

BID CLARIFICATION #3

November 15, 2017

DUE DATE: November 21, 2017
TIME: 2:00 p.m.
PROJECT: Burton Football Practice Field LED Lighting Upgrade
PROJECT NO: LM101817
LOCATION: University of Connecticut
Capital Projects & Contract Administration
3 Discovery Drive
Storrs, CT 06269
Attn: Lisa Mieszkowicz

Please note the following information must be incorporated into your bid for the above referenced project:

- Bid due date has been extended to November 21, 2017.
- Refer to the enclosed revised Form of Proposal.

The University of Connecticut Bid Submission Requirements:

- All bidders must submit their Form of Proposal along with all required forms and any associated bid clarifications as your firm's bid proposal. All required forms must be completed.
- All bidders must initial the bottom of each page within their bid proposal and associated Bid Clarifications attesting to the fact that you have reviewed, read, understood, and accepted the information and terms and conditions within, without exception.
- **YOUR BID PROPOSAL *MAY BE* CONSIDERED NON-RESPONSIVE AND *MAY NOT BE* REVIEWED FOR FAILURE TO SUBMIT ALL OF THE ABOVE DOCUMENTATION (ALONG WITH ANY OTHER DOCUMENTATION DETAILED IN THE BID DOCUMENTS AND SPECIFICATIONS)**
- All bid awards must be approved by the University of Connecticut. After review of all factors, terms and conditions, including price, the University of Connecticut reserves the right to reject any and all proposal, or any part thereof, or waive defects in same, or accept any proposal deemed to be in the best interest of the University of Connecticut

University of Connecticut
Lisa Mieszkowicz, CPCA

UNIVERSITY OF CONNECTICUT

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Form of Proposal

Proposal Submission Checklist

The following documents and information shall be submitted and included as your bid proposal. All documents must be submitted and executed in their original condition as issued.

- Sealed Bid
- Bid Bond
- Fully executed Form of Proposal
- Ethics Forms 5 (if contract value is > \$50,000) and 6 (if contract value is > \$500,000).
- AIA A305 (**UCONN supplied version only**), supporting documents including the required Financial Statement
- How did you learn about this Project?
 - Hartford Courant
 - Waterbury Republican
 - Norwich Bulletin
 - DAS
 - CPCA Website
 - Other _____

Contractors Certification

By submitting a bid proposal, the bidder is attesting to the review, reading, understanding, and acceptance of the information and requirements of the project contained within the bid documents without exception. By submitting a bid proposal, the Bidder represents that they have examined the site, and accept the conditions under which the work will be performed and we have read, evaluated, understand, and accepted all the Contract Documents, including those documents provided for on the Disk, and their content in their entirety and have included all provisions necessary to accomplish all work according to the information and requirements prescribed therein without exception.

SUBMITTED FOR:

Firm: _____

Address: _____

SUBMITTED BY: _____

Print Name: _____

Title: _____

Telephone: _____

Date: _____

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Form of Proposal

University of Connecticut
Lisa Mieszkowicz
Capital Project & Contract Administration
3 Discovery Dr, Unit 6076
Storrs, Connecticut 06269-6076

Dear Ms. Mieszkowicz:

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 FORM OF PROPOSAL 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 FORM OF PROPOSAL, hereof.
2. The Lump Sum Base Bid by me (us) on the FORM OF PROPOSAL includes all work indicated on the drawings and/or described in the specifications (including the furnishing and installing of all required materials, labor, equipment and allowances where applicable), except:
 - A. Work covered by Alternates as may be listed on the FORM OF PROPOSAL.
 - B. Contingent work covered by Unit Prices as may be listed on the FORM OF PROPOSAL.
 - C. Work covered by Options as may be listed on the FORM OF PROPOSAL.
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. CONTRACTORS INSURANCE REQUIRED:
 1. The limits of liability and coverages shall be those set forth in Article 11 of the General Conditions included with this bid package (or as previously executed with the on-call trade contract).

