UCONN HEALTH

INVITATION TO BID
BIDDER'S PRICE SCHEDULE FOR CAPITAL PROJECTS
UCHC ITB-04.1 Form
Rev. 1/15

Margaret Gilbert

Buyer
860-679-1988
Telephone Number
mgilbert@uchc.edu
E-mail Address
860-284-5873
Fax Number

UNIVERSITY OF CONNECTICUT HEALTH CENTER

Procurement Operations & Contracts
263 Farmington Avenue, MC4036
Farmington, CT 06032-4036

ITB NUMBER:	BID DUE DATE:	BID DUE TIME:	ITB SURETY:
UCHC4-76290218	August 1, 2016	2:00 PM **EST**	10% Bid Bond with Response
ITB TITLE: Project 15-603.03 Parking Lot Repairs Lots D and K			

IMPORTANT: ** Payment terms are net 45 days after receipt of invoice. Any deviation may result in rejection of your submitted price schedule. State of Connecticut is exempt from paying Federal Excise and CT Taxes per Connecticut General Statutes § 12-412 as amended. ** By completing the price schedule the Supplier agrees that it complies with all applicable UConn Health policies and procedures, federal, state, and local laws and regulations, including but not limited to Sections 10a-151a and 10a-151b, 4a-60 and 4a-60a of the Connecticut General Statutes as amended.

Item No.	Description of commodity, equipment, and/or service	Qty.	Unit of Measure	Unit Price	Total Price
	Project Name: Parking Lot Repairs Lots D & K **Project #**: 15-603.03 **Project Description:** This project involves the renovation and replacement of parking lots D and K located on the UConn Health Campus at 263 Farmington Avenue in Farmington, CT. See attached site plan for reference. The parking lots are constructed of bituminous pavement and are in various stages of disrepair. Spaces adjacent to the area are under construction as part of a separate project and there will be some coordination required between the two projects. Construction activities will also need to be coordinated in order to control the impact on the overall parking needs of the campus. **Mandatory Pre-Bid Walkthrough** A Mandatory Prebid walkthrough will be held on Friday July 15, 2016 at 1:00 PM. – Contractors are to meet in Lot K (see attached campus map for location and parking recommendations) Please adhere to all parking requirements as directed. The Specifications and the Drawings will be available for contractor purchase from Joseph Merritt & Company, 650 Franklin Ave, Hartford, CT. Phone: 860-296-2500				

BID PRICING MUST BE ENTERED IN THE PRICING FIELDS OF THE BID FORM.

SUBDIVISION OF CONTRACT PRICE AND SCHEDULE OF VALUES MUST ALSO BE COMPLETED.

PLEASE INDICATE N/A FOR THOSE DIVISIONS OF WORK NOT APPLICABLE.

Construction Period: 45 calendar days to substantial completion **Contractors are requested to submit their proposed schedules as part of their bid.**

BID NOTES:

1. All questions regarding this ITB must be submitted in writing by July 19, 2016 by 4:00 PM.

2. No verbal questions will be accepted. All questions submitted verbally by Bidders at the Pre-Bid walk through shall also be submitted in writing to Procurement Operations following the Pre-Bid Conference. No information communicated verbally shall be effective unless confirmed by written addendum issued by the UCHC Procurement Department.

3. Bidders may not contact anyone other than the buyer listed on this ITB for any information or questions regarding this ITB. Violation of this requirement may result in disqualification of the bidder.

4. Responses must conform to all requirements contained within the ITB checklist at the start of the bid package. As well as the standard submission requirements listed on the checklist, the following forms must also be completed and submitted with your bid. The Bid Form is included with this ITB and in the plans and specifications. All other applicable forms are located in the project specifications.

   - The Bid Form document which includes the pricing information, unit pricing, subdivision of contract price, schedule of values and contractors' certification.
   - **A 10% Bid Bond is required with the bid submittal. Failure to provide will result in rejection of the response.**

5. Bidders shall provide UCHC with one (1) clearly marked original and one (1) exact, legible copy of their response in clearly identified sealed envelopes or sealed boxes by the stated due date/time. CD or Flash Drive containing a PDF version of the response should also be included with the response.

6. **Proposers must review their response to ensure all required signatures are evident. UCHC will not accept unsigned responses. Late bids will not be accepted.**

7. Awarded Contractors who perform services on site must provide a Certificate of Insurance prior to performing the work. The UCHC should be shown as Additional Insured in the "Description of Operations" section. The "Certificate Holder" should be "UConn Health Center, 263 Farmington Avenue, Farmington, CT 06032."
   All bidders must agree to carry sufficient worker's compensation and liability insurance in a company licensed to do business in Connecticut and to furnish certificates of insurance should award be made to said bidder for the contract

	of this construction. 8. All bidders must agree and warrant that in the performance of this contract, he/she 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, mental retardation, sexual orientation 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 the State of Connecticut, and further agrees to provide the Commission on Human Rights and Opportunities (CHRO) with such information requested by the Commission concerning the employment practices and procedures of the Contractor as they relate to the provisions of this section. 9. Enforcement of Affirmative Action plan requirements of Public Works contractors: The Commission on Human Rights and Opportunities (CHRO) will rigorously enforce the Regulations concerning Contract Compliance, 46a-68j-21 through 46a-68j-43, in particular, sections 26, 27 and 28, regarding affirmative action obligations of Public Works contractors. These sections require contractors who are successful bidders on Public Works contracts of $50,000 or more to submit to, and have approved by the CHRO, an affirmative action plan prior to the award of any such contract as required by CT General Statutes as amended by Section 8 of Public Act 99-75. UCHC shall withhold two percent (2%) of the total Contract Price per month from any payment made to such Contractor until such time as the Contractor has developed an Affirmative Action Plan, and received the approval of the Commission. 10. Pursuant to CT General Statute 4a-60g: a) Twenty-five percent of the total contract value shall be contracted through State of Connecticut Certified Small Businesses. Note: If award winner is a State of Connecticut Certified Small Business, the contractor is exempt from this requirement (Item No. 2 applies). b) Six and a quarter percent of the total contract value shall be contracted through State of Connecticut Certified Minority and Woman-Owned Business. 11. State of Connecticut Prevailing Wage rates apply when the total cost of all work to be performed by all contractors and subcontractors in connection with remodeling, refinishing, refurbishing, rehabilitation, alteration or repair of any public works project equals or exceeds One Hundred Thousand Dollars ($100,000.00) and new construction equals or exceeds Four Hundred Thousand Dollars ($400,000.00). If required, the wages paid on an hourly basis to any mechanic, laborer, or workman employed on 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 shall be 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.

a) Each contractor who is awarded a contract on or after October 15, 2002 shall be subject to provisions of the Connecticut General Statutes, Section 31-53 as amended by Public Act 02-69, "An Act Concerning Annual Adjustments to Prevailing Wages." Wage rates will be posted each July1st on the Connecticut Department of Labor website: www.ctdol.state.ct.us. It will be the successful contractor's responsibility to monitor wage rates issued by the Connecticut Department of Labor and ensure that non-supervisory employees are paid the most current wage and benefit rate. Such prevailing wage adjustments will not be considered a basis for an annual contract amendment.

b) 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: http://www.ct.gov/dol. For those without Internet access, please contact the Contract Compliance Unit, Wage and Workplace Standards Division, Connecticut Department of Labor, 200 Folly Brook Blvd., Wethersfield, CT 06109 at (860) 263-6543.

c) A copy of the current Prevailing Wage rates will be included with this bid.

d) The bidder shall submit with their proposal a completed, notarized Wage Certification form. This form will be included in the Prevailing Wage addendum and is also available on the Department of Labor's webpage.

e) Pursuant to State of Connecticut General Statues 31-53 and 31-57F, the awarded bidder shall submit a certified payroll record, utilizing the form furnished within the ITB addendum. This form is also available on the Department of Labor's webpage. The certified payroll shall be submitted on a monthly basis with a Statement of Compliance to UCHC.

12. If the Contractor or any of its subcontractors is a non-resident contractor, the Contractor and/or subcontractor shall comply with the requirements of Connecticut General Statutes Section 12-430(7) ("the statute"), to the extent applicable. If the Contractor is a verified contractor as defined in the statute, the Contractor shall provide to the Owner written verification of that status from the State Commissioner of Revenue Services.

	If the Contractor is an unverified contractor as defined in the statute, the Contractor shall provide to the Owner proof that the Contractor has posted with the Commissioner of Revenue Services a surety bond in an amount equal to five percent (5%) of the contract price and which is otherwise in compliance with the requirements of the statute. 13. A 100% Performance Bond and a 100% Labor and Material Bond shall be furnished by the bidder awarded the contract, and shall be in an amount of 100% of the contract price. Bidder awarded the contract shall have ten (10) days After Receipt of Order to submit bonds to the Director of Campus Planning. 14. Upon request, the bidder shall submit information including but not limited to, company financial status; list of completed projects for the current year beginning in January, and two (2) previous years; references from each completed project including owner name and phone number; and all other informational requests. Failure to provide such information shall lead to rejection of bid. 15. No changes to these specifications are to be acknowledged without the written authority of the UCHC Procurement Operations and Contracts Department.				

CONTACT INFORMATION:
Please use the name and address indicated on page 1 of this form for ALL correspondence with the University of Connecticut Health Center concerning this ITB.

NOTE:
Upon notification of the lowest qualified Supplier, the Supplier may be required to successfully execute a contract in accordance with UConn Health and the State of CT contracting laws and regulations.

SPECIFY DELIVERY:

AFTER RECEIPT OF ORDER (ARO)

PAYMENT TERMS:	**CASH DISCOUNT _____ % _____ # OF DAYS** ***(NET 45 DAYS)***

SUPPLIER NAME:

STREET ADDRESS INCLUDING CITY, STATE AND ZIP CODE:

CONTACT PERSON NAME & TITLE:

PHONE:	**FAX:**	**EMAIL:**
NAME OF PERSON AUTHORIZED TO SIGN ON BEHALF OF THE ABOVE NAMED SUPPLIER:		
SIGNATURE OF PERSON AUTHORIZED TO SIGN ON BEHALF OF THE ABOVE NAMED SUPPLIER:		
DATE SIGNED:		

*****Attach additional pages if needed*****

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Buyer
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Fax Number

UNIVERSITY OF CONNECTICUT HEALTH CENTER

Procurement Operations & Contracts
263 Farmington Avenue, MC4036
Farmington, CT 06032-4036

ITB NUMBER:	BID DUE DATE:	BID DUE TIME:	ITB SURETY:
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UConn Health Overview

UConn Health is a vibrant, integrated academic medical center based in Farmington, Connecticut – a popular suburb of the state's capitol of Hartford. It is home to the School of Medicine, School of Dental Medicine, John Dempsey Hospital, UConn Medical Group, UConn Health Partners, University Dentists and a thriving research enterprise.

UConn Health is at the center of Bioscience Connecticut, which will strengthen Connecticut's position as a national and global leader for bioscience innovation and improve access to quality health care for Connecticut citizens for generations to come.

With approximately 5,000 employees, UConn Health is a major economic driver in the region. It is closely linked with the University of Connecticut's main campus in Storrs through multiple, cross-campus projects.

The goods and/or services that UConn Health is seeking to obtain through this ITB will support UConn Health's mission of helping people achieve and maintain healthy lives and restoring wellness/health to maximum attainable levels.

Additional information about UConn Health's health care services, educational programs, research, community outreach, campus, Board of Directors, executive and administrative leadership, and mission, vision, values and goals are available on the UConn Health website, at http://www.uchc.edu/about/index.html.

UCONN HEALTH

INVITATION TO BID
ACKNOWLEDGMENT: RECEIPT OF ITB DOCUMENTS
UCHC ITB-01 Form
Rev. 1/15

Margaret Gilbert
Buyer
860-679-1988
Telephone Number
mgilbert@uchc.edu
E-mail Address
860-284-5873
Fax Number

UNIVERSITY OF CONNECTICUT HEALTH CENTER

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NOTE: Please complete and return this acknowledgement as soon as possible to the email address or fax number indicated above. This document is crucial for bid follow-up.

