

**TOWN OF TRUMBULL, CONNECTICUT
BOARD OF EDUCATION
REQUEST FOR PROPOSAL**

Trumbull Public School Smart Board Bid

BID NUMBER: 6133

DUE: JULY 2, 2015 2:00PM

The Town of Trumbull, Connecticut (hereinafter referred to as Town), through the Office of the Purchasing Agent, will accept sealed bids Trumbull Public Schools (TPS) for 90 Digital White Board packages., for various schools in Trumbull, CT 06611 with the Trumbull Board of Education in accordance with the enclosed specifications.

Site visits may be requested by contacting the Facilities department at kohnd@trumbullps.org and cc: kennedys@trumbullps.org and Director of Technology (hackettj@trumbullps.org). Jeff Hackett (203-452-4312), Trumbull Board of Education prior to submitting a bid. Located @ BOE Admin building 62454 Main Street Trumbull, CT.

1. PREPARATION OF PROPOSALS

Bids shall be submitted by using the enclosed BID PROPOSAL FORM that accompanies this request. Submit one (1) ORIGINAL and one (1) EXACT COPY. Bidders should submit bids in a clear, concise and legible manner to permit proper evaluation of responsive bids.

Bidders may also submit, under separate cover with their proposal, any samples of reports and documents that are necessary to meet the requirements of this bid request.

2. BID SUBMISSION

a) Bids are to be submitted in DUPLICATE and sealed in an envelope clearly marked and addressed as follows:

Purchasing Agent – RFP 6133 DUE JULY 2, 2015 @ 2PM
KEVIN BOVA
Town of Trumbull
5866 Main Street
Trumbull, CT 06611

b) Please be advised that the person signing the formal proposal must be authorized by your organization to contractually bind your firm with regard to prices and related contractual obligations for the delivery period requested.

c) No oral, telephonic, or faxed proposals will be considered. Corrections, deletions, or additions to the bids may be made by wire, provided such wires are received in correct and comprehensive form prior to the opening time of bids, and confirmed by letter. No telephone corrections, deletions, or additions will be accepted. The Town reserves the right to reject any or all bids, and to waive any or all formalities in connection therewith.

3. BID TIME

a) Bids shall be received at the office of the Purchasing Agent, Town Hall, prior to the advertised hour of opening, at which time all proposals will be publicly opened and read aloud.

b) A bidder may withdraw a proposal at any time prior to the above scheduled date and time. Any bid received after the above scheduled date and time shall not be considered or opened.

4. TOWN OPTIONS

a) The Town reserves the right to reject any or all bids and to waive any requirements, irregularities, technical defects or service therein when it is deemed to be in the best interest of the Town.

b) If your proposal does not meet or better the required specifications on all points, which must be outlined in a letter, otherwise it will be presumed that a proposal is in accordance with the required specifications.

- c) The Town of Trumbull-Board of Education reserves the exclusive right to determine whether or not a proposal meets or exceeds the stated specifications.

5. **TAXES**

All purchases made by the Town, and associated with the award of this requirement shall be tax exempt. Any taxes must not be included in bid prices. A Town Tax Exemption Certificate shall be furnished upon request.

6. **INQUIRIES & ADDENDUMS**

- a) All inquiries regarding this request shall be answered up to close of business June 23 2015 after which time no additional questions will be accepted. To ensure consistent interpretation of certain items, answers to questions the Town deems to be in the interest of all bidders will be made available in writing or by Fax as appropriate to all bidders. Inquiries of a technical nature may be directed to **Director of Technology Jeff Hackett (203-452-4312), Trumbull Board of Education and or (hackettj@trumbullps.org)**. All other questions may be directed to **Kevin J Bova Purchasing Agent (203.452.5042) kbova@trumbull-ct.org** .
- b) Additionally, after proposals are received, the Town reserves the right to communicate with any or all of the bidders to clarify the provisions of Proposals. The Town further reserves the right to request additional information from any bidder at any time after proposals are opened.
- c) **It is the sole responsibility of a bidder to verify any addendums that may have been issued relating to this request prior to submission of a proposal. Any notice of addendum shall be published on the Town website. Failure to submit a response that does not address any changes or addendums may result in a disqualification of a proposal submission.**

7. **AWARD AND AUTHORITY**

The Town Purchasing Agent will issue notification of award in writing after consultation with and approval from the Board of Education Followed by a Purchase order & a signed contract by selected contractor and The Town of Trumbull.