E. REQUIRED PERCENTAGES OF WORK AND SET-ASIDES

1. If awarded this contract, we (I) as the General Contractor on this Project shall be required to assist in meeting the goal of performing not less than 30% of the completed dollar value of the Work with its own forces.
2. We (I) as the General Contractor on this project shall award not less than 30% of the total Contract Price to subcontractors who are certified and eligible to participate under the State of Connecticut Small Business Set Aside Program, of which 10% (of the total Contract) must be awarded to Women Owned or Minority Businesses. This requirement must be met even if the General Contractor is certified and eligible to participate in the Small Business Set Aside Program. This information will be considered as part of your bid proposal and failure to comply with any portion of this requirement, including but not limited to failure to list or meet the necessary dollar amount of percentage of the bid price will be cause to reject your bid.

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

1. We (I) the Bidder; shall complete and submit with this FORM OF PROPOSAL the Contractor's Qualification Statement 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.
2. If we (I) has submitted a financial statement of a "parent" or affiliated entity in response to Article No. 5 of the Contractor's Qualification Statement (AIA Form A-305), then: we (I) will attach, and return, along with its Bid Documents, the "Guarantee" Exhibit A General Conditions), executed by a duly authorized officer or representative of the affiliated entity, that the affiliated entity will "guarantee" to the satisfaction of the University, the financial capability and stability of the bidder, and that the assets of the affiliated entity will be available to respond to any default or failure to comply with the Contract Documents by the Bidder.

G. NONDISCRIMINATION & LABOR RECRUITMENT:

I (We) agree that the Contract awarded for this project shall be subject to the Executive Orders No. Three and Seventeen, promulgated June 16, 1971 and February 15, 1973 respectively and to the Guidelines and Rules of the State Labor Department implementing Executive Order No. Three and further agree to submit reports of Compliance Staffing on Labor Department Form E.O.3-1, when and as requested.

H. 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.

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.3 The State of Connecticut Labor Department Wage Schedule where required, shall be provided with these documents, typically with the Bidders' Convenience Package, 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 Rates 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.

I. CERTIFICATION OF BIDDER REGARDING EQUAL EMPLOYMENT OPPORTUNITY & NON-SEGREGATED FACILITIES:

We (I) acknowledge that we (I) and our subcontractors are obligated to fill out the forms provided by the University of Connecticut Office of Capital Project and Contract Administration and to agree to certify to the compliance of non-segregated facilities.

J. NOTICE TO EXECUTIVE BRANCH STATE CONTRACTORS AND PROSPECTIVE STATE CONTRACTORS OR CAMPAIGN CONTRIBUTION AND SOLICITATION BAN.

With regard to a State contract as defined in P.A. 07-1 having a value in a contract year of \$50,000 or more or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to this submission in response to the State's solicitation expressly acknowledges receipt of the State Elections Enforcement Commission's notice advertising prospective principals of the contents of the notice. See Attachment SEEC Form 11.

4. ACCOMPANYING THIS PROPOSAL IS:

A. A CERTIFIED CHECK drawn to the order of the University of Connecticut in the amount of 10% of the Bid, (Bids \$50,000.00 and greater) i.e.:

_____ DOLLARS \$ _____

and drawn on the _____
(STATE BANK & TRUST COMPANY)

_____ located at _____
(A NATIONAL BANKING ASSOCIATION) (CITY & STATE)

which is understood shall be cashed and the proceeds thereof used so far as may be necessary to reimburse the State of Connecticut for losses and damages arising by virtue of my (our) failure to file the required Bonds and execute the required contract in this proposal as accepted by the University of Connecticut.

OR;

B. A BID BOND having as surety thereto a Surety Company for Companies authorized to transact business in the State of Connecticut and made out in the penal sum of 10% of the bid, (Bids \$50,000 and greater) i.e.:

_____ DOLLARS \$ _____

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If the bidder is a joint venture, the Bid Bond shall specifically identify and include each joint venturer as a principal.

- C. If the bidder is a joint venture, a copy of the executed Joint Venture Agreement shall be submitted along with the bid materials.
5. 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 therefrom. 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.
6. 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.
7. The undersigned agrees that, if selected as General Contractor, he shall, within ten (10) 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.
8. 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.

