

**TOWN OF GLASTONBURY**  
**INVITATION TO BID**

<u>BID #</u>	<u>ITEM</u>	<u>DATE &amp; TIME REQUIRED</u>
GL-2021-04	Broadcast Video System Replacement	January 19, 2021 at 11:00 A.M.

The Town of Glastonbury will receive on-line bids for a Broadcast Video System Replacement at Town Hall, 2155 Main Street, Glastonbury, CT 06033.

Bidders wishing to submit a bid proposal for this solicitation are directed to respond online through a secure e-Procurement portal. Responses can be submitted at the following link: <https://app.negometrix.com/buyer/2832>, under the bid title “***GL-2021-04 Broadcast Video System Replacement***”. All bids will be publicly opened and read aloud. No late bids will be accepted.

A mandatory pre-bid meeting and project walk-through will be held at the Town Hall, 2155 Main Street, Glastonbury, CT 06033 on January 5, 2021 at 1:00 PM. All bidders must attend in order for their bid to be considered. Due to the current pandemic attendees must comply with social distancing guidelines and wear a mask at all times during the meeting.

This Invitation to Bid, Instructions to Bidders, Drawings, Specifications and other Bidding Documents (as defined in the Instruction to Bidders) are available for viewing and downloading on the Town of Glastonbury website [www.glastonburyct.gov](http://www.glastonburyct.gov) at no cost.

Each Bid must be accompanied by a bid security in the form of a Bid Bond, certified in an amount not less than 10% of the base bid except as otherwise expressly provided in the Instruction to Bidders. The successful bidder will be required to provide performance and labor and material payment bonds in the full amount of the agreed contract price.

Any contract awarded in connection with this solicitation will be subject to State set-aside and contract compliance requirements. Bidders are advised that a good faith effort is required for participation in the contract by Small Business Enterprises (SBE) and Minority Business Enterprises (MBE). The SBE goal is twenty-five (25) percent of the contract value, with twenty-five (25) percent of that amount (6.25 percent of the overall project) as the MBE goal.

Bidders are further advised that this project is subject to the prevailing wage requirements of Connecticut General Statutes Section 31-53.

The Town of Glastonbury is An Affirmative Action/Equal Opportunity Employer. Minority/Women’s Business Enterprises are encouraged to bid.

**The Town reserves the right to amend or withdraw this Invitation to Bid for any reason, to accept or reject any or all Bids, to waive any informalities or non-material deficiencies in any Bid, and to make such award (or make no award) of a contract in connection with this Invitation to Bid all as determined by the Town, in its discretion, to be in the best interest of the Town. A Bid may be rejected for irregularities of any kind, including without limitation, alteration of form, additions not called for, conditional proposals, and incomplete Bids. A Bid may also be rejected if, in the opinion of the Town, the Bid does not meet the standard of quality established by the Bidding Documents. Any or all Bids may be rejected if there is any reason to believe that collusion exists among two or more Bidders. The foregoing provisions are for illustrative purposes and shall in no way limit the right of the Town to reject any and all Bids, in whole or in part.**

Mary F. Visone  
Purchasing Agent

**TABLE OF CONTENTS**

<b><u>SECTION</u></b>	<b><u>PAGE NO.</u></b>
Information for Bidders	IB 1-4
Insurance Requirements	IR-1
Technical Specifications	TS 1-5
I.    General Intent	
II.   Solicitation Documents	
III.  Scope of Work and System Requirements by Vendor	
a.    Summary of Work By Vendor	
b.    Scope of Work for Town Council Chambers	
c.    Scope of Work For Meeting Room A	
d.    Scope of Work For Control Room	
e.    Project Coordination	
f.    Project Closeout	
IV.  Town Responsibilities	

**ATTACHMENTS:**

- Attachment A - Bid Form
- Attachment B - Equipment List
- Attachment C - Prevailing Wages
- Attachment D - System Flow and Console Layout Drawing
- Attachment E - CHRO Contract Compliance Regulations

1. Bidders submitting a response for this solicitation are directed to respond online through a secure e-Procurement portal. Bids can be submitted at the following link: <https://app.negometrix.com/buyer/2832> under the bid title “*GL-2021-04 Broadcast Video System Replacement*”. Bidders will be required to create a profile before submitting their bid. Step-by-step instructions on how to register as a vendor are available at this website: <https://help.negometrix.com/en/support/solutions/articles/9000177626-register-on-negometrix4>  
Bidders will be required to upload their bid response in **one consolidated pdf document** in the following file located in the bid portal:
  - Bid Response & Related Documents
2. Whenever it is deemed to be in the best interest of the Town, the Town Manager, Purchasing Agent or designated representative shall waive informalities in any and all bids. The right is reserved to reject any bid, or any part of any bid, when such action is deemed to be in the best interest of the Town of Glastonbury.
3. The award will be on the basis of bid total cost of the lowest qualified, responsible, and responsive bidder unless otherwise specified.
4. Bids will be carefully evaluated as to conformance with stated specifications.
5. Specifications must be submitted complete in every detail, and when requested, samples shall be provided. If a bid involves any exception from stated specifications, they must be clearly noted as exceptions, underlined, and attached to the bid.
6. The Bid Documents contain the provisions required for the requested item. Information obtained from an officer, agent, or employee of the Town or any other person shall not affect the risks or obligations assumed by the Bidder or relieve him/her from fulfilling any of the conditions of the Bid.
7. Each bidder is held responsible for the examination and/or to have acquainted themselves with any conditions at the job site which would affect their work before submitting a bid. Failure to meet these criteria shall not relieve the Bidder of the responsibility of completing the Bid without extra cost to the Town of Glastonbury.
8. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. No bidder may withdraw a bid within sixty (60) days after the actual date of the opening thereof. Should there be reasons why a Bid cannot be awarded within the specified period, the time may be extended by mutual agreement between the Town and the bidder.
9. Each electronic bid submission must be accompanied by a COPY of the bid bond payable to the Town for ten percent (10%) of the total amount of the bid. Original bid bonds from all respondents must be mailed to the attention of the Purchasing Agent immediately (within 24 hours) following the virtual bid opening at the following address: Town of Glastonbury, PO Box 6523, Glastonbury, CT 06033-6523, Attn: Mary F. Visone, Purchasing Agent. The bid bond of the successful Bidder will be retained until the payment bond and performance bond have been executed and approved, after which it will be returned.
10. A 100% Performance and Payment bonds are required of the successful bidder. This bond shall cover all aspects of the specification and shall be delivered to the Purchasing Agent prior to the

issuance of a purchase order. The Performance and Payment Bonds will be returned upon the delivery and acceptance of the bid items.

11. The Bidder agrees and warrants that in the submission of this sealed bid, they will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religion, national origin, sex, or physical disability including, but not limited to blindness, unless it is shown by such bidder that such disability prevents performance of that which must be done to successfully fulfill the terms of this sealed bid or in any manner which is prohibited by the laws of the United States or the State of Connecticut: and further agrees to provide the Human Relations Commission with such information requested by the Commission concerning the employment practices and procedures of the bidder. An Affirmative Action Statement will be required by the successful bidder.
12. Bidder agrees to comply with all of the latest Federal and State Safety Standards and Regulations and certifies that all work required in this bid will conform to and comply with said standards and regulations. Bidder further agrees to indemnify and hold harmless the Town for all damages assessed against the Town as a result of Bidder's failure to comply with said standards and/or regulations.
13. All correspondence regarding any purchase made by the Town of Glastonbury shall reference the Town's purchase order number. Each shipping container shall clearly indicate both Town purchase order number and item number.
14. Bidder is required to review the Town of Glastonbury Code of Ethics adopted July 8, 2003 and effective August 1, 2003 and revised October 29, 2013 and effective November 28, 2013. Bidder shall acknowledge that they have reviewed the document in the area provided on the bid/proposal response page (Attachment A). The selected Bidder will also be required to complete and sign an Acknowledgement Form prior to award. The Code of Ethics and the Acknowledgement Form can be accessed at the Town of Glastonbury website at [www.glastonburyct.gov](http://www.glastonburyct.gov). Upon entering the website scroll down to click on **Bids & Proposals Icon** which will bring you to the links for the **Code of Ethics** and the **Acknowledgement Form**.

15. **Prevailing Wage Requirements**

Prevailing wages are required on this Project in accordance with the rates attached hereto pursuant to Connecticut General Statutes Section 31-53 (a) through (h), as amended. For further information on prevailing wage requirements, visit the Connecticut Department of Labor's website.

The Contractor and each subcontractor shall be subject to provisions of the Connecticut General Statutes, Section 31-55a concerning annual adjustments to prevailing wages.

Wage Rates will be posted each July 1st on the Department of Labor website: <https://www.ctdol.state.ct.us/wgwkstnd/prevailwage.htm>. Such prevailing wage adjustments shall not be considered a matter for any contract amendment or adjustment to the Contract Price. No escalation clauses shall be included in any Bid submission

The Contract shall provide, and the Contractor and subcontractors for the Project shall comply with the following: “The wages paid on an hourly basis to any person performing the work of any mechanic, laborer or worker on the work herein contracted to be done and the amount of payment or contribution paid or payable on behalf of each such person to any employee welfare fund, as defined in subsection (i) of Connecticut General Statutes Section 31-53, shall be at a rate equal to the rate customary or prevailing for the same work in the same trade or occupation in the town in which such public works project is being constructed. Any contractor who is not obligated by agreement to make payment or contribution on behalf of such persons to any such employee welfare fund shall pay to each mechanic, laborer or worker as part of such person's wages the amount of payment or contribution for such person's classification on each pay day.”

