

Request for Proposal #19PSX0083

RENTAL OF VARIOUS ELECTRICAL SERVICE UNITS AND SIGN INSTALLATION UNITS

Contract Specialist: **Peter Hunter**

Date Issued: **08 April 2019**

Due Date: **02 May 2019 at 2:00 pm Eastern Time**

**Department of Administrative Services
Procurement Division**



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Request for Proposals (RFP)

RENTAL OF VARIOUS ELECTRICAL SERVICE UNITS AND SIGN INSTALLATION UNITS

Guide to Electronic Proposal Submissions

1. Introduction To BizNet

It is now a requirement of Department of Administrative Services (DAS)/Procurement Division that all Companies create a Business Network (BizNet) Account and add their company profiles to the State of Connecticut BizNet system. Companies are responsible for maintaining and updating company information in their BizNet Accounts as updates occur. Companies that have been certified through the Supplier Diversity or the Pre-Qualification Program have already created a BizNet account.

The BizNet login is: <https://www.biznet.ct.gov/AccountMaint/Login.aspx>

New Companies: Create an account by clicking the BizNet login link above and then the button on the right labeled "Create New Account". Login and select Doing Business with the State and Company Information. Please be sure to complete information in all tabs (Company Information, Accounts, Address, etc.).

Existing Companies Needing to Update Their Information: Login to BizNet and select Doing Business with the State and Company Information.

Anyone having difficulty connecting to their account or downloading or uploading forms should call DAS/Procurement Division at 860-713-5095.

2. Business Friendly Legislation

As a result of Public Act 11-229, DAS/Procurement Division's goal is to make doing business with the State of Connecticut more business friendly. To eliminate redundancy, forms that were repetitively filled out with each request for proposal are being automated in BizNet.

DAS/Procurement Division began the transition to on-line bidding by automating the submission of Affidavits and Non-Discrimination forms on October 1, 2011. Companies must submit forms electronically to their BizNet account if they haven't already done so. These forms must be updated on an annual basis, no later than 30 days after the effective date of any material change. Rather than completing them with each proposal submittal, companies that have already filed these forms have the ability to view, verify and update their information prior to submitting a proposal response.

Instructions for Uploading Affidavits and Non-Discrimination Forms:

Click on the following link for instructions on how to upload Affidavits and Non-Discrimination forms:

<http://das.ct.gov/images/1090/Upload%20Instructions.pdf>

(a) AFFIDAVITS

THE FOLLOWING FORMS MUST BE SIGNED, DATED, NOTARIZED, UPLOADED OR UPDATED ON BIZNET. TO OBTAIN A COPY OF THESE FORMS, YOU MUST LOGIN INTO BIZNET AND FOLLOW THE INSTRUCTIONS LISTED ABOVE.

- (1) OPM Ethics Form 1 – Gift & Campaign Contribution Certification
- (2) OPM Ethics Form 5 – Consulting Agreement Affidavit
- (3) OPM Ethics Form 6 – Affirmation of Receipt of State Ethics Laws Summary
- (4) OPM Ethics Form 7 – Iran Certification

For information regarding these forms, please access the Office of Policy & Management's website by clicking on the following link: <http://www.ct.gov/opm/cwp/view.asp?a=2982&q=386038>

(b) NON-DISCRIMINATION –

CHOOSE ONE (1) FORM THAT APPLIES TO YOUR BUSINESS. COMPLETE AND UPLOAD OR UPDATE ON BIZNET ANNUALLY. TO OBTAIN A COPY OF THESE FORMS, YOU MUST LOGIN INTO BIZNET AND FOLLOW THE INSTRUCTIONS LISTED ABOVE.

- (1) Form A – Representation by Individual (Regardless of Value)
- (2) Form B – Representation by Entity (Valued at \$50,000 or less)
- (3) Form C – Affidavit by Entity (RECOMMENDED) (Valued at \$50,000 or more)
- (4) Form D – New Resolution by Entity
- (5) Form E – Prior Resolution by Entity

For information regarding these forms and on which form your company should complete, please access the Office of Policy & Management's website by clicking following link:
http://www.ct.gov/opm/cwp/view.asp?a=2982&q=390928&opmNav_GID=1806

3. Online Proposal Responses

Any proposal posted by DAS/Procurement Division must be submitted electronically. The common forms listed below have also been automated in the BizNet system. In addition, specific forms are now fillable, as noted below. To complete forms; download them from your BizNet account, complete your submittal response, and then upload these completed documents (as well as any other required submittal documents) through BizNet prior to date and time upon which the Proposal is due pursuant to the RFP. Late submissions will not be accepted. All proposals response submitted must be e-signed. Proposals that are not e-signed are not received by DAS/Procurement and cannot be viewed or considered. If any required documents have not been uploaded, the system will not allow you to e-sign. After successful e-signature, Proposers will get a confirmation that their proposal has been successfully submitted. If you do not receive this electronic confirmation, please contact DAS/Procurement at 860-713-5095. Proposals are not publicly opened and are not available for viewing until after the Contract has been awarded.

- Contractor Information/Electronic Signature Page – Web Based fillable Form
- Employment Information Form (DAS-45) – Web Based fillable Form
- Statement of Qualifications (DAS-14) – PDF Fillable Form
- Connecticut Economic Impact Form (DAS-46) – Web Based fillable Form
- Contract Exhibit B – Price Schedule (RFP-16)
- RFP Addendum (RFP-18) – if applicable

Additional forms such as those listed below must be reviewed carefully and accepted by the proposer prior to proposal submittal:

- Standard Terms and Conditions (RFP-19)
- Request for Proposal Document (RFP-22)
- Request for Proposal Contract (RFP-50)
- Contract Exhibit A – Description of Goods & Services and Additional Terms & Conditions
- Contract Exhibit C – Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitations Limitations

4. Insurance ACORD Certificates

Contractors are responsible for maintaining their BizNet accounts with new and/or updated insurance information.

The following documentation will need to be uploaded to each company’s BizNet account and evidencing that the State is an additional insured:

- (a) Certificate of Insurance (ACORD Form)
- (b) The insurance policy declaration page
- (c) The additional insured endorsement to the policy

Training documentation relating to the completion of the above-reference forms is available through the DAS Website under “DAS Business Friendly Initiatives” at the following website: [http://portal.ct.gov/DAS/Search-Results?SearchKeyword=insurance instructions](http://portal.ct.gov/DAS/Search-Results?SearchKeyword=insurance%20instructions)

Proposers are cautioned that there may be additional documents, attachments or requirements depending on the complexity of the RFP. Please read ALL RFP documents carefully and provide all required information. Failure to do so may result in rejection of your proposal.

Overview

This is a reverse auction RFP.

The State of Connecticut Department of Administrative Services (“DAS”) is issuing this Request for Proposal (“RFP”) to solicit proposals for the Department of Transportation (“ConnDOT”) for Electrical and Sign Installation Services listed within this document according to the specifications provided.

This RFP contains a partial Set Aside Participation.

The Contract resulting from this solicitation will replace the following contract award in part or in total: 14PSX0202

Instructions to Proposers

1. Proposal Schedule

RELEASE OF RFP:	Date:	08 April 2019
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MANDATORY PRE-PROPOSAL MEETING:	Date:	17 April 2019 at 1:00 pm Eastern Time
	Location:	ConnDOT Headquarters, 2800 Berlin Turnpike, Newington, CT 06111, Conference Room A
RECEIPT OF QUESTIONS:	Date:	23 April 2019, by noon Eastern Time
ANSWERS TO QUESTIONS POSTED AS ADDENDUM:	Date:	26 April 2019
RFP DUE DATE:	Date:	02 May 2019 at 2:00 pm Eastern Time
REVERSE AUCTION PRICING EVENT	Date:	08 May 2019 at 10:00 am Eastern Time

2. Pre-Proposal Meeting Requirements

This RFP contains a **mandatory** pre-proposal meeting requirement. Proposers who are interested in responding to this RFP must attend the meeting at the specified date/location listed above.

NOTE: Late Arrivals (15 minutes or more) will not be given credit for attendance nor allowed to participate in the RFP process. Vendors will not be admitted to state buildings without a valid photo ID. Failure to attend this meeting will result in the rejection of your RFP.

3. Questions

Questions for the purpose of clarifying this RFP must be received no later than the date and time specified in Section 1, "Proposal Schedule" and must be directed to the Contract Specialist, Peter Hunter via email: peter.hunter@ct.gov.

4. Reverse Auction Requirements

This bid is being conducted through an online reverse auction (the "**Reverse Auction**") process managed and hosted by EASiBuy, LLC (hereinafter referred to as "**EASI**"). The bidding process has two phases, as follows:

- Phase 1: Bidders shall complete and submit all required documents without pricing information through the BizNet system on **02 May 2019 at 2:00 pm Eastern Time** as indicated in this ITB. DAS/Procurement shall review Phase 1 responses and determine which bidders are responsible and qualified. Those bidders who are determined to be responsible and qualified, in accordance with CGS Section 4a-59, shall be eligible to participate in Phase 2 of the bidding process (price submission). All bidders of Phase 1 shall be notified by DAS/Procurement Division if such bidders are eligible (or not) to participate in Phase 2 of the Reverse Auction (price submission). Participation in Phase 1 of this bidding process is a pre-requisite to participating in Phase 2 of the Reverse Auction.
- Phase 2: Bidders who are notified by DAS/Procurement that they are responsible and qualified shall submit pricing via the Reverse Auction process scheduled by the DAS/Procurement and EASI to occur on **08 May 2019 at 10:00 AM**. Upon conclusion of the Reverse Auction, DAS/Procurement Division shall use the Reverse Auction final price submissions in determining the lowest, qualified and responsible bidders(s) in accordance with CGS

