

CONNOR S. MARTIN
MAYOR

TOWN OF EAST HARTFORD

740 Main Street

East Hartford, Connecticut 06108

(860) 291-7271

PURCHASING DEPARTMENT

FAX (860) 282-4857

**TOWN OF EAST HARTFORD, CT
INVITATION TO BID**

BID #25-09

RE: R.F.P – Pre – Demolition for Hazardous Materials Survey for 99 Founders
Plaza/20 Hartland Street and 323 Pitkin Street

Proposals will be received at the Office of the Purchasing Agent, Town Hall,
740 Main Street, East Hartford, Connecticut, 06108 until **11 a.m. on Thursday,
September 26, 2024 @ 11 a.m.** at which time they will be publicly opened and
recorded.

Information and Specifications are available at the above office or on the Town of
East Hartford bid's website at <http://www.easthartfordct.gov/bids>

The right is reserved to reject any or all bids when such action is deemed to be in
the best interest of the Town of East Hartford, Connecticut

Michelle A. Enman
Purchasing Agent
(860) 291-7271



TOWN OF EAST HARTFORD, CONNECTICUT

STANDARD INSTRUCTIONS FOR BIDDERS

1. Sealed bid proposals will be received by the purchasing agent until the date and time indicated on the Invitation to Bid. Bids received later than the date and time specified will not be considered and will be returned unopened.
2. Bids are to be returned with the bid number prominently indicated on any other mailing envelope. The name and address of the bidder should appear in the upper left hand corner of the envelope. **Bids will not be accepted via fax or e-mail.**
3. All proposals will be opened and read publicly and are subject to public inspection. Bidders may be present or represented at all openings. Bid results are mailed to all responding bidders.
4. Municipalities are exempt from any sale, excise or federal taxes. Bid prices must be exclusive of taxes and will be so construed.
5. The Town of East Hartford reserves the right to reject any or all bids or any part of all bids and to waive any informality when such action is in the best interest of the Town. The Town also reserves the right to extend by mutual consent an awarded bid when such action is in its best interest.
6. Bidders should familiarize themselves with all of the terms and conditions set forth in the bid specifications. Failure by the bidder to familiarize himself with these terms and conditions does not excuse the bidder from fulfillment of the bid specifications.
7. All entities doing business with the Town certify, upon acceptance of a bid and by virtue of their signature on that bid, that they have read, understood and will comply with the section of the Town's updated plan of affirmative action and equal opportunity relating to contractual and purchasing procedures – Section VIII Dated 01/88. The bidder agrees to cooperate fully should the Town choose to audit this compliance.
8. In case of an error in the extension or addition of prices, the unit price will govern. The Town will not be subject to any price increases after a bid award, unless it was part of the original bid terms.
9. The Town reserves the right to increase or decrease quantities listed in order to stay within the allocated funding at time of bid opening.
10. The Purchasing Department has the obligation to accept the lowest responsible bid which is in the Town's best interest. Factors include, but are not limited to: price, compliance to specifications, quality offered, freight costs, delivery time, past performance, standardization of current equipment, financial resources, technical qualifications, equipment and experience.
11. Bidders shall state in writing and attach to the bid, any conditions/exceptions that are part of the bid price. Comments to the effect "see literature" will not be acceptable.
12. Any manufacturers' names, trade names, brand names or catalog numbers used in the specifications are there for the purpose of establishing and describing general performance and quality levels. Such references are not intended to be restrictive and bids are invited on these and approved equal brands or products of any manufacturer.

