

TOWN OF GLASTONBURY
INVITATION TO BID

<u>BID #</u>	<u>ITEM</u>	<u>DATE & TIME REQUIRED</u>
GL-2010-44	Type III Ambulance	June 22, 2010 @ 11:00 a.m.

Bid Forms may be obtained on the Town's website at www.glastonbury-ct.gov or at the Office of the Purchasing Agent, Town Hall, 2155 Main Street, Glastonbury, CT 06033 (second level).

The Town reserves the right to waive informalities or reject any part of, or the entire bid, when said action is deemed to be in the best interest of the Town. All Sealed Bids must be submitted to the Office of the Purchasing Agent no later than the time and date indicated. All bids will be publicly opened and read.

Mary F. Visone
Purchasing Agent

1. Sealed bids (**one original and one copy**) on the attached Bid Forms will be received at the Office of the Purchasing Agent, Town Hall, 2155 Main Street, Glastonbury, Connecticut 06033 (second level). At the designated time of opening, they will be publicly opened, read, recorded and placed on file.
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, quality of product, and the number of days to delivery for the unit. In addition, the Town reserves the right to factor in the location of the service center as a consideration of the award.
4. Bids will be carefully evaluated as to conformance with stated specifications.
5. **The envelope enclosing your bid should be clearly marked by bid number, time of bid, opening and date.**
6. 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.
7. 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.
8. 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 this criteria shall not relieve the Bidder of the responsibility of completing the Bid without extra cost to the Town of Glastonbury.
9. 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.
10. Each bid must be accompanied by a bid bond payable to the Town for ten percent (10%) of the total amount of the bid. 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. A certified check may be used in lieu of a bid bond. The Town of Glastonbury will not be liable for the accrual of any interest on any certified check submitted. Cashier's checks will not be accepted.
11. 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.

12. 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.
13. 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.
14. 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.
15. Bidder is required to review the Town of Glastonbury Code of Ethics adopted July 8th, 2003 and effective August 1, 2003. Bidder shall acknowledge that they have reviewed the document in the area provided on the bid / proposal response page (BP). The selected Bidder will also be required to complete and sign an Acknowledgement Form prior to award. The Code of Ethics and the Consultant Acknowledgement Form can be accessed at the Town of Glastonbury website at www.glastonbury-ct.gov. Upon entering the website click on **Bids & RFPs**, which will bring you to the links for the **Code of Ethics** and the **Consultant Acknowledgement Form**. If the Bidder does not have access to the internet a copy of these documents can be obtained through the Purchasing Department at the address listed within this bid / proposal.
16. 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.
17. 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.
18. It is the responsibility of the bidder to check the Town's website before submitting bid for addendums posted prior to bid opening.
19. The Town of Glastonbury is dedicated to waste reduction and the practice of using and promoting the use of recycled and environmentally preferable products. Bidders are encouraged to submit bids responses that are printed double-sided (except for the signed proposal page) on recycled paper, and to use paper dividers to organize the bid for review. All bid pages should be secured with a binder clip, staple or elastic band, and shall not be submitted in plastic binders or covers, nor shall the bid contain any plastic inserts or pages. We appreciate your efforts towards a greener environment.

20. It is the intent of the Town of Glastonbury, through these specifications to obtain the latest production model Type III Ambulance, either new or demonstrator, to be used by Glastonbury Volunteer Ambulance Association.

21. Questions pertaining to this bid shall be addressed to Mary F. Visone, Purchasing Agent, Town of Glastonbury at 860-652-7588 between the hours of 8:00 a.m. – 4:30 p.m. or at mary.visone@glastonbury-ct.gov. All questions, answers, and/or addenda, as applicable, will be posted on the Town's website at www.glastonbury-ct.gov. (Upon entering the website, click on Bids & RFPs). The request must be received at least three (3) 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.

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 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. **These requirements shall be clearly stated in the remarks section on the Bidders 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-. 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
- \$100,000 each accident/\$500,000 disease-policy limit/\$100,000 disease each employee

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

3) Automobile Insurance:

- Including all owned, hired, borrowed and non-owned vehicles
- Limit of Liability for Bodily Injury and Property Damage:
Per Accident \$1,000,000

The Bidder shall direct its Insurer to provide a Certificate of Insurance to the Town before any work is performed. The Certificate shall specify that the Town shall receive 30 days advance written notice of cancellation or non-renewal. The Certificate shall evidence all required coverage including the Additional Insured and Waiver of Subrogation. 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 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.