Certified Payrolls: In accordance with Connecticut General Statutes, 31-53 Certified Payrolls with a statement of compliance shall be submitted monthly by the Contractor to the Town’s Representative and certified payrolls for the Contractor and all subcontractors working during the period shall be submitted with each Application for Payment submitted by the Contractor, covering all activities relating to such Application for Payment. Contractor shall provide pay scale verification as may be required by the Connecticut Department of Labor.

Each Bidder shall confirm prior to submission of its Bid that the Bidder is carrying in its Bid and Base Bid Amount the proper trade classification for all work required for the Project including composite crews of different trade classifications if needed, as required by the State of Connecticut Department of Labor and/or union agencies if applicable.

Forms and additional information can be found on the Connecticut Department of Labor’s website.

**16. Non Resident Contractors (IF APPLICABLE)**

Upon award the Town is required to report names of nonresident (out of state) Contractors to the State of Connecticut, Department of Revenue Services (DRS) to ensure that Employment Taxes and other applicable taxes are being paid by Contractors. **A single surety bond for 5% of the entire contract price is required to be filed with DRS by any unverified nonresident prime or general contractor (if awarded) where the contract price for the project is \$250,000 or more.** The contractor will be required to promptly furnish to the Town a copy of the **Form AU-968 - Certificate of Compliance** issued by the State of Connecticut, DRS. See State of Connecticut **Notice SN 2012 (2)**.

17. Bidder shall include on a sheet(s) attached to its proposal a complete disclosure of all past and pending mediation, arbitration and litigation cases that the bidder or its principals (regardless of their place of employment) have been involved in for the most recent five years. Please include a statement of the issues in dispute and their resolution. Acceptability of Bidder based upon this disclosure shall lie solely with the Town.
18. Bidder or its principals, regardless of their place of employment, shall not have been convicted of, nor entered any plea of guilty, or nolo contendere, or otherwise have been found civilly liable or criminally responsible for any criminal offense or civil action. Bidder shall not be in violation of any State or local ethics standards or other offenses arising out of the submission of bids or proposals, or performance of work on public works projects or contracts.
19. Each bid shall also include a description of three (3) projects completed by the bidder with references to demonstrate successful experience with similar projects. Please provide project name, contact information and contract value.

20. Commission on Human Rights and Opportunities (CHRO) Requirements:

The contractor who is selected to perform this State project must comply with CONN. GEN. STAT. §§ 4a-60, 4a-60a, 4a-60g, and 46a-68b through 46a-68f, inclusive, as amended by June 2015 Special Session Public Act 15-5.

State law requires a minimum of twenty-five (25%) percent of the state-funded portion of the contract for award to subcontractors holding current certification from the Connecticut Department of Administrative Services (“DAS”) under the provisions of CONN. GEN. STAT. § 4a-60g. (25% of the work with DAS certified Small and Minority owned businesses and 25% of that work with DAS certified Minority, Women and/or Disabled owned businesses.) The contractor must demonstrate good faith effort to meet the 25% set-aside goals.

For municipal public works contracts and quasi-public agency projects, the contractor must file a written or electronic non-discrimination certification with the Commission on Human Rights and Opportunities. Forms can be found at:

[http://www.ct.gov/opm/cwp/view.asp?a=2982&q=390928&opmNav\\_GID=1806](http://www.ct.gov/opm/cwp/view.asp?a=2982&q=390928&opmNav_GID=1806)

As stated above, the work for this project falls under the provisions of CONN. GEN. STAT. Sections 46a-68c and 46a-68d which require that prior to the award of this contract, you must have your company affirmative action plan approved by CHRO. A copy of your plan must be submitted to the CHRO within 30 days of your receipt of award. Should you have any questions regarding the preparation of your plan, please contact the Contract Compliance Unit at the Commission on Human Rights and Opportunities at (860) 541-4709.

Affirmative action plans can be sent to:  
Commission on Human Rights and Opportunities  
25 Sigourney Street Hartford, CT 06106  
Attn: Contract Compliance Unit

21. Any technical questions regarding this bid shall be made in writing (email acceptable) and directed to David Sacchitella, Building Superintendent, (860) 652-7706, [dave.sacchitella@glastonbury-ct.gov](mailto:dave.sacchitella@glastonbury-ct.gov) between the hours of 8:00 a.m. – 4:30 p.m. For administrative questions concerning this bid, please contact Mary F. Visone, Purchasing Agent, by email at [purchasing@glastonbury-ct.gov](mailto:purchasing@glastonbury-ct.gov). All questions, answers, and/or addenda, as applicable, will be posted on the Town’s website at [www.glastonburyct.gov](http://www.glastonburyct.gov) (Upon entering the website scroll down to click on Bids & Proposals Icon, then scroll down page to see the active bid table. You must click the Bid Title to view all bid details and document links). The request must be received at least five (5) business days prior to the advertised response deadline. **It is the respondent’s responsibility to check the website for addenda prior to submission of any bid/proposal.**

**IMPORTANT:**

- **Failure to comply with general rules may result in disqualification of the Bidder.**
- Municipal projects are exempt from Federal Excise Taxes, as well as, State of Connecticut Sales, Use and Service Taxes and should not be include in the Bidder’s proposal.

**INSURANCE**

The Bidder shall, at its own expense and cost, obtain and keep in force during the entire duration of the Project or Work the following insurance coverage covering the Bidder and all of its agents, employees and sub-contractors and other providers of services and shall name the **Town of Glastonbury and its employees and agents as an Additional Insured** on a primary and non-contributory basis to the Bidders Commercial General Liability and Automobile Liability policies. All policies shall contain a waiver of subrogation. **These requirements shall be clearly stated in the remarks section on the Bidder's Certificate of Insurance.** Insurance shall be written with insurance carriers approved in the State of Connecticut and with a minimum Best's Rating of A-VIII. In addition, all carriers are subject to approval by the Town. Minimum Limits and requirements are stated below:

1) Worker's Compensation Insurance:

- Statutory Coverage
- Employer's Liability
- \$1,000,000 each accident/\$1,000,000 disease-policy limit/\$1,000,000 disease each employee
- A Waiver of Subrogation shall be provided in favor of the Town of Glastonbury and its employees and agents

2) Commercial General Liability:

- Including Premises & Operations, Products and Completed Operations, Personal and Advertising Injury, Contractual Liability and Independent Contractors.
- Limits of Liability for Bodily Injury and Property Damage  
Each Occurrence \$1,000,000  
Aggregate \$2,000,000 (The Aggregate Limit shall apply separately to each job.)
- A Waiver of Subrogation shall be provided in favor of the Town of Glastonbury and its employees and agents

3) Automobile Insurance:

- Including all owned, hired, borrowed and non-owned vehicles
- Evidence a Combined Single Limit of Liability for Bodily Injury and Property Damage: Per Accident \$1,000,000
- A Waiver of Subrogation shall be provided in favor of the Town of Glastonbury and its employees and agents

The Bidder shall direct its Insurer to provide a Certificate of Insurance to the Town before any work is performed. The Contractor shall be responsible to notify the Town 30 days in advance with written notice of cancellation or non-renewal. The Certificate shall evidence all required coverage including the Additional Insured on the General Liability and Auto Liability policies. The Bidder shall provide the Town copies of any such insurance policies upon request.

**INDEMNIFICATION**

To the fullest extent permitted by law, the Bidder shall indemnify and hold harmless the Town of Glastonbury and its consultants, agents, and employees from and against all claims, damages, losses and expenses, direct, indirect or consequential (including but not limited to fees and charges of engineers, attorneys and other professionals and court and arbitration costs) to the extent arising out of or resulting from the performance of the Bidder's work, provided that such claim, damage, loss or expense is caused in whole or in part by any negligent act or omission by the Bidder, or breach of its obligations herein or by any person or organization directly or indirectly employed or engaged by the Bidder to perform or furnish either of the services, or anyone for whose acts the Bidder may be liable.

**I. General Intent**

It is the general intent of this bid for the awarded vendor to provide and install equipment, materials, and services to relocate and upgrade the existing public access television production system located in the Town Hall building at 2155 Main Street, Glastonbury, CT. The existing system includes cameras that are mounted in the Town Council Chambers on the main level of the Town Hall and a control console and related equipment that are located in a control room on the lower level. Additional cameras are mounted in Meeting Room A across from Council Chambers. The Town intends to upgrade the control console and related equipment and include the capability for hybrid “Virtual” meetings.