13. The Town's competitive bidding process is not a means for competitors to obtain private/proprietary information that is not otherwise normally available. Such information relates to a bidder's financial records and responsibility, test data, manufacturing drawings, formulas and processes. To promote competition and protect valid interests this type of information/data will remain confidential.
14. All bidder questions shall be directed to the Purchasing Agent. Procedural and clarification questions will be answered appropriately. Questions that require an answer that will in effect change/alter the intent of the specifications will only be answered in writing to all bidders by a bid addendum.
15. Awarded bidders are responsible for obtaining all necessary permits as required by OSHA, Federal, State and/or Town regulations. Town permits will be issued at no cost.
16. Alternate proposals will not be considered unless specifically called for in the bid.
17. Prices shall include packing, transportation and delivery charges F.O.B. to East Hartford/delivered unless specifically noted otherwise.
18. Bidder declares that the proposal is not made in connection with any other bidder submitting a proposal for the same bid and is in all respects fair and without collusion or fraud.
19. Cash discounts may be offered by bidder for prompt payment of bills, but such cash discount will not be taken into consideration in determining the awarded low bidder except in the case of tie bids and then only provided such discount is based on payment of invoice not less than fourteen (14) days after satisfactory delivery and/or receipt of invoice, whichever is later.
20. The Town will not award a bid to any bidder who owes a delinquent tax to the Town. Bidders certify by virtue of their signature on the bid sheet that neither the bidder nor any business or corporation which the Bidder owns an interest in is delinquent in tax obligations to the Town. The Purchasing Department will verify that no delinquent taxes are owed before any bid is awarded.
21. All bidders shall include a corporate resolution with your submittal. Sample formats for Corporations and Professional Corporations, Limited Liability Company and Partnerships (including Limited Partnership and Limited Liability Partnership) are attached in this packet
22. The bidding entity is required to provide evidence from the Connecticut Secretary of State that they are in good standing and qualified to conduct business in the State of Connecticut.



Development Department

Request for Proposals

RFP #25-09

Pre-Demolition Hazardous Materials Survey – 99 Founders Plaza/20 Hartland Street and 323 Pitkin Street

Background

The Town of East Hartford seeks to enter into a contract with a qualified firm to conduct a pre-demolition hazardous materials survey for a vacant commercial building and a parking garage located at Founders Plaza in East Hartford and to develop demolition technical specifications. Firms must be skilled and experienced in working with municipalities in Connecticut and possess thorough knowledge of survey and abatement work.

The Founders Plaza development area comprises about 30 acres on East River Drive along the Connecticut River in East Hartford. The Town of East Hartford believe that the site's convenient highway access, as well as its vehicular and pedestrian connectivity to Downtown Hartford via the Founders Bridge, make it an ideal site for development. As such, the Town has entered into a development agreement with Port Eastside LLC for implementation of a multi-phase, mixed use development plan, including office, recreation, retail, transportation and residential components funded through a combination of public and private funds.

The first phase of development will require the demolition of two structures: 99 Founders/20 Hartland Street and the garage portion of 323 Pitkin Street. Constructed in 1971, 99 Founders/20 Hartland includes approximately 300,000 square feet spread out over two stories, with two levels of parking beneath. The three-level parking garage located at 323 Pitkin Street was also constructed around 1971 and includes approximately 330 spaces. These buildings are owned by Port Eastside and the selected firm will work in the buildings under a formal access agreement with the developer.

Required Services

The selected firm will be responsible for conducting a pre-demolition asbestos and hazardous materials survey of 99 Founders/20 Hartland Street and the garage portion of 323 Pitkin Street within 90 days. Such survey shall include:

1. Visual inspection of the buildings to identify homogeneous areas of suspect asbestos containing material (ACM) for testing.

