

TO: Snow Removal Contractors

FROM: Debbie Scully 
Property Manager

DATE: October 4, 2016

RE: **SNOW REMOVAL BID SPECIFICATIONS**

**410-474 Capitol Avenue Hartford, CT
Forest Street Parking Lot "Lot C"
340 Capitol Avenue Parking Lot
Oak & Capitol Parking Lot**

505 Hudson Street, Hartford, CT

Following are bid requirements and specifications for snow removal services at the above referenced Hartford, CT locations.

Bidder is required to attend a mandatory pre-bid site inspection and pre-bid meeting on Thursday October 13, 2016 at 10:00 am. We will begin walk-thru at 505 Hudson Street then move to Cap Ave and offsite parking lots.

The Time and Date specified on the proposal schedule page is to be considered the mandatory inspection and pre-bid meeting date. LATE ARRIVALS (15 MINUTES OR MORE) WILL NOT BE GIVEN CREDIT FOR ATTENDANCE OR ALLOWED TO SIGN IN. Only Contractors attending the Mandatory Site Inspection and Pre-Bid Meeting will be considered for award.

All Contractors, whether previously awarded these locations or not MUST ATTEND the site inspection/pre-bid meeting. The Agency will have a sign-in sheet the day of the site inspection/pre-bid meeting. Please be sure that you have placed your company's name on this sheet.

BASIS OF AWARD:

An award will be made to the lowest responsible, responsive, geographically suitable qualified bidder taking into consideration the prices offered per storm accumulation, snow removal and snow relocation prices. Award will be to one company for all above locations. Proposal must state in writing the proposed cost covers all items on the bid specifications list.

Pricing submitted should be per storm basis and extra services upon request.

SNOW REMOVAL:

A price will be requested for snow removal. Snow removal is defined, as, the contractor will provide the necessary tools, equipment, and operator(s) to remove snow from the facility. The contractor will be responsible for the disposal of the snow in a lawful manner.

SNOW RELOCATION:

Accumulated snow must be removed from the site. Contractor will provide the necessary tools, equipment and operator(s) to remove snow from the facility. Snow removal/relocation requires prior authorization by the Property Manager. The Contractor is responsible for the disposal of snow in a lawful manner.

1. State sales tax **should not** be included in your bid price.
2. Contractor must submit at least three references for buildings with a similar level of service on snow removal services.
3. Contractor must provide proof of insurance to the Agent following award and prior to the issuance of a purchase order. The contractor shall at all times maintain insurance coverage with a carrier licensed in the State of Connecticut. The State of Connecticut, Department of Administrative Services as well as the Agent shall be named as additional insured's. Any change in carrier coverage shall be immediately brought to the attention of the Department of Administrative Services and/or its Agent.
4. Contractor must supply Affirmative Action Record/Plan.
5. Two (2) copies of the bid are due back in writing by 1:00 pm, Monday October 25, 2016 to the following address:

Debbie Scully
RM Bradley
450 Capitol Avenue
Hartford, CT 06106

Bid prices are requested for the following specification ranges in property diagram:

- Contractor's snow removal price (equipment, truck, plow, material spreader, operator)
- Hand shoveling
- Snow blowing
- De-icing of stairs and walkways

Please note: If there are fire plugs/hydrants on site, they should be cleared of snow after each snowfall including all auxiliary building fire exits.

6. All bids shall be mailed or dropped off in a sealed envelope and marked "Personal & Confidential".
7. Any bid, which does not include the above information, may be eliminated from the bid process.

Contract Period

The contract period shall commence October 31, 2016 thru August 31, 2018.

The State intends that this contract shall be in effect for a period of (2) two years. The parties, by mutual agreement, may extend this Contract for additional terms beyond the original term, prior to Termination or expiration, one or more times for a combined total period not to exceed the complete length of the original term.

Bid prices offered shall remain firm for the entire contract period including any renewals.