**II. Solicitation Documents:**

Broadcast Video System Replacement includes:

- Attachment A - Bid Form
- Attachment B - Equipment List
- Attachment C - Prevailing Wages
- Attachment D - System Flow and Console Layout Drawing
- Attachment E - CHRO Contract Compliance Regulations

**III. Scope of Work & System Requirements by Vendor:**

The equipment listed in this section is required to be provided by the vendor. Vendors proposing substitutions for any of this equipment shall provide, with their bid, any and all technical data necessary to determine that the proposed substituted equipment is equivalent in all respects to the specified equipment. Acceptance and approval of the proposed substituted equipment shall be at the sole discretion of the Town, the Town shall not be obligated to accept any proposed substituted equipment offered.

**A. Summary of Work by Vendor:**

Upgrades to Town Council Chambers, Meeting Room A, Channel Payout, & Integration of Video Conferencing Approach:

- 1) Upgrade systems in Town Council Chambers
- 2) Deploy NDI cameras
- 3) Integrate rooms with Video Conferencing System
- 4) Maintain existing functionality
- 5) Upgrade Channel Payout – including VOD & Live Streaming
- 6) Integrate with current cable provider, Cox Communications
- 7) Mobile Video Conferencing system – allow for far end to see wide angle of Town Council Chambers (depending on where mobile cart is located), hear in-room audio, & provide far end audio to be heard in Town Council Chambers. Allow for far end to share screen as well as see locally shared content within the meeting.

**B. Scope of Work for Town Council Chambers:**

- 1) Wall mount 3x cameras – maintain current location for 2x & add 4th camera location (along right wall pointing at podium)
- 2) Move back camera from wall mount to ceiling mount – approximate center of room pointing at dais



- 3) Mount new 32-inch monitor on back wall – same location as current – for video return feed (alternate)
- 4) Mount new large monitor to replace projector & screen – on right wall close to dais (65”)
- 5) Option: this monitor could be used for Video Conferencing system
- 6) Pull & terminate cabling to support content display
- 7) Mobile Video Conferencing system – install wall plate for connectivity to Control Room at location mutually agreed upon between the Town and the selected Vendor that will suffice as best location for Mobile system (shared system with Meeting Room A)
- 8) System includes camera and speaker – display shows far end, camera captures wide angle view of Town Council Chambers, in-room audio captured by microphones included with VTC cart, included speaker provides far end audio
- 9) Pull & terminate necessary cabling within room & between Chambers & Control Room (one floor down)
- 10) Commission, test systems, & provide basic overview of operation

**C. Scope of Work for Meeting Room A:**

- 1) Mobile Video Conferencing system – install wall plate for connectivity (as needed) to Control Room at location mutually agreed upon between the Town and the selected Vendor that will suffice as best location for Mobile system (shared system with Town Council Chambers)
- 2) System includes camera and speaker – display shows far end, camera captures wide angle view of Town Council Chambers, in-room audio captured by microphones included with VTC cart, included speaker provides far end audio

**D. Scope of Work for Control Room:**

- 1) Build/Install new console furniture against outside wall
- 2) Mount equipment in new rack
- 3) Rack equipment in turrets integrated into new console
- 4) Mount 3x new monitors on monitor arms attached to console
- 5) Install new TriCaster
- 6) Utilize TriCaster for camera control
- 7) Install new Channel Playout system - includes VOD & Live streaming
- 8) Install 2x new switches for Dante & NDI
- 9) Install new Blu-Ray/HDD recorder
- 10) Install Town furnished equipment (OFE)
- 11) Terminate & dress cabling
- 12) Commission & test all systems

**E. Project Coordination:**

- 1) Upon receipt of order by Vendor, the Vendor shall immediately schedule a kickoff meeting with the Town (either onsite or remote)
- 2) Review scope & set tentative mutually agreed upon schedule for installation
- 3) Equipment will be received and stored at Vendors location until site installation can be scheduled
- 4) Equipment will be delivered by the Vendor to the appropriate location inside Town facility.

- 5) Vendor will schedule/coordinate onsite services and installation with the Town's Representative.
- 6) Equipment packaging will be removed from site by Vendor or disposed of properly at a location provided by the Town.
- 7) Area will be left clean after installation by Vendor.
- 8) Vendor will ensure clear pathway for cabling.
- 9) Vendor will provide proper blocking in ceiling for camera mounting.
- 10) Vendor will provide proper blocking in walls for camera & monitor mounting.
- 11) Vendor will ensure Town furnished equipment operates properly with installation.

**F. Project Closeout:**

The Vendor will be required to develop a Project Closeout Process to ensure that the Town is satisfied with project completion. The following items shall be included:

- 1) **Final Testing**  
Vendor will complete final termination, testing and "de-bugging" of installed systems.
- 2) **Training**  
After equipment has been installed, Vendor will train the Town end users on how to use the system. Training will be scheduled at a mutually agreed upon time between the Town and the Vendor, no later than 10 days following the installation.
- 3) **Installation Sign-Off**  
Vendor shall be required to utilize an "Installation Sign-Off" form to signify project completion. This provides a mechanism for the Town to acknowledge completion or receipt of beneficial use of the system or to identify performance exceptions to the system. Vendor shall be responsible to immediately remedy such exceptions on a timely basis and then identify to the Town in writing the beginning of the warranty period.
- 4) **Documentation**  
Vendor will provide to the Town as-built drawings within 30 days following Installation Sign-Off. All additional documentation such as quick reference guides for training, equipment manuals, or other project documentation will be provided by the Vendor.
- 5) **Warranty**  
All equipment contained in the system includes and is governed by a manufacturer's warranty. All manufacturers' warranties shall be honored and serviced by Vendor. Vendor warrants all system installations for one year. Standard Warranty includes the workmanship and labor provided by Vendor and all of its subcontractors covering the scope of work included in this proposal. During the first year, Vendor will provide all necessary labor required to repair or replace any defects in workmanship, cabling, connectors, equipment mounting, software and all other "non-equipment" related systems installed under the contract. System warranty shall include the coverage of all equipment, specific to each manufacturer's warranty for each product included in the contract; Vendor shall provide warranty information for these products with their bid response.
- 6) **Warranty Service & Response Times**  
During the effective warranty period, scheduled warranty service shall be performed for corrective service and emergency maintenance during normal business hours during normal

business days. Normal business hours shall be from 8:00 AM to 4:30 PM and normal business days Monday through Friday, with the exception of national and local holidays. Vendor shall make every effort possible to respond to Town's needs as quickly as possible.

7) **Warranty Period**

The warranty period shall begin when the Town receives beneficial use of the system, or at final acceptance, whichever comes first.

8) **Extended Warranty Options**

Vendor shall submit with their bid response extended warranty options in the event that the Town chooses to extend the duration of the Standard Warranty.

**IV. Town Responsibilities:**

- 1) Unmount equipment & remove existing console in Control Room.
- 2) Configure Town network (wired & wireless) where applicable.
- 3) Ensure all Town furnished software licensing is documented and available to Vendor prior to commencing commissioning. Ensure all passwords and log-in information is available to Vendor at the time of installation.
- 4) All environmental conditions are the responsibility of the Town – HVAC including power.
- 5) Reasonable access onsite – normal business hours, free from other Trades working (i.e. Electrical, Painting, etc.), clear path to all necessary locations, elevators, etc. – are the responsibility of the Town.
- 6) Town furnished equipment shall be in good working order.

ATTACHMENT A  
BID FORM



BID NUMBER: GL-2021-04 DATE DUE: January 19, 2021  
DATE ADVERTISED: December 21, 2020 TIME DUE: 11:00 AM  
NAME OF PROJECT: BROADCAST VIDEO SYSTEM REPLACEMENT

**THE BIDDER ACKNOWLEDGES RECEIPT OF THE FOLLOWING ADDENDA AS REQUIRED:**

Addendum #1 \_\_\_\_\_ (initial/date) Addendum #2 \_\_\_\_\_ (initial/date) Addendum #3 \_\_\_\_\_ (initial/date)

**IT IS THE RESPONSIBILITY OF THE BIDDER TO CHECK THE TOWN'S WEBSITE BEFORE SUBMITTING A BID FOR ADDENDA POSTED PRIOR TO THE OPENING.**

**CODE OF ETHICS:**

I / We have reviewed a copy of the Town of Glastonbury's Code of Ethics and agree to submit a Consultant Acknowledgement Form if I/We are selected. Yes \_\_\_\_\_ No \_\_\_\_\_\*

\*Bidder is advised that effective August 1, 2003, the Town of Glastonbury cannot consider any bid or proposal where the bidder has not agreed to the above statement.

**NON-COLLUSION AFFIDAVIT:**

By submission of this bid, the Bidder certifies, and in the case of a joint bid each party thereto certifies as to their own organization that this bid has been arrived at independently without consultation, communication, or agreement as to any matter relating to this bid with any other Bidder or with any competitor.

**LUMP SUM BID:**

Furnish and install Broadcast Video System Replacement at Town Hall, 2155 Main Street, Glastonbury, CT 06033.

**TOTAL OF LUMP SUM BID AMOUNT**

\$ \_\_\_\_\_  
(Numeric Bid Amount)

\_\_\_\_\_  
(Written Bid Amount)

Name of Bidder: \_\_\_\_\_

**OTHER ITEMS REQUIRED WITH SUBMISSION OF BID PROPOSAL:**

The following bid checklist describes items required for inclusion with the above-referenced bid proposal package. It is provided for the convenience of the bidders and, therefore, should not be assumed to be a complete list.

