
 I-4 North Exit Stair #14  
 I-5 West entry/exit door/stairs #15 Move  
 Fix/better door coverage

**EXTERNAL CAMERAS**

E-1 Courtyard #33 No Vid  
 E-2 Old Sallyport #34 No Vid  
 E-3 Parking Garage (PD back lot) #1  
 E-4 South entry/exit door #2 No Vid  
 E-5 Sallyport Exterior West #3  
 E-6 Lobby Exterior South #4  
 E-7 Lobby Exterior North #5  
 E-8 FD Front Entrance #35  
 E-9 Northeast #6  
 E-10 Northwest #7 No Vid

**11.1.2. Police Department: Suggested Replacement/New Cameras**

**1st FLOOR**

PD Cell Blocks audio Problem with Echo  
 PD Booking Area audio Echo w/intercom  
 Booking Sally Port Entry/Exit door facing north 1 camera  
 Sally Port Audio & Intercom  
 Long Hallway @ Records facing north 1 camera  
 ESU/K-9 Hallway Exterior Cage Area 1 camera  
 Lobby Fixed at Front Desk 1 camera

**2nd FLOOR**

Weapons Room Exterior 1 camera

**3rd FLOOR**

New YSD Holding Cell(s) 2 cell cameras/audio

DD INTERVIEW ROOM(S) 2 Cameras & audio?  
Long Hallway @ north end facing south 1 camera  
SID Polygraph Room and Suite 2 cameras

**EXTERIOR**

Lot entry/exit - gates north/south (Reg. Plates) 2 cameras  
Police Private Veh. Parking (Fixed Wide Angle )1 camera  
Garage Mount (Pan & Zoom Capable)

**OFF-SITE**

DOG POUND 1 Camera Ext. motion alarm  
2 Cameras w/motion alarm  
Impound Lot

**11.2. Alternate #2 Public works**

- 11.2.1. Incorporate existing cameras into system and add new cameras according to aerial view attached. All necessary cabling, switches and routers to give a complete operating system.
- 11.2.2. Public Works – Addition of two cameras to present system, assessment of present cameras, and integration of the system on a new monitor located in the office area supplied by the town.

**11.3. Alternate #3 Parking Garages**

**11.3.1. Memorial Garage- South Garage**

- 11.3.1.1. 21 existing fixed analog to be replaced with 1.3mp IP dome
- 11.3.1.2. 1 existing analog PTZ to be replaced with 2mp IP
- 11.3.1.3. 3 new 3mp dome cameras in exit lanes
- 11.3.1.4. 2 new 3mp domes on roof

**11.3.2. Isham Garage- North Garage**

- 11.3.2.1. 15 existing fixed analog to be replaced with 1.3mp IP dome
- 11.3.2.2. 1 existing analog PTZ to be replaced with 2mp IP
- 11.3.2.3. 3 existing VGA IP cameras in office to be replaced with 1.3mp IP wedge
- 11.3.2.4. 3 new 3mp dome cameras in exit lanes
- 11.3.2.5. 2 new 3mp domes on roof
- 11.3.2.6. 2 new 1.3mp domes at rear gate North garage
- 11.3.2.7. 15 existing fixed analog to be replaced with 1.3mp IP dome
- 11.3.2.8. 1 existing analog PTZ to be replaced with 2mp IP
- 11.3.2.9. 3 existing VGA IP cameras in office to be replaced with 1.3mp IP wedge
- 11.3.2.10. 3 new 3mp dome cameras in exit lanes
- 11.3.2.11. 2 new 3mp domes on roof
- 11.3.2.12. 2 new 1.3mp domes at rear gate

**11.4. Alternate #4 Parking Lots**

- 11.4.1. Brace Road
  - 11.4.1.1. – Replace with new cameras and cabling according to aerial view attached.
- 11.4.2. Arapahoe
  - 11.4.2.1. – Replace with new cameras and cabling according to aerial view attached.
- 11.4.3. Farmington Avenue
  - 11.4.3.1. – Replace with new cameras and cabling according to aerial view attached.

## INSURANCE EXHIBIT A

For the purpose of this exhibit: the term "Contractor" shall also include their respective agents, representatives, employees or subcontractors; and the term "Town of West Hartford and West Hartford Board of Education" (hereinafter called the "Town") shall include their respective officials, boards and commissions, officers, representatives, agents, servants, employees and volunteers.

The Contractor shall obtain and maintain at its own cost and expense all the insurance described below continuously for the duration of the contract, including any and all extensions. Contractor shall assume any and all related costs, including but not limited to, deductibles, retentions, losses, claim expenses, premiums, taxes, and audit charges earned and payable under the required insurance.

