

LEGAL NOTICE

TOWN OF VERNON

CONTRACT #2045 – 10/11/2018

Repair of the Lucina Chapel at Grove Hill Cemetery in Vernon, CT

INVITATION TO BID

The Town of Vernon, Connecticut is seeking a qualified contractor to repair the Lucina Chapel at Grove Hill Cemetery located in Vernon Connecticut. A firm must have demonstrated experience in providing such service and adhere to standards and requirements typical for such service. Copies of the RFP are available online at the Town of Vernon website at www.vernon-ct.gov/legal-notices referencing **Contract #2045-10/11/2018** and at the Department of Administrative Services website at www.das.ct.gov.

A mandatory walk-through will be held on Friday, October 5, 2018 at 9:00 am at the site, located at Grove Hill Cemetery, 22 Cemetery Avenue, Vernon Connecticut.

All questions about the proposals should be directed to Alan West, Cemetery Director, by e-mail only to awest@vernon-ct.gov, with a cc: to Carol Nelson at cnelson@vernon-ct.gov no later than 1:00 PM on Tuesday, October 9, 2018. Answers to all questions will be posted by Wednesday, October 10, 2018 on the Town's website at www.vernon-ct.gov/legal-notices.

Two (2) hard copies and (1) electronic copy of all proposals should be submitted in a sealed envelope, with "BID DOCUMENT - DO NOT OPEN – CONTRACT #2045 – 10/11/2018" 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 October 11, 2018; 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 Affirmative Action and Equal Employment Opportunity 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