- \_\_\_\_\_ 1. Included a copy of the Bid Bond as per Section 9 of the Information for Bidders. Original Bid Bond to be mailed as specified herein.
- \_\_\_\_\_ 2. Included Disclosure of Past and Pending Mediation, Arbitration, and Litigation cases against the Bidder or its Principals as per Section 17 of the Information for Bidders.
- \_\_\_\_\_ 3. Included Qualifications Statement as per Section 19 of the Information for Bidders.
- \_\_\_\_\_ 4. Checked Town web site for Addenda and acknowledged Addenda on Attachment A.
- \_\_\_\_\_ 5. Acknowledged Non-Collusion Affidavit on Attachment A.
- \_\_\_\_\_ 6. Acknowledged Code of Ethics on Attachment A.
- \_\_\_\_\_ 7. Included Extended Warranty Options.
- \_\_\_\_\_ 8. Included all Standard Warranty information.

_____	_____
<b>Type or Print Name of Individual</b>	<b>Doing Business as (Trade Name)</b>
_____	_____
<b>Signature of Individual</b>	<b>Street Address</b>
_____	_____
<b>Title</b>	<b>City, State, Zip Code</b>
_____	_____
<b>Date</b>	<b>Telephone Number / Fax Number</b>
_____	_____
<b>Email Address</b>	<b>SS # or TIN#</b>

(Seal – If bid is by a Corporation) Attest

## ATTACHMENT B EQUIPMENT LIST

Item #	Qty	Manufacturer	Model	Description
1	7	Lumens	VC-A50PNW	20x Optical Zoom, 1080p Hi-Definition PTZ IP Camera, 60fps, NDI
2	3	Lumens	VC-AC08W	Wall Mount for PTZ Video Cameras
3	1	Lumens	VS-KB30	IP Camera Controller for Pan/Tilt/Zoom (PTZ) Video Cameras
4	1	NewTek	FG-001586-R001	TriCaster TC1 BASE Bundle (includes TriCaster TC1 2RU and TC1SP)
5	1	NewTek	FG-002727-R001	ProTek with Premium Access for TriCaster TC1
6	1	NewTek	FG-001626-R001	ProTek for TriCaster TC1SP
7	1	NewTek	FG-002062-R001	NewTek Premium Access
8	1	Tightrope	CBL-VIO2-600	2 channel configurable 1x1 or 0x2 SD/HD SDI encode/decode, multi-format server with 10TB of usable RAID5 storage in a 3 RU chassis. Selectable SD or HD SDI with embedded audio. Pulls in RTP, RTMP and HLS streams.
9	1	Tightrope	CBL-VIO2-HA	Annual hardware assurance contract for the CBL-VIO2-600.
10	1	Tightrope	CBL-CGPLAYER-LIC	Cablecast CG bulletin board software for installation in Cablecast VIO video servers. All bulletin board features and native integration with the Cablecast schedule for display of "Airs Again On", "Coming up Next" and Cablecast schedule bulletins
11	1	Tightrope	CBL-STRUPG-40TB	Thirty TB storage upgrade for Cablecast VIO and VOD servers to increase content storage to 40TB.
12	1	Tightrope	CBL-LIVE-350	Single channel H.264 HLS adaptive bit-rate live streaming server in a 1 RU chassis, integrated into Cablecast's user interface and public web interface. Resolution scales to 1080P.
13		Tightrope	CBL-LIVE-350-HA	Annual hardware assurance contract for the CBL-LIVE.
14	1	Tightrope	CBL-SVR450-VOD-10	Web centric head end automation system, Carousel server software and Cablecast VOD in a 3 RU chassis. Streams H.264 HLS Adaptive bitrate VOD to mobile devices, OTT and desktops. Redundant power, 10TB RAID5 Content and 256GB RAID1 OS drives
15	1	Tightrope	CBL-PROVOD-10- HA	Annual hardware assurance contract for the Cablecast Pro VOD-10.
16	1	Tightrope	CBL-REFLECT-BND	Annual Cloud-based reflection service operating in conjunction with both Cablecast Live and Cablecast VOD servers that provide a virtually unlimited number of live and VOD internet video streams while conserving your internal bandwidth.
17	1	Middle Atlantic	MRK-3731LRD	37SP/31D MULTIBAY LRD
18	1	Middle Atlantic	CBS-MRK-31	CASTER BASE FOR MRK 31DP
19	1	Middle Atlantic	SPN-37-312	PR BLK 37SP SDS FOR 31-32
20	2	Middle Atlantic	PDT-1220C-NS	12 OUTLETS,20A,CORD,NS
21	1	Middle Atlantic	MW-10FT-FC	10"(1)FAN/TOP W/FC M/W
22	1	Middle Atlantic	RM-KB-LCD17KVMHD	KB W/LCD DIG DSPLY & KVM

**BROADCAST VIDEO SYSTEM REPLACEMENT**

**BID #GL-2021-04**

23	4	Philips	32BDL3010Q	32" Prosumer (18/7 Landscape & 12/7 Portrait) Display, FHD (1920x1080), 350 cd/m2, USB
24	1	Peerless AV	ST640P	SmartMount Universal Tilt Wall Mount For 32 to 50 TV feet
25	1	Philips	65BDL3050Q/00	65" LED Monitor UHD, 350nits, 18x7 landscape   12x7 portrait   DVI, HDMIx2, VGA (via DVI) 65": HDMIx4   DICOM Image   HDMI CEC   Tiling   RS232/IP control
26	1	Peerless AV	ST650P	SmartMount Universal Tilt Wall Mount For 37 to 75 TV feet
27	1	TBC Consoles	ST3-6005	Fixed height console, integrated full cable core extruded aluminum legs and mounting trac, steel feet with levelers. Desktop dims: 88"w x 38"d. Finish: Shark 3DL
28	3	TBC Consoles	ST-RT4	4 RU aluminum turret
29	3	TBC Consoles	FP-STX	Reconfigurable single monitor arm with 14" pole and mount, accommodates up to 30 lbs
30	2	TBC Consoles	SM-C	Adjustable desktop or Trac mountable speaker arm with a 360° rotatable platform base.
31	2	Netgear	GS724TPP-100NAS	Ethernet Switch - 24 Ports - Manageable - 4 Layer Supported - Modular - Twisted Pair Optical Fiber - Rack-mountable, Desktop - Lifetime Limited Warranty POE+ SMART & CLOUD MGNT ENABLED
32	1	JVC	SR-HD2700US	BLU-RAY DISC & HDD RECORDER w/HDSDI
33	1			Portable VTC Cart
34	1	Black Magic Design	BMD-VHUBSMTCS6 G1 212	Smart Videohub CleanSwitch 12x12
35	1	Tripp Lite	SMART2200RM 2 U	UPS (rack-mountable) - AC 120 V - 1920 Watt - 2200 VA - RS-232, USB - output connectors: 8
36	1	Behringer	000-22202-00010	Behringer 2-Way Active Personal Monitor System
37	1	Amazon	Equipment	Amazon APC SMX2000RMLV2U Smart-UPS X 2000 Rack/Tower LCD-UPS-AC 120V-1.8 kW-1920 VA-RS-232, USB-7 output connector(s)-2U.
38	1	Amazon Bose	Equipment	Amazon Bose Companion 20 Multimedia Speaker System.
39	1	Audinate	Equipment	Audinate DVS-TK-001 Dante Virtual sound card.
40	1	Black Magic Design	Equipment	Black Magic Design, BMD-CONVNTRM/AA/SDIH- Teranex Mini - SDI to HDMI 12G.
41	1	Black Magic	Equipment	Black Magic Design, BMD-CONVNTRM/BA/SDIAN- Teranex Mini - SDI to Analog 12G.
42	1	Black Magic	Equipment	Black Magic Design, BMD-CONVNTRM/YA/RSH- Teranex Mini - Rack Shelf.
43	1	Black Magic	Equipment	Black Magic Design, BMD-CONVNTRM/YA/SMTPN- Teranex Mini - Smart Panel.
44	3		Equipment	Comprehensive, 3RCA-3RCA-15ST 15ft Standard Series General Purpose 3 RCA Video/Audio Cable.
45	5		Equipment	Comprehensive, CAT6-15PROORG Pro AV/IT Cat6 Cable, RJ45 Male to RJ45 Male Heavy-Duty Patch Cable - Orange 15ft - 550 Mhz.
46	3		Equipment	Comprehensive, HD-HD-15EST High Speed HDMI Cable with Ethernet 15ft.
47	1		Equipment	Comprehensive, HD-HD-6EST High Speed HDMI Cable with Ethernet 6ft.
48	13		Equipment	XLRP-XLRJ-25ST Standard Series XLR Plug to Jack Audio Cable 25ft.
49	1	Haivision	Equipment	Haivision M-PREM-SUPP-1, Haivision Premium - Support Program - 1 year.
50	1		Equipment	Haivision S-292D-HDI, Makita X Single Channel Decoder Appliance - HD/SD H.264 IP Video Decoder HDMI and 3G/HD/SD-SDIoutput; 16 channel SDI embedded and 2 channel analog audio output.