DETAILED SPECIFICATIONS

Federal Specification KKK-A-1822 and special requirements of the Glastonbury Volunteer Ambulance Association, Inc. defined herein, constitute the requirements of this specification. Options and special requirements are listed here. Any and all exceptions to this bid must be clearly noted and submitted with the bid response to the Purchasing Agent.

KKK-A-1822

All minimum requirements of the most recent version of the Federal specifications KKK-A-1822 for a Type III, Class 1, Configuration A (ALS) ambulance must be met. Bidder shall submit proof of certification.

Chassis

Dual Rear Wheel Cutaway Van

158 inch wheelbase.

Minimum GVWR of 14,000 lbs.

Center console for mounting public address system, 2 two-way radio heads, scanner and microphones.

Mud flaps

Polished stainless steel wheel inserts shall be installed on all four wheels, front and rear. The installation shall include the valve stem kit for filling all tires.

Running Boards

Diesel Engine with Hour Meter

Block Heater with manual disconnect

Ambulance Prep Package

OEM ambulance prep package shall be included.

Mirrors

Powered mirrors are required on the driver and passenger sides. Both mirrors shall be electrically heated.

Suspension

High performance anti-sway bars (front & rear) shall be installed in lieu of the standard OEM anti-sway bars.

Chains

Automatic chains shall be installed. The control shall be via a covered switch in the ambulance cab.

PATIENT MODULE - CONFIGURATION

The patient module shall be configuration A (ALS).

Construction

The bidder shall detail the construction methods and materials used in the patient module, cabinets, floor, and doors.

DETAILED SPECIFICATIONS

Dimensions

The overall length of the module shall be approximately 167 inches. The overall width of the module shall be approximately 96 inches. Floor width shall be a minimum of 46 inches. The patient compartment headroom shall be a minimum of 72 inches.

Exterior Compartment Configuration

<u>Size</u>	<u>Location</u>	<u>Description</u>
47 x 18	RF	Inside-Outside Storage with 2 adjustable shelves
	RF	Sliding Battery Tray
22 x 14	RC	Storage
77 x 18	RR	Backboard storage with horizontal and vertical dividers to maximize use of available space
55 x 35	LR	Storage with 3 adjustable shelves
34 x 39	LC	Storage with adjustable shelf
77 x 23	LF	Oxygen storage with divider and shelf

Dimensions listed are the height and width in inches. Dimensions listed are approximate and the bidder shall state the actual compartment sizes. All exterior doors shall have red reflectors on their interior panels.

Curbside Interior Wall

Compartment over Squad Bench
Compartment under Squad Bench (with non-locking mini paddle latches)
Access to RF Exterior Compartment
Restraint device/wall at forward end of Squad Bench

Action Wall

Access to LF Exterior Oxygen Compartment
Access to LR Exterior Compartment

Compartment under CPR Seat (with non-locking mini paddle latches)
Counter tops shall be an easy to clean, bacteria resistant material

Two-Way Radio Storage Compartment

A dedicated two-way radio storage compartment shall be available.

PATIENT MODULE – REQUIRED FEATURES

Aspirator

Aspirator with disposable canisters located in action area is required.

DETAILED SPECIFICATIONS

Assists Handles

Three (3) assist handles, one (1) each entry door.

Attendant Seat

The attendant seat shall be a high back seat with integral child safety seat mounted on a swivel base.

Biohazard

Dedicated biohazard waste storage is required. Dedicated sharps storage on both the left and right hand sides of the patient compartment is required.

Clock

Battery powered, large face, electric clock mounted over rear doors is required. Alternate locations with the patient compartment are acceptable.

Cot Mount

Stryker cot fastener Model 6377 is required with floor hardware for both the center and side cot positions. Stryker stainless steel protection plates shall be installed. Stryker safety hook shall be installed for use in the center position. All components shall be compatible with the Stryker Power Pro XT ambulance cot.