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A. STANDARD BID BOND:

NOW ALL MEN BY THESE PRESENTS,

That we, _____ hereinafter called the principal, of _____, as principal, and _____, hereinafter called the Surety, a corporation organized and existing under the laws of the State of _____, and duly authorized to transact a surety business in the State of Connecticut, as Surety, are held and firmly bound unto the State of Connecticut, as obligee, in the penal sum of ten (10) percent of the amount of the bid set forth in a proposal hereinafter mentioned, _____, in lawful money of the United States of America, for the payment of which sum, well and truly to be made to the Obligee, the Principal and the Surety bind, themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH,

That, whereas the Principal has submitted or is about to submit a proposal the other obligee related to a contract for the Project Referenced above.

NOW, THEREFORE, if the said contract be awarded to the Principal and the Principal shall, within such time as may be specified, enter in the said contract in writing with the State of Connecticut and give the required bonds, with surety acceptable to the Obligee, or if the Principal shall fail to do so, pay to Obligee the damages which the Obligee may suffer by reason of such failure not exceeding the penal sum of this bond, then this obligation shall be void, otherwise to remain in full force and effect.

SIGNED, SEALED AND DATED this _____ day of _____, 20____

Witness

Surety

Witness

Principal

Title

Title

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

**Burton Football Practice Field LED Lighting Upgrade
PROJECT NUMBER: LM101817**

**UNIVERSITY OF CONNECTICUT
Storrs, CT**

in accordance with the accompanying Scope of Work and Drawings prepared by:

University of Connecticut

The Contract Price specified below subject to additions and deductions according to the terms of the Contract Documents.

C. BID CLARIFICATIONS:

The undersigned acknowledges receipt of the following Bid Clarifications issued during the bidding period and has included all changes therein in the above base bid amount.

Clarifications/Addenda # _____, Dated _____

Clarifications/Addenda # _____, Dated _____

Clarifications/Addenda # _____, Dated _____

Clarifications/Addenda # _____, Dated _____

D. PROPOSED BASE CONTRACT PRICE:

Having carefully examined the Bid Documents for the above reference project, and having visited the project site and examined all conditions affecting the work, the undersigned, upon written notice of award of contract, agrees to provide all labor, supervision, materials, tools, construction equipment, services, safety, insurance, bonds, and to pay all applicable taxes, and other costs necessary or required to complete the Work of this Bid in full accordance with all Bid Documents and within the required timeframe as indicated by the proposed schedule for the Lump Sum Bid of:

_____ **US Dollars**

(\$ _____) which incorporates all allowances as may be listed in the plans and specifications.

(Show the amount in both words and figures. In case of discrepancy, amount shown in words will govern.)

E. SCHEDULE OF ALTERNATES:

Provide Alternate Prices which reflect the work of the bid package under which this bid proposal was submitted and shall remain ***valid for the life of the project*** and include **all costs** for a complete installation. All pricing is inclusive of all costs of wages, applicable taxes, benefits, and applicable insurance. The Prices herein shall remain valid for the life of the project and include all costs for a complete installation. Alternate prices are good for both adds and deducts.

END OF ALTERNATES

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F. SCHEDULE OF UNIT PRICES:

All rates are inclusive of all costs of wages, applicable taxes, benefits, applicable insurance. The rates provided will be negotiated and included as part of the contract and of your subcontracts. The Unit Prices herein shall remain valid for the life of the project and include all costs for a complete installation. Unit prices are good for both adds and deducts.

End of Unit Prices

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G. SCHEDULE OF LABOR RATES:

The following are hourly wage rates for all tradesmen associated with this project for performing extra work. These rates are fully loaded (including benefits, applicable taxes, and worker compensation insurance) and are in accordance with the prevailing wages of the trade having jurisdiction in areas where the work is performed. The wage rates shall be valid for the life of the project. ***NOTE: Further, no mark-up shall be allowed on the premium time portion of the wage rate. At the request of the University, the Contractor will submit labor rate summary sheets, which justify all submitted labor rates. All rates are subject to thorough analysis and subject to reduction if deemed inaccurate by The University of Connecticut.***

TRADE: _____

Attachments: Y / N

Submit one sheet for each Labor Trade (Division) used on project. Copy as needed.