Reverse Auction Procedures

- After the evaluation of Phase 1 submissions, DAS/Procurement Division shall provide EASI with a list of all qualified bidders in accordance with CGS 4a-59 in order to participate in the Reverse Auction.
- EASI shall provide notice to each bidder through telephone or email regarding the bidder's inclusion or exclusion from the qualified bidders list. EASI's notice will be the official invitation to participate in the Reverse Auction. The bidder shall execute the EASI Supplier Agreement Terms and Conditions (the "EASI Agreement"). The EASI Agreement must be executed directly between the bidder and EASI prior to the Reverse Auction event.
- EASI shall work with the bidder to prepare for the Reverse Auction prior to the Reverse Auction event. Preparation may include, but is not limited to: configuration of the auction computer system, testing of the bidder interface, review and discussion of the online Reverse Auction event procedures and other documentation, and training, at no cost.
- During the online Reverse Auction event, EASI shall allow only those bidders that DAS/Procurement Division determined to be responsible and qualified to participate. EASI shall provide the necessary administrative support and comprehensive data security to ensure that the integrity of the Reverse Auction event is not compromised including, but not limited to, the confidentiality of each qualified bidder participating in the Reverse Auction.
- EASI shall commence the Reverse Auction event through electronic notification to all qualified bidders. Bidders may submit multiple prices during the Reverse Auction event. The lowest price offered by each qualified bidder will become the Exhibit B, Price Schedule of the bid response.
- Bidders shall submit bids by, or under the direction of, an authorized representative of the bidder as designated in the qualifications summary in the BizNet system. If a different representative is designated by the bidder, bidder shall be responsible for such representative's actions during the Reverse Auction event.
- EASI shall handle any bidder issues that arise during the Reverse Auction event and shall communicate such issues to the bid proctor.
- The Reverse Auction must have a scheduled stop time as determined by EASI and DAS/Procurement Division. The Reverse Auction may be extended by EASI if bids are received within a predetermined amount of time prior to the scheduled stop time. Specific procedures on time extension are contained in EASI's Reverse Auction event procedures. EASI shall review and discuss such Reverse Auction procedures with all qualified bidders prior to the commencement of the Reverse Auction.
- The Reverse Auction event must conclude at either the scheduled stop time or at the time at which all time extensions are completed, whichever is later.
- After the conclusion of the Reverse Auction event, DAS/Procurement shall review the final price offering during the Reverse Auction event to determine the lowest bidder.
- EASI shall keep a written event record, which must include, but is not limited to, prices offered by each bidder. EASI shall provide the written event record to DAS/Procurement promptly after the Reverse Auction event.

- EASI shall invoice the awarded bidder(s) (the “Contractor”) a supplier transaction fee in accordance with the terms and conditions of the EASI Agreement.

5. Communications

During the period from your organization’s receipt of this Request for Proposal, and until a contract is awarded, your organization shall not contact any employee of the State of Connecticut concerning this procurement except in writing directed to the Contract Specialist, Peter Hunter via email: peter.hunter@ct.gov.

6. Solicitation Submission

Solicitations shall be submitted online by the RFP due date and time only. Proposers shall upload their solicitation submission to their BizNet Account.

7. Definitions:

ConnDOT – Connecticut Department of Transportation
AASHTO - American Association of State Highway and Transportation Officials
ASTM - American Society for Testing and Materials
CBYD – Call Before You Dig
NCHRP - National Cooperative Highway Research Program
OSHA - Occupational Safety and Health Administration
MUTCD - Manual on Uniform Traffic Control Devices
MASH - Manual for Assessing Safety Hardware
UL – Underwriters Laboratories/Underwriters’ Electrical Bureau
TMA – Truck Mounted Attenuator
ATSSA - American Traffic Safety Services Association
NSC - National Safety Council
PPE - Personal Protective Equipment
DESPP - Department of Emergency Services and Public Protection
FHWA – Federal Highway Administration

Description of Goods & Services Specifications and Additional Terms & Conditions

1. DESCRIPTION OF GOODS AND SERVICES:

- 1.1 Contractor shall provide Electrical and Sign Installation Services listed within this document according to the specifications provided.
- 1.2 Contractor shall furnish all labor; equipment; tools; maintenance and protection of traffic, traffic control when specified, including uniformed flaggers and police; truck or trailer mounted attenuators; all signs, barricades and devices erected, re-erected, maintained and removed by Contractor to perform the requested work.
- 1.3 All work and products ancillary to Electrical and Sign Installation will be new and comply with the current FHWA & ConnDOT standards and specifications described in this exhibit including any improvements and changes in technology that were developed since the original systems were installed.

2. **FORM 817:**

FORM 817 "Standard Specifications for Roads, Bridges and Incidental Construction (Standards)": Reference is made in this Contract to the State of Connecticut, Department of Transportation's Standard Specifications for Roads, Bridges and Incidental Construction (the "Standards"). Performance under this Contract is to be carried out in accordance with the Standards including all supplements and other applicable standards.

You may go to the following: <http://www.ct.gov/dot/cwp/view.asp?a=3609&q=430362>

All references to the "Engineer," in FORM 817 refer to the Client Agency or their designated representative.

3. **LICENSE REQUIREMENT**

Contractor shall meet the license requirement of Connecticut General Statutes Chapter 393 for Contractor provided equipment listed in Attachment I, Equipment List.

- 3.1 Contractor shall maintain copies of their E-1 Electrical Contractor's License ("E-1"), and a copy of their E-2 Electricians – Unlimited Electrical Journeyperson's License ("E-2") (if Contractor intends to have an E-2 working under the supervision of an E-1), as well as any other licenses required by law for services performed under the Contract.
- 3.2 Contractor shall include copies of the required licenses with their RFP submission. Failure to provide the required license documentation may result in the Contractors' submission being disqualified.
- 3.3 Contractor shall maintain and Client Agency may verify licenses at any time during the Contract term.
- 3.4 Any E-1 holder listed as available by the Contractor shall be an employee of the Contractor.
- 3.5 Any apprentices performing services under the Contract shall be registered under an apprentice program with the State.
- 3.6 Contractor shall maintain a ratio of E-1 to E-2 apprentice of one (1) to one (1).

4. **EQUIPMENT REQUIREMENTS**

Contractor shall maintain all equipment in safe operating condition and ensure equipment meets the following criteria as applicable to equipment type:

- 4.1 Be fully insulated;
- 4.2 be tested and include written certification stating that the unit passed test and is di-electrically sound. To be considered current, certifications must be dated within one hundred and twenty (120) days of inspection;
- 4.3 meet all Occupational Safety and Health Administration ("OSHA") AND American National Standards Institute ("ANSI") 92.2 requirements in effect, including stabilization regulations. Compliance certification must be provided to evidence compliance and must list the equipment's serial number;
- 4.4 Contractor shall provide applicable certification to Client Agency's representative prior to the start of work; and
- 4.5 applicable equipment shall meet manufacturer's requirements.

A. Equipment Inspection

Client Agency may inspect a Contractor's equipment or facility in an effort to determine if they are qualified to perform the services required by the Contract.

B. Transporting Equipment

Contractor shall ensure equipment is registered in accordance with Section 14-12a of the Connecticut General Statutes (see section *Vehicle Registration Requirements*).

1. Contractor shall ensure all equipment is insured and properly lighted as required by the State of Connecticut Department of Motor Vehicles ("CT DMV").
2. Contractor shall ensure all equipment is equipped with warning devices as required.
3. Contractor shall bear the cost of transporting equipment to and from the area in which it will be used. Contractor shall not charge transportation charges, set up or breakdown fees or charges.
4. Client Agency shall pay hourly rates for transportation only when Client Agency requires equipment to be transported from one job site to another within the normal workday.

5. **SPECIAL PROVISIONS:**

- 5.1 Bucket Truck work performed within ten feet of primary voltage cables shall be performed in accordance with OSHA 1910-333.
- 5.2 Contractor shall keep a competent superintendent on the work site at all times during construction, and shall provide all transportation, material, labor, tools, equipment, etc., needed to perform the work in the best manner according to the drawings and/or specifications.
- 5.3 Contractor shall provide new materials of the highest quality.
- 5.4 Material different from the quality herein described or reasonably implied in the drawings and/or specifications will be immediately removed and replaced at Contractor's expense when ordered by the Client Agency at any time during the progress of the work. Notification of removal may be made orally by an authorized Client Agency representative and will be followed up by close of business that same day with written notification.
- 5.5 Contractor shall comply with all applicable town/city ordinances.
- 5.6 Contractor shall give the proper authorities all requisite notice relating to the work, obtain all official permits and pay all proper fees for same.
- 5.7 Contractor shall be responsible for all damage or injury caused to neighboring premises or to persons or property of the public made by Contractor or anyone in the Contractor's employ.
- 5.8 Contractor shall protect work in progress from damage by rain, snow, frost or other inclement weather.
- 5.9 Contractor shall protect worksite and unfinished or incomplete work with sand barrels or as directed by the Client Agency.
- 5.10 Contractor, while the work progresses, shall keep the premises in a clean and tidy condition free from all unnecessary debris.
- 5.11 Contractor shall without exception deliver completed work in an undamaged state.
- 5.12 Whenever materials are described under a specific manufacturer's name, and Contractor proposes to use material of another manufacturer, the material must be approved in writing by the Client Agency before it is ordered or used.

6. **CONTRACTOR NOTIFICATION:**

- 6.1 Contractor shall perform the work described on all purchase orders only when ordered by the Client Agency.
- 6.2 Contractor shall perform work only under the control of an inspector or inspector's representative, acting on behalf of the Client Agency.
- 6.3 Contractor shall begin construction within five (5) working days following receipt of notice to proceed.
- 6.4 Working days are Monday through Friday.
- 6.5 Contractor's failure to start construction by 8:00 a.m. on the morning of the sixth working day following receipt of notice to proceed, either by agreement or by default, will be a Breach of Contract, (Section 11).

7. PRE-CONSTRUCTION MEETING

Client Agency shall schedule a pre-construction meeting, if required, prior to actual work being performed. This meeting will be held at no additional cost to Client Agency.

8. WORK HOURS

- 8.1 In accordance with the normal work schedule in use by Client Agency, rental rates are based on a seven and one half (7 ½) hour work day, 8:00 a.m. to noon, and 12:30 p.m. to 4:00 p.m.
- 8.2 When operations require work in excess of seven and one half (7 ½) hours in any one (1) day, payment will be made at the applicable hourly rate for the actual hours worked.
- 8.3 Due to fluctuating work hours of Client Agency's maintenance crews, normal work day hours may vary slightly by the season.
- 8.4 The actual work hours will be determined during each project's pre-construction meeting. No overtime rates apply. Definition of these periods follows:

A. Daytime Work Hours

The hours after 6:00 a.m. and before 6:00 p.m. are considered daytime work hours.

B. Regular Work Hours:

- 1. ConnDOT's regular work hours consist of seven and one-half (7 ½) hours worked between the hours of 8:00 a.m. and 4:00 p.m.
- 2. The actual work hours will be determined during each project's pre-construction meeting.
- 3. Any changes to the predetermined normal work hours must be in writing and approved by the Client Agency.