2. Representative bulk sampling of suspect ACMs, including, but not limited to:
 - a. Thermal system insulation on pipes, boilers, hot water tanks and related items
 - b. Surface coatings such as fireproofing materials applied to floor decking, beams and ceilings or acoustic and decorative stucco-like coatings;
 - c. Floor tiles and flooring adhesives/grouts;
 - d. Gypsum board and associated joint compound and various wall plaster materials, and
 - e. Miscellaneous materials such as asbestos-cement board (if applicable), roof products, HVAC vibration dampers, adhesives and other ACMs associated with mechanical and electrical equipment.
3. Comprehensive visual inventory for other hazardous materials within the buildings, including bulbs/ballasts, mercury switches, hydraulic door closers, emergency exit signs/lights, ozone-depleting substances such as chlorofluorocarbons (CFCs) and hydrochlorofluorocarbons (HCFCs), containerized wastes, and polychlorinated biphenyl (PCB)-containing electrical and mechanical equipment.
4. Invasive OSHA demolition-level field evaluation of representative interior and exterior painted surfaces throughout the buildings using an x-ray fluorescence analyzer (XRF).
5. Evaluation of suspect PCBs on interior and exterior finish materials and components of the buildings, including plasticizers, adhesives, caulks, mastics, sealants, paints and specialty coatings.
6. Testing of adjacent soils along multiple perimeter walls of the buildings.
7. Research and Identification of any inground oil tank(s).
8. Preparation of a Pre-demolition Survey Report discussing the results of this survey and including an engineering estimate for the abatement and disposal of asbestos building materials and universal wastes.
9. Development of abatement technical specifications for the removal of identified ACMs, PCBs, impacted soils and other hazardous and universal waste materials. The specification (proposal form included) shall indicate the asbestos project requirements to be adhered to by the abatement contractor, including local, State of Connecticut Department of Energy & Environmental Protection (CTDEEP), Connecticut Department of Public Health (CTDPH) and federal regulatory requirements pertaining to asbestos abatement and hazardous materials work. Specific items to be addressed will include the following:
 - a. Project scope of work
 - b. State, USEPA, and OSHA regulations and any other applicable federal, state, and local government regulations pertinent to asbestos removal, encapsulation and disposal
 - c. Contractor submittals such as certifications, work plans, notifications, disposal arrangements and worker training documents
 - d. Coordination of work schedule between the Town and the selected abatement contractor and work area sequencing
 - e. Worker protection requirements
 - f. Work area preparation procedures
 - g. Asbestos removal methods to be followed

- h. Work area decontamination/cleaning procedures
 - i. Final clearance requirements
10. Attend the demolition RFP Pre-Bid Meeting and Site Tour.
11. Provide a budget for construction administration and monitoring of abatement work during demolition.
12. Investigate interior subsurface structure via test pits/ core drilling as directed by the Town of East Hartford.

Non-Mandatory Site Meeting

The Town will conduct a non-mandatory site meeting at 99 Founders Plaza/20 Hartland Street. The site meeting will take place Thursday, September 5, 2024 from 10 a.m. – 12 p.m. Meet at the main entrance to 99 Founders Plaza/20 Hartland Street, south side of the building.

Proposals

Firms wishing to be considered should submit their qualifications on GSA Form 330, and include any other information representative of the firm's experience and ability. In addition, proposals must include hourly rates for all job classifications necessary to provide the above-listed services on the required *Hourly Rate Proposal* form.

Other Considerations

- Firms must maintain a physical place of business within 75 Miles of East Hartford, CT.

Selection Process

Firm(s) will be selected based on overall quality and completeness of the Contractor's RFP response, relevance of experience, strength of references, and pricing. The Department of Public Works may conduct in-person interviews to determine the best fit between the firm and the needs of the Town of East Hartford.

The Town of East Hartford reserves the right to negotiate with multiple firms selected through this RFP process and may modify or reduce the overall scope of the work to be performed by the selected contractor. In addition, the Town of East Hartford reserves the right to reject any and all proposals when such action is deemed to be in the best interest of the Town.

Responses to this RFP must include one original and three copies and an electronic version in the form of a flash drive. Proposal will be received in the East Hartford Purchasing Department office, main floor, across from the Finance Department at 740 Main Street, East Hartford, CT 06108 no later than 11:00 a.m. on Thursday, September 26, 2024. All responses must also be submitted in PDF format.

Michelle Enman

Purchasing Agent

(860) 291-7270

menman@easthardct.gov

Hourly Rate Proposal

Bid No. 25-09

R.F.P. – Pre-Demolition Hazardous Materials Survey for 99 Founders Plaza/20 Hartland Street and 323 Pitkin Street

Provide hourly rates for the positions below. If firm does not staff a certain position, list as N/A. If firm staffs another type of position that would be applicable to the Town of East Hartford account, write in on the blank lines.