General Conditions

1. The Contractor shall furnish all labor, equipment and materials to perform the services per the attached specifications. Contractor is not authorized to sub contract snow removal services to any other company.
2. Prior to commencement of work at the property, Contractor must provide proof of insurance and bond coverage for employees per the following:
 - Workers Compensation Statutory Amount
 - Employer's Liability \$100,000 Minimum
 - Comprehensive General Liability
\$1,000,000 combined single limit per occurrence and \$2,000,000 general aggregate
 - Employer Dishonesty \$20,000
 - Business Auto Policy Statutory Amount
 - The State of Connecticut and RM Bradley, et al, shall be named as additional insured.

3. If applicable, Contractor shall submit evidence of being an approved State Set-Aside Contractor.
4. The Management Company reserves the right to cancel the contractor upon thirty (30) days written notice and 24 hours for cause.
5. With respect to all employees on the premises, the Contractor will comply with all federal, state and local laws, rules and regulations, and fair employment practices.
6. All persons providing services within the scope of this bid will be employees of the successful bidder and in no case and for no purpose be considered employees of the Management Company or the State of Connecticut.
7. At the request of the Management Company, any employees whose work performance or conduct is deemed unsatisfactory shall be immediately removed from the work force servicing the above referenced properties.
8. OSHA: The Contractor agrees that all work performed will be done in compliance with the requirements of the Occupational Safety and Health Act. Should Contractor observe an unsafe condition on the premises relative to the work hereunder, or if any of the contractor's employees working on the premises files a charge of non-compliance with the Act, Contractor shall notify the Management Company promptly upon receiving notice of such charge. Contractor shall maintain all applicable MSDS on site for materials used by its employees, and will supply the Management Company with copies of these sheets prior to commencement of any work at the building.
9. Records: Contractor shall maintain complete and accurate accounting records, in a form in accordance with standard accounting practices, to substantiate Contractor's compliance with conditions contained within these specifications. Such records shall include payroll records, job cards, attendance cards and job summaries, and the Contractor shall retain such records for one year from the date of the final payment hereunder. The Management Company shall have access to such records for purpose of audit during normal business hours during the term of the Agreement and during the respective periods in which Contractor is required to maintain such records as herein provided.
10. Damage to State and/or Personal Property: The Contractor is responsible for the repair or replacement costs of any damage to State and/or personal property caused by use, misuse, or negligence of the Contractor or his employees. **The Contractor is responsible for reporting damage within seventy-two (48) hours of occurrence in writing to the management company.**

The Contractor must check in and out with the Security upon arrival and departure of the Property

DESCRIPTION OF SERVICES

**410-474 Capitol Avenue Hartford, CT
Forest Street Parking Lot "Lot C"
340 Capitol Avenue Parking Lot
Oak & Capitol Parking Lot**

505 Hudson Street

SERVICES TO BE PERFORMED

The full scope of services to be performed by Contractor under this Agreement shall be performed in a first class manner to the satisfaction of Agent and State of CT DAS and consistent with highest standards of the snow removal industry in the New England area servicing first class commercial properties.

The scope of services will include but not be limited to:

1. The awarded contractor shall be responsible for supplying sand and salt mixture, deicer (non-injurious to concrete) and all equipment and personnel necessary to provide contracted services.
2. Snow will be moved and piled to low traffic areas. In no event shall snow piles block visibility to the access or egress areas of the building or other areas where traffic flows. Nor, shall any snow be piled in such a manner that it destroys or damages landscaping.
3. The hours of this facility are 24 hours per day, 7 days per week.
4. Snow Plowing shall include sanding, salting, hand shoveling, snow blowing and application of ice melt to all driveways, sidewalks, doorways and parking areas