<u>Foreman</u>	<u>Straight Time</u>	<u>Time and One Half</u>	<u>Double Time</u>
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____

<u>Journeyman</u>	<u>Straight Time</u>	<u>Time and One Half</u>	<u>Double Time</u>
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____

<u>Apprentice</u>	<u>Straight Time</u>	<u>Time and One Half</u>	<u>Double Time</u>
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____

<u>Laborer</u>	<u>Straight Time</u>	<u>Time and One Half</u>	<u>Double Time</u>
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____

End Labor Rates

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H. 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 Stipulated Sum shown above. The Schedule of Values is an integral part of this proposal. Please indicate N/A for those divisions of work not applicable. The costs provided below include the complete cost for furnishing and installing of materials, labor, and equipment required to provide the complete scope of work for each specified division (includes the costs of applicable taxes, insurance, bonds, overhead, profit, small tools, travel, parking, supervision, etc.). The "TOTAL" price must equal your total lump sum bid proposal.

Division	Group	
01	General Conditions	\$
02	Existing Conditions	\$
03	Concrete	\$
04	Masonry	\$
05	Metals	\$
06	Wood, Plastics, Composites	\$
07	Thermal & Moisture Protection	\$
08	Openings	\$
09	Finishes	\$
10	Specialties	\$
11	Equipment	\$
12	Furnishings	\$
13	Special Construction	\$
14	Conveying Equipment	\$
*21	Fire Suppression	\$
22	Plumbing	\$
*23	HVAC Heating, Ventilating, Air Conditioning	\$
25	Integrated Automation	\$
26	Electrical	\$
27	Communications	\$
28	Electronic Safety and Security	\$
*31	Earthwork	\$
32	Exterior Improvements	\$
33	Utilities	\$
34	Transportation	\$
35	Waterway and Marine Construction	\$
*40	Process Integration	\$
41	Material Process & Handling Equipment	\$
42	Process Heating, Cooling & Drying Equipment	\$
43	Process Gas & Liquid Handling, Purification & Storage Eqmt.	\$
44	Pollution & Waste Control Equipment	\$
45	Industry Specific Manufacturing Equipment	\$
46	Water & Wastewater Equipment	\$
*48	Electrical Power Generation	\$
Insurance		\$
Bonds		\$
Allowances	(where applicable)	\$
TOTAL		\$

*Gap in numerical sequence, reserved for future expansion

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I. The subdivision of Work in the proposed Contract Price is as follows:

ITEM 1 WORK BY GENERAL CONTRACTOR:

For all work other than that to be done by subcontractors included in Item 2A and Item 2B.

\$ _____ **(ITEM 1)**

Note: In accordance with paragraph 3.E.1 this amount, together with work by the general contractor as listed in Item 2A below, must be at least 10% of the total bid price.

ITEM 2A WORK BY SUBCONTRACTORS NAMED:

Subcontractors and prices for the following trades must be listed (if such prices exceed \$25,000). 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 SUBCONTRACTOR	DOLLAR AMOUNT	LABOR & MATERIAL BOND	PERFORMANCE BOND
MASONRY				
ELECTRICAL				
MECHANICAL WITHOUT HVAC				
HVAC				

A copy of the executed agreement between the successful bidder and the named subcontractors above must be presented to the Office of CPCA at time of contract signing. The contract may not be executed until copies of executed agreements are received by CPCA.

ITEM 2B WORK BY SUBCONTRACTORS NOT NAMED:

\$ _____
(INCLUDES ALL SUBCONTRACT WORK NOT LISTED IN ITEM 2A)

The undersigned agrees that each of the subcontractors listed on this FORM OF PROPOSAL will be used for the work indicated at the amount stated, unless a substitution is permitted by the University.

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J. SET-ASIDE CONTRACTOR SCHEDULE

It is a requirement to list below the names of each currently certified set aside contractor anticipated to be used for this project, along with the dollar amount to be paid each contractor.

The responsibility for listing a qualified and certified set aside contractor, Women Owned Businesses or Minority Businesses, rests solely with the proposer and not the State. **We acknowledge that listing a subcontractor who does not qualify shall be considered the same as not listing one at all and the proposal may be considered non-responsive and subject to rejection.**

<u>Name</u>	<u>Address</u>	<u>Amount</u>
-------------	----------------	---------------

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

The amount is NOT LESS THAN 30% of the proposed base contract price as stated on the Form of Proposal, Section D.