A. **Minimum Scope and Limits of Insurance:**

The required insurance shall meet the minimum scope and limits of insurance specified in this exhibit, or required by applicable federal, state and/or municipal law, regulation or requirement, whichever coverage is greater. Providing proof of the minimum scope and limits described in this exhibit shall not exclude the Town from additional limits and coverage provided under the Contractor's policies.

1) **Commercial General Liability:**

\$1,000,000 combined single limit per occurrence for bodily injury, personal injury, property damage, contractual liability and products /completed operations. Contractor shall continue to provide products/completed operations coverage for two (2) years after completion of the work.

2) **Automobile Liability and Physical Damage Coverage:**

\$1,000,000 combined single limit per occurrence for any auto, including statutory uninsured/underinsured motorist coverage and \$1,000 medical payments. Policy shall include collision and comprehensive property damage coverage. If vehicles are not used in the execution of the contract then automobile coverage is not required.

3) **Umbrella Liability:**

\$1,000,000 per occurrence. All excess/umbrella policies shall be following form and list the existing underlying insurance policies. Excess/umbrella liability coverage may be included to meet minimum requirements.

4) **Workers' Compensation and Employer's Liability:**

Statutory coverage in compliance with the Workers' 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 disease/each employee.

The Contractor represents that they are currently in compliance with all requirements of the State of Connecticut regarding Workers' Compensation, Connecticut Statutes Section 31-275 et seq., and that it shall remain in compliance for the duration of this Agreement. The Contractor agrees that Workers' Compensation is their sole remedy and shall indemnify and hold harmless the Town of West Hartford, West Hartford Board of Education and their respective officials, boards and commissions, officers, representatives, agents, servants, employees and volunteers from all suits, claims, and actions arising from personal injuries to Contractor, their agents, representatives, employees or subcontractors sustained during the course of providing services to the Town, however caused. This indemnity shall not be affected by a lapse of Workers' Compensation coverage and/or if the Contractor failed, neglected, refused or is unable to obtain Workers' Compensation insurance.

5) **Personal Property:**

"All risk" property insurance on a replacement cost basis to cover the value of personal property belonging to the Contractor and others (including but not limited to the personal property of subcontractors). All personal property of the Contractor and its agents are the sole risk of the Contractor. To the extent permitted by law, the Contractor agrees to indemnify, defend and hold harmless the Town from any and all losses or damages, however caused, to any and all personal property belonging to the Contractor, its agents, representatives, employees and/or subcontractors.

- B. Additional Insured Endorsement:  
**All liability policies (with the exception of Worker's Compensation) shall include the Town of West Hartford, the West Hartford Board of Education, and their respective officials, boards and commissions, officers, representatives, agents, servants, employees and volunteers as an Additional Insured.** The policy shall not contain any special limitations on the scope of protection afforded to the Town. Any **Insured vs. Insured** language shall be amended to eliminate any conflicts or coverage restrictions between the respective Insureds.
- C. Acceptability of Insurers:  
Contractor's policies shall be written by insurance companies authorized to do business in the State of Connecticut, with a Best's rating of no less than A:VII, or otherwise deemed acceptable by the Town's Risk Manager.
- D. Subcontractors:  
All subcontractors are required to comply with all the insurance requirements stated herein. The Contractor shall include all subcontractors as an Insured under its policies or shall furnish separate certificates and endorsements for each subcontractor.
- E. Waiver of Subrogation:  
All required insurance policies shall include a waiver of subrogation clause that states that it is agreed that in no event shall the insurance company have any right of recovery against the Town. When the Contractor is self-insured, the Contractor agrees it shall not have any right of recovery against the Town.
- F. Claims-Made Form:  
When insurance coverage is underwritten on a claims-made basis, the retroactive date shall be prior to or coincident with the date of the contract. The certificate of insurance shall state the retroactive date and that the coverage is claims-made. The Contractor shall maintain coverage for the duration of the contract and for the **two (2) years** following the completion of the contract. Evidence of such coverage shall be provided to the Town thirty (30) days prior to each policy expiration.
- G. Aggregate Limits:  
When a general aggregate is used, the general aggregate limit shall apply separately to the project or shall be twice the occurrence limit. The certificate of insurance shall state the aggregate limits. The Contractor shall notify the Town with reasonable promptness with information concerning the erosion of limits due to claims paid under the general aggregate during the contract term. When the aggregate limit is eroded, the Contractor shall reinstate or purchase additional limits to meet the minimum limit requirements at the Contractor's expense.
- H. Deductibles and Self-Insured Retentions:  
The certificate of insurance shall declare the deductibles and/or self-insured retentions for all required policies. The Contractor shall assume all costs related to the all deductibles or self-insured retentions.
- I. Notice of Cancellation or Nonrenewal:  
Each required insurance policy shall not be suspended, voided, cancelled or reduced except after prior written notice has been given to the Town in compliance with Connecticut statutes Sec.38a-323 and Sec.38a-324.
- J. Other Insurance Provisions:
- 1) Contractor's insurance coverage shall be primary and non-contributory with respect to the Town. Any Town insurance or self-insurance shall be excess of the Contractor's insurance and shall not contribute with it.
  - 2) Required policies shall not contain any special limitations on the scope of protection afforded to the Town.
  - 3) Required policies shall state that the insurance coverage shall apply separately to each insured against whom a claim is made or suit is brought.