8. **PRICING**

All prices quoted are to be firm for a period of one hundred and Eighty days (180) days following bid opening. **Special Consideration will be given to responses that can expedite the work.** The Town & Board of Education is always interested in any and all cost reduction opportunities.

9. **ASSIGNMENT OF RIGHTS, TITLES, AND INTERESTS**

Any assignment or subcontracting by a bidder, vendor, or contractor for work to be performed, or goods and/or services to be provided, in whole or in part, and any other interest in conjunction with Town procurement shall not be permitted without the express written consent of the Town of Trumbull.

10. **HOLD HARMLESS CLAUSE**

Bidder agrees to indemnify, hold harmless and defend the Town from and against any and all liability for loss, damage or expense which the Town may suffer or for which the Town may be held liable by reason of injury, including death, to any person or damage to any property arising out of or in any manner connected with the operations to be performed under an agreement with the Town, whether or not due in whole or in part of any act, omission or negligence of the Town or any of his representatives or employees.

11. **WORK REGULATIONS AND STANDARDS**

All work activities performed in association with this request must be performed and completed for the Town in Accordance with current Federal State and Local regulations. All services performed shall also conform to the latest OSHA standards and/or regulations. Additional regulations and/or standards as listed in the specifications shall apply. PREVAILING WAGES WILL BE NEEDED AND ARE ATTACHED & AVAILABLE ON THE TOWN HALL WEBSITE

12. **WARRANTIES**

A copy of all applicable warranties must be submitted in full detail.

13. **CONFLICT OF INTEREST**

No purchase shall be made from nor shall services (other than services as an officer, agent, or employee of the Town) be secured from any officer or employee of the Town, or from any partnership or corporation in which such officer or employee is a partner or officer, or holds a substantial interest, unless such relationship and the fact that such purchase is contemplated shall be made known in writing to the agency making such purchase, and notice thereof posted, for at least five (5) days before such purchase be made, in the office of the agency making such purchase and in a public place in the Trumbull Town Hall.

14. **DELIVERY**

Installation shall be scheduled with the BOE Plant Operations Department. All work must be done in a manner that will not interfere with student work or the safety of the building occupants. All bidders should include the cost of any work that may be disruptive to the school and may need to be performed off-hours (weekends, evening).

15. **INSURANCE**

The successful bidder shall provide the Town Purchasing Agent with a Certificate of Insurance before work commences. The Town shall be named as an additional insured with an Insurance Company licensed to write such insurance in Connecticut, against the following risks and in not less than the following amounts:

- Worker's Compensation
- Contractor's Public Liability and Property Damage
- Automobile Insurance

General Liability	Each Person	Each Occurrence	Aggregate
Bodily Injury Liability	\$1,000,000	\$1,000,000	\$1,000,000
Property Damage Liability	\$1,000,000	\$1,000,000	\$1,000,000
Personal Injury Liability	\$1,000,000	\$1,000,000	\$1,000,000
Comprehensive Automobile Liability			
Bodily Injury	\$1,000,000	\$1,000,000	\$1,000,000
Property Damage		\$1,000,000	\$1,000,000

The insurance policy must contain the additional provision wherein the company agrees that thirty (30) days prior to termination, expiration, cancellation or reduction of the insurance afforded by this policy with respect to the contract involved, written notice will be served by registered mail to the Town.

In the event of cancellation, the contractor will cease all operations on or before the effective date of said cancellation and shall not commence work again until he has obtained replacement insurance and has delivered a Certificate of Insurance to the BOE Plant Operations Office.