CERTIFICATE OF ELIGIBILITY HAS BEEN OBTAINED THROUGH THE FOLLOWING WEBSITE;

<https://www.biznet.ct.gov/SupplierDiversity/SDSearch.aspx>

FOR EACH OF THE NAMED CONTRACTORS AND IS BEING SUBMITTED WITH THIS FORM.

The Undersigned agrees that each of the subcontractors listed on the proposal form will be used for the work indicated at the amount stated, unless a substitution is permitted by the awarding authority.

Authorized Signature

Title

Company Name

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K. BIDDER CONTRACT COMPLIANCE MONITORING REPORT

PART I - Bidder Information

Company Name Street Address City & State Chief Executive	Bidder Federal Employer Identification Number _____ Or Social Security Number _____
Major Business Activity (brief description)	Bidder Identification (response optional/definitions in Instruction to Bidders page 18) -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 #: _____

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PART II - Bidder Nondiscrimination Policies and Procedures

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

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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 as 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? 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											
Computer Specialists											
Architecture/Engineering											
Office & Admin Support											
Bldg./ Grounds Cleaning/Maintenance											
Construction & Extraction											
Installation, Maintenance & Repair											
Material Moving Workers											
TOTALS ABOVE											
Total One Year Ago											
FORMAL ON THE JOB TRAINEES (ENTER FIGURES FOR THE SAME CATEGORIES AS ARE SHOWN ABOVE)											
Apprentices											
Trainees											

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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) any of the below listed requirements that you use as a hiring qualification	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				<input type="checkbox"/>	Work Experience
Private Employment Agencies				<input type="checkbox"/>	Ability To Speak Or Write English
Schools And Colleges				<input type="checkbox"/>	Written Tests
Newspaper Advertisements				<input type="checkbox"/>	High School Diploma
Walk Ins				<input type="checkbox"/>	College Degree
Present Employees				<input type="checkbox"/>	Union Membership
Labor Organizations				<input type="checkbox"/>	Personal Recommendations
Minority/Community Organizations				<input type="checkbox"/>	Height Or Weight
Others Please Identify				<input type="checkbox"/>	Car Ownership
				<input type="checkbox"/>	Arrest Record
				<input type="checkbox"/>	Wage Garnishments

Certifications (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 CT General Statues.

(Signature)

(Date Signed)

(Title)

(Telephone)

UNIVERSITY OF CONNECTICUT

PROJECT NAME: Burton Football Practice Field LED Lighting Upgrade

PROJECT NUMBER: LM101817

Form of Proposal

L. CONTRACTOR'S QUALIFICATION STATEMENT: AIA 305 (UCONN supplied version only)

A duly authorized representative of the company must completely and accurately fill out, execute and submit with this Form of Proposal the AIA 305 and the following supporting documents where applicable:

- Recent Reviewed Company Financial Statement.**
- Letter from Bonding Company.**
- Copies of your Connecticut Workers Compensation Insurance, General Liability and Automobile Liability Certificates.**

- National Council on Compensation Insurance (NCCI) Experience Modification Sheet.**
- Attachment A - Relevant project experience with similar projects, within the past 5 years.**
- Attachment B – Current active contracts and anticipated awards.**
- List of Key Personnel / Experience to be assigned to the project if awarded.**
- Quality Assurance/Quality Control/Code Compliance Program and Procedures.**
- References.**
- A Current Status Letter (commonly known as a Letter of Good Standing) from the Secretary of State for the State of Connecticut.**

- Copies of your company's licenses, registrations, and/or certifications from the State of Connecticut.**

- List of any Claims or Suits; attach all details to yes questions to Section IV.**
- List if any litigation or arbitration proceedings including out of court settlements initiated by you or against you within the past 5 years including all pending cases.**

- List if any OSHA citations within the past (5) years under present business name or any past business name.**

- List if any Connecticut State Labor Department violations against your company.**
- List if any citations for alleging that you or your company have violated the provisions of Connecticut General Statutes Sections 31-52 or 31-52a.**

- List if any of all bid or proposal protests you have engaged in over the past five years.**

If it is determined by the University of Connecticut and/or State of Connecticut that any information requested was not disclosed with this bid/proposal/RFQ, then such determination will be just cause for disqualification of the bid/proposal/RFQ.