- a. Principal-In-Charge = \$ _____ /hr
- b. Senior Project Manager = \$ _____ /hr
- c. Project Manager = \$ _____ /hr
- d. Architect = \$ _____ /hr
- e. Designer = \$ _____ /hr
- f. Draftsperson / CADD Operator = \$ _____ /hr
- g. Clerical = \$ _____ /hr
- h. _____ = \$ _____ /hr
- i. _____ = \$ _____ /hr
- j. _____ = \$ _____ /hr
- k. _____ = \$ _____ /hr

2. Reimbursable Expenses = Actual Cost + _____%

Reimbursable costs include (fill in what items firm seeks reimbursement for):

3. Sub-contractor mark-up = _____%

SUBMITTED BY:

Vendor

Contact Person

Written signature

Title

Address:

Telephone#

Fax#

Email

Date



TOWN OF EAST HARTFORD, CONNECTICUT

INDEMNIFICATION AND INSURANCE REQUIREMENTS FOR CONSTRUCTION, PROFESSIONAL OR LABOR SERVICE BIDS

NOTE: CERTIFICATE OF INSURANCE WILL ONLY BE REQUIRED OF THE AWARDED BIDDER

A. INDEMNIFICATION

THE AWARDED BIDDER WILL BE REQUIRED TO AGREE TO THE FOLLOWING INDEMNIFICATION LANGUAGE

To the fullest extent permitted by law, THE AWARDED BIDDER agrees on behalf of itself and its successors and assigns, covenants and agrees at its sole cost and expense, to protect, defend, indemnify, release and hold the Town of East Hartford, its agents, servants, officials, employees, volunteers and members of its boards and commissions (Collectively the “Town of East Hartford”), harmless from and against any and all Losses (defined below) imposed upon or incurred by or asserted against the Town of East Hartford by reason of bodily injury, personal injury, death, or property damage of whatsoever kind or nature, to any individuals or parties (including, but not limited to the Town of East Hartford, the Awarded Bidder, or any other third party) arising out of or resulting from, or alleged to arise out of or arise from Awarded Bidder’s performance of its work under the contract, but only to the extent such Losses are attributable to the negligent or intentional act, error or omission of the Awarded Bidder or any person or organization employed or engaged by Awarded Bidder to perform all or any part of the contract. The term “Losses” includes any losses, damages, costs, fees, expenses, claims, suits, judgments, awards, liabilities (including, but not limited to, strict liabilities), obligations, debts, fines, penalties, charges, amounts paid in settlement, foreseeable and unforeseeable consequential damages, litigation costs, attorneys’ fees, expert’s fees, and investigation costs, of whatever kind or nature, and whether or not incurred in connection with any judicial or administrative proceedings, actions, claims, suits, judgments or awards.

Upon written request by the Town of East Hartford, the Awarded Bidder shall defend and provide legal representation to the Town of East Hartford with respect to any of the matters referenced above. Notwithstanding the foregoing, the Town of East Hartford may, in its sole and absolute discretion, engage its own attorneys and other professionals to defend or assist it with respect to such matters and, at the option of the Town of East Hartford, its attorneys shall control the resolution of such matters. Upon demand, the Awarded Bidder shall pay or, in the sole and absolute discretion of the Town of East Hartford, reimburse, the Town of East Hartford for the payment of reasonable fees and disbursements of attorneys and other professionals in connection with this contract.

**THE TOWN OF EAST HARTFORD WILL NOT AGREE TO INDEMNIFY THE AWARDED
BIDDER; SUBCONTRACTOR(S); OR INDEPENDENT CONTRACTOR**

B. INSURANCE

1. GENERAL REQUIREMENTS

The AWARDED BIDDER shall be responsible for maintaining insurance coverage in force for the life of this contract of the kinds and adequate amounts to secure all of the AWARDED BIDDERS's obligations under this contract with an insurance company(ies) with an AM Best Rating of A-VII or better licensed to write such insurance in the State of Connecticut and acceptable to the Town of East Hartford.