Fender Flare

Solid aluminum rear fenders are required. Sheet metal or flexible black rubber fender flares are not acceptable. Fender flares shall be provided the maximum amount of protection to the ambulance module.

Flooring

The module flooring shall be a commercial grade anti-skid, anti-bacterial flooring. The flooring shall be wrapped 4" up and recessed into the sides.

Grab Rails

One (1) overhead ceiling grab rail is required.

Glove Box Holders

Dedicated storage for a minimum of three (3) glove boxes is required.

Insulation

The patient module shall be fully insulated.

DETAILED SPECIFICATIONS

IV Holders

Four (4) IV holders are required.

Latches/Handles

Paddle type latches are required on exterior compartments, entry doors and squad bench. D right door handles are acceptable only if they are push to close.

All sliding doors shall have full length pull handles installed in the leading edge of the door and be hinged (with latches) for ease of restocking. The use of finger holes and screws on cabinet handles is not acceptable.

Oxygen

Three (3) Ohio Style Fittings are required.

Space for two (2) portable oxygen (D cylinder) tanks with regulators shall be provided, recessed into a wall or cabinet. Bracket(s) shall prevent movement of the portable oxygen bottles during vehicle operation.

Mounting bracket for M cylinder is required with a hydraulic lift system.

Rear Bumper

Folding style step rear bumper shall have tow eyes (or hooks) and dock bumpers. Folding step is not required if standard bumper allows for full use of cot legs and meets KKK-A-1822 specifications.

Rub Rails

Required. Rub rails shall provide the maximum amount of protection to the ambulance module.

Soundproofing

Required.

Stone Guards

24 inch minimum required.

Undercoating

Required.

Vacuum

Electric vacuum pump is required.

DETAILED SPECIFICATIONS

Windows

Curbside Door - Sliding
Rear Doors – Fixed
Right Side Patient Compartment Panel – Fixed

ELECTRICAL

Battery Charger/Conditioner/Inverter

An inverter, battery charger and conditioner powered by the shoreline connection is required. Unit shall be a minimum of 1050 watts and 55 amps.

Battery System

Five (5) minute battery shut-off circuit is required. Shutting off ignition will activate a timer that will leave the batteries on for five minutes.

Circuit Breakers

Auto Resetting, Pole Style.

Control Panel

LCD readouts for voltage and amperage are required. The front and rear controls shall be high quality, full size style rocker switches. The front controls shall be:

Module Master
Master (Red)
Flashers (Primary/Secondary)
Light Bar
Rear Strobes
Headlight Flasher
Siren Horn
Dome Lights
Left Floods
Rear Floods
Right Floods
Strobe Dimmer
Spare
Backup Alarm
Day Running Lights Cutoff (momentary)
Open Door (Warning Light)
Emergency Brake Applied (Warning Light)

DETAILED SPECIFICATIONS

Control Panel (continued)

The rear controls shall be:

Dome Lights
Cot Lights
Bench Lights
Aux Dome
Oxygen Light
Oxygen Valve
Suction
Green
Red
Amber
Buzzer
Exhaust Fan

Heat – Air Conditioning

Fully automatic with thermostat.

Shoreline

Inlet: GFI Protected Circuit mounted by driver's door, on face or side of module, with weatherproof cover. Shoreline shall be an auto-eject type.

Outlet: Minimum of three (3). Powered by the shoreline and the inverter. Minimum of one (1) in the inside/outside access cabinet. Minimum of two (2) on the action wall.

12 Volt Outlets

Milspec style, minimum of three (3). Powered by the shoreline and the inverter. Minimum of one (1) in the inside/outside access cabinet. Minimum of two (2) on the action wall.

Lighting and Emergency Warning Devices

Back-Up Alarm

Cut-Off Switch is required.

Back-Up Camera

Required.

Cut-off switch is required.

DETAILED SPECIFICATIONS

Checkout Lights

Three (3) 8x7 halogen Patient Compartment Checkout Lights are required. Powered through a fifteen (15) minute timer mounted at the curbside door wired direct to battery.