M. ETHICS FORMS - A duly authorized representative of the company must sign these forms

- √ **These forms must be notarized and clearly show notary seal or acknowledged by a Commissioner of the Superior Court.**
- √ ALL REQUIRED forms, **must be completed, signed and returned** by the bidder/proposer as part of the bid/proposal/RFQ response package.
- √ Failure to submit ALL REQUIRED forms constitutes grounds for rejection of your bid/proposal/RFQ.
- √ If it is determined by the University of Connecticut and/or State of Connecticut that **any information requested was not referenced and submitted** with this bid/proposal/RFQ, then such determination **will be just cause for disqualification of the bid/proposal/RFQ.**



STATE OF CONNECTICUT
GIFT AND CAMPAIGN CONTRIBUTION CERTIFICATION

Written or electronic certification to accompany a State contract with a value of \$50,000 or more, pursuant to C.G.S. §§ 4-250, 4-252(c) and 9-612(f)(2) and Governor Dannel P. Malloy's Executive Order 49.

INSTRUCTIONS:

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

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

GIFT CERTIFICATION:

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

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

I, the undersigned, am a Principal or Key Personnel of the person, firm or corporation authorized to execute this certification on behalf of the Contractor. I hereby certify that, no gifts were made by (A) such person, firm, corporation, (B) any principals and key personnel of the person firm or corporation who participate substantially in preparing bids, proposals or negotiating state contracts or (C) any agent of such, firm, corporation, or principals or key personnel who participates substantially in preparing bids, proposals or negotiating state contracts, to (i) any public official or state employee of the state agency or quasi-public agency soliciting bids or proposals for state contracts who participates substantially in the preparation of bid solicitations or request 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 or quasi-public agency.

I further certify that no Principals or Key Personnel know of any action by the Contractor to circumvent (or which would result in the circumvention of) the above certification regarding Gifts by providing for any other Principals, Key Personnel, officials, or employees of the Contractor, or its or their agents, to make a Gift to any Applicable Public Official or State Employee. I further certify that the Contractor made the bid or proposal for the Contract without fraud or collusion with any person.

UNIVERSITY OF CONNECTICUT

PROJECT NAME: Burton Football Practice Field LED Lighting Upgrade

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Form of Proposal

OPM Ethics Form 1

Rev. 5-26-15

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CAMPAIGN CONTRIBUTION CERTIFICATION:

I further certify that, on or after January 1, 2011, neither the Contractor nor any of its principals, as defined in C.G.S. § 9-612(f)(1), has made any **campaign contributions** to, or solicited any contributions on behalf of, any exploratory committee, candidate committee, political committee, or party committee established by, or supporting or authorized to support, any candidate for statewide public office, in violation of C.G.S. § 9-612(f)(2)(A). I further certify that **all lawful campaign contributions** that have been made on or after January 1, 2011 by the Contractor or any of its principals, as defined in C.G.S. § 9-612(f)(1), to, or solicited on behalf of, any exploratory committee, candidate committee, political committee, or party committee established by, or supporting or authorized to support any candidates for statewide public office or the General Assembly, are listed below:

Lawful Campaign Contributions to Candidates for Statewide Public Office:

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

Lawful Campaign Contributions to Candidates for the General Assembly:

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

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

Printed Contractor Name

Printed Name of Authorized Official

Signature of Authorized Official

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

Commissioner of the Superior Court (or Notary Public)

My Commission Expires



STATE OF CONNECTICUT
CONSULTING AGREEMENT AFFIDAVIT

Affidavit to accompany a bid or proposal for the purchase of goods and services with a value of \$50,000 or more in a calendar or fiscal year, pursuant to Connecticut General Statutes §§ 4a-81(a) and 4a-81(b). For sole source or no bid contracts the form is submitted at time of contract execution.