C. Night Work Hours:

- 1. The hours after 6:00 p.m. and before 6:00 a.m. are considered night work hours.
- 2. Contractor shall pick up off the road all work, equipment and traffic control devices by 5:00a.m., unless otherwise approved by the Client Agency.
- 3. All Night Work Hours will be priced at the "Night Work Additional" item as listed in the Reverse Auction document.

D. Off Work Hours:

- 1. These hours are any hours outside the boundaries of hours identified in this contract and including hours that could potentially fall on or around a Holiday.
- 2. Off Work Hours will be priced as a "Percentage added" to any of the applicable items in the Exhibit B price schedule.

9. NIGHT WORK LIGHTING:

- 9.1 Operations performed during hours of darkness require either equipment mounted or standalone illumination.
- 9.2 The Contractor shall provide all of the necessary lighting to illuminate the work area and the illumination of traffic control, traffic cone and signing operations. Illumination will include a minimum of two (2) flood/wide lights and two (2) narrow/spot lights.

- 9.3 All mounts will provide a secure connection that allows for adjustable positioning and aiming of the light fixture.
- 9.4 Lighting must be capable of maximizing the illumination on each task, while minimizing glare to the passing traffic.
- 9.5 Contractor shall provide lighting continuously during the entire operation and shall have a sufficient number of spare lamps available on site in the event of failures.

10. TECHNICAL SPECIFICATIONS:

- 10.1 Contractor shall furnish all supervision, labor, equipment, vehicles, materials, supplies, fuel, insurance and services necessary to accomplish the requirements of the Contract.
- 10.2 Contractor shall perform all work in a professional manner, using quality equipment, all of which must be maintained by the Contractor.
- 10.3 See attached Special Provisions (Attachment G) and Standard Sheets (Attachment F) for all installation procedures and guidelines for all service unit work listed below.
- 10.4 Contractor shall invoice Client Agency for services and items provided as listed as identified in Exhibit B.

A. Additional Personnel (when needed):

Contractor shall charge per hour for additional personnel in the event that additional personnel are requested by the Client Agency. Additional personnel will be listed as:

- 1. Laborer;
- 2. Traffic Signal Technician;
- 3. Trades Journeyperson Electrician (E-2); and
- 4. State of CT Registered Electrical Apprentice.

B. Electrical Service Unit:

- 1. One (1) bucket truck having a minimum bucket height of fifty feet to the bottom of the bucket and a three hundred fifty pound lifting capacity.
- 2. A minimum manpower of one (1) working Supervisor (E-1 or E-2) certified in the electrical trade and one (1) State of Connecticut registered Electrical Apprentice and all necessary tools must be provided with each unit.
- 3. Contractor shall provide only short duration traffic control.
- 4. Contractor shall provide the additional personnel described below when requested by Client Agency:
 - 4.1 Trades Journeyperson Electrician (E-1 or E-2); and
 - 4.2 State of Connecticut registered Electrical Apprentice.

C. Telescopic Boom Crane Truck:

- 1. Truck mounted crane with a lifting capacity of 18 tons and with a behind the cab crane mount allowing for more payload space.
- 2. Minimum height of 70 ft. with a maximum telescopic height of 120ft.
- 3. Equipped with outriggers and having a minimum GVWR of 33,000 lbs.
- 4. Contractor shall provide truck with a licensed operator.
- 5. Work provided will be at an hourly price with a guaranteed four (4) hour minimum.

D. Signal Loop Detector Installation Unit:

- 1. Wet saw cut and install loop detectors with polyester sealant for Traffic and Piezo Sensor Installations.
- 2. The price per linear foot of saw cut includes all materials and labor.
- 3. Contractor's work includes all electrical connections.

4. Contractor shall perform all work in accordance with the latest Special Provisions (Attachment G) and Client Agency Standard Sheets (Attachment F):
 - a. TR1111_01 – Loop Vehicle Detector and Saw Cut;
 - b. TR1000_01- General Clauses;
 - c. #1111401A- Loop Vehicle Detector; and
 - d. #1111451A- Loop Detector Saw Cut

E. Piezo Sensor Installation Unit:

1. Wet saw cut slots to measure $\frac{3}{4}$ " wide by $1\frac{1}{4}$ " in depth by 12' long.
2. Contractor shall install a Client Agency provided Piezo Sensor(s) and polyurethane resin in accordance with BL Roadtrax Traffic Sensor Installation procedure.
3. Wet cut home run slots for Piezo Installation to measure $\frac{3}{8}$ " wide by $1\frac{1}{2}$ " deep.
4. Contractor shall install new liquid tight flexible nonmetallic conduit from the handhole 1' into the shoulder.
5. Contractor shall install Piezo sensor cable in home run slots and conduit from the Piezo sensor to cabinet unspliced and connect to terminal blocks in cabinet using spade connectors.
6. Contractor's work includes all electrical connections.
7. Contractor's work on Loop detectors and Piezo home runs shall be done under Items listed in Exhibit B.
8. The Piezo Sensor Installation unit shall include all tools and equipment necessary to comply with the manufacturer's installation requirements and Client Agency's specifications.
9. Contractor shall perform all work in accordance with the latest Special Provisions (Attachment G) and Client Agency Standard Sheets: #1111420A - Piezo Cable Sensor (Type 1) (Attachment F)

F. Traffic Signal Installation Unit:

The necessary equipment to construct or install traffic signals is as follows:

1. One (1) bucket truck with minimum capacity of three hundred fifty pounds, having a minimum bucket height of thirty-five feet to bottom of the bucket and a lift cap to set signal heads.
2. A utility truck with generator, conduit bender, conduit threader, ratchet cable puller, test equipment and miscellaneous tools required to install traffic signals are included with this unit.
3. The Traffic Signal Installation Unit includes three (3) workers: one (1) working supervisor (E-1 or E-2) and one (1) journeyman (E-2) both of whom are certified in the electrical trade and one (1) equipment operator/driver/laborer/grounds person.
4. Contractor shall provide additional equipment described below when requested by Client Agency. Contractor shall submit hourly pricing on the following equipment. Note: price does not include operator. Operator of the Traffic Installation Unit (Item #5) will operate these units:
 - a. Pole Auger/Derrick Truck;
 - b. $\frac{1}{3}$ cubic yard ("C.Y.") [minimum capacity] Loader/Backhoe;
 - c. 2 C.Y. [minimum capacity] Dump Truck;
 - d. 2 ton [minimum capacity] 50' Hydraulic Boom;
 - e. Loop Truck: $1\frac{1}{2}$ -ton capacity with 500-gallon full water tank. Minimum 19 horse power wet concrete saw with a $\frac{3}{8}$ " blade and a 250 CFM compressor;
 - f. Self-Propelled Trencher equivalent with 4" wide cut and 4' depth. Broken teeth will be the responsibility of Contractor; and
 - g. additional Trades Journeyman (E-2), additional Electrical Apprentice and additional Laborer.
5. Contractor shall perform all work in accordance with the latest Special Provisions (Attachment G) and Client Agency Standard Sheets (Attachment F):
 - a. #1105001a-x_way_x_section_signals_various_mtd; and
 - b. TR-1105_01 – Traffic Signals & Cable Assignment.

G. Sign Installation Unit:

1. Unit to include three (3) workers: one (1) of which shall be a working supervisor, one (1) equipment operator/driver and one (1) laborer.
2. The necessary equipment to construct or install extruded aluminum signs on break-away or fixed sign supports, is as follows: utility truck and miscellaneous tools.
3. Contractor shall provide only short duration traffic control.
4. Client Agency shall provide, if needed, construction material.
5. Contractor shall provide additional equipment described below when requested by Client Agency.
6. Contractor shall provide the following equipment and equipment shall be readily available to the crew on an as required basis.
 - a. Auger: Truck mounted earth boring machine, 8" to 30" diameter with a minimum depth of 8';
 - b. hydraulic Boom: ¼ ton minimum lifting capacity with a 20' reach; and
 - c. a gasoline powered cement/concrete mixer with a tilting drum, tag-along type, 3 to 6 C.F. capacity.
 - d. Note: Auger, hydraulic boom and gasoline powered cement/concrete will not be awarded separately to Contractor exclusive of the Sign Installation Unit.

H. Traffic Signal Relamping Unit:

1. Contractor shall provide the necessary equipment to relamp the traffic signal(s) within an entire intersection with LED lamps supplied by Client Agency.
2. Relamping will include cleaning lamp covers at Client Agency direction.
3. The Traffic Signal Relamping unit includes:
 - a. two (2) workers: one (1) trades journey person (E-1 or E-2) certified in the electrical trade and one (1) equipment operator/driver/grounds person;
 - b. one (1) bucket truck with a minimum height of twenty-five feet to the bottom of the bucket, and a maximum height of no more than thirty-five feet; and
 - c. all miscellaneous tools, and all equipment and materials needed to relamp traffic signals.
4. Contractor shall dispose of used LED lamps as a Universal Waste (used electronics), at no cost to Client Agency.

I. Highway Illumination Relamping Unit:

1. Contractor shall provide the necessary equipment to relamp highway illumination fixtures along State highways.
2. Relamping will include washing and cleaning of the refractor and reflector.
3. The Highway Illumination Relamping unit includes:
 - a. Two (2) workers: one (1) trades journey person (E-1 or E-2) certified in the electrical trade; and one (1) equipment operator/driver/grounds person.
4. Equipment includes: one (1) bucket truck with a minimum height of fifty-five feet to the bottom of the bucket, and all necessary tools needed to relamp.
5. Client Agency shall furnish new lamps to the Contractor.
6. Contractor shall return old lamps to the Client Agency.

J. Pedestrian Crossing Signal Relamping Unit:

1. Contractor shall provide the necessary equipment and tools to relamp pedestrian crossing signals within an entire intersection with LED lamps supplied by Client Agency.
2. Relamping includes cleaning lenses and reflectors, if applicable.
3. Contractor shall dispose of used LED lamps as a Universal Waste (used electronics) at no cost to Client Agency.