Please check one of the following boxes: ☐ Submitting a bid ☐ NOT submitting a bid

Complete the following information:

Firm/Corporation Name:	
Street Address:	
City, State, Zip Code:	
Contact Name/Title:	
Phone Number:	
Fax Number:	
E-mail Address:	

UCONN HEALTH

INVITATION TO BID
BIDDER'S CHECKLIST
UCHC ITB-02 Form
Rev. 1/15

Margaret Gilbert
Buyer
860-679-1988
Telephone Number
mgilbert@uchc.edu
E-mail Address
860-284-5873
Fax Number

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IT IS SUGGESTED THAT YOU REVIEW AND CHECK OFF EACH ACTION ITEM AS YOU COMPLETE IT	CHECK
1. Form UCHC ITB-01 (Acknowledgement: Receipt of ITB Documents) was completed and returned at least 48 hours before the bid due date and time.	☐
2. Form UCHC ITB-03 (Bidder's Info, Debarment & W-9) is fully completed, signed in the appropriate location by an authorized representative and included with your bid.	☐
3. Form UCHC ITB-04 (Bidder's Response Spreadsheet) is included with your bid and contains the following:	
a. Bidder's name is located in the upper right corner.	☐
b. Responses have been entered for all information and pricing requested. (For ease of identification, the fields that require data entry are highlighted in green).	☐
c. You have attached copies of any documents required as a result of your responses.	☐
d. The bid prices indicated were reviewed and verified.	☐
e. The price extensions and totals were reviewed and verified. In case of discrepancy between unit prices and total prices, the unit price will govern the bid evaluation.	☐
f. Any errors, alterations, corrections or erasures to unit prices or total prices **must** be initialed by the person who signs the bid or his/her designee. Such changes made and not initialed may result in rejection of that portion of the bid.	☐
4. If required, any technical or descriptive literature, drawings, or bid samples are included with your bid.	☐
5. Form UCHC ITB-05 (CHRO Contract Compliance) was completed in its entirety, signed and submitted with your bid, even if the business is family owned or operated, and regardless of the number of employees. Non-compliance may result in bid rejection.	☐
6. Form UCHC ITB-06 (SEEC Form 10 Compliance) was completed in its entirety, signed and submitted with your bid. Non-compliance may result in bid rejection.	☐
7. All required documents identified on Form UCHC ITB-07 (Affidavits and Certifications) were completed and uploaded to the Company's profile on BizNet, and the signed form UCHC ITB-07 is included with your bid.	☐
a) **Nondiscrimination Certification** – Any contract value	☐
b) **OPM Ethics Form 5** (Consulting Agreement Affidavit) – contracts valued at $50,000 or more	☐
c) **OPM Ethics Form 6** (Affirmation of Receipt of State Ethics Laws Summary) – Large state construction or procurement contracts valued at $500,000 or more. *(if applicable)*	☐
d) **OPM Ethics Form 7** (Iran Certification) – Large state contracts valued at $500,000 or more. *(if applicable)*	☐
8. Form UCHC ITB-09 (Business Associate Agreement) was signed and submitted with your bid. *(if applicable)*	☐
9. Form UCHC ITB-10 (Addendum) was signed and submitted with your bid. *(if applicable)*	☐

10.	Form UCHC ITB-11 (Addendum Q & A) was signed and submitted with your bid. *(if applicable)*	☐
11.	Form UCHC ITB-04 Bidder's Response Spreadsheet was completed in its entirety.	☐
12.	Freight quotes and shipping details were submitted to Megalogistics via email at palazzini@uchc.edu. *(if applicable)*	☐

NOTE: The bid is to be mailed or hand-delivered in time to be received no later than the designated bid due date and time. Late bids are not accepted under any circumstances. Please allow enough time if you are mailing in your bid. It is the Bidder's responsibility to ensure that hand delivered bids are date and time stamped as received by University of Connecticut Health Center's Procurement Department.

a) MAIL: Use the mailing label format and address below when submitting your bid via mail.

SEALED ITB NUMBER:	UCHC4-76290218
NOT TO BE OPENED UNTIL:	August 1, 2016
RETURN BID TO:	**University of Connecticut Health Center** **263 Farmington Avenue MC 4036** **Farmington, CT 06032**

b) HAND DELIVERY: Present hand delivered bids to a representative of the Procurement Department at the following address:

University of Connecticut Health Center
Procurement Department
16 Munson Road 2nd Floor
Farmington, CT 06032

NOTE: All bids shall become the sole property of the University of Connecticut Health Center and will not be returned. Your submitted bid may be rejected if the following requirements are not met:

a) The following documents have been completed in their entirety and signed by a duly authorized representative of the company where applicable.
- UCHC ITB-03 Bidder's Info, Debarment & W-9
- UCHC ITB-04 Bidder's Response Spreadsheet
- UCHC ITB-05 CHRO Contract Compliance
- UCHC ITB-06 SEEC Form 10 Compliance
- UCHC ITB-07 Affidavits & Certifications
- UCHC ITB-09 Business Associate Agreement *(if applicable)*
- UCHC ITB-10 Addendum *(if applicable)*
- UCHC ITB-11 Addendum Q & A *(if applicable)*

b) Applicable Nondiscrimination Certification and OPM Ethics Forms referenced in item number 7 on the above checklist must be signed, notarized (where applicable), and uploaded to the Company's profile on BizNet at the following website: https://www.biznet.ct.gov/AccountMaint/Login.aspx.

The links listed below are provided for your convenience. It is your responsibility to ensure that you are compliant with the most current laws, regulations, rules & policies.

- **Refer to "Guide to the Code of Ethics For Current or Potential State Contractors" at the following website:** http://www.ct.gov/ethics/cwp/view.asp?a=3488&q=414966
- **Refer to "State of Connecticut Supplier Diversity Program" at the following website:** http://www.das.state.ct.us/cr1.aspx?page=34
- **Refer to "Nondiscrimination Certification" at the following website:** http://www.ct.gov/opm/cwp/view.asp?a=2982&q=390928&opmNav_GID=1806
- **Refer to "OPM Ethics Forms" at the following website:** http://www.ct.gov/opm/cwp/view.asp?a=2982&q=386038

UCONN HEALTH

INVITATION TO BID
BIDDER'S INFO, DEBARMENT & W-9
UCHC ITB-03 Form
Rev. 11/15

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INVITATION TO BID: Pursuant to the provisions of Sections 10a-151a, 10a-151b and 4a-57 of the Connecticut General Statutes as amended, sealed bids will be received by the University of Connecticut Health Center for furnishing the commodities and/or services described in this ITB.

IMPORTANT: ALL pages of this form must be completed, signed and returned by the Bidder as part of the bid package. Failure to complete and submit all pages may constitute grounds for rejection of your bid. By completing this form, the Bidder agrees that it complies with all applicable UConn Health policies and procedures, federal, state, and local laws and regulations, including but not limited to Sections 10a-151a and 10a-151b, 4a-60 and 4a-60a of the Connecticut General Statutes as amended.

SECTION 1 of 4: **BIDDER INFORMATION**

COMPLETE LEGAL BUSINESS NAME:	TAXPAYER ID NUMBER (TIN):
BUSINESS NAME, TRADE NAME, DOING BUSINESS AS (IF DIFFERENT FROM ABOVE):	WILL CONTRACT BE WITH DBA? (IF APPLICABLE): ☐ YES ☐ NO
PRINCIPAL PLACE OF BUSINESS (CITY & STATE):	IS YOUR BUSINESS A HUMAN TISSUE SUPPLIER? ☐ YES ☐ NO
LIST TYPES OF PRODUCTS AND OR SERVICES PROVIDED:	

NOTE: IF YOUR BUSINESS IS AN *INDIVIDUAL/SOLE PROPRIETOR*, INDIVIDUAL'S NAME MUST APPEAR IN THE COMPLETE LEGAL BUSINESS NAME BLOCK ABOVE. IF YOUR BUSINESS IS A *PARTNERSHIP*, YOU MUST ATTACH THE NAMES AND TITLES OF ALL PARTNERS.

IS YOUR BUSINESS CURRENTLY A **STATE OF CT** *CERTIFIED* SMALL BUSINESS ENTERPRISE? IF SO, PLEASE ATTACH A COPY OF THE CERTIFICATE? (PLEASE CHECK) ☐ YES ☐ NO	IS IT POSSIBLE THAT WORK WILL BE PERFORMED **OFFSHORE** (OUTSIDE OF THE UNITED STATES OR A U.S. TERRITORY)? (PLEASE CHECK) ☐ YES ☐ NO

IS YOUR BUSINESS CURRENTLY REGISTERED WITH THE STATE OF CT SECRETARY OF THE STATE'S OFFICE TO DO BUSINESS IN THE STATE OF CT? (PLEASE CHECK) ☐ YES ☐ NO

IF YOU ARE A CURRENT OR PREVIOUS *STATE EMPLOYEE*, INDICATE THE POSITION, AGENCY, AND AGENCY ADDRESS:

_____ _____

_____ _____

_____ _____

CORPORATE ADDRESS:		REMITTANCE ADDRESS:
ADDRESS:		
ADDRESS:		
CITY, STATE, ZIP CODE:		
TELEPHONE NUMBER:		

PURCHASE ORDER DISTRIBUTION:	
PLEASE INDICATE THE BEST METHOD OF PURCHASE ORDER DISTRIBUTION (PLEASE CHECK): ☐ FAX ☐ E-MAIL	
CONTACT NAME:	
TELEPHONE NUMBER:	
FAX NUMBER:	
E-MAIL ADDRESS:	

SECTION 2 of 4: **AFFIRMATION OF BIDDER**

I _____ BEING A DULY AUTHORIZED REPRESENTATIVE OF _____
NAME OF AUTHORIZED PERSON COMPLETE LEGAL BUSINESS NAME

("BIDDER") HEREBY CERTIFY UNDER PENALTY OF FALSE STATEMENT AS FOLLOWS, REGARDING ITB NUMBER UCHC4-76290218
Project 15-603.03 Parking Lot Repairs Lots D and K:

1. BIDDER AGREES TO BE BOUND BY ALL TERMS AND CONDITIONS INCLUDED IN THIS ITB.
2. ALL THE INFORMATION SUPPLIED IN RESPONSE TO THIS ITB IS COMPLETE AND TRUE.
3. DOCUMENTATION OF MY AUTHORITY TO BIND BIDDER IS APPENDED HERETO.

SIGNATURE OF PERSON AUTHORIZED TO SIGN ON BEHALF OF THE ABOVE NAMED BUSINESS: SIGN HERE	DATE EXECUTED:
NAME OF AUTHORIZED PERSON:	TITLE OF AUTHORIZED PERSON:

SECTION 3 of 4: **DEBARMENT CERTIFICATION**

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION - - LOWER TIER COVERED TRANSACTIONS

INSTRUCTIONS FOR CERTIFICATION

1) By signing and submitting this application, the prospective recipient of Federal assistance funds is providing the certification as set out below.
2) The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective recipient of Federal assistance funds knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, UConn Health may pursue available remedies, including suspension and/or debarment.
3) The prospective recipient of Federal assistance funds shall provide immediate written notice to the person to whom this application is submitted if at any time the prospective recipient of Federal assistance funds learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4) The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "application," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549.
5) The prospective recipient of Federal assistance funds agrees by submitting this application that, should the proposed covered transactions be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by UConn Health.
6) The prospective recipient of Federal assistance funds further agrees by submitting this application that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7) A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determined the eligibility of its principals. Each participant may, but is not required, to check the List of Parties Excluded from procurement or Non-Procurement Programs.
8) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9) Except for transactions authorized under Paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is debarred, suspended, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, UConn Health may pursue available remedies including suspension and/or debarment.

Before signing Certification, read all the instructions which are an integral part of the Certification.

1) The prospective recipient of Federal assistance funds certifies, by submission of this application, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this application.

Complete Legal Business Name

Name of Authorized Representative

Title of Authorized Representative

Signature

Date

SECTION 4 of 4: **W-9**

W-9 FOLLOWS ON THE NEXT PAGE

THE REMAINDER OF THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

Form **W-9**
(Rev. August 2013)
Department of the Treasury
Internal Revenue Service

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:
☐ Individual/sole proprietor ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____

☐ Other (see instructions) ▶

Exemptions (see instructions):
Exempt payee code (if any) _____
Exemption from FATCA reporting code (if any) _____

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.

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

Social security number
☐☐☐ – ☐☐ – ☐☐☐☐

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), and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

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 3.

Sign Here **Signature of U.S. person ▶** **Date ▶**

General Instructions

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

Future developments. The IRS has created a page on IRS.gov for information about Form W-9, at *www.irs.gov/w9*. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

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, payments made to you in settlement of payment card and third party network transactions, 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, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and 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 under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 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 section 1446 withholding on your share of partnership income.