**BROADCAST VIDEO SYSTEM REPLACEMENT****BID #GL-2021-04**

51	1	Havision	Equipment	Haivision S-292E-HDSD12, Makita X Dual SDI Encoder Appliance - H.264 High Profile Dual Channel IP Video Encoder with SRTDual 3G/HD/SD- SDI or Composite input; up to 1080p60 HD Video; 32 kbps to 25 Mbps; 16 channel AES digital / 2 channel analog audio input, 1 channel audio output; 10/100/1000 Ethernet.
52	1	JVC	Equipment	JVC SR-HD2700US-Blu-Ray Disc & HDD Recorder.
53	1	Middle Atlantic	Equipment	Middle Atlantic CBS-MRK-31, Skirted Wheelbase, fits 31" Deep MRK's, Includes Casters.
54	1	Middle Atlantic	Equipment	Middle Atlantic MIDELURDC-84 Desk with Overbridge, Dark Cherry Top.
55	3	NEC	Equipment	NEC E327, 32" display with integrated ATSC/NTSC Tuner.
56	1	NewTek	Equipment	NewTek RR2RU3RU.
57	1	Pakedge	Equipment	Pakedge S3L-24P Layer 3 Life Managed Switch 24 Ports PoE+
58	3	Panduit	Equipment	Panduit C2LG6-Cable Tray Cap Cover.
59	3	Panduit	Equipment	Panduit F2X3LG6, Cable Tray 2"x3".
60	1	Shure	Equipment	Shure SCM810, 8-Channel Microphone Mixer.
61	1	TecNec	Equipment	TecNec CEL-AV700-CE Labs AV700 1x7 Composite Video & Stereo Audio RCA Distribution Amp.
62	1	Vaddio	Equipment	Vaddio 535-2000-290-Drop Down Mount for Small PTZ Cameras-Short Series
63	1	Polycom	Equipment	Polycom Studio Expansion Microphone
64	1		Equipment	65" Professional Display
65	1		Equipment	Motorized Height & Tilt Monitor Stand, 28" travel side shelf
66	1	SafCord	Equipment	SafCord, over-carpet ADA approved Mgmt (4x12')
67	2		Equipment	15' HDMI Patch Cable x2
68	1	Poly Studio	Equipment	Pre-configured for Zoom: Poly Studio x50&TC8; 4K Video Conf/Collab/Wireless Pres Sys: Touch Control, 4K 5x Cam, Codec, Speakerphone
69	1	Poly Studio	Equipment	Poly Studio X50 Optional Vesa Mounting Kit
70			Warranty	Warranty
71			Materials	Cables & Connectors
72			Administration	Drafting, UC Engineering, Broadcast Engineer, Commissioning including New Tech Commissioning, Project Management, Installation, On-site Training including New Tech Training
73			Shipping	Incoming Freight & Delivery to Town of Glastonbury Site



**ATTACHMENT C  
PREVAILING WAGE RATES**

**Minimum Rates and Classifications for  
Building Construction**

ID#: 20-18280

**Connecticut Department of Labor  
Wage and Workplace Standards Division**

By virtue of the authority vested in the Labor Commissioner under provisions of Section 31-53 of the General Statutes of Connecticut, as amended, the following are declared to be the prevailing rates and welfare payments and will apply only where the contract is advertised for bid within 20 days of the date on which the rates are established. Any contractor or subcontractor not obligated by agreement to pay to the welfare and pension fund shall pay this amount to each employee as part of his/her hourly wages.

Project Number: #GL-2021-04

Project Town: Glastonbury

State#: #GL-2021-04

FAP#: Glastonbury

Project: Video Broadcast System Upgrade (Glastonbury)

<b>CLASSIFICATION</b>	<b>Hourly Rate</b>	<b>Benefits</b>
1b) Asbestos/Toxic Waste Removal Laborers: Asbestos removal and encapsulation (except its removal from mechanical systems which are not to be scrapped), toxic waste removers, blasters.**See Laborers Group 7**		
1c) Asbestos Worker/Heat and Frost Insulator	42.07	30.99
2) Boilermaker	38.34	26.01
3a) Bricklayer, Cement Mason, Concrete Finisher (including caulking), Stone Masons	35.71	33.31 + a
3b) Tile Setter	34.9	25.87
3c) Terrazzo Mechanics and Marble Setters	31.69	22.35
3d) Tile, Marble & Terrazzo Finishers	26.7	21.75
3e) Plasterer	33.48	32.06
-----LABORERS-----		
4) Group 1: Laborers (common or general), acetylene burners, concrete specialists, wrecking laborers, fire watchers.	31.0	22.15
4a) Group 2: Mortar mixers, plaster tender, power buggy operators, powdermen, fireproofers/mixer/nozzleman (Person running mixer and spraying fireproof only).	31.25	22.15

Project: Video Broadcast System Upgrade (Glastonbury)

4b) Group 3: Jackhammer operators/pavement breaker, mason tender (brick), mason tender (cement/concrete), forklift operators and forklift operators (masonry).	31.5	22.15
4c) **Group 4: Pipelayers (Installation of water, storm drainage or sewage lines outside of the building line with P6, P7 license) (the pipelayer rate shall apply only to one or two employees of the total crew who primary task is to actually perform the mating of pipe sections) P6 and P7 rate is \$26.80.	32.0	22.15
4d) Group 5: Air track operator, sand blaster and hydraulic drills.	31.75	22.15
4e) Group 6: Blasters, nuclear and toxic waste removal.	34.0	22.15
4f) Group 7: Asbestos/lead removal and encapsulation (except it's removal from mechanical systems which are not to be scrapped).	32.0	22.15
4g) Group 8: Bottom men on open air caisson, cylindrical work and boring crew.	29.28	22.15
4h) Group 9: Top men on open air caisson, cylindrical work and boring crew.	28.74	22.15
4i) Group 10: Traffic Control Signalman	18.0	22.15
5) Carpenter, Acoustical Ceiling Installation, Soft Floor/Carpet Laying, Metal Stud Installation, Form Work and Scaffold Building, Drywall Hanging, Modular-Furniture Systems Installers, Lathers, Piledrivers, Resilient Floor Layers.	34.53	25.64
5a) Millwrights	34.94	26.19
6) Electrical Worker (including low voltage wiring) (Trade License required: E1,2 L-5,6 C-5,6 T-1,2 L-1,2 V-1,2,7,8,9)	40.25	29.17+3% of gross wage
7a) Elevator Mechanic (Trade License required: R-1,2,5,6)	55.12	34.765+a+b
-----LINE CONSTRUCTION-----		
Groundman	26.5	6.5% + 9.00
Linemen/Cable Splicer	48.19	6.5% + 22.00
8) Glazier (Trade License required: FG-1,2)	39.18	22.55 + a

As of: December 16, 2020

9) Ironworker, Ornamental, Reinforcing, Structural, and Precast Concrete Erection	36.67	37.62 + a
-----OPERATORS-----		
Group 1: Crane handling or erecting structural steel or stone, hoisting engineer 2 drums or over, front end loader (7 cubic yards or over), work boat 26 ft. and over and Tunnel Boring Machines. (Trade License Required)	42.45	25.30 + a
Group 2: Cranes (100 ton rate capacity and over); Excavator over 2 cubic yards; Piledriver (\$3.00 premium when operator controls hammer); Bauer Drill/Caisson. (Trade License Required)	42.11	25.30 + a
Group 3: Excavator; Backhoe/Excavator under 2 cubic yards; Cranes (under 100 ton rated capacity), Grader/Blade; Master Mechanic; Hoisting Engineer (all types of equipment where a drum and cable are used to hoist or drag material regardless of motive power of operation), Rubber Tire Excavator (Drott-1085 or similar); Grader Operator; Bulldozer Fine Grade. (slopes, shaping, laser or GPS, etc.). (Trade License Required)	41.32	25.30 + a
Group 4: Trenching Machines; Lighter Derrick; Concrete Finishing Machine; CMI Machine or Similar; Koehring Loader (Skooper).	40.91	25.30 + a
Group 5: Specialty Railroad Equipment; Asphalt Paver; Asphalt Reclaiming Machine; Line Grinder; Concrete Pumps; Drills with Self Contained Power Units; Boring Machine; Post Hole Digger; Auger; Pounder; Well Digger; Milling Machine (over 24	40.28	25.30 + a
Group 5 continued: Side Boom; Combination Hoe and Loader; Directional Driller; Pile Testing Machine.	40.28	25.30 + a
Group 6: Front End Loader (3 up to 7 cubic yards); Bulldozer (rough grade dozer).	39.95	25.30 + a
Group 7: Asphalt roller, concrete saws and cutters (ride on types), vermeer concrete cutter, Stump Grinder; Scraper; Snooper; Skidder; Milling Machine (24	39.59	25.30 + a
Group 8: Mechanic, grease truck operator, hydroblaster; barrier mover; power stone spreader; welding; work boat under 26 ft.; transfer machine.	39.17	25.30 + a
Group 9: Front end loader (under 3 cubic yards), skid steer loader regardless of attachments, (Bobcat or Similar): forklift, power chipper; landscape equipment (including Hydroseeder).	38.71	25.30 + a
Group 10: Vibratory hammer; ice machine; diesel and air, hammer, etc.	36.54	25.30 + a
Group 11: Conveyor, earth roller, power pavement breaker (whiphammer), robot demolition equipment.	36.54	25.30 + a