K. Pedestrian Push Button Installation Unit:

1. The Contractor shall provide the necessary equipment and labor to install State provided Pedestrian Push Button, Pedestrian Push Button and Sign - Piezo and/or Accessible Pedestrian Signal and Detector complete.
2. Push button equipment will require the following:
 - a. A Utility Truck with all necessary equipment;
 - b. test equipment; and
 - c. miscellaneous tools required to install Pedestrian Push Buttons.
3. Contractor shall provide all equipment.
4. Contractor shall provide only "Short Duration" Traffic Control.
5. Contractor shall also include the installation of all equipment and cables inside the controller cabinet, modifying the controller and making it fully operational.
6. Contractor shall perform all work in accordance with the latest ConnDOT Special Provisions (Attachment G) and Standard Sheet (Attachment F):
 - a. #1107007A – Pedestrian Pushbutton and Sign;
 - b. #1107011A – Accessible Pedestrian Signal and Detector (Type A);
 - c. TR-1107_01 – Pedestrian Push Buttons; and
 - d. TR-1105_01 – Traffic Signals & Cable Assignments.
7. The Pedestrian Push Button Installation Unit shall include:
 - a. Three (3) workers: one (1) Trade Journeyperson (E-1 or E-2) and one (1) Equipment Operator/Driver/Laborer/Grounds Person; and
 - b. all miscellaneous tools.

L. Pedestrian Heads Installation Unit:

1. The Contractor shall provide the necessary equipment and labor to install pedestrian signals (e.g. Cables, Conduit, Housing, etc.)
2. The necessary equipment to construct or install pedestrian heads is:
 - a. One (1) Bucket Truck having a minimum bucket height of fifteen feet to the bottom of the bucket.
3. Bucket work performed within 10 feet of primary voltage cables shall be performed in accordance with OSHA 1910-333.
4. Contractor shall provide only "Short Duration" Traffic Control.
5. Contractor shall also include the installation of all equipment and cables inside the controller cabinet, modifying the controller and making it fully operational.
6. Contractor shall perform all work in accordance with the latest ConnDOT Special Provisions (Attachment G) and Standard Sheet (Attachment F):
 - a. #110600xA – Pedestrian Signals;
 - b. TR-1102_01 – Pedestals, Pedestrian Signals; and
 - c. TR-1105_01 – Traffic Signals & Cable Assignments.
8. The Pedestrian Signal Unit shall include:
 - a. Three (3) workers: one (1) Trade Journeyperson (E-1 or E-2) and one (1) Trade Technician, both of which shall be certified in the Electrical Trade; and
 - b. one (1) bucket truck with a minimum height of 10 ft. to the bottom of the bucket.

M. 8' Pedestal and Foundation Installation Unit:

1. The Contractor shall provide the necessary equipment and labor to install 8' Pedestals and Foundations for Traffic Signals.
2. The necessary equipment to construct or install the pedestal and foundation is:

- a. One (1) Auger truck mounted earth-boring machine, 8" to 30" diameter with a depth of 8 feet minimum.
- b. Contractor shall provide a Utility Truck with all necessary equipment, test equipment and miscellaneous tools required to install 8' Pedestals & Foundations.
- 3. Contractor shall provide only "Short Duration" Traffic Control.
- 4. Contractor shall perform all work in accordance with the latest ConnDOT Standard Sheets and Form 817:
 - a. TR-1000_01 - General Clauses (Test Procedures);
 - b. TR-1002_01 – Traffic Control Foundations; and
 - c. TR-1102_01 Pedestal, Pedestrian Signal.
- 4. The 8' Pedestal & Foundation Unit shall include:
 - a. Three (3) workers: one (1) Trade Journeyperson (E-1 or E-2) and one (1) Trade Technician, both of which shall be certified in the Electrical Trade and one (1) Equipment Operator/Driver/Laborer/Grounds Person; and
 - b. one (1) Auger truck mounted earth-boring machine, 8" to 30" diameter with a depth of 8 feet minimum.

N. Relocate, Repair or Replace Interconnect Cable Unit:

- 1. The Contractor shall provide the necessary equipment and labor to relocate, repair or replace interconnect cable for Traffic Signals.
- 2. The necessary equipment to relocate, repair or replace interconnect cable for Traffic Signals is: one (1) Bucket Truck having a minimum bucket height of forty feet to the bottom of the bucket.
- 3. Contractor shall provide a Utility Truck with all necessary equipment, test equipment and miscellaneous tools required to relocate interconnect cable.
- 4. Contractor shall provide only "Short Duration" Traffic Control.
- 5. Contractor shall perform all work in accordance with the latest ConnDOT Specifications and Standard Sheet:
 - a. 1113506A – Relocate Interconnect Cable;
 - b. 1113XXA – Repair and Replace Interconnect Cable; and
 - c. TR-1113_01 - Control Cable.
- 7. The Interconnect Cable Relocation Unit shall include:
 - a. Three (3) workers: one (1) Trade Journeyperson (E-1 or E-2) and one (1) Trade Technician, both of which shall be certified in the Electrical Trade and one (1) Equipment Operator/Driver/Laborer/Grounds Person; and
 - b. one (1) bucket truck with a minimum height of forty feet to the bottom of the bucket.

O. Span Wire Installation Unit:

- 1. The Contractor shall provide the necessary equipment and labor to install span wire for Traffic Signals.
- 2. The necessary equipment to construct or install span wire for Traffic Signals is:
 - a. One (1) Bucket Truck having a minimum bucket height of forty feet to the bottom of the bucket.
- b. Contractor shall provide a Utility Truck with all necessary equipment, test equipment and miscellaneous tools required to install span wire.
- 3. Contractor shall provide only "Short Duration" Traffic Control.
- 4. Contractor shall perform all work in accordance with the latest ConnDOT Standard Sheets and FORM 817:
 - a. TR-1000_01 - General Clauses (Test Procedures);
 - b. TR-1105_01 – Traffic Signals & Cable Assignments; and
 - c. TR-1114_01 – Bonding and Utility Pole Attachment Details, Sign Hanger, "Y" Clamp Detail.
- 5. The span wire Installation shall include:
 - a. Three (3) workers: one (1) Trade Journeyperson (E-1 or E-2) and one (1) Trade Technician, both of which shall be certified in the Electrical Trade and one (1) Equipment Operator/Driver/Laborer/Grounds Person; and

- b. one (1) bucket truck with a minimum height of forty feet to the bottom of the bucket.

P. Span Wire Relocation Unit:

1. The Contractor shall provide the necessary equipment and labor to relocate span wire for Traffic Signals. The necessary equipment to relocate span wire for Traffic Signals is:
 - a. One (1) Bucket Truck having a minimum bucket height of forty feet to the bottom of the bucket.
 - b. Contractor shall provide a Utility Truck with all necessary equipment, test equipment and miscellaneous tools required to relocate span wire.
2. Contractor shall provide only "Short Duration" Traffic Control.
3. Contractor shall perform all work in accordance with the latest ConnDOT Standard Sheets:
 - a. TR-1000_01 - General Clauses (Test Procedures);
 - b. TR-1105_01 – Traffic Signals & Cable Assignments; and
 - c. TR-1114_01 – Bonding and Utility Pole Attachment Details, Sign Hanger, "Y" Clamp Detail.
4. The span wire relocation shall include:
 - a. Three (3) workers: one (1) Trade Journeyperson (E-1 or E-2) and one (1) Trade Technician, both of which shall be certified in the Electrical Trade and one (1) Equipment Operator/Driver/Laborer/Grounds Person; and
 - b. one (1) bucket truck with a minimum height of 40 ft. to the bottom of the bucket.

Q. Temporary Detection Installation Unit:

1. The Contractor shall provide the necessary equipment and labor to install temporary detection for Traffic Signals (e.g. installing, relocating, realigning, and maintaining the necessary detection systems as to provide vehicle and pedestrian detection.)
2. The necessary equipment to provide temporary detection for Traffic Signals is:
 - a. One (1) Bucket Truck having a minimum bucket height of forty feet to the bottom of the bucket.
 - b. Contractor shall provide a Utility Truck with all necessary equipment, test equipment, and miscellaneous tools required to install Temporary Detection system.
3. Contractor shall provide only "Short Duration" Traffic Control.
4. Contractor shall perform all work in accordance with ConnDOT Special Provisions (Attachment G): #11112xxA – Temporary Detection (Site No. X)
5. The Temporary Detection Unit shall include:
 - a. Three (3) workers: one (1) Trade Journeyperson (E-1 or E-2) and one (1) Trade Technician, both of which shall be certified in the Electrical Trade and one (1) Equipment Operator/Driver/Laborer/Grounds Person; and
 - b. one (1) bucket truck with a minimum height of forty feet to the bottom of the bucket.

R. Temporary Signalization Installation Unit:

1. The Contractor shall provide the necessary equipment and labor to install temporary signalization.
2. Contractor shall ensure that each traffic signal, signalized or un-signalized, is kept completely operational at all times during construction through the use of existing signal equipment, temporary signal equipment, new signal equipment, or any combination thereof.
3. The necessary equipment to provide temporary signalization for Traffic Signals is:
4. One (1) Bucket Truck having a minimum bucket height of forty feet to the bottom of the bucket. Bucket work performed within 10 feet of primary voltage cables shall be performed in accordance with OSHA 1910-333.
5. Contractor shall perform all work in accordance with the latest ConnDOT Special Provisions (Attachment G): #11180xxA – Temporary Signalization (Site No. X).
6. The Temporary Signalization Unit shall include:

- a. Three (3) workers: one (1) Trade Journeyperson (E-1 or E-2) and one (1) Trade Technician, both of which shall be certified in the Electrical Trade and one (1) Equipment Operator/Driver/Laborer/Grounds Person; and
- b. one (1) bucket truck with a minimum height of forty feet to the bottom of the bucket.

S. Traffic Signal Louvered Backplates Installation Unit:

- 1. The Contractor shall provide the necessary equipment and labor to install louvered backplates for Traffic Signals.
- 2. The necessary equipment to install the louvered backplates is:
 - a. One (1) Bucket Truck having a minimum bucket height of forty feet to the bottom of the bucket.
 - b. Contractor shall provide a Utility Truck with all necessary equipment, test equipment, and miscellaneous tools required to install louvered backplates.
- 3. Contractor shall provide only "Short Duration" Traffic Control.
- 4. Contractor shall perform all work in accordance with the latest ConnDOT Standard Sheets:
 - a. #1105001a-x_way_x_section_signals_various_mtd
 - b. TR-1105_01 – Traffic Signals & Cable Assignments
- 5. The Traffic Signal Louvered Backplates Unit includes:
 - a. Three (3) workers: one (1) Trade Journeyperson (E-1 or E-2) and one (1) Trade Technician, both of which shall be certified in the Electrical Trade and one (1) Equipment Operator/Driver/Laborer/Grounds Person; and
 - b. one (1) pole auger/Derrick Truck with a minimum height boom/bucket of forty feet to the bottom of the boom/bucket.