16. **SPECIFICATIONS –**

- a) Each Bidder will be held responsible to have studied the Specifications, visit the sites (if necessary), regarding the proposed work, satisfied itself regarding all existing conditions and measurements, and to have included in the proposal an amount sufficient to cover all work.
- b) Should any Bidder find discrepancies in the Specifications, or be in doubt as to the exact meaning, notify the Town at once. The Town may then, at their option, issue Addenda clarifying same. The Town shall not be responsible for oral instructions or misinterpretations of Specifications.
- c) The Town reserves the right to issue Addenda at any time prior to the Bid Opening. All such Addenda become, upon issuance, part of the Specification. Each Bidder shall cover such Addenda in the proposal and shall acknowledge

receipt of same on the blank provided therefore. It is the bidders' responsibility to access the Town's website or contact the Town for any addenda that may be issued in conjunction with this bid.

- d) The Town reserves the right to require any or all Bidders to submit statements as to previous experience in performing comparable work; and as to financial and technical organizations and resources available for this work. The mere opening and reading aloud of a bid shall not constitute or imply the Town's acceptance of the suitability of a Bidder or the bid, nor shall possession of Drawings or Specifications constitute an invitation to bid. The competency and responsibility of Bidders as well as the number of working days required for completion will be considered in making an award.

17. **PROPOSAL AND PAYMENT BONDS**

- a) A Bid Bond payable to the Town must accompany each Proposal for ten (10%) percent of the total amount of the Proposal. As soon as the Proposal prices have been compared, the Town will return the bonds to all except lowest qualified responsible Proposal. The Bid Bond of the successful Bidder will be retained until the Payment Bond have been executed and approved, after which it will be returned. A certified check may be used in lieu of a Bid Bond.
- b) The party to whom the contract is awarded will be required to execute the Agreement and obtain the Payment Bond within ten (10) calendar days from the date when Notice of Award is delivered to the Proposer. The Notice of Award shall be accompanied by the necessary Agreement and Bond forms. In case of failure of the Proposer to execute the Agreement, the Town may, at his option, consider the Proposer in default, in which case the Bid Bond accompanying the proposal shall become the property of the Town.
- c) The Town, upon receipt of acceptable Payment Bond and Agreement signed by the Contractor, shall sign the Agreement and return to the Contractor an executed duplicate of the Agreement within a reasonable period of time. The returned executed Agreement by the Town to the Contractor shall be accompanied with a Notice to Proceed.

18. **STATEMENT OF QUALIFICATIONS AND REFERENCES**

Bidders shall complete and submit the "Statement of Qualifications" section of this request along with the References form. The Town and Public Works Department may make such investigations as necessary and it deems appropriate to determine the qualifications of the proposer to perform the work required. If the Town is not satisfied that the proposer is properly qualified, the Town along with the Public Works Department reserves the right to reject the proposal of said Proposer.

19. **Site Visitation and Inspection of Existing Conditions**

All bidders must visit the site and inspect the existing conditions. Site visits can be arranged by calling the BOE Plant Operations office or the Facilities department at kohnd@trumbullps.org and cc: kennedys@trumbullps.org at 203-452-434312 and also Jeff Hackett (hackettj@trumbullps.org).

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BID NUMBER: 6133

DUE: JULY 2, 2015 2:00PM

General Description: SPECIFICATION -REQUIREMENTS

Overview

Trumbull Public Schools (TPS) is soliciting bids for 90 Digital White Board packages. The district uses and supports the Smart Board model 680 and the Smart Board model E-70. The 6 elementary schools will receive the Smart Board SB680's and the 2 middle schools and Trumbull High School will receive the Smart Board E-70 LED's. See Appendix A for school addresses and contact information. This is a prevailing wage project and should be bid as such.

Scope of Work:

Trumbull Public School is looking for a vendor to provide and install 90 classroom Smart Boards, in 9 different school locations. This vendor must provide TPS a turnkey Smart Board solution to include but not limited to, video, audio, cabling, wiremold, electrical, training and documentation.