4) Any failure to comply with the claim reporting provisions of the policy shall not affect coverage provided to the Town.

K. Verification of Coverage:

The Contractor shall provide the Town with certificates of insurance, declaration pages, policy endorsements or provisions confirming compliance with this exhibit before work commences. The certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. Renewal of expiring certificates shall be filed thirty (30) days prior to expiration. The Town reserves the right to require complete, certified copies of all required policies, at any time.

All insurance documents required by this exhibit should be mailed to: Town of West Hartford, Risk Management Division, 50 South Main Street, West Hartford, Connecticut 06107.

L. Failure to Purchase or Maintain Insurance:

If the Town or the Contractor is damaged by failure of the Contractor to purchase or maintain the required insurance, the Contractor shall bear all reasonable costs including, but not limited to, attorney's fees and costs of litigation, properly attributable thereto.

\_\_\_\_\_  
Initials/ Contractor

\_\_\_\_\_  
Initials / Town of West Hartford

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## **PREVAILING WAGE EXHIBIT**

The Contractor shall certify in writing and under oath to the Labor Commissioner the pay scale to be used by the Contractor and any Subcontractors. The provisions of this section shall not apply where the total cost of all work to be performed by ALL Contractors and Subcontractors in connection with new construction of any public works project is less than FOUR HUNDRED thousand dollars or where the total cost of all work to be performed by ALL Contractors and Subcontractors in connection with any remodeling, refinishing, refurbishing, rehabilitation, alteration or repair of any public works project is less than ONE HUNDRED thousand dollars. The Contractor shall fully comply with all provisions of Connecticut General Statutes (CGS) 31-53 and shall be subject to such sanctions mandated for violations of said Public Act.

The wages paid on an hourly basis to any mechanic, laborer or workman employed upon the work herein contracted to be done and the amount of payment or contribution paid or payable on behalf of each such employee to any employee welfare fund, as defined in CGS 31-53 shall be at a rate equal to the rate customary or prevailing for the same work in the same trade or occupation in the Town in which such public works project is being constructed. Any contractor who is not obligated by agreement to make payment or contribution on behalf of such employees to any such employee welfare fund shall pay to each employee as part of his wages the amount of payment or contribution for his classification on each pay day.

The contractor shall not be paid in accordance with the payment provisions of these Contract Bidding Documents unless the contractor is in full compliance with the mandates of CGS 31-53.

Bidders are further advised that if the initial consideration due and payable pursuant to the Contract exceeds the mandatory limits at which prevailing wages rates are required, then the contractor and any subcontractors shall pay the appropriate prevailing wages retroactive to the date of commencement of work on the project. The contractor shall not receive any additional compensation from the Owner as a result of an occurrence of the aforementioned event.

The following pages are the Prevailing Wage Rates for this project.

Project: Video Surveillance System At Various Buildings

---

**Minimum Rates and Classifications  
for Building Construction**

ID# : B21517

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

---

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: West Hartford

State#:

FAP#:

Project: Video Surveillance System At Various Buildings

---

<b>CLASSIFICATION</b>	<b>Hourly Rate</b>	<b>Benefits</b>
1a) Asbestos Worker/Insulator (Includes application of insulating materials, protective coverings, coatings, & finishes to all types of mechanical systems; application of firestopping material for wall openings & penetrations in walls, floors, ceilings	35.75	28.82
<hr/>		
1b) 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 7**		
<hr/>		
1c) Asbestos Worker/Heat and Frost Insulator	37.15	27.56