Project: Video Broadcast System Upgrade (Glastonbury)

Group 12: Wellpoint operator.	36.48	25.30 + a
Group 13: Compressor battery operator.	35.86	25.30 + a
Group 14: Elevator operator; tow motor operator (solid tire no rough terrain).	34.66	25.30 + a
Group 15: Generator Operator; Compressor Operator; Pump Operator; Welding Machine Operator; Heater Operator.	34.23	25.30 + a
Group 16: Maintenance Engineer/Oiler.	33.54	25.30 + a
Group 17: Portable asphalt plant operator; portable crusher plant operator; portable concrete plant operator.	38.11	25.30 + a
Group 18: Power safety boat; vacuum truck; zim mixer; sweeper; (Minimum for any job requiring a CDL license).	35.53	25.30 + a
-----PAINTERS (Including Drywall Finishing)-----		
10a) Brush and Roller	35.62	22.55
10b) Taping Only/Drywall Finishing	36.37	22.55
10c) Paperhanger and Red Label	36.12	22.55
10e) Blast and Spray	38.62	22.55
11) Plumber (excluding HVAC pipe installation) (Trade License required: P-1,2,6,7,8,9 J-1,2,3,4 SP-1,2)	44.63	32.95
12) Well Digger, Pile Testing Machine	37.26	24.05 + a
13) Roofer (composition)	38.4	21.35
14) Roofer (slate & tile)	38.9	21.35
15) Sheetmetal Worker (Trade License required for HVAC and Ductwork: SM-1,SM-2,SM-3,SM-4,SM-5,SM-6)	38.9	39.46
16) Pipefitter (Including HVAC work) (Trade License required: S-1,2,3,4,5,6,7,8 B-1,2,3,4 D-1,2,3,4, G-1, G-2, G-8 & G-9)	44.63	32.95

As of: December 16, 2020

-----TRUCK DRIVERS-----

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17a) 2 Axle	29.86	25.79 + a
17b) 3 Axle, 2 Axle Ready Mix	29.97	25.79 + a
17c) 3 Axle Ready Mix	30.03	25.79 + a
17d) 4 Axle, Heavy Duty Trailer up to 40 tons	30.08	25.79 + a
17e) 4 Axle Ready Mix	30.13	25.79 + a
17f) Heavy Duty Trailer (40 Tons and Over)	30.35	25.79 + a
17g) Specialized Earth Moving Equipment (Other Than Conventional Type on-the-Road Trucks and Semi-Trailers, Including Euclids)	30.13	25.79 + a
18) Sprinkler Fitter (Trade License required: F-1,2,3,4)	45.92	26.08 + a
19) Theatrical Stage Journeyman	25.76	7.34

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Project: Video Broadcast System Upgrade (Glastonbury)

*Welders: Rate for craft to which welding is incidental.*

*\*Note: Hazardous waste removal work receives additional \$1.25 per hour for truck drivers.*

*\*\*Note: Hazardous waste premium \$3.00 per hour over classified rate*

***ALL Cranes: When crane operator is operating equipment that requires a fully licensed crane operator to operate he receives an extra \$4.00 premium in addition to the hourly wage rate and benefit contributions:***

- 1) Crane handling or erecting structural steel or stone; hoisting engineer (2 drums or over)***
- 2) Cranes (100 ton rate capacity and over) Bauer Drill/Caisson***
- 3) Cranes (under 100 ton rated capacity)***

Crane with 150 ft. boom (including jib) - \$1.50 extra

Crane with 200 ft. boom (including jib) - \$2.50 extra

Crane with 250 ft. boom (including jib) - \$5.00 extra

Crane with 300 ft. boom (including jib) - \$7.00 extra

Crane with 400 ft. boom (including jib) - \$10.00 extra

All classifications that indicate a percentage of the fringe benefits must be calculated at the percentage rate times the "base hourly rate".

Apprentices duly registered under the Commissioner of Labor's regulations on "Work Training Standards for Apprenticeship and Training Programs" Section 31-51-d-1 to 12, are allowed to be paid the appropriate percentage of the prevailing journeymen hourly base and the full fringe benefit rate, providing the work site ratio shall not be less than one full-time journeyperson instructing and supervising the work of each apprentice in a specific trade.

*The Prevailing wage rates applicable to this project are subject to annual adjustments each July 1st for the duration of the project.*

*Each contractor shall pay the annual adjusted prevailing wage rate that is in effect each July 1st, as posted by the Department of Labor.*

*It is the contractor's responsibility to obtain the annual adjusted prevailing wage rate increases directly from the Department of Labor's website.*

*The annual adjustments will be posted on the Department of Labor's Web page: [www.ct.gov/dol](http://www.ct.gov/dol). For those without internet access, please contact the division listed below.*

*The Department of Labor will continue to issue the initial prevailing wage rate schedule to the Contracting Agency for the project.*

*All subsequent annual adjustments will be posted on our Web Site for contractor access.*

*Contracting Agencies are under no obligation pursuant to State labor law to pay any increase due to the annual adjustment provision.*

***Effective October 1, 2005 - Public Act 05-50: any person performing the work of any mechanic, laborer, or worker shall be paid prevailing wage***

All Person who perform work ON SITE must be paid prevailing wage for the appropriate mechanic, laborer, or worker classification.

All certified payrolls must list the hours worked and wages paid to All Persons who perform work ON SITE regardless of their ownership i.e.: (Owners, Corporate Officers, LLC Members, Independent Contractors, et. al)

Reporting and payment of wages is required regardless of any contractual relationship alleged to exist between the contractor and such person.

**As of:** December 16, 2020

Project: Video Broadcast System Upgrade (Glastonbury)

**~~Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clause (29 CFR 5.5 (a) (1) (ii)).**

Please direct any questions which you may have pertaining to classification of work and payment of prevailing wages to the Wage and Workplace Standards Division, telephone (860)263-6790.

**As of:** December 16, 2020



**Important Information:**

For use with Building, Heavy/Highway, and Residential

Welders: Rate for craft to which welding is incidental.

\*Note: Hazardous waste removal work receives additional \$1.25 per hour for truck drivers.

\*\*Note: Hazardous waste premium \$3.00 per hour over classified rate.

**ALL Cranes: When crane operator is operating equipment that requires a fully licensed crane operator to operate he receives an extra \$4.00 premium in addition to the hourly wage rate and benefit contributions:**

- 1) Crane handling or erecting structural steel or stone; hoisting engineer (2 drums or over)
- 2) Cranes (100 ton rate capacity and over) Bauer Drill/Caisson
- 3) Cranes (under 100 ton rated capacity)

**Crane with boom including jib, 150 feet - \$1.50 extra.**

**Crane with boom including jib, 200 feet - \$2.50 extra.**

**Crane with boom including jib, 250 feet - \$5.00 extra.**

**Crane with boom including jib, 300 feet - \$7.00 extra.**

**Crane with boom including jib, 400 feet - \$10.00 extra.**

All classifications that indicate a percentage of the fringe benefits must be calculated at the percentage rate times the "base hourly rate".

- Apprentices duly registered under the Commissioner of Labor's regulations on "Work Training Standards for Apprenticeship and Training Programs" Section 31-51-d-1 to 12, are allowed to be paid the appropriate percentage of the prevailing journeymen hourly base and the full fringe benefit rate, providing the work site ratio shall not be less than one full-time journeyman instructing and supervising the work of one apprentice in a specific trade.

**Connecticut General Statute Section 31-55a: Annual Adjustments to wage rates by contractors doing state work**

- The Prevailing wage rates applicable to this project are subject to annual adjustments each July 1st for the duration of the project.
- Each contractor shall pay the annual adjusted prevailing wage rate that is in effect each July 1st, as posted by the Department of Labor.
- It is the contractor's responsibility to obtain the annual adjusted prevailing wage rate increases directly from the Department of Labor's website.
- The annual adjustments will be posted on the Department of Labor's Web page: [www.ctdol.state.ct.us](http://www.ctdol.state.ct.us).
- The Department of Labor will continue to issue the initial prevailing wage rate schedule to the Contracting Agency for the project.
- All subsequent annual adjustments will be posted on our Web Site for contractor access.