INSTRUCTIONS:

If the bidder or vendor has entered into a consulting agreement, as defined by Connecticut General Statutes § 4a-81(b)(1): Complete all sections of the form. If the bidder or contractor has entered into more than one such consulting agreement, use a separate form for each agreement. Sign and date the form in the presence of a Commissioner of the Superior Court or Notary Public. If the bidder or contractor has not entered into a consulting agreement, as defined by Connecticut General Statutes § 4a-81(b)(1): Complete only the shaded section of the form. Sign and date the form in the presence of a Commissioner of the Superior Court or Notary Public.

Submit completed form to the awarding State agency with bid or proposal. For a sole source award, submit completed form to the awarding State agency at the time of contract execution.

This affidavit must be amended if there is any change in the information contained in the most recently filed affidavit not later than (i) thirty days after the effective date of any such change or (ii) upon the submittal of any new bid or proposal, whichever is earlier.

AFFIDAVIT: [Number of Affidavits Sworn and Subscribed On This Day: _____]

I, the undersigned, hereby swear that I am a principal or key personnel of the bidder or contractor awarded a contract, as described in Connecticut General Statutes § 4a-81(b), or that I am the individual awarded such a contract who is authorized to execute such contract. I further swear that I have not entered into any consulting agreement in connection with such contract, except for the agreement listed below:

Consultant's Name and Title Name of Firm (if applicable)

Start Date End Date Cost

Description of Services Provided:

Is the consultant a former State employee or former public official? [] YES [] NO

If YES: Name of Former State Agency Termination Date of Employment

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

Printed Name of Bidder or Contractor Signature of Principal or Key Personnel Date

Printed Name (of above) Awarding State Agency

Sworn and subscribed before me on this _____ day of _____, 20____.

Commissioner of the Superior Court or Notary Public

My Commission Expires



STATE OF CONNECTICUT
AFFIRMATION OF RECEIPT OF STATE ETHICS LAWS SUMMARY

Written or electronic affirmation to accompany a large State construction or procurement contract, having a cost of more than \$500,000, pursuant to Connecticut General Statutes §§ 1-101mm and 1-101qq

INSTRUCTIONS:

Complete all sections of the form. Submit completed form to the awarding State agency or contractor, as directed below.

CHECK ONE:

- I am a person seeking a large State construction or procurement contract. I am submitting this affirmation to the awarding State agency with my bid or proposal. [Check this box if the contract will be awarded through a competitive process.]
I am a contractor who has been awarded a large State construction or procurement contract. I am submitting this affirmation to the awarding State agency at the time of contract execution. [Check this box if the contract was a sole source award.]
I am a subcontractor or consultant of a contractor who has been awarded a large State construction or procurement contract. I am submitting this affirmation to the contractor.
I am a contractor who has already filed an affirmation, but I am updating such affirmation either (i) no later than thirty (30) days after the effective date of any such change or (ii) upon the submittal of any new bid or proposal, whichever is earlier.

IMPORTANT NOTE:

Within fifteen (15) days after the request of such agency, institution or quasi-public agency for such affirmation contractors shall submit the affirmations of their subcontractors and consultants to the awarding State agency. Failure to submit such affirmations in a timely manner shall be cause for termination of the large State construction or procurement contract.

AFFIRMATION:

I, the undersigned person, contractor, subcontractor, consultant, or the duly authorized representative thereof, affirm (1) receipt of the summary of State ethics laws* developed by the Office of State Ethics pursuant to Connecticut General Statutes § 1-81b and (2) that key employees of such person, contractor, subcontractor, or consultant have read and understand the summary and agree to comply with its provisions.

* The summary of State ethics laws is available on the State of Connecticut's Office of State Ethics website.

Signature Date
Printed Name Title
Firm or Corporation (if applicable)
Street Address City State Zip
Awarding State Agency

UNIVERSITY OF CONNECTICUT

PROJECT NAME: Burton Football Practice Field LED Lighting Upgrade

PROJECT NUMBER: LM101817

Form of Proposal



STATE OF CONNECTICUT

Written or electronic PDF copy of the written certification to accompany a large state contract pursuant to P.A. No. 13-162 (Prohibiting State Contracts With Entities Making Certain Investments In Iran)

Respondent Name: _____

INSTRUCTIONS:

CHECK ONE: Initial Certification.
 Amendment or renewal.