STATE OF CONNECTICUT
COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES

NOTICE CONCERNING CONTRACT COMPLIANCE RESPONSIBILITIES

TO ALL LABOR UNIONS, WORKERS REPRESENTATIVES AND VENDORS:

Any contract this contractor has with the State of Connecticut or political subdivisions of the state, other than municipalities, shall be performed in accordance with CONN. GEN. STAT. Section 4a-60 and Section 4a-60a.

This means that this contractor:

1. Agrees to provide the Commission on Human Rights and Opportunities (CHRO) with any information concerning this contractor's employment practices and procedures which relates to the Commission's responsibilities under CONN. GEN. STAT. Sections 4a-60 or 46a-56 or Section 4a-60a.; and

2. Agrees to include the provisions of CONN. GEN. STAT. Section 46a-60(a) and Section 4a-60a in each and every subcontract and purchase order and to take whatever action the CHRO deems necessary to enforce these provisions.

WITH REGARD TO RACE, COLOR, RELIGIOUS CREED, AGE, MARITAL STATUS, NATIONAL ORIGIN, ANCESTRY, SEX, MENTAL RETARDATION OR PHYSICAL DISABILITY, this means that this contractor:

1. Shall not discriminate or permit discrimination against anyone;

2. Shall take affirmative action so that persons applying for employment are hired on the basis of job-related qualifications and that employees once hired are treated without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, unless the contractor can show that the disability prevents performance of the work involved;

3. Shall state in all advertisements for employees that it is an affirmative action-equal opportunity employer;

4. Shall comply with CONN. GEN. STAT. Sections 4a-60, 46a-68e and 46a-68f and with each regulation or relevant order issued by the CHRO under CONN. GEN. STAT. Sections 46a-56, 46a-68e and
46a-68f; and

5. Shall make, if the contract is a public works contract, good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials.

WITH REGARD TO SEXUAL ORIENTATION, GENDER IDENTITY OR EXPRESSION:

1. The contractor will not discriminate or permit discrimination against anyone, and employees will be treated without regard to their sexual orientation, gender identity or expression once employed; and

2. The contractor agrees to fully comply with Section 4a-60a and each regulation or relevant order issued by the CHRO under CONN. GEN. STAT. Section 46a-56.

Persons having questions about this notice or their rights under the law are urged to contact the:

COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES
AFFIRMATNE ACTION AND CONTRACT COMPLIANCE UNIT
25 Sigourney Street
Hartford, Connecticut 06106
860-541-4709

COPIES OF THIS NOTICE SHALL BE POSTED IN CONSPICUOUS PLACES AVAILABLE TO ALL EMPLOYEES AND APPLICANTS FOR EMPLOYMENT

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.

2) Description of Job Categories (as used in Part IV Bidder Employment Information) (Page 2)

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.

3) Definition of Racial and Ethnic Terms (as used in Part IV Bidder Employment Information)

White (not of Hispanic Origin)- All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East. Black(not of Hispanic Origin)- All persons having origins in any of the Black racial groups of Africa. Hispanic- All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.	Asian or Pacific Islander- 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. American Indian or Alaskan Native- All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

BIDDER CONTRACT COMPLIANCE MONITORING REPORT

PART I - Bidder Information

Company Name Street Address City & State Chief Executive	Bidder Federal Employer (LAST 4 DIGITS ONLY) Identification Number_XX-XXX_____ Or Social Security Number_XXX-XX-_____
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-discrim ination 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. _____ _____

Part III - Bidder Subcontracting Practices

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)

PART V - Bidder Hiring and Recruitment Practices

1. Which of the following recruitment sources are used by you? (Check yes or no, and report percent used)				2. Check (X) next to 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			0.00%		Work Experience	
Private Employment Agencies			0.00%		Ability to Speak or Write English	
Schools and Colleges			0.00%		Written Tests	
Newspaper Advertisement			0.00%		High School Diploma	
Walk Ins			0.00%		College Degree	
Present Employees			0.00%		Union Membership	
Labor Organizations			0.00%		Personal Recommendation	
Minority/Community Organizations			0.00%		Height or Weight	
Others (please identify)			0.00%		Car Ownership	
			0.00%		Arrest Record	
			0.00%		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)

SEEC FORM 10
CONNECTICUT STATE ELECTIONS ENFORCEMENT COMMISSION
Rev. 1/11

Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitation Limitations

Acknowledgement of Receipt of Explanation of Prohibitions for Incorporation in Contracting and Bidding Documents

This notice is provided under the authority of Connecticut General Statutes §9-612(g)(2), as amended by P.A. 10-1, and is for the purpose of informing state contractors and prospective state contractors of the following law (italicized words are defined on the reverse side of this page).

CAMPAIGN CONTRIBUTION AND SOLICITATION LIMITATIONS

No *state contractor, prospective state contractor, principal of a state contractor or principal of a prospective state contractor*, with regard to a *state contract* or *state contract solicitation* with or from a state agency in the executive branch or a quasi-public agency or a holder, or principal of a holder of a valid prequalification certificate, shall make a contribution to (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of Governor, Lieutenant Governor, Attorney General, State Comptroller, Secretary of the State or State Treasurer, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee (which includes town committees).

In addition, no holder or principal of a holder of a valid prequalification certificate, shall make a contribution to (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of State senator or State representative, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee.

On and after January 1, 2011, no state contractor, prospective state contractor, principal of a state contractor or principal of a prospective state contractor, with regard to a state contract or state contract solicitation with or from a state agency in the executive branch or a quasi-public agency or a holder, or principal of a holder of a valid prequalification certificate, shall **knowingly** *solicit* contributions from the state contractor's or prospective state contractor's employees or from a *subcontractor* or *principals of the subcontractor* on behalf of (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of Governor, Lieutenant Governor, Attorney General, State Comptroller, Secretary of the State or State Treasurer, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee.

DUTY TO INFORM

State contractors and prospective state contractors are required to inform their principals of the above prohibitions, as applicable, and the possible penalties and other consequences of any violation thereof.

PENALTIES FOR VIOLATIONS

Contributions or solicitations of contributions made in violation of the above prohibitions may result in the following civil and criminal penalties:

Civil penalties—Up to $2,000 or twice the amount of the prohibited contribution, whichever is greater, against a principal or a contractor. Any state contractor or prospective state contractor which fails to make reasonable efforts to comply with the provisions requiring notice to its principals of these prohibitions and the possible consequences of their violations may also be subject to civil penalties of up to $2,000 or twice the amount of the prohibited contributions made by their principals.

Criminal penalties—Any knowing and willful violation of the prohibition is a Class D felony, which may subject the violator to imprisonment of not more than 5 years, or not more than $5,000 in fines, or both.

CONTRACT CONSEQUENCES

In the case of a state contractor, contributions made or solicited in violation of the above prohibitions may resulting the contract being voided.

In the case of a prospective state contractor, contributions made or solicited in violation of the above prohibitions shall result in the contract described in the state contract solicitation not being awarded to the prospective state contractor, unless the State Elections Enforcement Commission determines that mitigating circumstances exist concerning such violation.

The State shall not award any other state contract to anyone found in violation of the above prohibitions for a period of one year after the election for which such contribution is made or solicited, unless the State Elections Enforcement Commission determines that mitigating circumstances exist concerning such violation.

SEEC FORM 10

CONNECTICUT STATE ELECTIONS ENFORCEMENT COMMISSION
Rev. 1/11

DEFINITIONS

"State contractor" means a person, business entity or nonprofit organization that enters into a state contract. Such person, business entity or nonprofit organization shall be deemed to be a state contractor until December thirty-first of the year in which such contract terminates. "State contractor" does not include a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Prospective state contractor" means a person, business entity or nonprofit organization that (i) submits a response to a state contract solicitation by the state, a state agency or a quasi-public agency, or a proposal in response to a request for proposals by the state, a state agency or a quasi-public agency, until the contract has been entered into, or (ii) holds a valid prequalification certificate issued by the Commissioner of Administrative Services under section 4a-100. "Prospective state contractor" does not include a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Principal of a state contractor or prospective state contractor" means (i) any individual who is a member of the board of directors of, or has an ownership interest of five per cent or more in, a state contractor or prospective state contractor, which is a business entity, except for an individual who is a member of the board of directors of a nonprofit organization**,** (ii) an individual who is employed by a state contractor or prospective state contractor, which is a business entity, as president, treasurer or executive vice president, (iii) an individual who is the chief executive officer of a state contractor or prospective state contractor, which is not a business entity, or if a state contractor or prospective state contractor has no such officer, then the officer who duly possesses comparable powers and duties, (iv) an officer or an employee of any state contractor or prospective state contractor who has *managerial or discretionary responsibilities with respect to a state contract,* (v) the spouse or a *dependent child* who is eighteen years of age or older of an individual described in this subparagraph, or (vi) a political committee established or controlled by an individual described in this subparagraph or the business entity or nonprofit organization that is the state contractor or prospective state contractor.

"State contract" means an agreement or contract with the state or any state agency or any quasi-public agency, let through a procurement process or otherwise, having a value of fifty thousand dollars or more, or a combination or series of such agreements or contracts having a value of one hundred thousand dollars or more in a calendar year, for (i) the rendition of services, (ii) the furnishing of any goods, material, supplies, equipment or any items of any kind, (iii) the construction, alteration or repair of any public building or public work, (iv) the acquisition, sale or lease of any land or building, (v) a licensing arrangement, or (vi) a grant, loan or loan guarantee. "State contract" does not include any agreement or contract with the state, any state agency or any quasi-public agency that is exclusively federally funded, an education loan, a loan to an individual for other than commercial purposes or any agreement or contract between the state or any state agency and the United States Department of the Navy or the United States Department of Defense.

"State contract solicitation" means a request by a state agency or quasi-public agency, in whatever form issued, including, but not limited to, an invitation to bid, request for proposals, request for information or request for quotes, inviting bids, quotes or other types of submittals, through a competitive procurement process or another process authorized by law waiving competitive procurement.

"Managerial or discretionary responsibilities with respect to a state contract" means having direct, extensive and substantive responsibilities with respect to the negotiation of the state contract and not peripheral, clerical or ministerial responsibilities.

"Dependent child" means a child residing in an individual's household who may legally be claimed as a dependent on the federal income tax of such individual.

"Solicit" means (A) requesting that a contribution be made, (B) participating in any fund-raising activities for a candidate committee, exploratory committee, political committee or party committee, including, but not limited to, forwarding tickets to potential contributors, receiving contributions for transmission to any such committee or bundling contributions, (C) serving as chairperson, treasurer or deputy treasurer of any such committee, or (D) establishing a political committee for the sole purpose of soliciting or receiving contributions for any committee. Solicit does not include: (i) making a contribution that is otherwise permitted by Chapter 155 of the Connecticut General Statutes; (ii) informing any person of a position taken by a candidate for public office or a public official, (iii) notifying the person of any activities of, or contact information for, any candidate for public office; or (iv) serving as a member in any party committee or as an officer of such committee that is not otherwise prohibited in this section.

"Subcontractor" means any person, business entity or nonprofit organization that contracts to perform part or all of the obligations of a state contractor's state contract. Such person, business entity or nonprofit organization shall be deemed to be a subcontractor until December thirty first of the year in which the subcontract terminates. "Subcontractor" does not include (i) a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or (ii) an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Principal of a subcontractor" means (i) any individual who is a member of the board of directors of, or has an ownership interest of five per cent or more in, a subcontractor, which is a business entity, except for an individual who is a member of the board of directors of a nonprofit organization, (ii) an individual who is employed by a subcontractor, which is a business entity, as president, treasurer or executive vice president, (iii) an individual who is the chief executive officer of a subcontractor, which is not a business entity, or if a subcontractor has no such officer, then the officer who duly possesses comparable powers and duties, (iv) an officer or an employee of any subcontractor who has managerial or discretionary responsibilities with respect to a subcontract with a state contractor, (v) the spouse or a dependent child who is eighteen years of age or older of an individual described in this subparagraph, or (vi) a political committee established or controlled by an individual described in this subparagraph or the business entity or nonprofit organization that is the subcontractor.