Bid Conditions:

1. Vendor shall provide all products & installation of said products with electrical services if applicable. Provide interactive SMART E-70 70" LED TV/SMART 680 Interactive SMART Boards, Optoma Lamp less Projectors, audio, cable packages, custom wall plates, wire mold, and electrical outlets to create a working interactive classroom.
2. Provide four (4) hours of master certified training on all products provided at each school. All prospective bidders shall have in house SMART Certified Installers. All vendors shall have in-house SMART Certified Trainers. (See Vendor Checklist Below)
3. All vendors shall have in-house electricians (E-1 or E-2) for electrical installation services. All vendors shall have low voltage certifications for in-wall or conduit installation of cable packages wall plates etc. Proof of license and/or certification must be submitted with bid. (See Vendor Checklist Below)
4. No substitutes on product or services will be allowed as maintaining district consistency and spare parts is an essential. All areas of work shall be completed by winning bidder. Winning bidder shall not use sub-contractors as quality of work is essential to ongoing performance and post installation services must be maintained by winning bidder.

5. There will be no formal walk through, if a vendor wishes to visit any or all installation sites/rooms, they must contact the Facilities department at **kohnd@trumbullps.org** and cc: **kennedys@trumbullps.org**. All School diagrams and Smart Board locations can be obtained by contacting Jeffrey Hackett, **hackettj@trumbullps.org**.

Warranty:

1. Products offered under this bid shall be covered by the manufacturer's warranty and/or the stated minimum required warranty specified within the products specifications.
2. Vendor to register with manufacturer all installed equipment
3. Vendor to supply TPS with inventory of all Digital White Boards and Projectors
4. Owner's Manuals and documentation
 - All manufacturer owner manuals or instruction booklets will be included with every piece of equipment.

Delivery:

1. All products offered under this bid shall be bid FOB: Destination, inside delivery. For the purposes of this bid, "inside delivery" is meant to imply that all material is unloaded by the carrier from their vehicle to the receiving area noted in the purchase order. It does not require delivery direct to a department or classroom unless that has been prearranged with TPS the contractor.
2. Direct delivery from the manufacturer (sometimes known as drop shipping) is acceptable except in those cases where assembly and installation is required at the TPS site.
3. Any and all costs related to delivery shall be the Awarded Bidder's responsibility.
4. Risk of loss or damage shall remain fully with the Bidder until the equipment is received and (signed for) by TPS at the designated delivery site

Products

- All products bid shall be newly manufactured. Remanufactured, rebuilt, or previously owned equipment will not be considered
- Digital White Board Package consists of Digital White Board (installed over chalk or White Board), short throw, DLP projector, power speakers, cable package & wall plates, installation, electric & wire mold.

- Under no circumstances shall the Contractor, without the express written permission of TPS Technology Manager, substitute any system, product, peripheral or component.

Successful Bidder Requirements:

A. Years in Business

- Companies bidding must have been in continuous operation (under the same company name) supplying commercial equipment and service similar to those outlined herein for a minimum of two (2) complete continuous years of operation immediately prior to the due date of this bid.

B. Financial Stability

- Bidders must have a sound and adequate cash flow as of the bid opening date specified herein, and be capable of accepting payment for products delivered within a period of 30 to 45 calendar days after invoicing. TPS reserves the right to request financial information from the Bidder or other sources to evaluate the financial stability of the Bidding organization. Rejection of any Bidder based upon the financial stability of its organization shall be solely a TPS decision, and such decision shall be final and conclusive.

C. References

- Bidders need to supply a list of at least three schools that they have supplied similar systems. A contact person and telephone number needs to be listed with each reference.

Installation and Training:

- The vendor is responsible to ensure the professional installation of all equipment and must complete the project in 60 days after bid award.
- Available installation times will be 6:30am until 3:30pm M-F
- The vendor must be a Certified Smart Trainer and Installer; the paperwork must be included with the bid.
- The vendor will record all projectors, and Digital White Board serial numbers, corresponding classroom numbers and remove trash created as part of the installation process. The vendor will provide all required inventory information to the Trumbull Public Schools via Excel spreadsheet.
- Successful Bidder will be responsible for scheduling installation services with the TPS Technology Manager.
- All equipment items must include inside delivery, installation and set-up. All required cables and connectors must be included in the proposed price. Products shall be offered with standard manufacturer's warranties.
- No subcontractors can be used on this bid.