Additional Insured: **The Town of East Hartford, its officials, employees, volunteers, boards and commissions must be included as an Additional Insured on the AWARDED BIDDER'S Insurance Policies** (except Workers' Compensation and Professional Errors & Omissions). Evidence of this must be provided upon inception of this contract and upon renewal of insurance by the AWARDED BIDDER to the Town of East Hartford in the form of language on a Certificate of Insurance as well as a policy endorsement.

The AWARDED BIDDER shall provide the Town of East Hartford with a Certificate(s) of Insurance signed by an authorized representative of the insurance company(ies) prior to the performance of this contract describing the coverage and providing that the insurer shall give the Town of East Hartford written notice at least thirty (30) days in advance of any termination, expiration, or any and all changes in coverage. Such insurance or renewals or replacements thereof shall remain in force during the AWARDED BIDDER'S responsibility under this contract. Failure to provide or maintain any of the insurance coverage required herein shall constitute a breach of the Contract.

2. SPECIFIC REQUIREMENTS:

a) Commercial General Liability Insurance

The AWARDED BIDDER shall carry Commercial General Liability Insurance (broad form coverage) insuring against claims for bodily injury, property damage, personal injury and advertising injury that shall be no less comprehensive and no more restrictive than the coverage provided by Insurance Services Office (ISO) form for Commercial General (CG 0001 04/2013). By its terms or appropriate endorsements such insurance shall include the following coverage, to wit: Bodily Injury, Property Damage, Fire Legal Liability (not less than the replacement value of the portion of the premises occupied), Personal & Advertising Injury, Blanket Contractual, Independent Contractor's, Premises Operations, Products and Completed Operations (for a minimum of two (2) years following Final Completion of the Project). Any deviations from the standard unendorsed form will be noted on the Certificate of Insurance.

Type of Coverage:	Occurrence Basis
Minimum Amount of Coverage:	\$1,000,000 per occurrence \$2,000,000 aggregate
Policy Period:	Annual Policy

b) Workers' Compensation and Employer's Liability Insurance

The AWARDED BIDDER shall provide Statutory Workers' Compensation Insurance as required by the State of Connecticut, including Employer's Liability.

Amount of Coverage: Coverage A:	Statutory
Coverage B (Employer Liability):	\$500,000 Each Accident
	\$500,000 Disease, Policy Limit
	\$500,000 Disease, Each Employee

c) Commercial Automobile Liability Insurance

The AWARDED BIDDER shall carry Commercial Automobile Liability Insurance insuring against claims for bodily injury and property damage and covering the ownership, maintenance or use of any auto or all owned/leased and non-owned and hired vehicles used in the performance of the Work, both on and off the Project Site, including loading and unloading. The coverage should be provided by Insurance Services Office form for Commercial Auto Coverage (CA CA0001 10/2013) or equivalent. "Auto" (symbol 1 or equivalent) is required. Any deviations from the standard unendorsed form will be noted on the Certificate of Insurance.

Type of Coverage:	Occurrence Basis
Minimum Amount of Coverage:	\$1,000,000 combined single limit
Policy Period:	Annual Policy

d) Umbrella Liability Insurance

The Town reserves the right to require the AWARDED BIDDER to carry an umbrella liability insurance policy of **10,000,000**. The necessity and amount of umbrella liability insurance is dependent upon a number of factors including, but not limited to scope, price and duration of the work to be performed. The Town of East Hartford will inform the AWARDED BIDDER as to the necessity and limits for this insurance as soon as practicable, and has sole discretion of the limits to be required.

e) Contractors' Pollution Legal Liability

The Contractor shall maintain Pollution Legal Liability Insurance with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate.

3. PROFESSIONAL SERVICE CONTRACTOR REQUIRMENTS

(e.g., Architects, Engineers, et al.)