SEEC FORM 10

CONNECTICUT STATE ELECTIONS ENFORCEMENT COMMISSION
Rev. 1/11

ACKNOWLEDGEMENT OF RECEIPT

SIGNATURE

DATE (mm/dd/yyyy)

NAME OF SIGNER

First Name	MI	Last Name	Suffix

TITLE

COMPANY NAME

Additional information may be found on the website of the State Elections Enforcement Commission,
www.ct.gov/seec
Click on the link to "Lobbyist/Contractor Limitations"

UCONN HEALTH

INVITATION TO BID
AFFIDAVITS & CERTIFICATIONS
UCHC ITB-07 Form
Rev. 1/15

Margaret Gilbert
Buyer
860-679-1988
Telephone Number
mgilbert@uchc.edu
E-mail Address
860-284-5873
Fax Number

UNIVERSITY OF CONNECTICUT HEALTH CENTER

Procurement Operations & Contracts
263 Farmington Avenue, MC4036
Farmington, CT 06032-4036

ITB NUMBER:	BID DUE DATE:	BID DUE TIME:	ITB SURETY:
UCHC4-76290218	August 1, 2016	2:00 PM EST	10% Bid Bond with Respons
ITB TITLE:	Project 15-603.03 Parking Lot Repairs Lots D and K		

INSTRUCTIONS: The chart below identifies which documents are required during the bid and contract process. All documents are located on the State of CT Office of Policy & Management's website at:

Nondiscrimination Certification - http://www.ct.gov/opm/cwp/view.asp?a=2982&q=390928&opmNav_GID=1806
OPM Ethics Forms - http://www.ct.gov/opm/cwp/view.asp?a=2982&q=386038

The required documents **MUST** be uploaded to your Company's profile on the BizNet website located at https://www.biznet.ct.gov/AccountMaint/Login.aspx. For instructions on how to upload the documents, please view the following: http://das.ct.gov/images/1090/Upload%20Instructions.pdf.

WHEN TO UPLOAD ON BIZNET	REQUIRED OPM ETHICS FORMS & NON-DISCRIMINATION CERTIFICATION TO BE SIGNED BY CONTRACTOR			
	ALL Contracts *regardless of* cost or value	ALL Contracts cost or value *$50,000 or more*	ALL Contracts cost of *$500,000 or more*	ONLY Construction or Procurement Contracts cost of *$500,000 or more*
Prior to bid or proposal submission	Nondiscrimination Certification	OPM Ethics Form 5	OPM Ethics Form 7*	OPM Ethics Form 6**
At time of contract execution	Nondiscrimination Certification	OPM Ethics Form 1 OPM Ethics Form 5	OPM Ethics Form 7*	OPM Ethics Form 6**
After contract execution, no later than 15 days after the request of such agency, institution or quasi-public agency for such affirmation from subcontractors & consultants when applicable.				OPM Ethics Form 6**
No later than 14 days **after** the twelve-month anniversary of the most recently filed and/or updated representation or documentation	Nondiscrimination Certification	OPM Ethics Form 1		
No later than 30 days **after** the effective date of such change to the most recently filed document.	Non-Discrimination Certification	OPM Ethics Form 1 OPM Ethics Form 5		OPM Ethics Form 6**

* **OPM Ethics Form 7 - Large state contract** means 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.

** **OPM Ethics Form 6 - Large state construction or procurement contract** means any contract, having a cost of more than five hundred thousand dollars, for

(A) the remodeling, alteration, repair or enlargement of any real asset,
(B) the construction, alteration, reconstruction, improvement, relocation, widening or changing of the grade of a section of a state highway or a bridge,
(C) the purchase or lease of supplies, materials or equipment, as defined in section 4a-50, or
(D) the construction, reconstruction, alteration, remodeling, repair or demolition of any public building.

PLACE A CHECK NEXT TO THE FORM THAT WAS COMPLETED AND UPLOADED ON BIZNET

☐ **Nondiscrimination Certification**

Form A – Representation by Individual *(Regardless of Value)*
Form B – Representation by Entity *($50,000 or less)*
Form C – Affidavit by Entity *($50,000 or more)*

☐ **OPM Ethics Form 5** – Consulting Agreement Affidavit *($50,000 or more)*

☐ **OPM Ethics Form 6** – Affirmation of Receipt of State Ethics Laws Summary *($500,000 or more)*

☐ **OPM Ethics Form 7** – Iran Certification *($500,000 or more)*

I _____ being a duly authorized representative of _____

NAME OF AUTHORIZED PERSON *COMPLETE LEGAL BUSINESS NAME*

hereby certifies that I/We have completed the required forms and uploaded the documents on BizNet.

Name of Authorized Representative	Title of Authorized Representative
Signature	Date

UCONN HEALTH

INVITATION TO BID
ITB TERMS & CONDITIONS
UCHC ITB-08 Form
Rev. 1/15

Margaret Gilbert
Buyer
860-679-1988
Telephone Number
mgilbert@uchc.edu
E-mail Address
860-284-5873
Fax Number

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These terms and conditions govern all Invitations to Bid (ITBs) issued by the University of Connecticut Health Center (UConn Health). All applicable provisions of the Connecticut General Statutes and Regulations of Connecticut State Agencies are incorporated by reference into these terms and conditions. Bidders shall comply with the statutes and regulations as they exist on the date of their bid and as they may be adopted or amended from time to time.

Submission of Bids

1. Bids must be complete and conform to all instructions, terms and conditions of this ITB. UConn Health may reject in whole or in part any bid if in its judgment the best interests of UConn Health will be served by doing so.
2. Bids must be submitted to, received by, and stamped (physically or electronically) as received by UConn Health's Procurement Department on such forms as UConn Health makes available. The address/location for bid submission is specified in this ITB. Telephone or facsimile bids will not be accepted.
3. The date and time that bids are due is specified in this ITB. Bids received after the specified due date and time will not be considered.
4. No additions or changes to any bid will be allowed after the bid due date and time, unless such modification is specifically requested by UConn Health. UConn Health, at its option, may seek bidder retraction and/or clarification of any discrepancy or contradiction found during its review of bids.
5. The sealed envelope containing the bid must be clearly marked with the ITB number, the bid due date and time, and the bidder's name and address.
6. Bids must be computer prepared, typewritten or handwritten in ink, on the forms provided by UConn Health. Bids submitted in pencil shall be rejected. Submission of incomplete responses/forms may result in the rejection of the bid.
7. Conditional bids are subject to rejection in whole or in part. A conditional bid is one which limits, modifies, expands or supplements any of the specifications, terms or conditions of the ITB, including UConn Health's purchase order or standard contract language.
8. Alternate bids will not be considered, unless they are specifically requested by UConn Health. An alternate bid is defined as one which is submitted in addition to the bidder's primary response to the ITB.
9. Bidders must be prepared to provide any evidence of experience, performance, ability, and/or financial surety that UConn Health deems to be necessary or appropriate to fully establish the performance capabilities represented in their bids.
10. Bidders are responsible for all costs and expenses incurred in the preparation of bids and any subsequent work on the bid that is required by UConn Health.
11. All bids must be signed by a person duly authorized to sign bids on behalf of the bidder. Alterations or corrections to bidder's original response and any copies submitted must be initialed by the person signing the bid or his/her authorized designee. If an authorized designee initials an alteration/correction,

written authorization from the person signing the bid to the person initialing the correction must be attached to the bid. Noncompliance with these instructions may result in rejection of the bid in its entirety, or for those items altered/corrected.

12. By submitting a bid, the bidder warrants, represents, and certifies that:
    a. The bid is not made in connection with any other bidder submitting a bid for the same commodity and is in all respects fair and without collusion or fraud.
    b. The prices quoted were arrived at independently, without consultation, communication, or agreement with any other individual or entity for the purpose of restricting competition in connection with this ITB.
    c. Unless otherwise required by law, bidder has not knowingly disclosed its price response directly or indirectly to any other individual or entity.
    d. No attempt has been made, or will be made, by the bidder to induce any other individual or entity to submit or not to submit a bid for the purpose of restricting competition.
    e. No elected or appointed official or employee of the State of Connecticut has or will benefit financially or materially from this procurement, and bidder shall notify UConn Health immediately if bidder becomes aware of a potential or actual conflict of interest. Bidder further acknowledges that any award resulting from this ITB may be terminated by UConn Health if it is determined that gratuities of any kind were offered to or received by any of the aforementioned officials or the bidder's employees or representatives.
    f. If this is a bid for a "state contract" as defined in Section 9-612 of the Connecticut General Statutes, having a value of $50,000 or more, or a combination or series of such agreements or contracts having a value of $100,000 or more in a calendar year, the bidder has received the State Elections Enforcement Commission's notice advising state contractors, prospective state contractors and their principals of state campaign contribution and solicitation prohibitions.
13. Each bid is a binding commitment on the part of the bidder, which UConn Health may incorporate by reference or otherwise, into any order and/or contract with that bidder. The bid must include evidence that is has been duly delivered on the part of the bidder, that the persons submitting the bid have the requisite corporate power and authority to structure, compile, draft, submit and deliver the bid, and subsequently to enter into, execute, deliver and perform on behalf of the bidder any award/contract that results from this ITB.
14. The awarded bidder shall be bound by UConn Health's terms and conditions of purchase at the time of award. This ITB includes a sample of or electronic link to the required terms and conditions, which may be in the form of a purchase order and/or a counter-signed contract, at UConn Health's discretion.
15. All bids submitted become the sole property of UConn Health and will not be returned.
16. All bids are subject to public inspection after the bid has been awarded.

Price Quotes

17. Bidders must honor their quoted prices for a period of one hundred eighty (180) days from the due date of the bid. Bidders may, at their option, agree to honor their quoted prices for a longer period of time.
18. In the event of a discrepancy between the unit price and the extension, the unit price shall govern. Prices must be extended in decimal, not fraction.
19. Pursuant to Section 12-412 of the Connecticut General Statutes, the State of Connecticut is exempt from the payment of excise, transportation and sales taxes imposed by the federal government and/or the State. Such taxes must be excluded from bid prices.
20. To enable an accurate comparison of price submissions, each bidder's response must clearly and completely list all costs associated with the goods/services requested by this ITB. This ITB's pricing response form or other instructions may require certain costs, such as shipping and handling, to be broken out or itemized separately. Bids must comply with all such instructions and pricing must be entered directly into the fields on the form(s) included with this ITB. Bidders will not be permitted to add any categories of costs or other amounts to their total price submission after award.

Freedom of Information

21. Due regard will be given for the protection of proprietary or confidential information contained in all bids received. However, bidders should be aware that all materials associated with this ITB are subject

to the Connecticut Freedom of Information Act (FOIA) and all rules, regulations and interpretations resulting therefrom. It is not sufficient for bidders to merely state generally that their bid is proprietary or confidential in nature. Any sentences, paragraphs, pages or sections which a bidder believes to be exempt from disclosure under the FOIA must be specifically identified as such, and a convincing explanation and rationale for each exemption, consistent with the FOIA provisions, must accompany the bid. The explanation and rationale must be stated in terms of the prospective harm to the competitive position of the bidder that would result if the identified material were to be released and the reasons why the material is legally exempt from release pursuant to the FOIA. In no event shall UConn Health have any liability for the disclosure of any documents or information in its possession which UConn Health believes are required to be disclosed pursuant to FOIA or other requirements of law.

Samples

22. The quality of accepted samples does not supersede the specifications for quality in the ITB unless the sample is superior in quality. All deliveries shall have at least the same quality as any accepted sample.

23. Samples shall be furnished free of charge. Bidders must indicate if return of any sample is desired. UConn Health shall comply with such request provided samples are returned at bidder's sole cost and expense, FCA UConn Health's facility (Incoterms 2010), and that they have not been made useless by testing. If they are made useless by testing, UConn Health may dispose of the samples as it deems to be appropriate. Samples may be held for comparison with deliveries.

Guaranty or Surety

24. Bid and/or performance bonds may be required. Bonds must meet the following requirements: If bidder is a corporation, the bond must be signed by an official of the corporation above his/her official title with corporate seal affixed over the signature; if bidder is a firm or partnership, the bond must be signed by all partners "doing business as" bidder entity; if bidder is an individual, the bond must be signed by the owner, identified as "Owner." The surety company executing or countersigning the bond must be licensed in Connecticut. The bond must be signed by an official of the surety company with the corporate seal affixed over his/her signature. Signatures of two witnesses for both the principal and the surety must appear on the bond. Power of attorney for the official signing the bond for the surety must be submitted with the bond.

Award

25. Notice of award will be made to the "lowest responsible qualified bidder(s)" as defined by Section 4a-59 of the Connecticut General Statutes, in accordance with the criteria set forth in the ITB.

26. The identified lowest responsible qualified bidder has ten (10) days after notice to refuse acceptance of the award. At UConn Health's sole discretion, after ten (10) days, the award may be binding; in that case, UConn Health's issuance of a purchase order to the notified bidder will obligate that bidder to provide the requested goods/services at the prices contained in the bid. If the notified bidder refuses acceptance of the award within the ten-day period, notice will be made to the next lowest responsible qualified bidder(s).