Instructions:

- You must bid on all items to be considered for award
- Provide a unit price and a total price for each item
- All of the items within the section must be compatible and designed to work together
- In various locations the vendor will be responsible for removing screens, maps, banners, etc. that may hinder the installation of the Smart Board
- Uninstallation, removal of existing Polyvision/Webster Boards /Anchor Speakers in 8 classrooms rooms along with discarding of Polyvision/Webster Equipment. The projectors & speakers in each room will be returned to Technology Manager.

Equipment Specifications:

- All bidders shall submit technical specifications for any and all items offered in their bid submission. Failure to submit technical specifications will be sufficient cause to reject the bid.

Elementary Classrooms

1. SMART Interactive Whiteboard SB680
2. Optoma Short Throw Projector Model #ZW-212ST "*This is lamp-less projector 20,000 hr light source*" WXGA, Green Technology LED & Laser Projector, 2500 LED Lumens, 100,000:1 contrast ratio, 0.52 throw ratio, VGA In/Out, HDMI, SD Card, Wireless Ready, Digital Signage ready, 3D ready, 3-year Optoma Express Replacement, 20,000 hour light source warranty
3. Peerless Short Throw Projector Mount Model #PSTK-2955
4. 42" Sound Bar powered speaker, built in subwoofer with SMART Board Bracket and audio cables to projector installed. 42" Bluetooth Sound Bar must be able to play audio from your Bluetooth device and listen to it wirelessly. Includes remote control AC/DC power adaptor. Also included shall be 1255-275 Peerless Hanger Clamp mount to be mounted above the 680 Smart board
5. 25' Non-Plenum Cable Package consisting of the following: Comprehensive HDMI HDHD25EPRO, VGA VGA15PP25HR, 3.5mm audio MPSMPS25ST, 2-SMART active

USB extension cables USB-XT and a Liberty custom metal plate with the following connections: HDMI, USB, VGA & 3.5mm audio (pigtail leads included) R06470-WQ289787. External cables from plate to computer(s) for all connections provided.

6. Wiremold over block with external deep Box WMBSS-12 Wiremold product # BAC2300
7. Electrical outlet tapping off of existing electric in-room to below center of new SMART Board location(s)
8. Belkin F9h620-CW Surge-Protector, \$50,000 connected equipment warranty, 6 outlet
9. Installation, integration and training

Middle and High School Classrooms:

- 1 E-70 SMART 70" interactive LED monitor
- 2 Peerless MIS970 E-70 Build-out bracket (over whiteboard)
- 3 42" Sound Bar powered speaker, built in subwoofer with SMART Board Bracket and audio cables to projector installed. 42" Bluetooth Sound Bar must be able to play audio from your Bluetooth device and listen to it wirelessly. Includes remote control AC/DC power adaptor. Also included shall be a sound bar bracket attached to rear of E-70 used to mount sound bars. Audio cable from monitor to sound bar is also included
- 4 25' Non-Plenum Cable Package consisting of the following: Comprehensive HDMI HDHD25EPRO, VGA VGA15PP25HR, 3.5mm audio MPSPS25ST, 2-SMART active USB extension cables USB-XT and a Liberty Custom Metal Plate with the following connections: HDMI, USB, VGA & 3.5mm audio R06470-WQ289787 (pigtail leads included). P/N: CABLEPKG25NP. External cables from plate to computer for all connections provided.
- 5 Wiremold BAC2300 over block with external deep box WMBSS-12
- 6 Electrical outlet tapping off of existing electric in-room to below center of new SMART Board location(s)
- 7 Belkin F9h620-CW Surge-Protector, \$50,000 connected equipment warranty, 6 outlet

8 Installation, integration and training included.

Additional Equipment and Labor for Specific Areas:

Madison Room 118
Add Extra 35' of Wiremold, cables

Madison Room 214
Add 50' of Wiremold, cables

Madison Room 216
Takedown Tack board 6 x 4'
Add Articulating mount for 70" SMART Interactive
Subtract existing Bracket in base bid

Hillcrest Conference Room
Add Articulating mount for 70" Smart Interactive
Subtract existing Bracket in base bid

Hillcrest Media Center
Plywood 3/4" to mount E70 over bookcase, secure to bookcase using industry standards

Hillcrest Planetarium
Articulating Wall mount
Subtract existing Bracket in base bid

Bidder Checklist of license/Certifications required with bid:

1. SMART Installer Certification (Letter from SMART)
2. SMART Master Certified Trainer, Advantage 14 (Letter from SMART)
3. SMART Master Certified Response Trainer (Letter from SMART)
4. E-1 or E-2 Electrical License(s) Copy of employee's license
5. Low Voltage License(s) Copy of employee's license

END OF SPECIFICATION AND REQUIREMENTS SECTION

**TOWN OF TRUMBULL, CONNECTICUT
BOARD OF EDUCATION
REQUEST FOR PROPOSAL**

Trumbull Public School Smart Board Bid

BID NUMBER: 6133

DUE: JULY 2, 2015 2:00PM

PROPOSAL

Proposal of _____ (hereinafter called "Proposer, Bidder"), organized and existing under the laws of the State of Connecticut, doing business as to the Engineering Department, Town of Trumbull, Connecticut (hereinafter called the "Owner").

THE UNDERSIGNED AFFIRMS AND DECLARES that this proposal is executed with full knowledge and acceptance of the specifications, requirements, terms and conditions contained herein and with complete understanding and full compliance of system requirements and hereby submits this proposal for the request noted above and certifies that this proposal meets all the specifications and conditions requested herein. Any substitutions to the specifications requested are clearly and completely noted. Any alternate proposals are presented in a similar format to those requested and are attached herein. It is understood that the Town & the Board of Education reserves the right to reject any or all proposals or waive any formalities in this request.

By submission of this Proposal, each Proposer certifies, that this Proposal has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this Proposal with any other Proposer or with any competitor.

Proposer hereby agrees to commence work under this contract on or before a date to be specified in the "Notice of Award & to Proceed", and to fully complete the Project within SIXTY (60) consecutive calendar days thereafter.

Proposer understands that the Owner (the Town and or the board of Education) reserves the right to reject any or all proposals and to waive any informality in the bidding.

Upon receipt of written notice of the acceptance of this proposal, proposer shall execute the formal contract attached within five (5) days and deliver a Surety Bond or Bonds as required in the General Conditions. The Bid Security attached in the sum of _____ Dollars (\$ _____) is to become the property of the Owner in the event the contract and bond are not executed within the time above set forth, as liquidated damages for the delay and additional expense to the Owner caused thereby.

Company Name

By (Signature)

Address

Print Name

Email

Title

Date

Telephone/Fax

**TOWN OF TRUMBULL, CONNECTICUT
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Trumbull Public School Smart Board Bid

BID NUMBER: 6133 DUE: JULY 2, 2015 2:00PM

PROPOSAL (CONTINUED)

Smart Board Bid for Trumbull Public Schools Bid # 6133

Item	Description	Quantity	Unit cost per location	Extended cost
1.	Smart board E-70, turnkey solution to include but not limited to, video, audio, cabling, wiremold, electrical, training and documentation.	50		
2.	Smart Board SB680, turnkey solution to include but not limited to, video, audio, cabling, wiremold, electrical, training and documentation.	40		
3.	Additional Equipment and Labor for Specific Areas:			

Grand Total \$ _____

Enclosed herewith is the Bid Guaranty (10% of Base Bid minimum), in the form of:

Bid Bond

Certified Check

ADDENDA

The following Addenda have been received. The modifications to the Bid Documents noted therein have been considered and all costs thereto are included in the Base Bid.

