

**LEGAL NOTICE
REQUEST FOR PROPOSALS**

**Town of Vernon, CT
Contract #2141 - Furnishing Custodial Services at Various Buildings Owned
by the Town of Vernon**

The Town of Vernon, Connecticut is seeking a qualified firm to furnish custodial services at various buildings owned by the Town. A firm must have a demonstrated experience in providing such services and adhere to all State and Federal standards and requirements typical for these services.

There will be a mandatory walk-through of all buildings under this contract beginning at 12:00 PM on Thursday, May 30, 2024, starting at the Town of Vernon Public Works Department, 375 Hartford Turnpike, Vernon, Connecticut 06066. Walk-through attendees must remain at the walk-through until its completion. Proposals from any parties/firms who fail to attend this mandatory walk-through will be disqualified without further consideration.

Questions about this RFP should be directed to Dwight Ryniewicz, Director of Public Works Department, by email only to dryniewicz@vernon-ct.gov, no later than Thursday, June 6, 2024 at 3:30 PM. Answers to questions received will be posted by Tuesday, June 11, 2024, 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/ctsource/ctsource> by referencing Contract #2141. It is the sole responsibility of the respondent to review any or all addendum or question responses related to this RFP.

Two (2) copies of the proposal should be submitted in a sealed envelope with "**BID DOCUMENT – DO NOT OPEN – CONTRACT #2141**" 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 Tuesday, June 18, 2024 at 10:00 AM, at which time proposals will be opened and read aloud publicly. Emailed, faxed or late proposals will not be accepted.

Received bids will be opened publicly in person on Tuesday, June 18, 2024 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