27. UConn Health reserves the right to make an award to multiple bidders.

28. The awarded bidder shall not expect or require UConn Health to issue a purchase order to, or sign a contract with, any other individual or entity for the goods/services that the bidder included in its bid.

29. UConn Health may reject the bid of any bidder that is, or has a principal/member who is, in default of any prior contract or guilty of misrepresentation.

30. UConn Health may correct inaccurate awards resulting from clerical or administrative errors. This may include, in extreme circumstances, revoking an award already made to a bidder and subsequently awarding the bid to another bidder. Such action shall not constitute a breach of contract by UConn Health since the award to the initial bidder is deemed to be void and of no effect as if no contract ever existed between UConn Health and such bidder.

31. The award is contingent upon the awarded bidder's acceptance of all of the terms and conditions in UConn Health's purchase order and/or standard contract (at UConn Health's discretion) and bidder's execution of the applicable required State of Connecticut certifications and affidavits. Samples of, or electronic links to, the relevant documents are included with this ITB.

32. Any award and any acquisition of goods/services resulting from this ITB are contingent upon UConn Health's ability to cancel such award and/or

acquisition, without penalty, if the applicable funds are not available for required payment or if the goods or services fail to meet UConn Health's minimum criteria for acceptance or performance reliability.

33. UConn Health's Affirmative Action, Non-Discrimination and Equal Opportunity Policy is set forth in Policy Number 2002-44. UConn Health will not knowingly award business to a bidder that discriminates against members of any class protected under Sections 4a-60 or 4a-60a of the Connecticut General Statues.

34. Purchases resulting from an award of this ITB will be in compliance with all applicable laws and regulations. Specifically, and without limiting the foregoing, this bid is subject to the provisions of the following Executive Orders: Executive Order No. Three of Governor Thomas J. Meskill, promulgated June 16, 1971, regarding nondiscrimination clauses in state contracts; Executive Order No. Seventeen of Governor Thomas J. Meskill, promulgated February 15, 1973, regarding the posting of job openings with the Connecticut State Employment Service; Executive Order No. Sixteen of Governor John G. Rowland, promulgated August 4, 1999, regarding prevention of violence in the workplace; Executive Order No. Fourteen of Governor M. Jodi Rell, promulgated April 17, 2006, regarding the use of cleaning and/or sanitizing products having properties that minimize potential impacts on human health and the environment, consistent with maintaining clean and sanitary facilities; and Executive Order No. 7C of Governor M. Jodi Rell, promulgated July 13, 2006, establishing the State Contracting Standards Board.

35. The awarded bidder shall comply with UConn Health and John Dempsey Hospital policies and procedures, as well as all applicable laws, ordinances, rules regulations, standards, and orders of governmental, regulatory and accrediting bodies, including but not limited to The Joint Commission, having jurisdiction in the premises.

Oral Agreement or Arrangements

36. Any alleged oral agreements or arrangements made by UConn Health employees or representatives will be disregarded in both the bid evaluation and any associated award.

Subletting or Assigning of Award

37. Regardless of whether a bid references the names of, or incorporates quotes from, other individuals or entities, UConn Health has sole discretion as to whether the awarded bidder is allowed to utilize subcontractor(s) to perform any part of the award. If UConn Health allows subcontracting:

    a. the awarded bidder must obtain UConn Health's express written authorization to subcontract;

    b. the awarded bidder must still provide the majority of services described in this ITB;

    c. any subcontractor(s) must be approved by UConn Health prior to commencing any work;

    d. the awarded bidder shall not prohibit UConn Health from communicating directly with any subcontractor;

    e. the awarded bidder shall be solely responsible for all payment of costs and fees charged by the subcontractor(s);

    f. UConn Health shall not be required to enter into a direct contractual relationship with any of the awarded bidder's subcontractors; and

    g. the awarded bidder shall promptly provide a performance evaluation of any subcontractor to UConn Health upon request.

38. The award resulting from this ITB may not be assigned by the awarded bidder without the express written permission of UConn Health.

Acceptance of UConn Health Terms and Conditions

39. This ITB is not a contract and, alone, shall not be interpreted as such. Rather, this ITB serves as the instrument through which bids are solicited. Once the evaluation of the bids is complete and the lowest responsible qualified bidder(s) identified, the relevant bid(s) and this ITB may then serve as the basis for a contract that will be effective upon UConn Health's issuance of a purchase order to the awarded bidder(s) referencing the ITB and bid response, and/or (at UConn Health's discretion) the execution of a contract by UConn Health and the awarded bidder(s). This ITB and the bid may be referenced in and/or attached to the purchase order and/or contract. If the lowest responsible qualified bidder refuses to accept UConn Health's purchase order or contract terms and conditions, UConn Health may make the award to the next lowest responsible qualified bidder(s). UConn Health may decide at any time to start the ITB process again.

40. Samples of and/or electronic links to UConn Health's required terms and conditions in the form of a purchase order and/or contract, and the required State

of Connecticut certifications and affidavits, are included with this ITB. By submitting a bid, the bidder acknowledges that it has read all of the documents, and that it understands that the successful bidder(s) will be expected to agree to all of UConn Health's required terms and conditions without exception, and sign all applicable documents, including (at UConn Health's discretion) UConn Health's standard contract. Refusal to do so may result in the award being made to the next lowest responsible qualified bidder(s).

41. In accordance with Section 4a-81 of the Connecticut General Statutes, bidders are notified that no state agency shall execute a contract for the purchase of goods or services, which contract has a total value to the state of fifty thousand dollars or more in any calendar or fiscal year, unless the state agency obtains a written affidavit from one of the bidder's principals or key personnel attesting as to whether any consulting agreement has been entered into in connection with the contract being awarded. Such affidavit shall be required if any duties of the consultant included communications concerning business of such state agency, whether or not direct contact with a state agency, state or public official or state employee was expected or made. "Consulting agreement" means any written or oral agreement to retain the services, for a fee, of a consultant for the purposes of (A) providing counsel to a contractor, vendor, consultant or other entity seeking to conduct, or conducting, business with the state, (B) contacting, whether in writing or orally, any executive, judicial, or administrative office of the state, including any department, institution, bureau, board, commission, authority, official or employee for the purpose of solicitation, dispute resolution, introduction or requests for information, or (C) any other similar activity related to such contract. "Consulting agreement" does not include any agreements entered into with a consultant who is registered under the provisions of Chapter 10 of the Connecticut General Statutes concerning the State's Codes of Ethics, as of the date such affidavit is submitted. Such affidavit shall: be sworn as true to the best knowledge and belief of the person signing the certification on the affidavit; be subject to the penalties of false statement; and include the name of the consultant, the consultant's firm, the basic terms of the consulting agreement, a brief description of the services provided, and an indication as to whether the consultant is a former state employee or public official. If the consultant is a former state employee or public official, such affidavit shall indicate his or her former agency and the date such employment terminated. If there is any change in the information contained in the most recently filed, an updated affidavit shall be submitted either (A) not later than thirty days after the effective date of any such change, or (B) upon the submittal of any new bid or proposal, whichever is earlier. If a bidder refuses to submit the affidavit required by C.G.S. § 4a-81, the bidder shall be disqualified.

42. In accordance with Section 4-252 of the Connecticut General Statutes, bidders are notified that no state agency shall execute a large state contract unless the state agency obtains a written certification from one of the bidder's principals or key personnel, certifying that: (1) no gifts were made by (A) the bidder, (B) any of bidder's principals and key personnel who participate substantially in preparing bids, proposals or negotiating state contracts, or (C) any of bidder's agents who participates substantially in preparing bids, proposals or negotiating state contracts, to (i) any public official or state employee of the state agency soliciting bids or proposals for state contracts, who participates substantially in the preparation of bid solicitations or requests for proposals 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; (2) no such principals, key personnel or agents of the bidder knows of any action by the bidder to circumvent such prohibition on gifts by providing for any other principals and key personnel, official, employee or agent of the bidder to provide a gift to any such public official or state employee; and (3) the bidder is submitting bids or proposals without fraud or collusion with any person. Each 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. If there is any change in the information contained in the most recently filed certification, an updated certification shall be submitted either (A) not later than thirty days after the effective date of any such change, or (B) upon the submittal of any new bid or proposal for a large state contract, whichever is earlier. An accurate, updated certification must also be submitted not later than 14 days after the 12-month anniversary of the most recently filed certification or updated certification. If a bidder refuses to submit the certification required by C.G.S. § 4-252, the bidder shall be disqualified. Definitions of the terms "gift,"

"public official," "state employee," "state agency," "large state contract," "principals and key personnel," and "participated substantially" are provided in Section 4-250 of the Connecticut General Statutes.

Ownership of Goods/Services

43. Any goods/services, whether acceptable or unacceptable, first developed or reduced to practice under an award made as a result of this ITB shall be the sole property of UConn Health unless otherwise agreed to in writing by UConn Health.

Performance and Payments

44. Under no circumstances shall the awarded bidder begin to perform prior to the effective date of any contract created by the issuance of a purchase order or the execution of an agreement by UConn Health and the awarded bidder. UConn Health shall have no obligation to bidders who begin performance prior to execution of a contract or receipt of UConn Health's purchase order.
45. All payments shall adhere to the pricing and terms contained in the bid and agreed to by UConn Health.

Evaluation of Performance

46. During or after the term of any award that results from this ITB, UConn Health may conduct evaluations of the awarded bidder's performance. The awarded bidder shall cooperate with UConn Health in any such evaluations and work with UConn Health to correct any deficiencies noted.

Amendment or Cancellation

UConn Health reserves the right to cancel, amend, modify or otherwise change this ITB at any time if it deems such action to be in the best interest of UConn Health.

Margaret Gilbert
Buyer
860-679-1988
Telephone Number
mgilbert@uchc.edu
E-mail Address
860-284-5873
Fax Number

UNIVERSITY OF CONNECTICUT HEALTH CENTER

Procurement Operations & Contracts
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UNIVERSITY OF CONNECTICUT HEALTH CENTER BUSINESS ASSOCIATE AGREEMENT

Health Insurance Portability and Accountability Act of 1996 ("HIPAA")

(a) If the Contractor is a Business Associate under the requirements of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), the Contractor must comply with all terms and conditions of this Section of the Contract. If the Contractor is not a Business Associate under HIPAA, this Section of the Contract does not apply to the Contractor for this Contract.

(b) The Contractor is required to safeguard the use, publication and disclosure of information on all applicants for, and all clients who receive, services under this business associate contract (this "Contract") in accordance with all applicable federal and state law regarding confidentiality, which includes but is not limited to HIPAA, more specifically with the Privacy and Security Rules at 45 C.F.R. part 160 and part 164, subparts A, C, and E; and

(c) The University of Connecticut Health Center, a State of Connecticut Agency ("Agency") is a "covered entity" as that term is defined in 45 C.F.R. § 160.103; and

(d) The Contractor and the Agency agree to the following in order to secure compliance with the HIPAA, the requirements of Subtitle D of the Health Information Technology for Economic and Clinical Health Act (Pub. L. 111-5, §§ 13400 to 13423) ("HITECH Act"), and more specifically with the Privacy and Security Rules at 45 C.F.R. part 160 and part 164, subparts A, C, D and E (collectively referred to herein as the "HIPAA Standards").

(e) Definitions.

(1) "Breach" shall have the same meaning as the term is defined in section 45 C.F.R. 164.402 and shall also include any use or disclosure of PHI that violates the HIPAA Standards.

(2) "Business Associate," as that term is defined in 45 C.F.R. § 160.103, shall mean the Contractor.

(3) "Covered Entity" shall mean the Agency.

(4) "Designated Record Set" shall have the same meaning as the term "designated record set" in 45 C.F.R. § 164.501.

(5) "Electronic Health Record" shall have the same meaning as the term is defined in section 13400 of the HITECH Act (42 U.S.C. § 17921(5)).

(6) "Individual" shall have the same meaning as the term "individual" in 45 C.F.R. § 160.103 and shall include a person who qualifies as a personal representative as defined in 45 C.F.R. § 164.502(g).

(7) "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. part 160 and part 164, subparts A and E.

(8) "Protected Health Information" or "PHI" shall have the same meaning as the term "protected health information" in 45 C.F.R. § 160.103, and includes electronic PHI, as defined in 45 C.F.R. 160.103, limited to information created, maintained, transmitted or received by the Business Associate from or on behalf of the Covered Entity or from another Business Associate of the Covered Entity.

(9) "Required by Law" shall have the same meaning as the term "required by law" in 45 C.F.R. § 164.103.

(10) "Secretary" shall mean the Secretary of the Department of Health and Human Services or his designee.