5. Services shall include repeat visits to accommodate the hours of the facility as well as Saturday and Sunday applications of sand and/or ice melt if necessary. This shall be considered as part of the “per storm” pricing structure.
6. All removal will be completed promptly and before the opening of the building and/or the arrival of employees before 6 am Monday – Friday.
7. All work shall be directed by a qualified and experienced foreman. All personnel shall be trained and instructed on methods and systems for satisfactory and timely performance of this Agreement. During snow emergencies in excess of four inches (4.0”), contractor will be available for immediate personal communication with Agent of State of CT, DAS by beeper or cellular phone. Personnel assigned to Premises will be thoroughly familiar with site plan and knowledgeable as to location of fire pumps, landscape islands, etc.
8. During persistent snowfalls or periods of blowing snow, a center path will remain open through the emergency access areas specified by the on-site personnel.
9. All areas of the Premises are included for parking lot plowing including connecting sidewalks. The Property Manager as authorized representative will advise Contractor of the priority areas and emergency access areas.
10. Accumulated snow must be removed from the site. Contractor will provide the necessary tools, equipment and operator(s) to remove snow from the facility. Snow removal/relocation requires prior authorization by the Property Manager. The Contractor is responsible for the disposal of snow in a lawful manner.
11. The DAS Bureau of Property and Facilities Management will validate vendor-submitted storm totals using the following recording source: www.ctweather.com. The DAS Bureau of Property and Facilities Management will use this source to determine billable snow totals.
12. When plowing service areas, truck service and truck access areas, no snow will be piled in such a manner that it prohibits movement into or out of these areas.
13. All fire lanes, fire hydrants, emergency exits and sprinkler valve openings and items of similar nature are to be kept free and clear of snow/ice. No snow is to be piled against these areas or piled in such a manner that affects or prevents unimpeded access. **Fire hydrants/Fire-plugs are to have a path maintained to them at all times for free and clear access.** Contractor shall exercise caution during operations in vicinity of the underground storage tank fill port, located on the parking lot grade, on the north side of building.

14. The Contractor is responsible for staking, maintaining stakes, and removal of stakes for all landscape islands, fire hydrants and other areas that may be damaged by the Contractor to minimize the likelihood of damage and clearly identify those areas where access needs to be maintained.
15. The Contractor is responsible for reporting damages to State property within seventy-two hours of occurrence. **The damage must be reported in writing.** Any and all damage to the Premises caused by the snow removal crew or the method of snow removal, including but not limited to building, fencing, landscaping, curbs, curb islands, curb bumpers, signs, light standards, etc., will be the responsibility of the Contractor for repair and/or replacement and such damage shall be repaired and replaced at the sole cost and expense of the Contractor who shall restore the Premises to as good a condition as existed before the damage and to the satisfaction of Property Management. Contractor is advised to review existing conditions before the start of the snow season. It is agreed and understood that a representative of Property Management will review all damage with a representative of the Contractor and will document (in writing) the required repairs and/or replacements, as well as the manner/method of repairs and/or replacements and who will perform it.
16. It is agreed and understood that the final payment to the contractor at the end of the season will be held until a representative of the Property Management Office along with a representative of the Contractor has examined the Premises. If any repairs are necessary due to damage by Contractor, Property Management will not release final payment until all such repairs have been accomplished to the satisfaction of and acceptance by the Property Manager. Upon completion (and approval of repairs by the Property Manager) payment will be authorized and disbursed within sixty (60) days after such inspection and acceptance by the Property Manager.
17. De-Icer (non-injurious to concrete) will be required for concrete areas; ex. stairways and sidewalks. Sand/salt mixture is to be used on all asphalt areas when conditions warrant. During the existence of chronic ice, Contractor shall maintain a salting and de-icing program for each area of the Premises to assure maximum safety. Contractor shall furnish all chemicals needed to perform this Agreement and ensure that those chemicals meet environmental protection or related government regulatory agency standard. A product MSDS sheet shall be provided to the Property Manager.

Trucks should be equipped with sensors that automatically control the deicer spread rate. Drivers and handlers of salts and other deicers should be trained in proper use to avoid over application & how to minimize environmental impacts (always follow manufacturers instruction on use). Choose deicing agents that perform most efficiently according to pavement temperatures and are non-injurious to concrete.