---

As of: Tuesday, December 22, 2015

Project: Video Surveillance System At Various Buildings

2) Boilermaker	35.24	25.01
<hr/>		
3a) Bricklayer, Cement Mason, Concrete Finisher (including caulking), Stone Masons	32.50	28.74 + a
<hr/>		
3b) Tile Setter	33.75	24.21
<hr/>		
3c) Terrazzo Mechanics and Marble Setters	31.69	22.35
<hr/>		
3d) Tile, Marble & Terrazzo Finishers	26.26	20.69
<hr/>		
3e) Plasterer	32.50	29.45
<hr/>		

.As of: Tuesday, December 22, 2015

Project: Video Surveillance System At Various Buildings

-----LABORERS-----

---

4) Group 1: Laborers (common or general), acetylene burners, carpenter tenders, concrete specialists, wrecking laborers, fire watchers.	27.85	18.30
---	-------	-------

---

4a) Group 2: Mortar mixers, plaster tender, power buggy operators, powdermen, fireproofers/mixer/nozzleman (Person running mixer and spraying fireproof only).	28.10	18.30
--	-------	-------

---

4b) Group 3: Jackhammer operators/pavement breaker, mason tender (brick), mason tender (cement/concrete), forklift operators and forklift operators (masonry).	28.35	18.30
--	-------	-------

---

4c) **Group 4: Pipelayers (Installation of water, storm drainage or sewage lines outside of the building line with P6, P7 license) (the pipelayer rate shall apply only to one or two employees of the total crew who primary task is to actually perform the mating of pipe sections) P6 and P7 rate is \$26.80.	28.85	18.30
---	-------	-------

---

4d) Group 5: Air track operator, sand blaster and hydraulic drills.	28.60	18.30
---	-------	-------

---

Project: Video Surveillance System At Various Buildings

4e) Group 6: Blasters, nuclear and toxic waste removal. 30.85 18.30

---

4f) Group 7: Asbestos/lead removal and encapsulation (except it's removal from mechanical systems which are not to be scrapped). 28.85 18.30

---

4g) Group 8: Bottom men on open air caisson, cylindrical work and boring crew. 28.38 18.30

---

4h) Group 9: Top men on open air caisson, cylindrical work and boring crew. 27.86 18.30

---

4i) Group 10: Traffic Control Signalman 16.00 18.30

---

5) Carpenter, Acoustical Ceiling Installation, Soft Floor/Carpet Laying, Metal Stud Installation, Form Work and Scaffold Building, Drywall Hanging, Modular-Furniture Systems Installers, Lathers, Piledrivers, Resilient Floor Layers. 31.45 23.54

---

As of: Tuesday, December 22, 2015

Project: Video Surveillance System At Various Buildings

5a) Millwrights	31.84	23.99
-----------------	-------	-------

---

6) Electrical Worker (including low voltage wiring) (Trade License required: E1,2 L-5,6 C-5,6 T-1,2 L-1,2 V-1,2,7,8,9)	38.20	23.72+3% of gross wage
--	-------	------------------------

---

7a) Elevator Mechanic (Trade License required: R-1,2,5,6)	47.96	28.385+a+b
---	-------	------------

---

-----LINE CONSTRUCTION-----

---

Groundman	24.37	6.5%+10.04
-----------	-------	------------

---

Linemen/Cable Splicer	44.30	6.5%+17.70
-----------------------	-------	------------

---

As of: Tuesday, December 22, 2015

Project: Video Surveillance System At Various Buildings

8) Glazier (Trade License required: FG-1,2)	35.08	19.35 + a
---	-------	-----------

---

9) Ironworker, Ornamental, Reinforcing, Structural, and Precast Concrete Erection	34.47	31.09 + a
---	-------	-----------

---

----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. and over. (Trade License Required)	37.55	23.05 + a
---	-------	-----------

---

Group 2: Cranes (100 ton rate capacity and over); Excavator over 2 cubic yards; Piledriver (\$3.00 premium when operator controls hammer); Bauer Drill/Caisson. (Trade License Required)	37.23	23.05 + a
--	-------	-----------

---

Group 3: Excavator; Backhoe/Excavator under 2 cubic yards; Cranes (under 100 ton rated capacity), Grader/Blade; 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)	36.49	23.05 + a
--	-------	-----------

---

**Project: Video Surveillance System At Various Buildings**

<b>Group 4: Trenching Machines; Lighter Derrick; Concrete Finishing Machine; CMI Machine or Similar; Koehring Loader (Skooper).</b>	<b>36.10</b>	<b>23.05 + a</b>
---	--------------	------------------