(11) "More stringent" shall have the same meaning as the term "more stringent" in 45 C.F.R. § 160.202.

(12) "This Contract" refers to the HIPAA Provisions stated herein, in their entirety.

(13) "Security Incident" shall have the same meaning as the term "security incident" in 45 C.F.R. § 164.304.

(14) "Security Rule" shall mean the Security Standards for the Protection of Electronic Protected Health Information at 45 C.F.R. part 160 and part 164, subpart A and C.

(15) "Unsecured protected health information" shall have the same meaning as the term as defined in 45 C.F.R. § 164.402.

(f) Obligations and Activities of Business Associate.

(1) Business Associate agrees not to use or disclose PHI other than as permitted or required by this Contract or any other duly executed agreement with Covered Entity or as Required by Law.

(2) Business Associate agrees to use and maintain appropriate safeguards and comply with applicable HIPAA Standards with respect to all PHI and to prevent use or disclosure of PHI other than as provided for in this Contract and in accordance with HIPAA standards.

(3) Business Associate agrees to use administrative, physical and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of electronic protected health information that it creates, receives, maintains, or transmits on behalf of the Covered Entity.

(4) Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to the Business Associate of a use or disclosure of PHI by Business Associate in violation of this Contract.

(5) Business Associate agrees to report to Covered Entity any use or disclosure of PHI not provided for by this Contract or any other duly executed agreement with Covered Entity or any security incident of which it becomes aware.

(6) Business Associate agrees, in accordance with 45 C.F.R. §§ 502(e)(1)(ii) and 164.308(d)(2), if applicable, to ensure that any subcontractors that create, receive, maintain or transmit protected health information on behalf of the Business Associate, agree to the same restrictions, conditions, and requirements that apply to the Business Associate with respect to such information.

(7) Business Associate agrees to provide access (including inspection, obtaining a copy or both), at the request of the Covered Entity, and in the time and manner designated by the Covered Entity, to PHI in a Designated Record Set, to Covered Entity or, as directed by Covered Entity, to an Individual in order to meet the requirements under 45 C.F.R. § 164.524. Business Associate shall not charge any fees greater than the lesser of the amount charged by the Covered Entity to an Individual for such records; the amount permitted by state law; or the Business Associate's actual cost of postage, labor and supplies for complying with the request.

(8) Business Associate agrees to make any amendments to PHI in a Designated Record Set that the Covered Entity directs or agrees to pursuant to 45 C.F.R. § 164.526 at the request of the Covered Entity, and in the time and manner designated by the Covered Entity.

(9) Business Associate agrees to make internal practices, books, and records, including policies and procedures and PHI, relating to the use and disclosure of PHI received from, or created, maintained, transmitted or received by, Business Associate on behalf of Covered Entity, available to Covered Entity or to the Secretary in a time and manner agreed to by the Parties or designated by the Secretary, for purposes of the Secretary investigating or determining Covered Entity's compliance with the HIPAA Standards.

(10) Business Associate agrees to document such disclosures of PHI and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528 and section 13405 of the HITECH Act (42 U.S.C. § 17935) and any regulations promulgated thereunder.

(11) Business Associate agrees to provide to Covered Entity, in a time and manner designated by the Covered Entity, information collected in accordance with subsection (f)(10) of this Contract, to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528 and section 13405 of the HITECH Act (42 U.S.C. § 17935) and any regulations promulgated thereunder. Business Associate agrees at the Covered Entity's direction to provide an accounting of disclosures of PHI directly to an Individual in accordance with 45 C.F.R. § 164.528 and section 13405 of the HITECH Act (42 U.S.C. § 17935) and any regulations promulgated thereunder.

(12) Business Associate agrees to comply with any state or federal law that is more stringent than the Privacy Rule.

(13) Business Associate agrees to comply with the requirements of the HITECH Act relating to privacy and security that are applicable to the Covered Entity and with the requirements of 45 C.F.R. §§ 164.504(e), 164.308, 164.310, 164.312, and 164.316.

(14) In the event that an Individual requests that the Business Associate:

(A) restrict disclosures of PHI;

(B) provide an accounting of disclosures of the Individual's PHI;

(C) provide a copy of the Individual's PHI in an electronic health record; or

(D) amend PHI in the Individual's designated record set,

the Business Associate agrees to notify the Covered Entity, in writing, within five (5) business days of the request.

(15) Business Associate agrees that it shall not, and shall ensure that its subcontractors do not, directly or indirectly, receive any remuneration in exchange for PHI of an Individual without:

(A) the written approval of the Covered Entity, unless receipt of remuneration in exchange for PHI is expressly authorized by this Contract or any other duly executed agreement with Covered Entity, and

(B) the valid authorization of the Individual, except for the purposes provided under section 13405(d)(2) of the HITECH Act (42 U.S.C. § 17935(d)(2)) and in any accompanying regulations.

(16) Obligations in the Event of a Breach.

(A) The Business Associate agrees that, following the discovery by the Business Associate or by a subcontractor of the Business Associate of any use or disclosure not provided for by this Contract, any breach of unsecured protected health information, or any Security Incident, it shall notify the Covered Entity of such breach in accordance with 45 C.F.R. part 164, subpart D, and this Contract.

(B) Such notification shall be provided by the Business Associate to the Covered Entity without unreasonable delay, and in no case later than thirty (30) days after the breach is discovered by the Business Associate, or a subcontractor of the Business Associate, except as otherwise instructed in writing by a law enforcement official pursuant to 45 C.F.R. § 164.412. A breach is considered discovered as of the first day on which it is, or reasonably should have been, known to the Business Associate or its subcontractor. The notification shall include the identification and last known address, phone number and email address of each Individual (or the next of kin of the Individual if the Individual is deceased) whose unsecured protected health information has been, or is reasonably believed by the Business Associate to have been, accessed, acquired, or disclosed during such breach.

(C) The Business Associate agrees to include in the notification to the Covered Entity at least the following information:

1. A description of what happened, including the date of the breach; the date of the discovery of the breach; the unauthorized person, if known, who used the PHI or to whom it was disclosed; and whether the PHI was actually acquired or viewed.
2. A description of the types of unsecured protected health information that were involved in the breach (such as full name, Social Security number, date of birth, home address, account number, or disability code).
3. The steps the Business Associate recommends that Individual(s) take to protect themselves from potential harm resulting from the breach.
4. A detailed description of what the Business Associate is doing or has done to investigate the breach, to mitigate losses, and to protect against any further breaches.
5. Whether a law enforcement official has advised the Business Associate, either verbally or in writing, that he or she has determined that notification or notice to Individuals or the posting required under 45 C.F.R. 164.412 would impede a criminal investigation or cause damage to national security and, if so, contact information for said official.

(D) If directed by the Covered Entity, the Business Associate agrees to conduct a risk assessment using at least the information in subparagraphs 1 to 4, inclusive, of (f)(16)(C) of this Contract and determine whether, in its opinion, there is a low probability that the PHI has been compromised. Such recommendation shall be transmitted to the Covered Entity within twenty (20) business days of the Covered Entity's direction to assess risk.

(E) If the Covered Entity determines that there has been a Breach by the Business Associate or a subcontractor of the Business Associate, the Business Associate, if directed by the Covered Entity, shall provide all notifications required by 45 C.F.R. 164.404 and 45 C.F.R. 164.406.

(F) Business Associate agrees to provide appropriate staffing and have established procedures to ensure that individuals informed of a breach have the opportunity to ask questions and contact the Business Associate for additional information regarding the breach. Such procedures shall include a toll-free telephone number, an e-mail address, a posting on its Web site and a postal address. Business Associate agrees to include in the notification of a breach by the Business Associate to the Covered Entity, a written description of the procedures that have been established to meet these requirements. Costs of such contact procedures will be borne by the Contractor.

(G) Business Associate agrees that, in the event of a breach, it has the burden to demonstrate that it has complied with all notifications requirements set forth above, including evidence demonstrating the necessity of a delay in notification to the Covered Entity.

(g) Permitted Uses and Disclosure by Business Associate.

(1) General Use and Disclosure Provisions. Except as otherwise limited in this Contract, Business Associate may use or disclose PHI to perform functions, activities, or services for, or on behalf of, Covered Entity as specified in this Contract or any other duly executed agreement with Covered Entity, provided that such use or disclosure would not violate the HIPAA Standards if done by Covered Entity or the minimum necessary policies and procedures of the Covered Entity.

(2) Specific Use and Disclosure Provisions

(A) Except as otherwise limited in this Contract, Business Associate may use PHI for the proper management and administration of Business Associate or to carry out the legal responsibilities of Business Associate.

(B) Except as otherwise limited in this Contract, Business Associate may disclose PHI for the proper management and administration of Business Associate, provided that disclosures are Required by Law, or Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as Required by Law or for the purpose for which it was disclosed to the person, and the person notifies Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.

(C) Except as otherwise limited in this Contract, Business Associate may use PHI to provide Data Aggregation services to Covered Entity as permitted by 45 C.F.R. § 164.504(e)(2)(i)(B).

(h) Obligations of Covered Entity.

(1) Covered Entity shall notify Business Associate of any limitations in its notice of privacy practices of Covered Entity, in accordance with 45 C.F.R. § 164.520, or to the extent that such limitation may affect Business Associate's use or disclosure of PHI.

(2) Covered Entity shall notify Business Associate of any changes in, or revocation of, permission by Individual(s) to use or disclose PHI, to the extent that such changes may affect Business Associate's use or disclosure of PHI.

(3) Covered Entity shall notify Business Associate of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 C.F.R. § 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of PHI.

(i) Permissible Requests by Covered Entity. Covered Entity shall not request Business Associate to use or disclose PHI in any manner that would not be permissible under the HIPAA Standards if done by the Covered Entity, except that Business Associate may use and disclose PHI for data aggregation, and management and administrative activities of Business Associate, as permitted under this Contract.

(j) Term and Termination.

(1) Term. The Term of this Contract shall be effective as of the date the Contract is effective and shall terminate when the information collected in accordance with provision (f)(10) of this Contract is provided to the Covered Entity and all of the PHI provided by Covered Entity to Business Associate, or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity, or, if it is infeasible to return or destroy PHI, protections are extended to such information, in accordance with the termination provisions in this Section.

(2) Termination for Cause. Upon Covered Entity's knowledge of a breach by Business Associate, Covered Entity shall either:

(A) Provide an opportunity for Business Associate to cure the breach or end the violation and terminate the Contract if Business Associate does not cure the breach or end the violation within the time specified by the Covered Entity; or

(B) Immediately terminate the Contract if Business Associate has breached a material term of this Contract and cure is not possible; or

(C) If neither termination nor cure is feasible, Covered Entity shall report the violation to the Secretary.

(3) Effect of Termination.

(A) Except as provided in the "Termination for Cause" Section of this Contract, above, upon termination of this Contract, for any reason, Business Associate shall return or destroy all PHI received from Covered Entity, or created, maintained, or received by Business Associate on behalf of Covered Entity. Business Associate shall also provide the information collected in accordance with section (f)(10) of this Contract to the Covered Entity within ten business days of the notice of termination. This section shall apply to PHI that is in the possession of subcontractors or agents of Business Associate. Business Associate shall retain no copies of the PHI.

(B) In the event that Business Associate determines that returning or destroying the PHI is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible. Upon documentation by Business Associate that return or destruction of PHI is infeasible, Business Associate shall extend the protections of this Contract to such PHI and limit further uses and disclosures of PHI to those purposes that make return or destruction infeasible, for as long as Business Associate maintains such PHI. Infeasibility of the return or destruction of PHI includes, but is not limited to, requirements under state or federal law that the Business Associate maintains or preserves the PHI or copies thereof.

(k) Miscellaneous Sections.

(1) Regulatory References. A reference in this Contract to a section in the Privacy Rule means the section as in effect or as amended.

(2) Amendment. The Parties agree to take such action as in necessary to amend this Contract from time to time as is necessary for Covered Entity to comply with requirements of the Privacy Rule and the Health Insurance Portability and Accountability Act of 1996, Pub. L. No. 104-191.

(3) Survival. The respective rights and obligations of Business Associate shall survive the termination of this Contract.

(4) Effect on Contract. Except as specifically required to implement the purposes of this Contract, all other terms of the Contract shall remain in force and effect.

(5) Construction. This Contract shall be construed as broadly as necessary to implement and comply with the Privacy Standard. Any ambiguity in this Contract shall be resolved in favor of a meaning that complies, and is consistent with, the Privacy Standard.