**Effective October 1, 2005 - Public Act 05-50: any person performing the work of any mechanic, laborer, or worker shall be paid prevailing wage.**

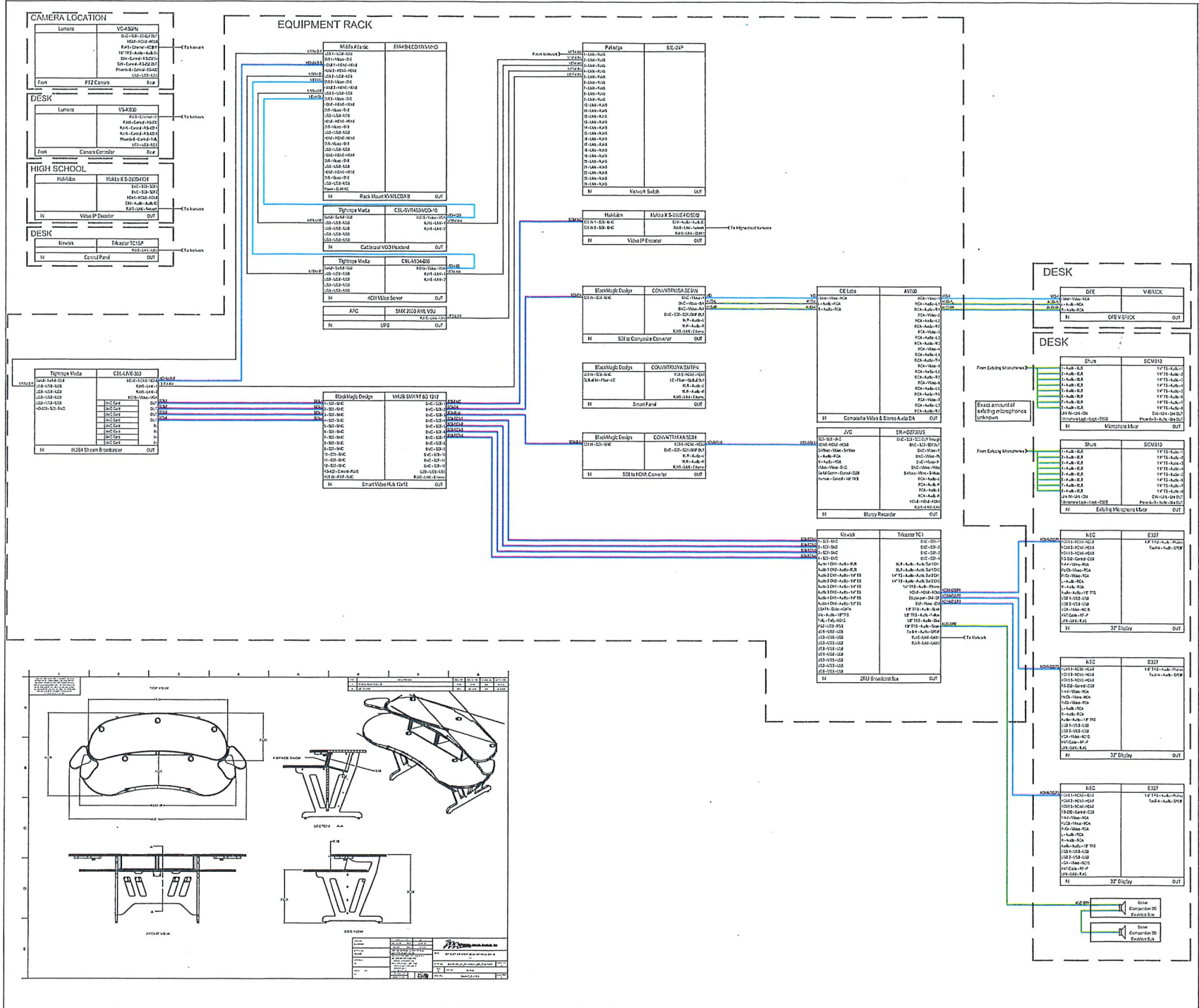
- All Persons who perform work ON SITE must be paid prevailing wage for the appropriate mechanic, laborer, or worker classification.
- All certified payrolls must list the hours worked and wages paid to All Persons who perform work ON SITE regardless of their ownership i.e.: (Owners, Corporate Officers, LLC Members, Independent Contractors, et. al)
- Reporting and payment of wages is required regardless of any contractual relationship alleged to exist between the contractor and such person.

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clause (29 CFR 5.5 (a) (1) (ii)).

***Please direct any questions which you may have pertaining to classification of work and payment of prevailing wages to the Wage and Workplace Standards Division, telephone (860)263-6790.***

**ATTACHMENT D  
SYSTEM FLOW AND CONSOLE LAYOUT DRAWING**

BROADCAST VIDEO SYSTEM REPLACEMENT  
GL-2021-04 - ATTACHMENT D



**ATTACHMENT E  
CHRO CONTRACT COMPLIANCE REGULATIONS**

**COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES**  
**CONTRACT COMPLIANCE REGULATIONS**  
**NOTIFICATION TO BIDDERS**

(Revised 09/3/15)

The contract to be awarded is subject to contract compliance requirements mandated by [Sections 4a-60](#) and [4a-60a](#) of the Connecticut General Statutes; and, when the awarding agency is the State, [Sections 46a-71\(d\)](#) and [46a-81i\(d\)](#) of the Connecticut General Statutes. There are Contract Compliance Regulations codified at [Section 46a-68j-21 through 43](#) of the Regulations of Connecticut State Agencies, which establish a procedure for awarding all contracts covered by [Sections 4a-60](#) and [46a-71\(d\)](#) of the Connecticut General Statutes.

According to [Section 46a-68j-30\(9\)](#) of the Contract Compliance Regulations, every agency awarding a contract subject to the contract compliance requirements has an obligation to “aggressively solicit the participation of legitimate minority business enterprises as bidders, contractors, subcontractors and suppliers of materials.” “Minority business enterprise” is defined in [Section 4a-60](#) of the Connecticut General Statutes as a business wherein fifty-one percent or more of the capital stock, or assets belong to a person or persons: “(1) Who are active in daily affairs of the enterprise; (2) who have the power to direct the management and policies of the enterprise; and (3) who are members of a minority, as such term is defined in subsection (a) of [Section 32-9n.](#)” “Minority” groups are defined in [Section 32-9n](#) of the Connecticut General Statutes as “(1) Black Americans . . . (2) Hispanic Americans . . . (3) persons who have origins in the Iberian Peninsula . . . (4) Women . . . (5) Asian Pacific Americans and Pacific Islanders; (6) American Indians . . .” An individual with a disability is also a minority business enterprise as provided by [Section 4a-60g](#) of the Connecticut General Statutes. The above definitions apply to the contract compliance requirements by virtue of [Section 46a-68j-21\(11\)](#) of the Contract Compliance Regulations.

The awarding agency will consider the following factors when reviewing the bidder’s qualifications under the contract compliance requirements:

- (a) the bidder’s success in implementing an affirmative action plan;
- (b) the bidder’s success in developing an apprenticeship program complying with [Sections 46a-68-1 to 46a-68-17](#) of the Administrative Regulations of Connecticut State Agencies, inclusive;
- (c) the bidder’s promise to develop and implement a successful affirmative action plan;
- (d) the bidder’s submission of employment statistics contained in the “Employment Information Form”, indicating that the composition of its workforce is at or near parity when compared to the racial and sexual composition of the workforce in the relevant labor market area; and
- (e) the bidder’s promise to set aside a portion of the contract for legitimate minority business enterprises. [See Section 46a-68j-30\(10\)\(E\)](#) of the Contract Compliance Regulations.

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INSTRUCTIONS AND OTHER INFORMATION

The following [BIDDER CONTRACT COMPLIANCE MONITORING REPORT](#) must be completed in full, signed, and submitted with the bid for this contract. The contract awarding agency and the Commission on Human Rights and Opportunities will use the information contained thereon to determine the bidders compliance to [Sections 4a-60](#) and [4a-60a](#) CONN. GEN. STAT., and [Sections 46a-68j-23](#) of the Regulations of Connecticut State Agencies regarding equal employment opportunity, and the bidder’s good faith efforts to include minority business enterprises as subcontractors and suppliers for the work of the contract.

1) **Definition of Small Contractor**

[Section 4a-60g](#) CONN. GEN. STAT. defines a small contractor as a company that has been doing business under the same management and control and has maintained its principal place of business in Connecticut for a one year period immediately prior to its application for certification under this section, had gross revenues not exceeding fifteen million dollars in the most recently completed fiscal year, and at least fifty-one percent of the ownership of which is held by a person or persons who are active in the daily affairs of the company, and have the power to direct the management and policies of the company, except that a nonprofit corporation shall be construed to be a small contractor if such nonprofit corporation meets the requirements of subparagraphs (A) and (B) of subdivision [4a-60g](#) CONN. GEN. STAT.

2) Description of Job Categories (as used in Part IV Bidder Employment Information) (Page 2)

**MANAGEMENT:** Managers plan, organize, direct, and control the major functions of an organization through subordinates who are at the managerial or supervisory level. They make policy decisions and set objectives for the company or departments. They are not usually directly involved in production or providing services. Examples include top executives, public relations managers, managers of operations specialties (such as financial, human resources, or purchasing managers), and construction and engineering managers.

**BUSINESS AND FINANCIAL OPERATIONS:** These occupations include managers and professionals who work with the financial aspects of the business. These occupations include accountants and auditors, purchasing agents, management analysts, labor relations specialists, and budget, credit, and financial analysts.

**MARKETING AND SALES:** Occupations related to the act or process of buying and selling products and/or services such as sales engineer, retail sales workers and sales representatives including wholesale.