---

<b>Group 5: Specialty Railroad Equipment; Asphalt Paver; 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)</b>	<b>35.51</b>	<b>23.05 + a</b>
---	--------------	------------------

---

<b>Group 5 continued: Side Boom; Combination Hoe and Loader; Directional Driller; Pile Testing Machine.</b>	<b>35.51</b>	<b>23.05 + a</b>
---	--------------	------------------

---

<b>Group 6: Front End Loader (3 up to 7 cubic yards); Bulldozer (rough grade dozer).</b>	<b>35.20</b>	<b>23.05 + a</b>
--	--------------	------------------

---

<b>Group 7: Asphalt roller, concrete saws and cutters (ride on types), vermeer concrete cutter, Stump Grinder; Scraper; Snooper; Skidder; Milling Machine (24" and under Mandrell).</b>	<b>34.86</b>	<b>23.05 + a</b>
---	--------------	------------------

---

<b>Group 8: Mechanic, grease truck operator, hydroblaster; barrier mover; power stone spreader; welding; work boat under 26 ft.; transfer machine.</b>	<b>34.46</b>	<b>23.05 + a</b>
--	--------------	------------------

---

**As of: Tuesday, December 22, 2015**

Project: Video Surveillance System At Various Buildings

Group 9: Front end loader (under 3 cubic yards), skid steer loader regardless of attachments, (Bobcat or Similar): forklift, power chipper; landscape equipment (including Hydroseeder). 34.03 23.05 + a

---

Group 10: Vibratory hammer; ice machine; diesel and air, hammer, etc. 31.99 23.05 + a

---

Group 11: Conveyor, earth roller, power pavement breaker (whiphammer), robot demolition equipment. 31.99 23.05 + a

---

Group 12: Wellpoint operator. 31.93 23.05 + a

---

Group 13: Compressor battery operator. 31.35 23.05 + a

---

Group 14: Elevator operator; tow motor operator (solid tire no rough terrain). 30.21 23.05 + a

---

As of: Tuesday, December 22, 2015

Project: Video Surveillance System At Various Buildings

Group 15: Generator Operator; Compressor Operator; Pump Operator; Welding Machine Operator; Heater Operator.	29.80	23.05 + a
--	-------	-----------

---

Group 16: Maintenance Engineer/Oiler.	29.15	23.05 + a
---------------------------------------	-------	-----------

---

Group 17: Portable asphalt plant operator; portable crusher plant operator; portable concrete plant operator.	33.46	23.05 + a
---	-------	-----------

---

Group 18: Power safety boat; vacuum truck; zim mixer; sweeper; (Minimum for any job requiring a CDL license).	31.04	23.05 + a
---	-------	-----------

---

-----PAINTERS (Including Drywall Finishing)-----

---

10a) Brush and Roller	31.52	19.35
-----------------------	-------	-------

---

.As of: Tuesday, December 22, 2015

Project: Video Surveillance System At Various Buildings

10b) Taping Only/Drywall Finishing	32.27	19.35
------------------------------------	-------	-------

---

10c) Paperhanger and Red Label	32.02	19.35
--------------------------------	-------	-------

---

10e) Blast and Spray	34.52	19.35
----------------------	-------	-------

---

11) Plumber (excluding HVAC pipe installation) (Trade License required: P-1,2,6,7,8,9 J-1,2,3,4 SP-1,2)	40.62	28.91
--	-------	-------

---

12) Well Digger, Pile Testing Machine	33.01	19.40 + a
---------------------------------------	-------	-----------

---

13) Roofer (composition)	33.70	18.23
--------------------------	-------	-------

---

As of: Tuesday, December 22, 2015

Project: Video Surveillance System At Various Buildings

14) Roofer (slate & tile)	34.20	18.23
---------------------------	-------	-------

---

15) Sheetmetal Worker (Trade License required for HVAC and Ductwork: SM-1,SM-2,SM-3,SM-4,SM-5,SM-6)	35.74	33.22
--	-------	-------

---

16) Pipefitter (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)	40.62	28.91
---	-------	-------

---

-----TRUCK DRIVERS-----

---

17a) 2 Axle	28.58	20.24 + a
-------------	-------	-----------

---

17b) 3 Axle, 2 Axle Ready Mix	28.68	20.24 + a
-------------------------------	-------	-----------

---

As of: Tuesday, December 22, 2015

Project: Video Surveillance System At Various Buildings

17c) 3 Axle Ready Mix	28.73	20.24 + a
-----------------------	-------	-----------