(6) Disclaimer. Covered Entity makes no warranty or representation that compliance with this Contract will be adequate or satisfactory for Business Associate's own purposes. Covered Entity shall not be liable to Business Associate for any claim, civil or criminal penalty, loss or damage related to or arising from the unauthorized use or disclosure of PHI by Business Associate or any of its officers, directors, employees, contractors or agents, or any third party to whom Business Associate has disclosed PHI contrary to this Contract or applicable law. Business Associate is solely responsible for all decisions made, and actions taken, by Business Associate regarding the safeguarding, use and disclosure of PHI within its possession, custody or control.

(7) Indemnification. The Business Associate shall indemnify and hold the Covered Entity harmless from and against any and all claims, liabilities, judgments, fines, assessments, penalties, awards and any statutory damages that arise from the unauthorized use or disclosure of PHI by Business Associate or any of its officers, directors, employees, contractors or agents, or any third party to whom Business Associate has disclosed PHI contrary to this Contract or applicable law, including, without limitation, attorney's fees, expert witness fees, costs of investigation, litigation or dispute resolution, and costs awarded under HIPAA, the HITECH Act, or the HIPAA Standards.

The Authorized Representative's signature below indicates that Contractor understands and accepts the University of Connecticut Health Center Business Associate Agreement, as it may be applicable to Contractor now or in the future.

_____
Contractor Name

_____
Name of Authorized Representative | Title of Authorized Representative

_____
Signature | Date

PROJECT NAME: PARKING LOT REPAIRS – LOTS D & K

PROJECT NUMBER: 15-603.03

PROPOSAL OF:

_____
BIDDER'S NAME

_____
BIDDER'S ADDRESS

DATE: _____

1. In accordance with Connecticut General Statutes Sections 10a-109a through 10a-109y and pursuant to, and in compliance with your Invitation to Bid, the Notice and Instructions to Bidders, the Form of Contract, including the conditions thereto, the form of required bond, I (we) propose to furnish the labor and/or materials installed as required for the project named and numbered on the BID FORM of this proposal to the extent of the Proposal submitted herein, furnishing all necessary equipment, machinery, tools, labor and other means of construction, and all materials specified in the manner and at the time prescribed strictly in accordance with the provisions of the Contract including specifications and/or drawings together with all addenda issued and received prior to the scheduled closing time for the receipt of the bids, and in conformity with requirements of the University of Connecticut and any laws or departmental regulations of the State of Connecticut or of the United States which may affect the same, for and in consideration of the price(s) stated on the said BID FORM, hereof.

2. The Lump Sum Base Bid by me (us) on the BID FORM includes all work indicated on the drawings and/or described in the specifications, except:

   A. Work covered by Alternates as may be listed on the BID FORM.

   B. Contingent work covered by Unit Prices as may be listed on the BID FORM.

   C. Work covered by Options as may be listed on the BID FORM.

3. This proposal is submitted subject to and in compliance with the foregoing and following conditions and/or information.

   A. AWARD: All proposals shall be subject to the provisions and requirements of the Bid Documents and for purpose of award, consideration shall be given only to proposals submitted by qualified and responsible bidders.

   B. COMMENCEMENT AND COMPLETION OF WORK: Contractor shall commence and complete the work in accordance with the requirements of the Contract Documents.

C. If the Contractor fails to complete the work within the time required by the Contract Documents, the University shall have the right to assess liquidated damages as provided in Paragraph 9.11 of the General Conditions.

D. AVAILABILITY OF FUNDS:

The funding for this project is contingent upon the continued availability of funds. Funds will be released based on project phases.

E. CONTRACTORS INSURANCE REQUIRED:

1. The limits of liability and coverages shall be those set forth in Article 11 of the General Conditions.

F. STATEMENT OF BIDDERS' QUALIFICATIONS AND INTENTION OF OBJECTIVE CRITERIA:

1. Each Project estimated to be $500,000 and greater, Bidders shall be required to complete and submit qualification forms to obtain "Pre-qualified Status" prior to submission of Bids. Contractors not obtaining "Pre-qualified Status" shall not be allowed to submit a Bid on said projects.

2. For Projects estimated to be less than $500,000 the Bidder shall complete and submit with this BID FORM the Contractor's Qualification Statement (AIA Form A-305) in support of its Qualifications to perform the Work of this project, and to demonstrate its compliance with the University's Objective Criteria regarding Qualifications.

G. FEDERAL & STATE WAGE DETERMINATIONS AND PRICING CONSIDERATION:

1 Each contractor who is awarded a contract on or after October 1, 2002 shall be subject to provisions of the Connecticut General Statutes, Section 31-53 as amended by Public Act 02-69, "An Act Concerning Annual Adjustments to Prevailing Wages".

2 In determining bid price, consideration should be given to Section 31-53 of the General Statutes of Connecticut as amended by Public Act 02-69, "An Act Concerning Annual Adjustments to Prevailing Wages". Such prevailing wage adjustment will not be considered a basis for an annual contract adjustment.

3 The State of Connecticut Labor Department Wage Schedule where required, shall be provided with these documents, typically as part of the University of Connecticut Health Center Purchasing Department issued documents, or will be incorporated in the Contract Documents as an Addendum. At the time of bidding, the bidder agrees to accept the current prevailing wage scale, as well as any annual adjustment to the prevailing wage scale, as provided by the Connecticut Department of Labor. Wage Rages will be posted each July 1st on

the Department of Labor website: www.ctdol.state.ct.us. Such prevailing wage adjustment will not be considered a basis for an annual contract amendment.

4. I (We), the undersigned, hereby declare that I am (we are) the only person(s) interested in the proposal and that it is without any connection with any other person making any bid for the same work. No person acting for, or employed by, the State of Connecticut is directly interested in this proposal, or in any contract which may be made under it, or in expected profits to arise there from. This proposal is made without directly or indirectly influencing or attempting to influence any other person or corporation to bid or refrain from bidding or to influence the amount of the bid of any other person or corporation. This proposal is made in good faith without collusion or connection with any other person bidding for the same work and this proposal is made with distinct reference and relation to the plans and specifications prepared for this Contract. I (We) further declare that in regard to the conditions affecting the work to be done and the labor and materials needed, this proposal is based solely on my (our) investigation and research and not in reliance upon any representations of any employee, officer or agent of the State.

5. Each class of work set forth in a separate Section of the Specifications and designated as a subtrade in Item 2A of the proposal pages shall be the matter of a subcontract made in accordance with the procedures set forth in the Bid and Contract Documents.

6. The undersigned agrees that, if selected as General Contractor, he shall, within five (5) days, Saturdays, Sundays and legal holidays excluded, after presentation thereof by the University of Connecticut, execute a contract in accordance with the terms of this general bid.

7. 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 Connecticut General Statutes governing contract requirements.

8. The undersigned agrees that if notice of acceptance of Bid is delivered to him within 120 calendar days from the date of bid opening, he will promptly execute a contract for the above stated compensation.

BID FORM CONTINUED ON NEXT PAGE

The undersigned proposes to furnish all labor and material required for:

PARKING LOT REPAIRS – LOTS D & K
15-603.03

in accordance with the accompanying Drawings and Specifications prepared by

University of Connecticut Health Center
Department of Facilities Development and Operations

for the Contract Price specified below subject to additions and deductions according to the terms of the Contract Documents dated JUNE 30, 2016.

A. **ADDENDA:**

This bid includes Addenda numbered: _____ Dated _____

_____ Dated _____

_____ Dated _____

_____ Dated _____

B. **ALLOWANCES: not used**

C. **PROPOSED BASE CONTRACT PRICE:**

_____ **$**_____
Written Figures

D. **SCHEDULE OF ALTERNATES:** Refer to Specification Section 01030-Alternates for requirements.

The undersigned Bidder further proposes and agrees that should the following Alternates be accepted and included in the Contract, the amount of the Lump Sum Bid, as heretofore stated, shall be adjusted by the amount of said Alternates. All materials and workmanship shall be in strict accordance with the Drawings and Specifications and shall be in-place prices.

<u>Alternate No. 1</u>: Provide material and labor for the reclamation of pavement, the installation of bituminous pavement and bituminous curbs within parking lot K as shown on the construction plans.

For the provision of all labor, materials, and equipment required as detailed in the Drawings and Specifications **ADD** from/to the Base Bid a lump sum of:

_____Dollars ($_____)
(Written) (Figures)

<u>Alternate No. 2</u>: Provide material and labor for the installation of concrete curbing in place of bituminous curbing within parking lot K.

For the provision of all labor, materials, and equipment required as detailed in the Drawings and Specifications **ADD** from/to the Base Bid a lump sum of:

_____Dollars ($_____)
(Written) (Figures)

<u>Alternate No. 3</u>: Installation of three removable bollards at the north end of lot D and removal of existing concrete block.

For the provision of all labor, materials, and equipment required as detailed in the Drawings and Specifications **ADD** from/to the Base Bid a lump sum of:

_____Dollars ($_____)
(Written) (Figures)

E. **SCHEDULE OF UNIT PRICES: not used**

F. **SCHEDULE OF OPTIONS: not used**

G. **SUBDIVISION OF CONTRACT PRICE:**

The subdivision of the proposed Contract Price is as follows:

ITEM 1A Subcontractors and prices for the following trades must be listed (if such prices exceed $25,000.00). However, the general bidder may list himself together with his price if he customarily performs any of the trades specified. If the general contractor requires a performance and/or labor & material payment bond then the general contractor must indicate below which of the subcontractors are subject to this requirement. The amount (%) shall not exceed the subcontractor's price listed below.

DESCRIPTION	NAME OF SUBCONTACTOR	DOLLAR AMOUNT	LABOR & MATERIAL BOND	PERFORMANCE BOND
BIT. PAVING				
BIT. RECLAMATION				

The undersigned agrees that each of the subcontractors listed on this BID FORM will be used for the work indicated at the amount stated, unless a substitution is permitted by the University of Connecticut Health Center. Such permission shall only be granted for "good cause" as defined by Connecticut General Statute Section 4B-95(C).

ITEM 1B SCHEDULE OF VALUES:

The undersigned agrees that the Schedule of Values submitted with this Bid is a true representation of the distribution of the costs of this project and **equals the Proposed Base Contract Price shown above**. The Schedule of Values is an integral part of this proposal. Please indicate **N/A** for those divisions of work not applicable.

*Refer to ITEM 1A above for stipulations pertaining to those Divisions of Work requiring listing of subcontractors and pricing.

SCHEDULE OF VALUES

Division 1, General Requirements _____

Division 2, Site Construction _____

TOTAL OF PROPOSED BASE CONTRACT PRICE _____

H. CONTRACTORS CERTIFICATION

We certify that we are familiar with the contents of the Contract Documents for this project and that we have examined the site and accept the conditions under which the work will be done.

NOTE: All proposals must be signed by a duly authorized representative of the firm. NO FACSIMILE SIGNATURE PERMITTED.

If this proposal is being submitted by a Joint Venture, each Joint Venture shall sign the Proposal, and each Joint Venture agrees to be bound by the terms and conditions thereof.

Signed the _____ day of _____ 20____.