18. Ice shall be kept to a minimum at all times, in all areas, including walkways, sidewalks, stairs, doorways and parking lots.
19. At no time will any employee or agent of the Contractor take directions or instructions (or any orders) from any tenant, nor are any “special services” to be provided for any Tenant.
20. ONLY RUBBER TIRED VEHICLES ARE ALLOWED ON THE PREMISES. NO CHAINS OR STUDED TIRES ARE AUTHORIZED.

Recommended Management Practice (whenever possible): Snow accumulations removed from the parking lots should be placed in upland areas only, where sand and other debris will remain after snowmelt for later removal. Care must be exercised not to deposit snow in the following areas:

- freshwater or tidal wetlands or in areas immediately adjacent to such areas where sand and debris may be flushed during rainstorms
- on top of storm drain catch basins
- in storm drainage swales
- on stream or river banks which slope toward the water, where sand and debris can get into the watercourse
- in areas immediately adjacent (within at least 100 feet) of private or public drinking water well supplies (due to the possible presence of road salt).

CONTRACT BID PRICING

410-474 Capitol Avenue Parking Lot

Services for contracted snow removal, applications of salt mixture and de-icer materials are to include repeat visits to accommodate, the hours of the facility as well as Sat and Sun.

Snow plowing to include sanding, salting, hand shoveling, snow blowing and application of de-icer for:

- Dusting to 3" _____ Per Storm
- 3.1" to 6" _____ Per Storm
- 6.1" to 9" _____ Per Storm
- 9.1" to 12" _____ Per Storm
- 12.1" to 15" _____ Per Storm
- Over 15.1" _____ Per Inch Over
- Snow relocation on site, if required _____ Per Hour
- Snow removal off-site, if required _____ Per Hour

Site Information: Entire parking lot to be plowed and all walkways, stairs, emergency call boxes and emergency exits to be shoveled full width.

Additional Optional Services: after storm, if requested by RM Bradley:

- Application of de-icer to sidewalks _____ Per Application
- Application of de-icer for all doorways, steps, and emergency exits _____ Per Application
- Application of sand and salt mixture to parking lot _____ Per Application
- Spot sanding during thaws (includes sand and salt mixture) _____ Per Application

Equipment you will be using for removal or relocation:

Loader Make & Model Number _____ Bucket Capacity _____

Truck Make & Model Number _____ Body Capacity _____

Vendor Name: _____

Phone: _____

Cell Phone: _____

Storm Date: _____

CONTRACT BID PRICING

340 LOT

Contracted services include repeat visits to accommodate the hours of the facility as well as Sat and Sun. Services include snow plowing sanding, salting, hand shoveling, snow blowing and application of de-icer for:

- Dusting to 3" _____ Per Storm
- 3.1" to 6" _____ Per Storm
- 6.1" to 9" _____ Per Storm
- 9.1" to 12" _____ Per Storm
- 12.1" to 15" _____ Per Storm
- Over 15.1" _____ Per Inch Over
- Snow relocation on site, if required _____ Per Hour
- Snow removal off-site, if required _____ Per Hour

Site Information: Entire parking lot to be plowed and walkways shoveled including area around the emergency call box.

Additional Optional Services: after storm, if requested by RM Bradley:

- Application of de-icer to sidewalks _____ Per Application
- Application of sand and salt mixture to parking lot _____ Per Application
- Spot sanding during thaws (includes sand and salt mixture) _____ Per Application

Equipment you will be using for removal or relocation:

Loader Make & Model Number _____ Bucket Capacity _____

Truck Make & Model Number _____ Body Capacity _____

Vendor Name: _____

Phone: _____

Cell Phone: _____

Storm Date: _____

CONTRACT BID PRICING

Oak & Capitol

Contracted services include repeat visits to accommodate the hours of the facility as well as Sat and Sun. Services include snow plowing sanding, salting, hand shoveling, snow blowing and application of de-icer for:

Snow plowing to include sanding, salting, hand shoveling, snow blowing and application of de-icer for:

- Dusting to 3" _____ Per Storm
- 3.1" to 6" _____ Per Storm
- 6.1" to 9" _____ Per Storm
- 9.1" to 12" _____ Per Storm
- 12.1" to 15" _____ Per Storm
- Over 15.1" _____ Per Inch Over
- Snow relocation on site, if required _____ Per Hour
- Snow removal off-site, if required _____ Per Hour

Site Information: Entire parking lot and driveways to be plowed and sidewalks shoveled including area around shuttle bus shelter.

Additional Optional Services: after storm, if requested by RM Bradley:

- Application of de-icer to sidewalks _____ Per Application
- Application of sand and salt mixture to parking lot _____ Per Application
- Spot sanding during thaws (includes sand and salt mixture) _____ Per Application

Equipment you will be using for removal or relocation:

Loader Make & Model Number _____ Bucket Capacity _____

Truck Make & Model Number _____ Body Capacity _____

Vendor Name: _____

Phone: _____

Cell Phone: _____

Storm Date: _____

CONTRACT BID PRICING

Lot C .. Forest Street

Contracted services include repeat visits to accommodate the hours of the facility as well as Sat and Sun. Services include snow plowing sanding, salting, hand shoveling, snow blowing and application of de-icer for:

Snow plowing to include sanding, salting, hand shoveling, snow blowing and application of de-icer for:

- Dusting to 3" _____ Per Storm
- 3.1" to 6" _____ Per Storm
- 6.1" to 9" _____ Per Storm
- 9.1" to 12" _____ Per Storm
- 12.1" to 15" _____ Per Storm
- Over 15.1" _____ Per Inch Over
- Snow relocation on site, if required _____ Per Hour
- Snow removal off-site, if required _____ Per Hour

Site Information: Entire parking lot and driveways to be plowed and sidewalks shoveled including area around shuttle bus shelter.

Additional Optional Services: after storm, if requested by RM Bradley:

- Application of de-icer to sidewalks _____ Per Application
- Application of sand and salt mixture to parking lot _____ Per Application
- Spot sanding during thaws (includes sand and salt mixture) _____ Per Application

Equipment you will be using for removal or relocation:

Loader Make & Model Number _____ Bucket Capacity _____

Truck Make & Model Number _____ Body Capacity _____

Vendor Name: _____

Phone: _____

Cell Phone: _____

Storm Date: _____

CONTRACT BID PRICING

505 Hudson Street

Contracted services include repeat visits to accommodate the hours of the facility as well as Sat and Sun. Services include snow plowing sanding, salting, hand shoveling, snow blowing and application of de-icer for:

Snow plowing to include sanding, salting, hand shoveling, snow blowing and application of de-icer for:

- Dusting to 3" _____ Per Storm
- 3.1" to 6" _____ Per Storm
- 6.1" to 9" _____ Per Storm
- 9.1" to 12" _____ Per Storm
- 12.1" to 15" _____ Per Storm
- Over 15.1" _____ Per Inch Over
- Snow relocation on site, if required _____ Per Hour
- Snow removal off-site, if required _____ Per Hour

Site Information: Entire parking lot to be plowed and all walkways, stairs, emergency call boxes and emergency exits to be shoveled full width.

Additional Optional Services: after storm, if requested by RM Bradley:

- Application of de-icer to sidewalks _____ Per Application
- Application of de-icer for all doorways, steps, and emergency exits _____ Per Application
- Application of sand and salt mixture to parking lot _____ Per Application
- Spot sanding during thaws (includes sand and salt mixture) _____ Per Application

Equipment you will be using for removal or relocation:

Loader Make & Model Number _____ Bucket Capacity _____

Truck Make & Model Number _____ Body Capacity _____

Vendor Name: _____

Phone: _____

Cell Phone: _____

Storm Date: _____



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

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 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 result in 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.

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."



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.