---

17d) 4 Axle, Heavy Duty Trailer up to 40 tons	28.78	20.24 + a
---	-------	-----------

---

17e) 4 Axle Ready Mix	28.83	20.24 + a
-----------------------	-------	-----------

---

17f) Heavy Duty Trailer (40 Tons and Over)	29.03	20.24 + a
--	-------	-----------

---

17g) Specialized Earth Moving Equipment (Other Than Conventional Type on-the-Road Trucks and Semi-Trailers, Including Euclids)	28.83	20.24 + a
--	-------	-----------

---

18) Sprinkler Fitter (Trade License required: F-1,2,3,4)	41.37	20.37 + a
--	-------	-----------

---

*As of:* Tuesday, December 22, 2015

**Project: Video Surveillance System At Various Buildings**

19) Theatrical Stage Journeyman

25.76

7.34

---

*As of:* **Tuesday, December 22, 2015**

## Project: Video Surveillance System At Various Buildings

*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*

***ALL Cranes: When crane operator is operating equipment that requires a fully licensed crane operator to operate he receives an extra \$2.00 premium in addition to the hourly wage rate and benefit contributions:***

***1) Crane handling or erecting structural steel or stone; hoisting engineer (2 drums or over)***

***2) Cranes (100 ton rate capacity and over) Bauer Drill/Caisson***

***3) Cranes (under 100 ton rated capacity)***

- 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.

*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](http://www.ct.gov/dol). For those without internet access, please contact the division listed below.*

*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.*

**.As of: Tuesday, December 22, 2015**

Project: Video Surveillance System At Various Buildings

*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.

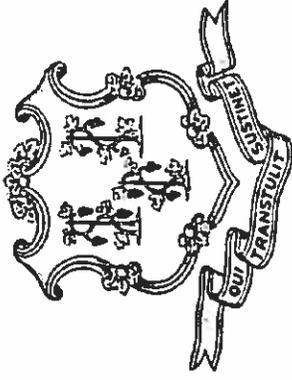
All certified payrolls must list the hours worked and wages paid to All Persons who perform work ON SITE regardless of their ownership i.e.: (Owners, Corporate Officers, LLC Members, Independent Contractors, et. al)

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.

*As of: Tuesday, December 22, 2015*



Opportunity ★ Guidance ★ Support



# THIS IS A PUBLIC WORKS PROJECT

Covered by the

# PREVAILING WAGE LAW

CT General Statutes Section 31-53

**If you have QUESTIONS regarding your wages  
CALL (860) 263-6790**

Section 31-55 of the CT State Statutes requires every contractor or subcontractor performing work for the state to post in a prominent place the prevailing wages as determined by the Labor Commissioner.

**Sec. 31-53b. Construction safety and health course. New miner training program. Proof of completion required for mechanics, laborers and workers on public works projects. Enforcement. Regulations. Exceptions.** (a) Each contract for a public works project entered into on or after July 1, 2009, by the state or any of its agents, or by any political subdivision of the state or any of its agents, described in subsection (g) of section 31-53, shall contain a provision requiring that each contractor furnish proof with the weekly certified payroll form for the first week each employee begins work on such project that any person performing the work of a mechanic, laborer or worker pursuant to the classifications of labor under section 31-53 on such public works project, pursuant to such contract, has completed a course of at least ten hours in duration in construction safety and health approved by the federal Occupational Safety and Health Administration or, has completed a new miner training program approved by the Federal Mine Safety and Health Administration in accordance with 30 CFR 48 or, in the case of telecommunications employees, has completed at least ten hours of training in accordance with 29 CFR 1910.268.

(b) Any person required to complete a course or program under subsection (a) of this section who has not completed the course or program shall be subject to removal from the worksite if the person does not provide documentation of having completed such course or program by the fifteenth day after the date the person is found to be in noncompliance. The Labor Commissioner or said commissioner's designee shall enforce this section.

(c) Not later than January 1, 2009, the Labor Commissioner shall adopt regulations, in accordance with the provisions of chapter 54, to implement the provisions of subsections (a) and (b) of this section. Such regulations shall require that the ten-hour construction safety and health courses required under subsection (a) of this section be conducted in accordance with federal Occupational Safety and Health Administration Training Institute standards, or in accordance with Federal Mine Safety and Health Administration Standards or in accordance with 29 CFR 1910.268, as appropriate. The Labor Commissioner shall accept as sufficient proof of compliance with the provisions of subsection (a) or (b) of this section a student course completion card issued by the federal Occupational Safety and Health Administration Training Institute, or such other proof of compliance said commissioner deems appropriate, dated no earlier than five years before the commencement date of such public works project.

