

**LEGAL NOTICE
REQUEST FOR PROPOSALS
TOWN OF VERNON, CT**

**CONTRACT#2130 – Comprehensive Physical Inventory of Current Fixed Assets for the
Town of Vernon Water Pollution Control Facility**

The Town of Vernon, Connecticut is seeking proposals from qualified vendors for a comprehensive physical inventory of current fixed assets for its Wastewater Treatment Plant with a capitalization threshold of \$5,000.00. This project has the possibility to scale to encompass all of the Town's fixed assets.

Questions about this RFP should be directed to Robert Grasis, Director of Water Pollution Control, by e-mail at rgrasis@vernon-ct.gov, with copies to Lisa Yost, Secretary of Water Pollution Control, by e-mail at lyost@vernon-ct.gov, no later than **Wednesday, November 1, 2023, at 3:30 pm**. Answers to questions received will be posted as an addendum by **Wednesday, November 8, 2023**, on the Town's website at <https://www.vernon-ct.gov/government/bid-opportunities> and at the Connecticut State Department of Administrative Services (DAS) at <https://portal.ct.gov/das> by referencing Contract #2130. It is the sole responsibility of the respondent to review any or all addendum or question responses related to this RFP.

Three (3) copies of proposals must be submitted in a sealed envelope, clearly marked "**BID DOCUMENT – DO NOT OPEN - CONTRACT#2130**" clearly marked on the outside of the envelope to Michael J. Purcaro, Town Administrator, Town of Vernon, Memorial Building, 14 Park Place, 3rd Floor, Vernon, Connecticut 06066 no later than **Wednesday, November 15, 2023, at 10:00 am**. Emailed, faxed or late bids will not be accepted.

Received bids will be opened publicly in person on **Wednesday, November 15, 2023, at 10:00 am**. Bid results will be posted on the Town website.

The selected firm must meet all municipal, state, and federal AA and EEO practices and requirements. MBE's, WBE's, SBE's 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 contractor 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 material from disclosure to non-Town employees to the extent permitted by State or Federal law. In no event will the Town be responsible for the inadvertent disclosure of your response to this RFP.

Michael J. Purcaro, Town Administrator