Clearance Lights

(5) Amber Front
(5) Red Rear
Lights shall be LED units

Daytime Running Lights

If allowable by the chassis manufacturer an override to turn off the OEM chassis daytime running lights shall be provided and shall be accessible to the driver. The override shall also disable the Emergency Brake Applied warning light. The override shall only be enabled when the vehicle's transmission is in the "PARK" position.

Front Light Bar

The front light bar shall be a Whelen Edge Plus with six (6) forward facing strobes. Color configuration shall be Red/Clear/Red/Black (no strobe)/Red/Clear/Red. Bidder shall use caution as to not exceed the specified front axle payload requirements.

Grill Lights

Two (2) 7 x 3 Halogen, Red Lens. Lights shall be Whelen Engineering LED units.

Interior Lighting

Ten (10) LED Overhead units.

Intersection Lights

Two (2) 7 x 3 Halogen, Red Lens. Lights shall be Whelen Engineering LED units.

Loading Lights

Two (2) 9 x 7 Optiscene, 26 degree angle, rear. Lights shall be Whelen Engineering units.

Scene Lights

Four (4) 9 x 7 Optiscene, 13 degree angle, (2) each side. Lights shall be Whelen Engineering units.

DETAILED SPECIFICATIONS

Siren

Federal Signal Electronic “Q” siren is required.

Siren Speakers

Speakers compatible with Federal Signal Electronic “Q” siren are required.

Spotlight

Handheld 300,000 CP spotlight required. Unit shall be mounted in the ambulance cab in a position accessible to both the driver and front passenger. Mounting location and method shall minimize the danger of fire. The bidder shall specify the exact mounting location and method.

Warning Lights

Eight (8) 9 x 7 Red Lens: (2) Front, (2) Rear, (2) each side. Lights shall be Whelen Engineering 900 Series LED Units.

One (1) 7 x 3 Amber Lens, Rear Center. Lights shall be Whelen Engineering 700 Series LED unit.

One (1) 9 x 7, Clear Lens, Front Center. Light shall be Whelen Engineering 900 Series LED unit.

Two (2) 9 x 7, Red Lens, left and right of the rear door windows. Lights shall be Whelen Engineering 900 Series strobe units.

WigWag

Pulsating wigwag headlight system with night cut-out switch is required.

PAINT DESIGN

Beltline

An eleven inch red stripe shall encircle the entire vehicle.

Star of Life

Star of Life Decals (reflective blue Scotchlite with blue border) in the following locations:

- (2) SOL, 4 inch on hood
- (2) SOL, 12 inch on rear
- (2) SOL, 16 inch, (1) each side
- (1) STAR, 32 inch on roof
- (1) AMBULANCE, 4 inch, mirror image on hood
- (1) AMBULANCE, 6 inch, (1) on rear, just below beltline
- (2) AMBULANCE, 6 inch, (1) on each side, on beltline

DETAILED SPECIFICATIONS

Lettering

54-1, color blue, rear

54-1, color blue, roof

Glastonbury, curved lettering, color blue/gray, each side

Volunteer Ambulance Association, color blue, each side

Glastonbury, color blue/gray, rear above doors

PAYLOAD

The bidder shall make every effort to maximize the remaining usable payload. The bidder shall submit an estimate of the remaining usable payload. The bidder shall submit actual remaining payloads of other similarly equipped recently delivered vehicles. Usable payload is as defined in section 3.5 of KKK-A-1822.

DELIVERY SCHEDULE

The bidder shall provide the shortest delivery schedule available. The bid proposal page provides a section for the bidder to offer the Town both a new unit and/or a demonstrator model. Delivery Schedule shall be indicated for both a new unit and/or a demonstrator model in the space provided on the bid proposal page. The Town may consider an alternately equipped vehicle if that vehicle is available for immediate delivery.

TRADE IN

The Town reserves the right to trade or not to trade in one (1) 2003 Ford E-450 ambulance with Type III Road Rescue module (VIN 1FDXE45F53HB43225). Two-way radios, stretcher, and medical supplies and equipment are not included. If it is determined to be in the best interest to trade in this vehicle, it will be traded as is, where is and should be removed by the vendor after the new ambulance is accepted by the Town. The vehicle can be inspected by contacting Jeanne Rhoades (860-633-6554) at the Glastonbury Ambulance Association (Monday-Friday, 10:00 a.m. to 2:00 p.m.). The Town also reserves the right, if it so chooses, to seek alternate quotes outside of this bid process for the sale of the 2003 Ford E-450 vehicle.