The AWARDED BIDDER shall carry Errors & Omissions coverage in the **minimum** amount \$1,000,000 per claim/\$1,000,000 annual aggregate for all professional services contracts. If the insurance coverage is written on a Claims-Made basis, an extended reporting period of at least 3 years after substantial completion of the project is required. Increased coverage limits may be required based on the scope, price and duration of the work to be performed. The Town of East Hartford will inform the **AWARDED BIDDER** as to the required limits for this insurance as soon as practicable, and has sole discretion of the limits to be required.

4. SUBCONTRACTOR REQUIREMENTS:

The AWARDED BIDDER shall require all subcontractors and independent contractors to carry the coverages set forth in section B. INSURANCE and will obtain appropriate Certificates of Insurance before the subcontractors and independent contractors are permitted to begin work.

The AWARDED BIDDER shall require that The Town of East Hartford, its officials, employees, volunteers, boards and commissions be included as an Additional Insured on all subcontractors and independent contractors insurance (except Workers' Compensation and Professional Errors & Omissions) before permitted to begin work.

The AWARDED BIDDER and all subcontractors and independent contractors and their insurers shall waive all rights of subrogation against the Town of East Hartford, and its officers, agents, servants and employees for losses arising from work performed by each on this contract.

**THE TOWN RESERVES THE RIGHT TO AMEND THE AMOUNTS OF COVERAGE
REQUIRED AND TYPE OF COVERAGE PROVIDED BASED ON THE FINAL AGREED
UPON SCOPE OF SERVICES**

Updated 26 March 2020

Sample Corporate Resolutions

NEW RESOLUTION FOR CORPORATIONS/PROFESSIONAL CORPORATIONS

(TO BE TYPED ON CORPORATION LETTERHEAD)

I (name of Corporation's Secretary), Secretary of (legal name of Corporation) a Corporation duly organized and operating under the laws of (State) and qualified and authorized to do business in the State of Connecticut, DO HEREBY CERTIFY that the following is a true, correct and accurate copy of a Resolution duly adopted at a meeting of the Board of Directors of such Corporation, duly convened and held on (Date of Meeting), at which meeting a duly constituted quorum of the Board of Directors was present and voted in favor of such Resolution.

RESOLVED: That the following Officers of this Corporation, or any one of them individually:

(Name and title of Officer or Officers)

are empowered to execute and deliver, in the name of and on behalf of this Corporation, contracts, bids and other documents to the Town of East Hartford, State of Connecticut, and are further authorized to affix the Corporate Seal to such documents and to bind the Corporation to such contracts, bids and other documents.

I further CERTIFY that such Resolution has not been modified, rescinded or revoked since the date on which it was enacted, and it is at present in full force and effect.

IN WITNESS WHEREFORE, the undersigned has affixed his/her signature and the Corporate Seal of the Corporation, this (date) day of (month) 20__

(Corporate Seal)

(Typed name of Corporation's Secretary)

SIGNATURE OF SECRETARY

PRIOR RESOLUTION FOR CORPORATIONS/PROFESSIONAL CORPORATIONS

(TO BE TYPED ON CORPORATION LETTERHEAD)

I (name of Corporation's Secretary), Secretary of (legal name of Corporation) a Corporation duly organized and operating under the laws of (State) and qualified and authorized to do business in the State of Connecticut, DO HEREBY CERTIFY that the following is a true, correct and accurate copy of a Resolution duly adopted at a meeting of the Board of Directors of such Corporation, duly convened and held on (Date of Meeting), at which meeting a duly constituted quorum of the Board of Directors was present and voted in favor of such Resolution.

RESOLVED: That the following Officers of this Corporation, or any one of them individually:

(Name and title of Officer or Officers)

are empowered to (recite resolution authorizing submission of bid or execution of contract).

I further CERTIFY that such Resolution has not been modified, rescinded or revoked since the date on which it was enacted, and it is at present in full force and effect.