A. Who must complete and submit this form. Effective October 1, 2013, this form must be submitted for any large state contract, as defined in section 4-250 of the Connecticut General Statutes. This form must always be submitted with the bid or proposal, or if there was no bid process, with the resulting contract, regardless of where the principal place of business is located.

Pursuant to P.A. No. 13-162, upon submission of a bid or prior to executing a large state contract, **the certification portion of this form must be completed** by any corporation, general partnership, limited partnership, limited liability partnership, joint venture, nonprofit organization or other business organization **whose principal place of business is located outside of the United States**. United States subsidiaries of foreign corporations are exempt. For purposes of this form, a "foreign corporation" is one that is organized and incorporated outside the United States of America.

Check applicable box:

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

B. Additional definitions.

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

C. Certification requirements.

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

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

CERTIFICATION:

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

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

UNIVERSITY OF CONNECTICUT

PROJECT NAME: Burton Football Practice Field LED Lighting Upgrade

PROJECT NUMBER: LM101817

Form of Proposal

OPM Iran Certification Form 7 (Rev. 3-28-14)

Page 2 of 2

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

Printed Respondent Name

Printed Name of Authorized Official

Signature of Authorized Official

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

Commissioner of the Superior Court (or Notary Public)

My Commission Expires



STATE OF CONNECTICUT
NONDISCRIMINATION CERTIFICATION – Representation
By Entity
For Contracts Valued at Less Than \$50,000

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

INSTRUCTIONS:

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

REPRESENTATION OF AN ENTITY:

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

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

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

_____ and that _____
Name of Entity Name of Entity

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

Authorized Signatory

Date

Printed Name



STATE OF CONNECTICUT
NONDISCRIMINATION CERTIFICATION – Affidavit
By Entity
For Contracts Valued at \$50,000 or More

Documentation in the form of an affidavit signed under penalty of false statement by a chief executive officer, president, chairperson, member, or other corporate officer duly authorized to adopt corporate, company, or partnership policy that certifies the contractor complies with the nondiscrimination agreements and warranties under Connecticut General Statutes §§ 4a-60 and 4a-60a, as amended

INSTRUCTIONS:

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

AFFIDAVIT:

I, the undersigned, am over the age of eighteen (18) and understand and appreciate the obligations of

an oath. I am _____ of _____, an entity
Signatory's Title Name of Entity

duly formed and existing under the laws of _____.
Name of State or Commonwealth

I certify that I am authorized to execute and deliver this affidavit on behalf of

_____ and that _____
Name of Entity Name of Entity

has a policy in place that complies with the nondiscrimination agreements and warranties of Connecticut

General Statutes §§ 4a-60 and 4a-60a, as amended.

Authorized Signatory

Printed Name

Sworn and subscribed to before me on this _____ day of _____, 20____.

Commissioner of the Superior Court/
Notary Public

Commission Expiration Date

UNIVERSITY OF CONNECTICUT

PROJECT NAME: Burton Football Practice Field LED Lighting Upgrade

PROJECT NUMBER: LM101817

Form of Proposal

- √ All pages within the Form of Proposal must be completed, signed by a duly authorized representative of the firm and returned as part of the bid/proposal/RFQ response package. **NO FACSIMILE SIGNATURE PERMITTED**
- √ If the form of 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.
- √ Failure to submit ALL REQUIRED forms constitutes grounds for rejection of your bid/proposal/RFQ.
- √ If it is determined by the University of Connecticut and/or State of Connecticut that any information requested but not disclosed and submitted with this bid/proposal/RFQ; such determination will be just cause for disqualification of the bid/proposal/RFQ.

(TO BE FILLED IN AND SIGNED BY THE BIDDER)

Signed the _____ day of _____ 20____.

Firm Name: _____

Street: _____

City/State/Zip Code: _____

Telephone Number: _____

Fax Number: _____

Duly Authorized/Title: _____

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

Firm Name: _____

Street: _____

City/State/Zip Code: _____

Telephone Number: _____

Fax Number: _____

Duly Authorized/Title: _____

Duly Authorized/Title: _____

END OF FORM OF PROPOSAL