QUALITY ASSURANCE PROVISION

Both Source Inspections and Destination Examination may be conducted by the purchaser. A pre-engineering meeting of the manufacturer's representative(s) and the Town will be held in Glastonbury, CT before notice to proceed and purchase order is issued. Costs associated with inspections shall NOT be included in the bid, and will be borne entirely by the Town.

EXCEPTIONS TO BID

Unless otherwise stated by the vendor in writing and attached to this bid submittal clearly identified as "Exceptions", the Town assumes that the bidder will meet or exceed each and every specification of this bid request.

DETAILED SPECIFICATIONS

WARRANTY

The bidder shall state the length of and what items are covered and not covered in the basic warranty. Any optional extended warranties shall be listed. The Town reserves the right to purchase or not purchase any extended warranties.

SERVICE CENTER

The bidder shall specify the location of the service center closest to Glastonbury, Connecticut. The Town reserves the right to factor in the location of the service center as a consideration of the award.

BASIS OF AWARD

The award will be on the basis of bid total cost, quality of product, and the number of days to delivery for the unit. In addition, the Town reserves the right to factor in the location of the service center as a consideration of the award.

Proposal of _____ (hereinafter called
“Respondent”), organized and existing under the laws of the State of _____
doing business as _____
_____.

To the Town of Glastonbury (hereinafter called “Town”).

In compliance with your Invitation to Bid, the Respondent hereby proposes to furnish materials
And/or services as per Bid Number GL-2010-44 in strict accordance with the Bid
Documents within the time set forth therein, and at the prices stated below.

By submission of this bid, the Respondent 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 Respondent or with any competitor.

The Bidder hereby agrees to commence this contract on a date to be specified in the Notice to Proceed and
to fully complete the project within _____ consecutive calendar days thereafter.

The Respondent acknowledges receipt of the following:

Addendum #1 _____

Addendum #2 _____

Addendum #3 _____

**It is the responsibility of the bidder to check the Town’s website for any Addendum before submitting
the bid.**

GL-2010-44
BP-2

**TOWN OF GLASTONBURY
BID / PROPOSAL**

DATE ADVERTISED

June 10, 2010

DATE / TIME DUE

GL # 2010-44

**June 22, 2010 @
11:00 a.m.**

NAME OF PROJECT

Type III Ambulance

The Town will select and award one of the following as deemed in the Town's best interest:

One (1) TYPE III AMBULANCE-(NEW)-----Total Bid Price \$ _____

Written Amount: _____

Manufacturer _____ Model/Year _____

Delivery days upon receipt of order for NEW TYPE III ABULANCE _____

One (1) TYPE III AMBULANCE-(DEMONSTRATOR) -----Total Bid Price \$ _____

Written Amount: _____

Manufacturer _____ Model/Year _____

Delivery days upon receipt of order for DEMONSTRATOR TYPE III AMBULANCE _____

(Please attach a separate sheet to detail options, if any)

TRADE IN:

Please quote below amount offered for trade-in for one (1) 2003 Ford E-450 ambulance with Type III Road Rescue module (VIN 1FDXE45F53HB43225).

Trade In Value:-----Total Trade Price \$ _____

Written 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.

Bid Checklist

- ___ Bid Bond
- ___ Proof of Certification
- ___ Detail the Construction methods and materials used in the patient module, cabinet, floor & doors
- ___ Dimensions listed are approximate and bidder shall state the actual compartment sizes
- ___ Bidder shall specify the exact mounting location and method
- ___ Shortest delivery schedule available
- ___ Warranty & Extended Warranty, if any
- ___ Exceptions to Bid
- ___ Service Center

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.

It is the responsibility of the Respondent to clearly mark the outside of the bid envelope with the Bid Number, Date and Time of Bid Opening, and it also THE RESPONSIBILITY OF THE BIDDER TO CHECK THE TOWN'S WEBSITE BEFORE SUBMITTING BID FOR ADDENDUMS POSTED PRIOR TO BID OPENING.

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

(Seal – If bid is by a Corporation)

Attest