(d) This section shall not apply to employees of public service companies, as defined in section 16-1, or drivers of commercial motor vehicles driving the vehicle on the public works project and delivering or picking up cargo from public works projects provided they perform no labor relating to the project other than the loading and unloading of their cargo.

(P.A. 06-175, S. 1; P.A. 08-83, S. 1.)

History: P.A. 08-83 amended Subsec. (a) by making provisions applicable to public works project contracts entered into on or after July 1, 2009, replacing provision re total cost of work with reference to Sec. 31-53(g), requiring proof in certified payroll form that new mechanic, laborer or worker has completed a 10-hour or more construction safety course and adding provision re new miner training program, amended Subsec. (b) by substituting "person" for "employee" and adding "or program", amended Subsec. (c) by adding "or in accordance with Federal Mine Safety and Health Administration Standards" and setting new deadline of January 1, 2009, deleted former Subsec. (d) re "public building", added new Subsec. (d) re exemptions for public service company employees and delivery drivers who perform no labor other than delivery and made conforming and technical changes, effective January 1, 2009.

# Informational Bulletin

## **THE 10-HOUR OSHA CONSTRUCTION SAFETY AND HEALTH COURSE**

(applicable to public building contracts entered into *on or after July 1, 2007*, where the total cost of all work to be performed is at least \$100,000)

- (1) This requirement was created by Public Act No. 06-175, which is codified in Section 31-53b of the Connecticut General Statutes (pertaining to the prevailing wage statutes);
- (2) The course is required for public building construction contracts (projects funded in whole or in part by the state or any political subdivision of the state) entered into on or after July 1, 2007;
- (3) It is required of private employees (not state or municipal employees) and apprentices who perform manual labor for a general contractor or subcontractor on a public building project where the total cost of all work to be performed is at least \$100,000;
- (4) The ten-hour construction course pertains to the ten-hour Outreach Course conducted in accordance with federal OSHA Training Institute standards, and, for telecommunications workers, a ten-hour training course conducted in accordance with federal OSHA standard, 29 CFR 1910.268;
- (5) The internet website for the federal OSHA Training Institute is [http://www.osha.gov/fso/ote/training/edcenters/fact\\_sheet.html](http://www.osha.gov/fso/ote/training/edcenters/fact_sheet.html);
- (6) The statutory language leaves it to the contractor and its employees to determine who pays for the cost of the ten-hour Outreach Course;
- (7) Within 30 days of receiving a contract award, a general contractor must furnish proof to the Labor Commissioner that all employees and apprentices performing manual labor on the project will have completed such a course;
- (8) Proof of completion may be demonstrated through either: (a) the presentation of a *bona fide* student course completion card issued by the federal OSHA Training Institute; *or* (2) the presentation of documentation provided to an employee by a trainer certified by the Institute pending the actual issuance of the completion card;
- (9) Any card with an issuance date more than 5 years prior to the commencement date of the construction project shall not constitute proof of compliance;

- (10) Each employer shall affix a copy of the construction safety course completion card to the certified payroll submitted to the contracting agency in accordance with Conn. Gen. Stat. § 31-53(f) on which such employee's name first appears;
- (11) Any employee found to be in non-compliance shall be subject to removal from the worksite if such employee does not provide satisfactory proof of course completion to the Labor Commissioner by the fifteenth day after the date the employee is determined to be in noncompliance;
- (12) Any such employee who is determined to be in noncompliance may continue to work on a public building construction project for a maximum of fourteen consecutive calendar days while bringing his or her status into compliance;
- (13) The Labor Commissioner may make complaint to the prosecuting authorities regarding any employer or agent of the employer, or officer or agent of the corporation who files a false certified payroll with respect to the status of an employee who is performing manual labor on a public building construction project;
- (14) The statute provides the minimum standards required for the completion of a safety course by manual laborers on public construction contracts; any contractor can exceed these minimum requirements; and
- (15) Regulations clarifying the statute are currently in the regulatory process, and shall be posted on the CTDOL website as soon as they are adopted in final form.
- (16) Any questions regarding this statute may be directed to the Wage and Workplace Standards Division of the Connecticut Labor Department via the internet website of <http://www.ctdol.state.ct.us/wgwkstnd/wgemenu.htm>; or by telephone at (860)263-6790.