T. Video Detection Installation Unit:

- 1. The Contractor shall provide the necessary equipment and labor to install Client Agency provided Video Detection equipment e.g. 360° video cameras, thermal cameras, IP cameras, complete CAT6 wiring and proper grounding, processors, monitor, repeaters, external switch assembly and brackets for Traffic Signals.
- 2. The required equipment is:
 - a. One (1) Bucket Truck having a minimum bucket height of forty feet to the bottom of the bucket;
 - b. Contractor shall provide a Utility Truck with all necessary equipment, test equipment, and miscellaneous tools required to install Video Detection system.
- 3. Contractor shall provide only "Short Duration" Traffic Control.
- 4. Contractor shall also include the setting up of video zones, application software, installation of all video equipment and cables inside the controller cabinet, modifying the controller and making it fully operational.
- a. Contractor shall perform all work in accordance with the latest ConnDOT Special Provisions (Attachment G): #1112286A – 360 Video Detection System
- 5. The Contractor shall provide the necessary equipment and labor to install a 360 Video Detection System.
- 6. The Video Installation Unit shall include:
 - a. Three (3) workers: one (1) Trade Journeyperson (E-1 or E-2) and one (1) Traffic Signal Technician, both of which shall be certified in the Electrical Trade and one (1) Equipment Operator/Driver/Laborer/Grounds Person; and
 - b. one (1) bucket truck with a minimum height of forty feet to the bottom of the bucket.

U. Vehicle Detection Monitor:

1. The Contractor shall provide the necessary equipment and labor to install a Vehicle Detection Monitor with stand in the Controller Cabinet as directed by the Client Agency.
2. Contractor shall perform all work and provide all processes and equipment in accordance with the latest ConnDOT Special Provisions (Attachment G) and Standard Sheet (Attachment F): #1112284A – Vehicle Detection Monitor.

V. Thermal Video Detector Assembly:

1. The Contractor shall provide the necessary equipment and labor to install a Thermal Video Detector Assembly (TVDA) as directed by the Client Agency.
2. Contractor shall perform all work and provide all processes and equipment in accordance with the latest ConnDOT Special Provisions (Attachment G) and Standard Sheet (Attachment F): #1112285A – Thermal Video Detector Assembly.

W. IP Video Detection Camera Assembly:

1. The Contractor shall provide the necessary equipment and labor to install an IP Video Detection Camera Assembly as directed by the Client Agency.
2. Contractor shall perform all work and provide all processes and equipment in accordance with the latest ConnDOT Special Provisions (Attachment G) and Standard Sheet (Attachment F): #1112288A – IP Video Detection Camera Assembly.

X. Wooden Pole Installation Unit:

1. The Contractor shall provide the necessary equipment and labor to install wooden poles for Traffic Signals, e.g. wooden poles for span attachment purposes, mounting equipment, etc.
2. The necessary equipment to construct or install the wooden poles is:
 - a. One (1) Pole Auger/Derrick Truck having a minimum boom/bucket height of forty feet.
 - b. Contractor shall provide a Utility Truck with all necessary equipment, test equipment including grounding and bonding and miscellaneous tools required to install wooden poles.
3. Contractor shall provide only “Short Duration” Traffic Control.
4. Contractor shall perform all work in accordance with the latest ConnDOT Standard Sheets:
 - a. TR-1000_01 - General Clauses (Test Procedures);
 - b. TR-1105_01 – Traffic Signals & Cable Assignments; and
 - c. TR-1114_01 – Bonding and Utility Pole Attachment Details, Sign Hanger, “Y” Clamp Detail.
5. The wooden pole shall include:
 - a. Three (3) workers: one (1) Trade Journeyperson (E-1 or E-2) and one (1) Trade Technician, both of which shall be certified in the Electrical Trade and one (1) Equipment Operator/Driver/Laborer/Grounds Person; and
 - b. one (1) pole auger/Derrick Truck with a minimum height boom/bucket of forty feet to the bottom of the boom/bucket

Y. Traffic Controller and Cabinet Installation Unit:

1. The Contractor shall provide the necessary equipment and labor to install State furnished traffic controller and cabinet complete.
2. Traffic controller and cabinet equipment require the following:
 - a. One (1) Bucket Truck having a minimum bucket height of fifteen feet to the bottom of the bucket.
 - b. Contractor shall provide a Utility Truck with all necessary equipment, test equipment, and miscellaneous tools required to install a traffic controller and cabinet equipment.
3. Contractor shall provide only “Short Duration” Traffic Control.

4. Contractor shall also include the installation of all equipment and cables inside the controller cabinet and making it fully operational.
5. Contractor shall perform all work in accordance with the latest ConnDOT Special Provisions (Attachment G) and Standard Sheet (Attachment F): #11082017A – Install State Furnished Traffic Controller and Cabinet
6. The Traffic Controller and Cabinet Installation Unit shall include:
 - a. Three (3) workers: one (1) Trade Journeyperson (E-1 or E-2), one (1) Trade Technician both of which shall be certified in the Electrical Trade and one (1) Equipment Operator/Driver/Laborer/Grounds Person; and
 - b. one (1) bucket truck with a minimum height of 10 ft. to the bottom of the bucket.

Z. Control Cable Installation:

1. The Contractor shall provide the necessary equipment and labor to install the Control Cable of the type specified for Traffic Signals.
2. Wire splicing will not be permitted in conduit, outside junction boxes, handholes, poles, or pedestals unless otherwise indicated.
3. The installation shall include the testing and acceptance in place of the control cable along with the necessary connections, fittings, and equipment required.
4. Contractor shall perform all work in accordance with the latest ConnDOT Standard Sheets:
 - a. TR-1000_01 – General Clauses (Test Procedures);
 - b. TR-1105_01 – Traffic Signals and Cable Assignments.
5. The necessary equipment to construct or install the control cable is:
 - a. Three (3) workers: one (1) Trade Journeyperson (E-1 or E-2) and one (1) Trade Technician, both of which shall be certified in the Electrical Trade and one (1) Equipment Operator/Driver/Laborer/Grounds Person.

11. TRAFFIC CONTROL:

1. Contractor shall provide traffic control unless specified by the Client Agency.
2. The Client Agency reserves the right to provide the traffic control instead of the Contractor depending on the availability of resources.

A. Traffic control - Short Duration:

1. (Units only) – short duration activities are generally considered to be those in which it takes longer to set up and remove the traffic control zone than to perform the work.
2. Typically, such operations can be accomplished in thirty (30) minutes or less.
3. Contractor may utilize simplified control procedures for short duration work.
4. Contractor shall maximize safety using simplified traffic control procedures through the use of special lighting units (arrow boards, strobe lights) on work vehicles in conjunction with traffic cones to delineate the work vehicle and/or work area.
5. Contractor shall match simplified procedures to actual conditions existing in a work area through the use of flaggers and advance warning workers ahead signs or other signs as conditions dictate.

B. Traffic control – Furnished by the Contractor:

1. When Contractor furnished traffic control is used, the Contractor shall provide and be responsible for all labor including traffic personnel, equipment; erect, maintain, move and remove all signs, sign supports, barricades, traffic cones, traffic delineators and any but not limited to other material that may be necessary to set up the various traffic control patterns as set forth in the provisions of “Work Zone Traffic Control Operations (Rev. Date 12/16/15)” (Attachment D) as amended, including any revisions to such provisions contained herein Contract.

2. Contractor traffic control signs and devices are to be furnished for use in acceptable condition per the Client Agency as described in section 6F.04 of the MUTCD.
3. Depending on the operation the Contractor will be required to provide for Municipal Police Officers and Uniformed Flaggers.
4. Contractor shall train Trafficpersons in the proper performance of their duties. Such Trafficpersons will be in addition to working crew members.
5. No detouring of traffic will be allowed by Contracted traffic services.
6. Only planned detours with appropriate notification to the appropriate parties and approved by the Client Agency will be allowed.
7. Contractor shall provide, erect, maintain, move and remove any necessary lighting which may be required to illuminate the work area including the illumination of any signing operations.
8. The Client Agency shall determine whether a Truck Mounted or Trailer Mounted Attenuator (TMA) is required, and whether the Client Agency or Contractor must provide the TMA.

C. Basis for Pricing:

Traffic Control for Electrical Services will be paid for per under the Contract unit price for "Traffic Control - Two Lane & Traffic Control - Expressway" as listed in Exhibit B Price Schedule.

12. TRAFFICPERSONS (CONNECTICUT STATE POLICE OFFICER, UNIFORMED MUNICIPAL OFFICER, UNIFORMED FLAGGER)

1. Contractor shall furnish the required number of Trafficpersons throughout the term of Contract.
2. The term "Trafficperson" is defined as Uniformed Flagger(s) or Uniformed Municipal Police Officer(s).
3. Contractor shall provide the minimum number of Trafficpersons, specifically:
 - a. A total of two (2) Connecticut State Police Officers for limited access highways "Expressways."
 - b. A total of three (3) Trafficpersons (in any combined number of Uniformed Municipal Police Officer(s) and/or Uniformed Flaggers) for two-lane (non-divided) highways.

A. Description:

1. Contractor shall provide the services of Trafficpersons of the type and number, and for such periods, as the Client Agency approves for the control and direction of vehicular and pedestrians traffic in areas affected by Project operations.
2. Trafficpersons' services which have not been requested or approved by the Client Agency, but which have been obtained by the Contractor solely to meet its operational plans or needs, will not be approved for payment.
3. When Connecticut State Police Officers are used during Contractor Furnished Traffic Control, the Department of Public Safety will receive direct payments from the Client Agency for such service and the cost will be excluded in the cost of the planned work to be performed.
4. The payment for Connecticut State Police utilized solely by the Contractor for its convenience and not approved by the Client Agency is the responsibility of the Contractor.
5. No separate payment item for State Police Officers is included under this Contract.

B. Construction Method:

1. The Contractor shall inform the Client Agency of its scheduled operations for the following week and the number of Trafficpersons it proposes to use for those operations.
2. The Client Agency shall review the proposal and, if it is acceptable to them, approve the type and number of Trafficpersons to be used.