**LEGAL OCCUPATIONS:** In-House Counsel who is charged with providing legal advice and services in regards to legal issues that may arise during the course of standard business practices. This category also includes assistive legal occupations such as paralegals, legal assistants.

**COMPUTER SPECIALISTS:** Professionals responsible for the computer operations within a company are grouped in this category. Examples of job titles in this category include computer programmers, software engineers, database administrators, computer scientists, systems analysts, and computer support specialists

**ARCHITECTURE AND ENGINEERING:** Occupations related to architecture, surveying, engineering, and drafting are included in this category. Some of the job titles in this category include electrical and electronic engineers, surveyors, architects, drafters, mechanical engineers, materials engineers, mapping technicians, and civil engineers.

**OFFICE AND ADMINISTRATIVE SUPPORT:** All clerical-type work is included in this category. These jobs involve the preparing, transcribing, and preserving of written communications and records; collecting accounts; gathering and distributing information; operating office machines and electronic data processing equipment; and distributing mail. Job titles listed in this category include telephone operators, bill and account collectors, customer service representatives, dispatchers, secretaries and administrative assistants, computer operators and clerks (such as payroll, shipping, stock, mail and file).

**BUILDING AND GROUNDS CLEANING AND MAINTENANCE:** This category includes occupations involving landscaping, housekeeping, and janitorial services. Job titles found in this category include supervisors of landscaping or housekeeping, janitors, maids, grounds maintenance workers, and pest control workers.

**CONSTRUCTION AND EXTRACTION:** This category includes construction trades and related occupations. Job titles found in this category include boilermakers, masons (all types), carpenters, construction laborers, electricians, plumbers (and related trades), roofers, sheet metal workers, elevator installers, hazardous materials removal workers, paperhangers, and painters. Paving, surfacing, and tamping equipment operators; drywall and ceiling tile installers; and carpet, floor and tile installers and finishers are also included in this category. First line supervisors, foremen, and helpers in these trades are also grouped in this category.

**INSTALLATION, MAINTENANCE AND REPAIR:** Occupations involving the installation, maintenance, and repair of equipment are included in this group. Examples of job titles found here are heating, ac, and refrigeration mechanics and installers; telecommunication line installers and repairers; heavy vehicle and mobile equipment service technicians and mechanics; small engine mechanics; security and fire alarm systems installers; electric/electronic repair, industrial, utility and transportation equipment; millwrights; riggers; and manufactured building and mobile home installers. First line supervisors, foremen, and helpers for these jobs are also included in the category.

**MATERIAL MOVING WORKERS:** The job titles included in this group are Crane and tower operators; dredge, excavating, and lading machine operators; hoist and winch operators; industrial truck and tractor operators; cleaners of vehicles and equipment; laborers and freight, stock, and material movers, hand; machine feeders and offbearers; packers and packagers, hand; pumping station operators; refuse and recyclable material collectors; and miscellaneous material moving workers.

**PRODUCTION WORKERS:** The job titles included in this category are chemical production machine setters, operators and tenders; crushing/grinding workers; cutting workers; inspectors, testers sorters, samplers, weighers; precious stone/metal workers; painting workers; cementing/gluing machine operators and tenders; etchers/engravers; molders, shapers and casters except for metal and plastic; and production workers.

3) Definition of Racial and Ethnic Terms (as used in Part IV Bidder Employment Information) (Page 3)

<p><u>White</u> (not of Hispanic Origin)-All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.</p> <p><u>Black</u> (not of Hispanic Origin)-All persons having origins in any of the Black racial groups of Africa.</p> <p><u>Hispanic</u>- All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.</p>	<p><u>Asian or Pacific Islander</u>- All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes China, India, Japan, Korea, the Philippine Islands, and Samoa.</p> <p><u>American Indian or Alaskan Native</u>- All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.</p>
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**BIDDER CONTRACT COMPLIANCE MONITORING REPORT**

**PART 1 – Bidder Information**

<p>Company Name: Street Address: City &amp; State: Chief Executive:</p>	<p>Bidder Federal Employer Identification Number: Or Social Security Number:</p>
<p>Major Business Activity: (brief description)</p>	<p>Bidder Identification (response optional/definitions on page 1)</p> <p>-Bidder is a small contractor? Yes No -Bidder is a minority business enterprise? Yes No (If yes, check ownership category) Black Hispanic Asian American American Indian/Alaskan Native Iberian Peninsula Individual(s) with a Physical Disability Female -Bidder is certified as above by State of CT? Yes No</p>
<p>Bidder Parent Company: (If any)</p>	
<p>Other Locations in CT: (If any)</p>	

**PART II - Bidder Nondiscrimination Policies and Procedures**

<p>1. Does your company have a written Affirmative Action/Equal Employment Opportunity statement posted on company bulletin boards? Yes No</p>	<p>7. Do all of your company contracts and purchase orders contain non-discrimination statements as required by Sections 4a-60 &amp; 4a-60a Conn. Gen. Stat.? Yes No</p>
<p>2. Does your company have the state-mandated sexual harassment prevention in the workplace policy posted on company bulletin boards? Yes No</p>	<p>8. Do you, upon request, provide reasonable accommodation to employees, or applicants for employment, who have physical or mental disability? Yes No</p>
<p>3. Do you notify all recruitment sources in writing of your company's Affirmative Action/Equal Employment Opportunity employment policy? Yes No</p>	<p>9. Does your company have a mandatory retirement age for all employees? Yes No</p>
<p>4. Do your company advertisements contain a written statement that you are an Affirmative Action/Equal Opportunity Employer? Yes No</p>	<p>10. If your company has 50 or more employees, have you provided at least two (2) hours of sexual harassment training to all of your supervisors? Yes No N/A</p>
<p>5. Do you notify the Ct. State Employment Service of all employment openings with your company? Yes No</p>	<p>11. If your company has apprenticeship programs, do they meet the Affirmative Action/Equal Employment Opportunity requirements of the apprenticeship standards of the Ct. Dept. of Labor? Yes No N/A</p>
<p>6. Does your company have a collective bargaining agreement with workers? Yes No</p> <p>6a. If yes, do the collective bargaining agreements contain non-discrimination clauses covering all workers? Yes No</p> <p>6b. Have you notified each union in writing of your commitments under the nondiscrimination requirements of contracts with the state of CT? Yes No</p>	<p>12. Does your company have a written affirmative action Plan? Yes No If no, please explain.</p> <p>13. Is there a person in your company who is responsible for equal employment opportunity? Yes No If yes, give name and phone number:</p>



1. Will the work of this contract include subcontractors or suppliers? Yes No

1a. If yes, please list all subcontractors and suppliers and report if they are a small contractor and/or a minority business enterprise. (defined on page 1 / use additional sheet if necessary)

1b. Will the work of this contract require additional subcontractors or suppliers other than those identified in 1a. above? Yes No

**PART IV - Bidder Employment Information**

Date:

JOB CATEGORY*	OVERALL TOTALS	WHITE (not of Hispanic origin)		BLACK (not of Hispanic origin)		HISPANIC		ASIAN or PACIFIC ISLANDER		AMERICAN INDIAN or ALASKAN NATIVE	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Management											
Business & Financial Ops											
Marketing & Sales											
Legal Occupations											
Computer Specialists											
Architecture/Engineering											
Office & Admin Support											
Bldg/ Grounds Cleaning/Maintenance											
Construction & Extraction											
Installation , Maintenance & Repair											
Material Moving Workers											
Production Occupations											
TOTALS ABOVE											
Total One Year Ago											
FORMAL ON THE JOB TRAINEES (ENTER FIGURES FOR THE SAME CATEGORIES AS ARE SHOWN ABOVE)											
Apprentices											
Trainees											

\*NOTE: JOB CATEGORIES CAN BE CHANGED OR ADDED TO (EX. SALES CAN BE ADDED OR REPLACE A CATEGORY NOT USED IN YOUR COMPANY)

1. Which of the following recruitment sources are used by you? (Check yes or no, and report percent used)				2. Check (X) any of the below listed requirements that you use as a hiring qualification  (X)		3. Describe below any other practices or actions that you take which show that you hire, train, and promote employees without discrimination
SOURCE	YES	NO	% of applicants provided by source			
State Employment Service					Work Experience	
Private Employment Agencies					Ability to Speak or Write English	
Schools and Colleges					Written Tests	
Newspaper Advertisement					High School Diploma	
Walk Ins					College Degree	
Present Employees					Union Membership	
Labor Organizations					Personal Recommendation	
Minority/Community Organizations					Height or Weight	
Others (please identify)					Car Ownership	
					Arrest Record	
					Wage Garnishments	

Certification (Read this form and check your statements on it CAREFULLY before signing). I certify that the statements made by me on this BIDDER CONTRACT COMPLIANCE MONITORING REPORT are complete and true to the best of my knowledge and belief, and are made in good faith. I understand that if I knowingly make any misstatements of facts, I am subject to be declared in non-compliance with Section 4a-60, 4a-60a, and related sections of the CONN. GEN. STAT.

(Signature)	(Title)	(Date Signed)	(Telephone)
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