**THE ABOVE INFORMATION IS PROVIDED EXCLUSIVELY AS AN EDUCATIONAL RESOURCE, AND IS NOT INTENDED AS A SUBSTITUTE FOR LEGAL INTERPRETATIONS WHICH MAY ULTIMATELY ARISE CONCERNING THE CONSTRUCTION OF THE STATUTE OR THE REGULATIONS.**

## STATUTE 31-55a

### - SPECIAL NOTICE -

**To: All State and Political Subdivisions, Their Agents, and Contractors**

**Connecticut General Statute 31-55a - Annual adjustments to wage rates by contractors doing state work.**

*Each contractor that is awarded a contract on or after October 1, 2002, for (1) the construction of a state highway or bridge that falls under the provisions of section 31-54 of the general statutes, or (2) the construction, remodeling, refinishing, refurbishing, rehabilitation, alteration or repair of any public works project that falls under the provisions of section 31-53 of the general statutes shall contact the Labor Commissioner on or before July first of each year, for the duration of such contract, to ascertain the prevailing rate of wages on an hourly basis and the amount of payment or contributions paid or payable on behalf of each mechanic, laborer or worker employed upon the work contracted to be done, and shall make any necessary adjustments to such prevailing rate of wages and such payment or contributions paid or payable on behalf of each such employee, effective each July first.*

- The prevailing wage rates applicable to any contract or subcontract awarded on or after October 1, 2002 are subject to annual adjustments each July 1st for the duration of any project which was originally advertised for bids on or after October 1, 2002.
- Each contractor affected by the above requirement 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 Web Site. The annual adjustments will be posted on the Department of Labor Web page: [www.ctdol.state.ct.us](http://www.ctdol.state.ct.us). For those without internet access, please contact the division listed below.
- 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.

**Any questions should be directed to the Contract Compliance Unit, Wage and Workplace Standards Division, Connecticut Department of Labor, 200 Folly Brook Blvd., Wethersfield, CT 06109 at (860)263-6790.**

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

- ⇒ Please Note: If the “Benefits” listed on the schedule for the following occupations includes a letter(s) (+ a or + a+b for instance), refer to the information below.

Benefits to be paid at the appropriate prevailing wage rate for the listed occupation.

If the “Benefits” section for the occupation lists only a dollar amount, disregard the information below.

**Bricklayers, Cement Masons, Cement Finishers, Concrete Finishers, Stone Masons  
(Building Construction) and  
(Residential- Hartford, Middlesex, New Haven, New London and Tolland Counties)**

- a. Paid Holiday: Employees shall receive 4 hours for Christmas Eve holiday provided the employee works the regularly scheduled day before and after the holiday. Employers may schedule work on Christmas Eve and employees shall receive pay for actual hours worked in addition to holiday pay.

**Elevator Constructors: Mechanics**

- a. Paid Holidays: New Year’s Day, Memorial Day, Independence Day, Labor Day, Veterans’ Day, Thanksgiving Day, Christmas Day, plus the Friday after Thanksgiving.
- b. Vacation: Employer contributes 8% of basic hourly rate for 5 years or more of service or 6% of basic hourly rate for 6 months to 5 years of service as vacation pay credit.

**Glaziers**

- a. Paid Holidays: Labor Day and Christmas Day.

**Power Equipment Operators  
(Heavy and Highway Construction & Building Construction)**

- a. Paid Holidays: New Year’s Day, Good Friday, Memorial day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day, provided the employee works 3 days during the week in which the holiday falls, if scheduled, and if scheduled, the working day before and the working day after the holiday. Holidays falling on Saturday may be observed on Saturday, or if the employer so elects, on the preceding Friday.

### **Ironworkers**

- a. Paid Holiday: Labor Day provided employee has been on the payroll for the 5 consecutive work days prior to Labor Day.

### **Laborers (Tunnel Construction)**

- a. Paid Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. No employee shall be eligible for holiday pay when he fails, without cause, to work the regular work day preceding the holiday or the regular work day following the holiday.

### **Roofers**

- a. Paid Holidays: July 4<sup>th</sup>, Labor Day, and Christmas Day provided the employee is employed 15 days prior to the holiday.

### **Sprinkler Fitters**

- a. Paid Holidays: Memorial Day, July 4th, Labor Day, Thanksgiving Day and Christmas Day, provided the employee has been in the employment of a contractor 20 working days prior to any such paid holiday.

### **Truck Drivers**

(Heavy and Highway Construction & Building Construction)

- a. Paid Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas day, and Good Friday, provided the employee has at least 31 calendar days of service and works the last scheduled day before and the first scheduled day after the holiday, unless excused.