3. In the event of an unplanned, emergency, or short term operation, the Client Agency may approve the temporary use of properly-clothed persons for traffic control until such time as an authorized Trafficperson may be obtained for that work. In no case will such temporary use exceed 8 hours for any particular operation.
4. If the Contractor changes or cancels any scheduled operation without prior notice of same as may be required by the agency providing the Trafficpersons, the Contractor shall be responsible for payment, at no cost to the Department, of any show-up cost charged by said agency for affected Trafficpersons who would have been used if not for the pertinent change or cancellation.
5. Exceptions, as approved by the Client Agency, may be granted for adverse weather conditions and unforeseeable causes beyond the control, and not involving the fault or negligence, of the Contractor.
6. The Contractor shall not direct Trafficpersons assigned to a work site.
7. Trafficpersons shall take direction from only the Client Agency.
8. When Connecticut State Police Officers are requested, the Contractor shall notify the Client Agency of the upcoming operations along with a completed Form DESPP-0691-C (Attachment E) Request Form for Connecticut State Police Officers.
9. The Client Agency shall review the Contractors upcoming schedule and the completed State Police Request Form DPS-0691-C. (Attachment E) and will fax or email it to Department of Emergency Services and Public Protection Safety's Overtime Office between normal business hours 8:00 a.m. to 2:00 p.m., Monday-Friday (except Holidays):

DESPP Special Duty Overtime Coordinator
 1111 Country Club Road
 Middletown, CT 06457
 Fax: 860-685-8495
 Telephone: 860-685-8420 email: specduty.clerk@ct.gov

10. The Contractor shall inform the Client Agency twenty-eight hours (28) in advance of any changes or cancellations of any scheduled operations in order to notify the agency providing the Connecticut State Police Officers that the Connecticut State Police Officers service will not be required.
11. Exceptions to the twenty-eight hours (28) notification as approved by the Client Agency may be granted for adverse weather conditions and unforeseeable causes beyond the control and without the fault or negligence of the Contractor.
12. The Contractor shall not direct Connecticut State Police Officers assigned to a work site.
13. If the Contractor changes or cancels any scheduled operation without prior notice of same as may be required by the agency providing the Trafficpersons, the Contractor shall be responsible for payment, at no cost to the Department, of any show-up cost charged by said agency for affected Trafficpersons who would have been used if not for the pertinent change or cancellation.
14. Exceptions, as approved by the Client Agency, may be granted for adverse weather conditions and unforeseeable causes beyond the control, and not involving the fault or negligence, of the Contractor.
15. Trafficpersons shall wear a high-visibility safety garment compliant with OSHA, MUTCD, and ASTM Standards; and the safety garment must have the words "Traffic Control" printed and clearly visible on the front and rear panels (minimum letter size 2 in) of the garment.
16. Worn or faded safety garments that are no longer highly visible shall not be used.
17. At the direction of the Client Agency, the Contractor shall replace any such garments at no cost to the State.
18. A Trafficperson will assist in implementing the traffic control specified in the item "Traffic Control" contained elsewhere in the Contract, or as otherwise directed by the Client Agency according to FORM 817.

19. Client Agency shall authorize in writing any use of a Trafficperson for Project operations in a manner that conflicts with the requirements of the FORM 817 specification.
20. Prior to the start of operations on the project requiring the use of Trafficpersons, a meeting will be held with the Contractor, Trafficpersons, and the Client Agency to review the Contractor Furnished Traffic Control, lines of responsibility, and operating guidelines which will be used on the assigned work.

21. Trafficpersons consist of the following types:

A. Connecticut State Police Officer:

1. State Police Officers shall be uniformed off-duty sworn Connecticut State Police Officers.
2. The services of State Police Officers will also include the use of official State Police vehicles and associated equipment.
3. State Police Officers shall be used on all limited access highways.
4. State Police Officers shall not be used on non-limited access highways unless specifically under their jurisdiction or authorized in writing by the Client Agency.
5. State Police Officers with official State Police vehicles shall be used at such locations and for such periods as the Client Agency deems necessary to control traffic operations and promote increased safety to motorists through the construction sites.
6. On limited access highways, the Client Agency may determine that State Police Officers shall be utilized for regional work zone traffic safety and enforcement operations in addition to project-related work zone assignments.

B. Municipal Police Officers:

1. Uniformed Municipal Police Officers shall be sworn Municipal Police Officers or Uniformed Constables employed by the Municipality in which the Project is located, who perform criminal law enforcement duties for the Municipality.
2. Law enforcement personnel shall wear the high-visibility safety garment provided by their law enforcement agency.
3. If no high visibility safety garment is provided by said agency, the Contractor shall provide the law enforcement personnel with a garment meeting the requirements stated below for a Uniformed Flaggers' garment.
4. Law Enforcement Personnel may be also be used for conducting motor vehicle enforcement operations in and around work areas as directed or approved by the Client Agency.
5. The services of Uniformed Municipal Police Officers will also include their use of an official Municipal Police vehicle when so requested by the Client Agency.
6. Uniformed Municipal Police Officers shall not be used on limited access highways.
7. If Uniformed Municipal Police Officers are unavailable, for a given task, other Trafficpersons may be used if so authorized in writing by the Client Agency.
8. Uniformed Municipal Police Officers and requested Municipal Police vehicles shall be used at such locations and for such periods as the Client Agency deems necessary for the control of traffic operations and for the safety of motorists passing through sites affected by Project operations.

C. Uniformed Flagger:

1. Contractor shall ensure that Uniformed Flaggers have successfully completed flagger training by the American Traffic Safety Services Association (ATSSA), National Safety Council (NSC) or other such training approved by the Client Agency.
2. Contractor shall provide a copy of the Flagger's training certificate to the Client Agency before the Flagger performs any Project work.

3. The credentials and conduct of Uniformed Flaggers must comply with the requirements of Chapter 6E, Flagger Control in the Manual on Uniform Traffic Control Devices (MUTCD).
4. Uniformed Flaggers must wear high-visibility safety apparel and use a STOP/SLOW paddle that is at least 18 in wide with letters at least 6 in high.
5. The paddle will be mounted on a pole of sufficient length to be 6 ft. above the ground as measured from the bottom of the sign.
6. Contractor shall use Uniformed Flaggers only on non-limited access highways for the purpose of controlling traffic operations and only when authorized to do so in writing by the Client Agency.

D. Method of Measurement:

1. Trafficperson services (Uniformed Municipal Officer, Uniformed Flagger) will be measured for pricing by the actual number of hours for each person rendering services approved by the Client Agency.
2. Trafficperson services will include only such Trafficpersons as are employed within the limits of construction, right of way of the Project or along detours authorized by the Client Agency in order to assist public travel through areas affected by Project construction.
3. Trafficperson services employed due to use of a detour or bypass beyond the limitations approved by the Client Agency, or in connection with movement of construction vehicles or equipment, or at locations where traffic is unnecessarily restricted by the Contractor's method of operation, will not be measured for payment.
4. Trafficpersons shall not work more than 12 hours in any one 24-hour period. If such services are essential for more than 12 hours in such period, for a use approved by the Client Agency, additional Trafficpersons engaged by the Contractor to meet that circumstance will be measured for payment.
5. If a Trafficperson used with the Client Agency's authorization is an employee on the Contractor's payroll, payment under the item "Trafficperson (Uniformed Flagger)" will be made only for those hours when said employee is performing Trafficperson services.
6. No travel time will be measured for payment for Uniformed Municipal Police Officers or Uniformed Flaggers.
7. Mileage fees associated with Trafficperson services will not be measured for payment.
8. Safety garments and STOP/SLOW paddles will not be measured for payment.

E. Basis for Pricing:

1. Trafficpersons" will be paid by the per hour (hr.) Contract unit price for "Municipal Police Officer & "Uniformed Flagger" as listed in Exhibit B Price Schedule.
2. Connecticut State Police Officers will not be measured for payment.
3. When the Client Agency requires that the Contractor use Connecticut State Police Officers as Traffic Control Personnel, the Contractor will be responsible for their hiring and scheduling.
4. There will be no separate pay item for Connecticut State Police Officers that are used as Trafficpersons. When Connecticut State Police Officers are used as Trafficpersons the Client Agency will make direct payments to DESPP for each Connecticut State Police Officer used.

13. TRUCK-MOUNTED OR TRAILER-MOUNTED IMPACT ATTENUATOR

A. Description:

Contractor or Client Agency shall furnish, operate, maintain and relocate a Truck-Mounted or Trailer-Mounted Impact Attenuator (TMA).

B. Materials:

1. Prior to using a TMA, the Contractor shall submit to the Client Agency a Materials Certificate in accordance with 1.06.07 for each attenuator supplied and a copy of the Federal-aid eligibility letter issued to the manufacturer documenting that the device complies with the requirements of the NCHRP Report 350 (TL-3) or the AASHTO MASH (TL-3).
2. The impact attenuator shall be attached to a truck or in accordance with the manufacturer's recommendations.
3. The impact attenuator shall be equipped with a minimum of 2 yellow flashing lights.
4. An attenuator reflector consisting of Type IV retroreflective sheeting that displays an inverted "V" pattern, with alternating black and retroreflective yellow stripes shall be placed on the back of the unit.
5. The attenuator reflector shall fully cover the rear face of the impact attenuator.
6. The truck shall be equipped with a high mounted internally illuminated flashing arrow which meets the requirements of FORM 817, 11.30.
7. The truck shall be equipped with a minimum of 2 amber strobe type flashers mounted above the internally illuminated flashing arrow.

C. Construction Methods:

1. Depending on the Client Agency's needs, the Client Agency or the Contractor shall furnish, operate and relocate each TMA according to the Traffic Control Pattern described in the special provisions (Attachment G) for Maintenance and Protection of Traffic and "Work Zone Traffic Control Operations (Rev. Date 12/16/15)" (Attachment D).
2. The Contractor shall maintain each TMA in a fully operable condition at all times.
3. Any TMA that is not fully functional will not be permitted at the Project Site.

D. Basis for Pricing:

This TMA item shall be measured for and priced under the "TMA" for "Truck Mounted or Trailer Mounted Attenuator (TMA) per unit" and paid for the actual number of hours (hr.) per unit needed as listed in the Exhibit B Price Schedule.

2. ADDITIONAL TERMS AND CONDITIONS:

(a) Contract Separately/Additional Savings Opportunities

DAS reserves the right to either seek additional discounts from the Contractor or to contract separately for a single purchase, if in the judgment of DAS, the quantity required is sufficiently large, to enable the State to realize a cost savings, over and above the prices set forth in Exhibit B, whether or not such a savings actually occurs.