IN WITNESS WHEREFORE, the undersigned has affixed his/her signature and the Corporate Seal of the Corporation, this (date) day of (month) 20__

(Corporate Seal)

(Typed name of Corporation's Secretary)

SIGNATURE OF SECRETARY

RESOLUTION FOR LIMITED LIABILITY COMPANIES

(TO BE TYPED ON COMPANY LETTERHEAD)

The undersigned, comprising all Members of (legal name of LLC), a Limited Liability Company duly organized and operating under the laws of (State) and qualified and authorized to do business in the State of Connecticut, DO HEREBY CERTIFY that the following is a true, correct and accurate copy of a Resolution duly adopted at a meeting of the Members, duly convened and held on (Date of Meeting), at which meeting a duly constituted quorum of the voting Members was present and voted in favor of such Resolution. We further CERTIFY that such Resolution has not been modified, rescinded or revoked since the date on which it was enacted, and it is at present in full force and effect:

RESOLVED: That the following Members of this Limited Liability Company, or any one of them:

(Name and title of Members)

are empowered to execute and deliver, in the name of and on behalf of this Limited Liability Company, contracts, bids and other documents to the Town of East Hartford, State of Connecticut, and are further authorized to bind the Limited Liability Company to such contracts, bids and other documents.

IN WITNESS WHEREFORE, the undersigned have executed this resolution, this (date) day of (month) 20__

(Typed Member Name)

(Typed Member Name)

(Typed Member Name)

(Typed Member Name)

RESOLUTION FOR LIMITED LIABILITY COMPANIES BY MANAGING PARTNER

(TO BE TYPED ON COMPANY LETTERHEAD)

I (name of Managing Member), Managing Member of (legal name of LLC), a Limited Liability Company duly organized and operating under the laws of (State) and qualified and authorized to do business in the State of Connecticut, DO HEREBY CERTIFY that the following is a true, correct and accurate copy of a Resolution duly adopted at a meeting of the Members, duly convened and held on (Date of Meeting), at which meeting a duly constituted quorum of the voting Members was present and voted in favor of such Resolution. I further CERTIFY that such Resolution has not been modified, rescinded or revoked since the date on which it was enacted, and it is at present in full force and effect:

RESOLVED: That the following Members of this Limited Liability Company, or any one of them:

(Name and title of Members)

are empowered to execute and deliver, in the name of and on behalf of this Limited Liability Company, contracts, bids and other documents to the Town of East Hartford, State of Connecticut, and are further authorized to bind the Limited Liability Company to such contracts, bids and other documents.

IN WITNESS WHEREFORE, the undersigned has affixed his/her signature, this (date) day of (month) 20__

(Typed name of Managing Partner)

SIGNATURE OF MANAGING PARTNER

RESOLUTION FOR PARTNERSHIPS

(TO BE TYPED ON COMPANY LETTERHEAD)

The undersigned, comprising all (partners/general partners) of (legal name of partnership), a (partnership/Limited Partnership/Limited Liability Partnership) duly organized and operating under the laws of (State) and qualified and authorized to do business in the State of Connecticut, DO HEREBY CERTIFY that the following is a true, correct and accurate copy of a Resolution duly adopted at a meeting of the voting (partners/general partners), duly convened and held on (Date of Meeting), at which meeting a duly constituted quorum of the voting partners was present and voted in favor of such Resolution. We further CERTIFY that such Resolution has not been modified, rescinded or revoked since the date on which it was enacted, and it is at present in full force and effect:

RESOLVED: That the following (partners/general partners) of this Limited Liability Company, or any one of them:

(Name and title of partners/general partners)

are empowered to execute and deliver, in the name of and on behalf of this (partnership/Limited Partnership/Limited Liability Partnership), contracts, bids and other documents to the Town of East Hartford, State of Connecticut, and are further authorized to bind the (partnership/Limited Partnership/Limited Liability Partnership) to such contracts, bids and other documents.

IN WITNESS WHEREFORE, the undersigned have executed this resolution, this (date) day of (month) 20__

(Typed partner/general partner Name)

(Typed partner/general partner Name)

(Typed partner/general partner Name)

(Typed partner/general partner Name)