Project Number: 15-603.03

(TO BE FILLED IN AND SIGNED BY THE BIDDER)

Firm Name: _____

Street: _____

City/State/Zip Code: _____

Telephone: _____

Fax Number: _____

Duly Authorized Signature:_____

Name / Title _____

(TO BE FILLED IN AND SIGNED BY JOINT VENTURE IF APPLICABLE)

Firm Name: _____

Street: _____

City/State/Zip Code: _____

Telephone: _____

Fax Number: _____

Duly Authorized Signature:_____

Name / Title _____

Duly Authorized Signature:_____

Name / Title _____

END OF SECTION

Project: Parking Lot Repairs Lots D And K At Uconn Health Center

Minimum Rates and Classifications
for Heavy/Highway Construction

ID#: H 22367

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: 15-603.03

Project Town: Farmington

FAP Number:

State Number:

Project: Parking Lot Repairs Lots D And K At Uconn Health Center

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
1a) Bricklayer, Cement Masons, Cement Finishers, Plasterers, Stone Masons	33.48	28.76
2) Carpenters, Piledrivermen	32.00	24.42

As of: Friday, July 08, 2016

Project: Parking Lot Repairs Lots D And K At Uconn Health Center

2a) Diver Tenders	32.00	24.42
3) Divers	40.46	24.42
03a) Millwrights	32.47	24.84
4) Painters: (Bridge Construction) Brush, Roller, Blasting (Sand, Water, etc.), Spray	46.95	20.15
4a) Painters: Brush and Roller	32.02	20.15
4b) Painters: Spray Only	35.02	20.15
4c) Painters: Steel Only	34.02	20.15

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Project: Parking Lot Repairs Lots D And K At Uconn Health Center

4d) Painters: Blast and Spray	35.02	20.15
4e) Painters: Tanks, Tower and Swing	34.02	20.15
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)	38.65	24.42+3% of gross wage
6) Ironworkers: Ornamental, Reinforcing, Structural, and Precast Concrete Erection	35.22	31.99 + a
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)	40.62	29.71
----LABORERS---- -		
8) Group 1: Laborer (Unskilled), Common or General, acetylene burner, concrete specialist	28.55	18.90

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Project: Parking Lot Repairs Lots D And K At Uconn Health Center

9) Group 2: Chain saw operators, fence and guard rail erectors, pneumatic tool operators, powdermen	28.80	18.90
10) Group 3: Pipelayers	29.05	18.90
11) Group 4: Jackhammer/Pavement breaker (handheld); mason tenders (cement/concrete), catch basin builders, asphalt rakers, air track operators, block paver, curb setter and forklift operators	29.05	18.90
12) Group 5: Toxic waste removal (non-mechanical systems)	30.55	18.90
13) Group 6: Blasters	30.30	18.90
Group 7: Asbestos/lead removal, non-mechanical systems (does not include leaded joint pipe)	29.55	18.90
Group 8: Traffic control signalmen	16.00	18.90

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Project: Parking Lot Repairs Lots D And K At Uconn Health Center

Group 9: Hydraulic Drills	29.30	18.90

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

13a) Miners, Motormen, Mucking Machine Operators, Nozzle Men, Grout Men, Shaft & Tunnel Steel & Rodmen, Shield & Erector, Arm Operator, Cable Tenders	32.22	18.90 + a
13b) Brakemen, Trackmen	31.28	18.90 + a

----CLEANING, CONCRETE AND CAULKING TUNNEL----

14) Concrete Workers, Form Movers, and Strippers	31.28	18.90 + a
15) Form Erectors	31.60	18.90 + a

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Project: Parking Lot Repairs Lots D And K At Uconn Health Center

----ROCK SHAFT LINING, CONCRETE, LINING OF SAME AND TUNNEL IN FREE AIR:----

16) Brakemen, Trackmen, Tunnel Laborers, Shaft Laborers	31.28	18.90 + a
17) Laborers Topside, Cage Tenders, Bellman	31.17	18.90 + a
18) Miners	32.22	18.90 + a

----TUNNELS, CAISSON AND CYLINDER WORK IN COMPRESSED AIR: ----

18a) Blaster	38.53	18.90 + a
19) Brakemen, Trackmen, Groutman, Laborers, Outside Lock Tender, Gauge Tenders	38.34	18.90 + a

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Project: Parking Lot Repairs Lots D And K At Uconn Health Center

20) Change House Attendants, Powder Watchmen, Top on Iron Bolts	36.41	18.90 + a
21) Mucking Machine Operator	39.11	18.90 + a
----TRUCK DRIVERS----(*see note below)		
Two axle trucks	28.83	21.39 + a
Three axle trucks; two axle ready mix	28.93	21.39 + a
Three axle ready mix	28.98	21.39 + a
Four axle trucks, heavy duty trailer (up to 40 tons)	29.03	21.39 + a

As of: Friday, July 08, 2016

Project: Parking Lot Repairs Lots D And K At Uconn Health Center

Four axle ready-mix	29.08	21.39 + a
Heavy duty trailer (40 tons and over)	29.28	21.39 + a
Specialized earth moving equipment other than conventional type on-the road trucks and semi-trailer (including Euclids)	29.08	21.39 + a
----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, Tunnel Boring Machines. (Trade License Required)	38.55	23.55 + 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)	38.23	23.55 + 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)	37.49	23.55 + a

As of: Friday, July 08, 2016

Project: Parking Lot Repairs Lots D And K At Uconn Health Center

Group 4: Trenching Machines; Lighter Derrick; Concrete Finishing Machine; CMI Machine or Similar; Koehring Loader (Skooper)	37.10	23.55 + 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)	36.51	23.55 + a
Group 5 continued: Side Boom; Combination Hoe and Loader; Directional Driller.	36.51	23.55 + a
Group 6: Front End Loader (3 up to 7 cubic yards); Bulldozer (rough grade dozer).	36.20	23.55 + 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).	35.86	23.55 + a
Group 8: Mechanic, Grease Truck Operator, Hydroblaster, Barrier Mover, Power Stone Spreader; Welder; Work Boat under 26 ft.; Transfer Machine.	35.46	23.55 + 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).	35.03	23.55 + a

As of: Friday, July 08, 2016

Project: Parking Lot Repairs Lots D And K At Uconn Health Center

Group 10: Vibratory Hammer, Ice Machine, Diesel and Air Hammer, etc.	32.99	23.55 + a
Group 11: Conveyor, Earth Roller; Power Pavement Breaker (whiphammer), Robot Demolition Equipment.	32.99	23.55 + a
Group 12: Wellpoint Operator.	32.93	23.55 + a
Group 13: Compressor Battery Operator.	32.35	23.55 + a
Group 14: Elevator Operator; Tow Motor Operator (Solid Tire No Rough Terrain).	31.21	23.55 + a
Group 15: Generator Operator; Compressor Operator; Pump Operator; Welding Machine Operator; Heater Operator.	30.80	23.55 + a
Group 16: Maintenance Engineer/Oiler	30.15	23.55 + a

As of: Friday, July 08, 2016

Project: Parking Lot Repairs Lots D And K At Uconn Health Center

Group 17: Portable asphalt plant operator; portable crusher plant operator; portable concrete plant operator.	34.46	23.55 + a
Group 18: Power Safety Boat; Vacuum Truck; Zim Mixer; Sweeper; (minimum for any job requiring CDL license).	32.04	23.55 + a

**NOTE: SEE BELOW

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

20) Lineman, Cable Splicer, Technician	45.43	6.25% + 20.70
21) Heavy Equipment Operator	40.89	6.25% + 18.56
22) Equipment Operator, Tractor Trailer Driver, Material Men	38.62	6.25% + 17.99

As of: Friday, July 08, 2016

Project: Parking Lot Repairs Lots D And K At Uconn Health Center

23) Driver Groundmen	24.99	6.25% + 11.81
23a) Truck Driver	34.07	6.25% + 16.60

----LINE CONSTRUCTION----

24) Driver Groundmen	30.92	6.5% + 9.70
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

As of: Friday, July 08, 2016

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28) Material Men, Tractor Trailer Drivers, Equipment Operators	35.04	6.5% + 10.45

As of: Friday, July 08, 2016

Project: Parking Lot Repairs Lots D And K At Uconn Health Center

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 $3.00 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 journeyperson 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.

As of: Friday, July 08, 2016

Project: Parking Lot Repairs Lots D And K At Uconn Health Center

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: Friday, July 08, 2016

Opportunity * Guidance * Support

CONNECTICUT DEPARTMENT OF LABOR

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;

(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 ULTMATELY ARISE CONCERNIG THE CONSTRUCTION OF THE STATUTE OR THE REGULATIONS.

November 29, 2006

Notice

To All Mason Contractors and Interested Parties Regarding Construction Pursuant to Section 31-53 of the Connecticut General Statutes (Prevailing Wage)

The Connecticut Labor Department Wage and Workplace Standards Division is empowered to enforce the prevailing wage rates on projects covered by the above referenced statute.

Over the past few years the Division has withheld enforcement of the rate in effect for workers who operate a forklift on a prevailing wage rate project due to a potential jurisdictional dispute.

The rate listed in the schedules and in our Occupational Bulletin (see enclosed) has been as follows:

Forklift Operator:

- **Laborers (Group 4) Mason Tenders** - operates forklift solely to assist a mason to a maximum height of nine feet only.

- **Power Equipment Operator (Group 9)** - operates forklift to assist any trade and to assist a mason to a height over nine feet.

The U.S. Labor Department conducted a survey of rates in Connecticut but it has not been published and the rate in effect remains as outlined in the above Occupational Bulletin.

Since this is a classification matter and not one of jurisdiction, effective January 1, 2007 the Connecticut Labor Department will enforce the rate on each schedule in accordance with our statutory authority.

Your cooperation in filing appropriate and accurate certified payrolls is appreciated.

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. 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

CONTRACTORS WAGE CERTIFICATION FORM

Construction Manager at Risk/General Contractor/Prime Contractor

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): _____

[New] In accordance with Section 31-53b(a) of the C.G.S. each contractor shall provide a copy of the OSHA 10 Hour Construction Safety and Health Card for each employee, to be attached to the first certified payroll on the project.

In accordance with Connecticut General Statutes, 31-53 Certified Payrolls with a statement of compliance shall be submitted monthly to the contracting agency.

PAYROLL CERTIFICATION FOR PUBLIC WORKS PROJECTS

WEEKLY PAYROLL

Connecticut Department of Labor
Wage and Workplace Standards Division
200 Folly Brook Blvd.
Wethersfield, CT 06109

CONTRACTOR NAME AND ADDRESS
Landon Corporation, 15 Connecticut Avenue, Northford, CT 06472

SUBCONTRACTOR NAME & ADDRESS
XYZ Corporation
2 Main Street
Yantic, CT 06389

WORKER'S COMPENSATION INSURANCE CARRIER
Travelers Insurance Company
POLICY # #BAC6688928
EFFECTIVE DATE 1/1/09
EXPIRATION DATE 12/31/09

PAYROLL NUMBER: 1
Week-Ending Date: 9/26/09
PROJECT NAME & ADDRESS: DOT 105-296, Route 82

PERSON/WORKER, ADDRESS and SECTION	APPR RATE %	MALE/ FEMALE AND RACE*	WORK CLASSIFICATION / Trade License Type & Number - OSHA 10 Certification Number	S 20	M 21	T 22	W 23	TH 24	F 25	S 26	Total ST Hours / Total OT Hours	BASE HOURLY RATE / TOTAL FRINGE BENEFIT PLAN CASH	TYPE OF FRINGE BENEFITS Per Hour 1 through 6 (see back)	GROSS PAY FOR ALL WORK PERFORMED THIS WEEK	FICA	FEDERAL WITH-HOLDING	STATE WITH-HOLDING	LIST OTHER	GROSS PAY FOR THIS PREVAILING RATE JOB	CHECK # AND NET PAY
				HOURS WORKED EACH DAY											TOTAL DEDUCTIONS					
Robert Craft 81 Maple Street Willimantic, CT 06226		M/C	Electrical Lineman E-1 1234567 Owner OSHA 123456		8	8	8	8	8		S-TIME 40	$ 30.75 Base Rate	1 $ 5.60 2 $ 3 $ 2.01	$1,582.80				P-xxxx	$1,582.80	#123 $ xxx.xx
											O-TIME	$ 8.62 Cash Fringe	4 $ 5 $ 6 $							
Ronald Jones 212 Elm Street Norwich, CT 06360	65%	M/B	Electrical Apprentice OSHA 234567		8	8	8	8	8		S-TIME 40	$ 19.99 Base Rate	1 $ 2 $ 3 $	$1,464.80	xx.xx	xxx.xx	xx.xx	G-xxx	$1,464.80	#124 $xxx.xx
											O-TIME	$ 16.63 Cash Fringe	4 $ 5 $ 6 $							
Franklin T. Smith 234 Washington Rd. New London, CT 06320 SECTION 8		M/H	Project Manager			8					S-TIME 6	$ Base Rate	1 $ 2 $ 3 $	$1,500.00	xx.xx	xx.xx	xx.xx	M-xx.x		#125 xxx.xx
											O-TIME	$ Cash Fringe	4 $ 5 $ 6 $							
											S-TIME	$ Base Rate	1 $ 2 $ 3 $							
											O-TIME	$ Cash Fringe	4 $ 5 $ 6 $							

7/13/2009
WWS-CP1

*IF REQUIRED

*SEE REVERSE SIDE

PAGE NUMBER 1 OF 2

OSHA 10 ~ATTACH CARD TO 1ST CERTIFIED PAYROLL

*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 Blue Cross 4) Disability _____

2) Pension or retirement _____ 5) Vacation, holiday _____

3) Life Insurance Utopia 6) Other (please specify) _____

CERTIFIED STATEMENT OF COMPLIANCE

For the week ending date of 9/26/09.

I, Robert Craft of XYZ Corporation, (hereafter known as Employer) in my capacity as Owner (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.

Robert Craft (Signature) owner (Title) 10/2/09 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.

Robert Craft (Signature) owner (Title) 10/2/09 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

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 4th, 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.