(b) Mandatory Extension to State Entities

Contractor shall offer and extend the contract (including pricing, terms and conditions) to political sub-Divisions of the State (towns and municipalities), schools, and not-for-profit organizations.

(c) P-Card (Purchasing MasterCard Credit Card)

Purchases made by the Client Agency from the Contractor that are less than \$1,000 may be made using the State of Connecticut Purchasing Card (MasterCard) in accordance with Memorandum No. 2011-11 issued by the Office of the State Comptroller.

Contractor shall be equipped to receive orders issued by the Client Agency using the MasterCard. The Contractor shall be responsible for the credit card user-handling fee associated with MasterCard purchases. The Contractor shall charge to the MasterCard only upon acceptance of Goods delivered to the Client Agency or the rendering of Services.

The Contractor shall capture and provide to its merchant bank, Level 3 reporting at the line item level for all orders placed by MasterCard.

Questions regarding the state of Connecticut MasterCard Program may be directed to Ms. Kerry DiMatteo, Procurement Card Program Administrator at 860-713-5072.

(d) Reverse Auction Transaction Fee

The Contractor(s) with whom the State of Connecticut enters into a Contract shall pay a transaction fee in the amount of 1 percent (1%) of the total Contract amount (the "Fee"). Contractor shall pay the Fee directly to EASiBuy, LLC ("EASI") pursuant to the EASI Supplier Agreement Terms and Conditions executed by the Contractor and EASI and returned to the State of Connecticut prior to the RFP response due date as indicated in the RFP.

Awarded Contractor Reporting and Payment Terms and Conditions:

The awarded Contractor(s) shall pay the Fee to EASI for all payments received from the Client Agency, any of its political subdivisions or any other entity resulting from the Reverse Auction event or subsequent Contract.

Upon written notification of the Contract award, the Contractor(s) shall immediately provide automated clearing house or credit card information (the "Preferred Transaction Fee Payment Method") to EASI. EASI shall charge Contractor paying via credit card an additional credit card processing fee in the amount of three percent (3%) of the Fee. EASI shall charge the Contractor(s) via the Preferred Transaction Fee Payment Method based on the below terms.

Term Purchases:

If purchased goods and services are ongoing in nature, the Contractor shall enter into the Strategic Sourcing Solution all payments received from the Client Agency and details of all goods and services, quantities and prices associated with such payments within ten (10) days of the end of each month. If the Contractor fails to enter the Client Agency's payment information by the tenth (10th) day of the month, EASI shall charge to Contractor's Preferred Transaction Fee Payment Method an amount equal to one (1) month of the overall Contract value estimated by the Client Agency multiplied by the Fee percentage. EASI shall charge the Fee to the Contractor's Preferred Transaction Fee Payment Method within fifteen (15) days of the end of each month.

Audit Right:

The State of Connecticut and EASI reserve the right to audit the accuracy of the Fees. Audits must be conducted during regular business hours, with no less than fifteen (15) business day's prior written notice to the Contractor(s), and in such a manner as not to unreasonably interfere with the Contractor's normal business activities. The Fees for any errors or omissions disclosed by any such audit must be due immediately. If the Fees are determined to have been underpaid by more than five percent (5%) for the period audited by either EASI or the State of Connecticut or both as a result of such audit, the Contractor(s) shall immediately pay for the costs of such audit.

(e) Subcontractors

DAS must approve any and all subcontractors utilized by the Contractor prior to any such subcontractor commencing any work. Contractor acknowledges that any work provided under the Contract to any state entity is work conducted on behalf of the State and that the Commissioner of DAS or his/her designee may communicate directly with any subcontractor as the State deems to be necessary or appropriate. Contractor shall be responsible for all payment of fees charged by the subcontractor(s). A performance evaluation of any subcontractor shall be provided promptly by the Contractor to DAS upon request.

Contractor must provide the majority of services described in the specifications.

(f) Prevailing Wages

Some or all of the Performance may be subject to prevailing wages. Accordingly, the following provision is included in this Contract in accordance with the requirements of Conn. Gen. Stat. Sec. 31-53(a):

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 Conn. Gen. Stat. Sec. 31-53(a), 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.

(g) Security and/or Property Entrance Policies and Procedures

Contractor shall adhere to established security and/or property entrance policies and procedures for each requesting Client Agency. It is the responsibility of each Contractor to understand and adhere to those policies and procedures prior to any attempt to enter any Client Agency premises for the purpose of carrying out the scope of work described in this Contract.

(h) Department of Correction Requirements for Contractors who Perform at a Correctional Facility

(1) Facility Admittance

- (A) Contractors shall not allow any of their employees to enter the grounds of or any structures in any Department of Correction ("DOC") facility ("Facility") or undertake any part of the Performance unless the employees shall have first been issued an individual, valid, security identification badge which they shall display properly at all times while at the Facility.
- (B) Contractor employees who seek admittance to a DOC Facility must first undergo a background check to confirm their eligibility to be admitted into the DOC Facility. Accordingly, Contractors must obtain from the DOC a form for each such employee and complete and submit that form to DOC at least 10 business days prior to the date that the employee is scheduled to arrive at the DOC Facility for the Performance. Information on the form includes the following:
 - 1. Name
 - 2. Date of Birth
 - 3. Social Security Number

4. Driver's License Number
5. Physical Characteristics (such as age, height, weight, etc.)

(2) Official Working Rules

Contractors shall adhere to the following Official Working Rules of the DOC:

- (A) All Contractors shall report to the Facility's security front desk for sign-in, regardless of work location, immediately upon arrival at the Facility.
- (B) All Contractor personnel shall work under the observation of an assigned correctional officer or supervisor, who will provide escort for the duration of the work.
- (C) No verbal or personal contact with any inmates.
- (D) Equipment will be checked daily and, when not in use, locked in a secure place as the Facility officials may direct.
- (E) Hacksaws, blades and files will remain in the custody of the officer assigned, except when actually being used.
- (F) The correctional officials may refuse admittance to any Contractor personnel for any cause the correctional officials deem to be sufficient.
- (G) In the event of any emergency, all Contractor personnel will be escorted outside the Facility by correctional officials.
- (H) Contractors shall address all questions pertaining to interruptions of service or to safety of the Facility to the appropriate correctional official.
- (I) Work at the Facility shall be carried on during the time between 8:00 a.m. and 12:00 Noon and between 12:30 p.m. and 4:30 p.m., the maximum allowable working day being 8 hours. The Contractor shall not Perform any work at any Facility on any Saturday, Sunday or Holiday, unless DOC determines, in its sole discretion, that there is an emergency.
- (J) The Contractor shall ensure that when all equipment is not in use, it will be unusable or be supervised to prevent use by inmates.
- (K) The Contractor shall supply to DOC a copy of all material safety data sheets for all products used in the process of construction, construction materials, and products brought onto the Facility.
- (L) All Contractors shall sign out at the Facility's security front desk prior to departure following completion of any work.

(3) Rules Concerning Department of Correction Facilities

Contractors shall adhere to the Facilities rules ("Facilities Rules") described in this section. At the time that Contractors and Contractor Parties seek to enter a Facility, DOC staff will present to them a document setting forth the following Facilities Rules and extracts of the laws governing the introduction and control of contraband. Contractors and Contractors Parties must read, understand and sign that document as a condition precedent to entering the Facility and as evidence that they understand the consequences imposed for violating these Facilities Rules:

(A) Restricted Areas

All persons except DOC personnel, upon entering the grounds are restricted to the immediate area of their work assignment. In order to go to other areas, Contractor personnel must first obtain written permission from the supervisory correctional official in charge. Only persons having official business will be admitted to construction sites.

(B) Inmates

There may be times when inmates may be working adjacent to or in the same area as construction personnel. All persons are prohibited from accepting or giving anything from and to an inmate. Inmates are accountable to DOC personnel only, no other person shall have any conversation or dealings with inmates without the approval of the DOC supervisory official in charge.

(C) Vehicle Control

Any Contractor personnel entering upon the Facility shall remove the ignition keys of their vehicle and lock the vehicle when they leave it for any reason. Contractors shall ensure that all equipment in, on or around the vehicles is secured and inaccessible to anyone else while in the Facility.

(D) Contraband

Contractors shall not bring clothing or contraband into or onto the Facility's grounds or leave clothing or contraband in a vehicle located on the grounds of the Facility outside of an area designated by DOC personnel. Contraband is defined below and all persons are subject to these DOC Facilities Rules concerning contraband when on the Facility's grounds.

Contractor shall not introduce into or upon, take or send to or from, or attempt the same to or from, the grounds of the Facility anything whatsoever without the knowledge of the Facility supervisor.

"Contraband" means any tangible or intangible article whatsoever which DOC has not previously authorized and may include letters, stamps, tools, weapons, papers, floor implements, writing materials, messages (written and verbal), instruments and the like. Contractors shall discuss any questions regarding such matters with the Facility supervisor immediately upon those questions arising.

Cigarettes and Cell Phones are "contraband." Accordingly, Contractors shall leave them secured inside their locked vehicles in an area designated by DOC personnel.

Failure to comply with these Facilities Rules, in the sole determination of DOC, will result in the Contractor being removed from the Facility.

(4) State Laws Governing Unauthorized Conveyance, Possession or Use of Items, Weapons and Certain Devices

(A) Unauthorized conveyance of certain items brought into the Facility is governed by Conn. Gen. Stat. Sec. 53a-174, which provides as follows:

1. Any person not authorized by law who conveys or passes or causes to be conveyed or passed, into any correctional or humane institution or the grounds or buildings thereof, or to any inmate of such an institution who is outside the premises thereof and known to the person so conveying or passing or causing such convey or passing to be such an inmate, any controlled drug, as defined in section 21a-240, any intoxicating liquors, any firearm, weapon, dangerous instruments or explosives of any kind, any United States currency, or any rope, ladder or other instrument or device for use in making, attempting or aiding an escape, shall be guilty of a class D felony. [Penalty for a Class "D" felony per Sec. 53a-35 subsection a, b, c, d is a term not to exceed five (5) years.]The unauthorized conveying, passing, or possessing of any rope or ladder or other instrument or device, adapted for use in making or aiding an escape, into any such institution or the grounds or building thereof, shall be presumptive evidence that it was so conveyed, passed or possessed for such use.
2. Any person not authorized by law who conveys into any such institution any letter or other missive which is intended for any person confined therein, or who conveys from within the enclosure to the outside of such institution any letter or other missive written or given by any person confined therein, shall be guilty of a class A misdemeanor. [Penalty for a Class "A" misdemeanor per Sec. 53a-36 subsection 1, the term is not to exceed one (1) year.]

