

**LEGAL NOTICE**

**TOWN OF VERNON**

**CONTRACT #2065-05/28/2020**

**RFP**

**FURNISHING HEATING, VENTILATION AND AIR CONDITIONING SYSTEM MAINTENANCE AT THE WASTEWATER TREATMENT PLANT LOCATED AT 100 WINDSORVILLE ROAD, VERNON, CT**

**INVITATION TO BID**

The Town of Vernon, Connecticut is seeking qualified, licensed contractors to furnish HVAC services at its Wastewater Treatment Facility, 100 Windsorville Road, Vernon, Connecticut. A firm must have demonstrated experience in providing such service and adhere to standards and requirements typical for such service.

There will be a mandatory walk-through of the Wastewater Treatment Facility, 100 Windsorville Road Thursday, May 14, 2020 at 10:00AM. Walk-through participants must register by 3:30 PM Tuesday, May 12, 2020 by email to Robert Grasis, Director Water Pollution Control at [rgrasis@vernon-ct.gov](mailto:rgrasis@vernon-ct.gov), so that safe workplace conditions and social distancing requirements as set forth by Executive Orders 7BB and 7X may be established prior to the walk-through.

A certified check or bid bond in the amount of five percent (5%) of the total bid must accompany each proposal. Copies of the RFP are available online at the Town of Vernon website at [www.vernon-ct.gov/legal-notices](http://www.vernon-ct.gov/legal-notices) with reference to Contract # 2065-05/28/2020 and at the Department of Administrative Services website at [www.das.ct.gov](http://www.das.ct.gov).

All questions about the proposals should be directed to Robert Grasis, Director Water Pollution Control, by e-mail at [rgrasis@vernon-ct.gov](mailto:rgrasis@vernon-ct.gov), with copies to Steven Boske, Assistant Director of Water Pollution Control, by e-mail at [sboske@vernon-ct.gov](mailto:sboske@vernon-ct.gov), no later than 3:30 PM on Monday, May 18, 2020. Answers to all so received questions shall be posted by Friday, May 22, 2020 on the Town's website under the bid section at <http://www.vernonct.gov/legal-notices> with reference to Contract #2065-05/28/2020.

Two (2) copies of all proposals should be submitted in a sealed envelope, with "BID DOCUMENT – DO NOT OPEN – CONTRACT #2065-05/28/2020" clearly marked on the outside of the envelope, to: Michael Purcaro, Town Administrator, Town of Vernon, Memorial Building, 14 Park Place, 3rd Floor, Vernon, Connecticut 06066 by 11:00 AM on Thursday May 28, 2020; at which time proposals shall be opened and read aloud publicly. E-mailed, faxed or late bids will not be accepted.

The selected firm must meet all municipal, state and federal AA and EEO practices and requirements. MBEs/WBEs/SBEs are encouraged to apply. The Town reserves the right to reject any or all proposals in whole or part, to award any one service or group of services or all services, to negotiate with any or all companies submitting proposals, and to enter into an agreement with any company for any services mentioned in this RFP; if it is deemed to be in the best interest of the Town.

Confidentiality: If Respondent believes that any information in its proposal should be treated as confidential, that material shall be clearly marked. The Town shall endeavor to protect confidential materials from disclosure to non-Town employees to the extent required by State or Federal law. In no event will the Town be responsible for the inadvertent disclosure of your response to this RFP.

Michael Purcaro  
Town Administrator