Addenda #

**TOWN OF TRUMBULL, CONNECTICUT
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Trumbull Public School Smart Board Bid**

BID FORM SIGNATURE (S)

The Corporate Seal

(Bidder - print the full name of Proprietorship,

Partnership, or Corporation) Was hereunto affixed in the presence

of: _____

(Authorized signing officer)

(Title)

(Seal)

(Authorized signing officer)

(Title)

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Appendix A

School Addresses and Head Custodians

Booth Hill Elementary School
545 Booth Hill Rd.
Trumbull, Ct 06611
Head Custodian: John Joaquim
(203) 450-0534

Daniels Farm Elementary School
710 Daniels Farm Rd.
Trumbull, Ct 06611
Head Custodian: Craig Shairer
(203) 450-0535

Frenchtown Elementary School
30 Frenchtown Rd.
Trumbull, Ct 06611
Head Custodian: Dom Murolo
(203) 450-0540

Jane Ryan Elementary School
190 Park Lane
Trumbull, Ct 06611
Head Custodian: Dan Pereiro
(203) 450-0538

Middlebrook Elementary School
220 Middlebrook Avenue
Trumbull, Ct 06611
Head Custodian: Mike Murzin
(203) 450-0537

Appendix A (Continued)

Tashua Elementary School
401 Stonehouse Rd.
Trumbull, Ct 06611
Head Custodian: Mark Balog
(203) 450-0539

Hillcrest Middle School
530 Daniels Farm Rd.
Trumbull, Ct 06611
Head Custodian: Andy Robinson
(203) 450-0422

Madison Middle School and REACH Building
4630 Madison Avenue
Trumbull, CT 06611
Head Custodian: Jim Brennan
(203) 450-0420

Trumbull High School
72 Strobel Rd.
Trumbull, CT 06611
Head Custodian: Ed Bike
(203) 231-1287

Facilities
(203) 452-4306

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REFERENCES

(To be submitted with proposal – attach additional pages as necessary)

List references for similar services provided for at least four (4) clients in the past five (5) years (attach any other client references if desired). **PLEASE NOTE IT IS THE TOWN'S INTENT TO COMMUNICATE WITH THE REFERENCES LISTED HEREIN.**

CLIENT 1:

Organization Name: _____

Contact Name: _____ Phone: _____

Service Dates: _____

Project(s): _____

CLIENT 2:

Organization Name: _____

Contact Name: _____ Phone: _____

Service Dates: _____

Project(s): _____

CLIENT 3:

Organization Name: _____

Contact Name: _____ Phone: _____

Service Dates: _____

Project(s): _____

CLIENT 4:

Organization Name: _____

Contact Name: _____ Phone: _____

Service Dates: _____

Project(s): _____

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STATEMENT OF QUALIFICATIONS

Submitted by:

Name of Organization _____
 Name of Individual _____
 Title _____
 Address _____
 Telephone _____ Fax: _____ Cell: _____

Schedule A: Prior Similar Projects (Add Additional Pages as Needed)

Project	Owner	Design Professional	Contract Price	Amount Completed	Date of Delivery / Installation

Schedule B: Current Similar Projects (Add Additional Pages as Needed)

Project	Owner	Design Professional	Contract Price	Amount Completed	Date of Delivery / Installation

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BIDDER SHALL STATE THE NAMES OF ALL OF ALL PROPOSED SUBCONTRACTORS.

PROPOSED SUBCONTRACTORS

If none, write "None" _____.

*Description of Work _____

Proposed Subcontractor Name _____

Address _____

*Description of Work _____

Proposed Subcontractor Name _____

Address _____

*Description of Work _____

Proposed Subcontractor Name _____

Address _____

*Description of Work _____

Proposed Subcontractor Name _____

Address _____

***Insert description of work and subcontractors' names as may be required.**

This is to certify that the names of the above mentioned subcontractors are submitted with full knowledge and consent of the respective parties.

The Bidder warrants that none of the proposed subcontractors have any conflict of interest as respects this contract.

Bidder _____
(Fill in Name)

By _____
Signature and Title)