3. Any person or visitor who enters or attempts to enter a correctional institution or Facility by using a misleading or false name or title shall be guilty of a class A misdemeanor.
- (B) Possession of weapons or dangerous instruments in the Facility is governed by Conn. Gen. Stat. Sec. 53a-174a, which provides as follows:
1. A person is guilty of possession of a weapon or dangerous instrument in a correctional institution when, being an inmate of such institution, he knowingly makes, conveys from place to place or has in his possession or under his control any firearm, weapon dangerous instrument, explosive, or any other substance or thing designed to kill, injure or disable.
 2. Possession of a weapon or dangerous instrument in a correctional institution is a class B felony. [Penalty for a Class "B" felony per Sec. 53a-35 subsection a, b, c, d is a term not to exceed twenty (20) years.]
- (C) Conveyance or use of electronic or wireless communication devices in the Facility is governed by Conn. Gen. Stat. Sec. 53a-174b, which provides as follows:
1. A person is guilty of conveyance or use of an electronic wireless communication device in a correctional institution when such person, without authorization by the Commissioner of Correction or the commissioner's designee, (1) conveys or possesses with intent to convey an electronic wireless communication device to any inmate of a correctional institution while such inmate is in such institution, or (2) uses an electronic wireless communication device to take a photographic or digital image in a correctional institution.
 2. Conveyance or use of an electronic wireless communication device in a correctional institution is a Class A misdemeanor.

(i) Badging Requirements for the Connecticut Airport Authority, Bradley International Airport (the Airport)

- (1) All Contractor employees must pass all standard security requirements (based on activity and location) and pass prescribed driver training before entering Bradley International Airport or engaging in any part of the Performance.
- (2) Contractors shall not allow any of their employees to enter the Airport or undertake any part of the Performance unless the employees shall have first been issued an individual, valid, security identification badge which they shall display properly at all times while at the Airport. The security badge will be issued upon the successful completion of a ten year (10) criminal history records check, and Transportation Security Administration Security Threat Assessment and a training/testing program – all administered by Airport personnel. The cost per person is \$50. This charge is subject to change during the term of the Contract. Persons with felony convictions will be evaluated on an individual basis. The Client Agency may, at any time during the term of the Contract and in its sole discretion, modify the criminal history records check, training, testing program, security and badge requirements. The Contractor shall comply with all such modifications.
- (3) The Contractor shall assign at least one individual, but no more than 3 individuals, to act as an Authorized Supervisor for the airport. Prior to starting Performance, Contractors shall direct the Authorized Supervisors to comply with all of the applicable terms and conditions of this Contract, including doing any and all things which the Authorized Supervisors deem to be necessary or appropriate to ensure full Performance.
- (4) Client Agency shall deliver to the Contractors a copy of the applicable requirements of all federal and state regulations governing aviation security activities prior to Contractors starting Performance. Contractors shall

comply fully with all of those requirements and regulations and shall ensure the same for all of their employees who will perform in any way.

(5) The duties of the Authorized Supervisor are to:

- (A) read, understand and follow fully all of the requirements of all federal and state regulations governing aviation security activities;
- (B) notify the security badging office or BDL Airport Operations **immediately** of all employee terminations and transfers in writing, which may include via e-mail.
- (C) return to the security badging office or BDL Airport Operations a termination form with the terminated or transferred employee's security badge along with all other security-related items that had been issued to the employee, including, but not limited to, keys, gate cards and ramp stickers, no later than twenty-four (24) hours after the effective date of the termination or transfer. If the Authorized Supervisor fails to return timely the badge or other security related-item, the Authorized Supervisor shall submit a termination form no later than one (1) week after the effective date of the termination or transfer, along with a written explanation detailing the course of action that has been taken towards retrieving the outstanding item(s);
- (D) limit the distribution of security related information only to persons with valid, Bradley International Airport security badges and as requested by the Airport Security Coordinator (ASC) or designated representative ;
- (E) not presign badging applications and complete the entire Authorized Supervisor section of the badging application for all Contractors employees who will Perform under this Contract;
- (F) report lost or stolen badges in writing immediately to the security badging office and/or Airport Operations on the standard lost/stolen security badge report.

(6) Contractors shall ensure that the Authorized Supervisors read, understand and follow all of their prescribed such regulations and requirements. Accordingly, prior to starting Performance, and as a condition precedent to any of Contractors' employees being allowed to enter the Airport to Perform, Contractors shall deliver to the Client Agency a document signed by the Authorized Supervisors in the following form:

**BRADLEY INTERNATIONAL AIRPORT
AUTHORIZED SUPERVISOR'S ACKNOWLEDGMENT AND ACCEPTANCE OF DUTIES**

I, _____, the undersigned, with regard to _____ activities at Bradley International Airport (BDL), accept the assignment as an Authorized Supervisor under a certain Contract between _____ and the State of Connecticut. I acknowledge and accept that as Authorized Supervisor under that Contract that my duties are to and I shall:

- 1. read, understand and follow fully all of the requirements of all federal and state regulations governing aviation security activities;
- 2. notify the security badging office or BDL Airport Operations **immediately** of all employee terminations and transfers in writing, which may include via e-mail.
- 3. return to the security badging office or BDL Airport Operations a termination form with the terminated or transferred employee's security badge along with all other security-related items that had been issued to the employee, including, but not limited to, keys, gate cards and ramp stickers, no later than

twenty-four (24) hours after the effective date of the termination or transfer. If the Authorized Supervisor fails to return timely the badge or other security related-item, the Authorized Supervisor shall submit a termination form no later than one (1) week after the effective date of the termination or transfer, along with a written explanation detailing the course of action that has been taken towards retrieving the outstanding item(s) ;

4. limit the distribution of security related information only to persons with valid, Bradley International Airport security badges and as requested by the Airport Security Coordinator (ASC) or designated representative ;
5. not presign badging applications and complete the entire Authorized Supervisor section of the badging application for all Contractors employees who will Perform under this Contract; and
6. report lost or stolen badges in writing immediately to the security badging office and/or Airport Operations on the standard lost/stolen security badge report.

With my signature below I am verifying that I have received a copy of, and fully understand these requirements and my obligations and that I shall comply fully.

Company Name	Signature of Authorized Supervisor	Initials

Company Mailing Address	Print Full Name

City, State, Zip	Title

Phone Number(s)	Fax No.	E-Mail Address

- (7) Contractors shall pay the Client Agency a fee of \$100 per unreturned badges for any terminated or transferred employee and reimburse the Client Agency, no later than thirty (30) days after receiving an invoice from the Client Agency, for any applicable federal or state amounts, penalties or both for which the Client Agency may be held responsible resulting from the Contractors' failure to follow fully all of the applicable federal and State regulations and other requirements concerning aviation security activities, including, by way of example, but not by way of limitation, \$100 per unreturned badges for any terminated or transferred employee and up to \$11,000 per occurrence for an individual employee's failure to comply with security regulations (including, by way of example, but not by way of limitation, failure to properly display security badge or failure to control access through a controlled access door with a proximity card reader). If Contractors fail to pay the fee or reimburse the Client Agency timely, the Client Agency may, in its sole discretion, demand, and the Contractors shall, return all of the security badges for all of the Contractors' employees. Consequently, DAS shall, at the Client Agency's request, terminate the Contract as to those Contractors. DAS and the Client Agency will take into account such Termination as an indication of Contractors' not being responsible in future leasing and contracting opportunities.
- (8) The Client Agency may suspend or terminate security privileges of individual employees pending investigation of any individual who is alleged to have violated any security regulations. Security privileges for the Contractor as an entity may also be suspended or terminated for failure to comply with all security regulations.

Proposal Requirements

1. Contract Period

The State intends that this contract shall be in effect through 18 August 2022.

DAS, in its sole discretion, may extend this Contract for additional terms beyond the original term, prior to Termination or expiration, one or more times for a combined total period not to exceed the complete length of the original term.

2. Motor Carrier Safety Review

If the Performance requires the use and operation of any commercial motor vehicle, as defined in section 14-1 or any vehicle defined in section 14-163c(a) of the Connecticut General Statutes, each proposer or bidder whose submittal is not rejected will be the subject of a Safety Fitness Review ("SFR") conducted by the Connecticut Department of Motor Vehicles ("CTDMV").

If the SFR results in a rating for the proposer or bidder that exceeds the acceptable out of service rating as set forth at <http://www.ct.gov/dmv/cwp/view.asp?a=804&q=512530&dmvPNavCtr=|#55445>, then the affected proposer or bidder will be deemed to be not responsible and their submittal will be rejected.

Please include your Federal DOT ID number where specified in Exhibit B. If you do not include the number in Exhibit B and then fail to provide it subsequently when and as asked, your submittal will be rejected.

Further information concerning the SFR may be obtained from CTDMV at:
<http://www.ct.gov/dmv/cwp/view.asp?a=804&q=512530&dmvPNavCtr=|#55445>

3. Stability of Proposed Prices

Any price offerings from proposers must be valid for a period of 90 days from the due date of the proposals.

4. Amendment or Cancellation of the RFP

DAS reserves the right to cancel, amend, modify or otherwise change this RFP at any time if it deems it to be in the best interest of the State to do so.

5. Proposal Modifications

No additions or changes to any proposal will be allowed after the proposal due date, unless such modification is specifically requested by DAS. DAS, at its option, may seek proposer retraction and/or clarification of any discrepancy or contradiction found during its review of proposals.

6. Proposer Presentation of Supporting Evidence

Proposers must be prepared to provide any evidence of experience, performance, ability, and/or financial surety that DAS deems to be necessary or appropriate to fully establish the performance capabilities represented in their proposals.

7. Proposer Demonstration of Proposed Services and or Products

At the discretion of DAS, proposers must be able to confirm their ability to provide all proposed services. Any required confirmation must be provided at a site approved by DAS and without cost to the State.

8. Erroneous Awards

DAS reserves the right to correct inaccurate awards.

9. Proposal Expenses

Proposers are responsible for all costs and expenses incurred in the preparation of proposals and for any subsequent work on the proposal that is required by DAS.

10. Ownership of Proposals

All proposals shall become the sole property of the State and will not be returned.

11. Ownership of Subsequent Products

Any product, whether acceptable or unacceptable, developed under a contract awarded as a result of this RFP shall be the sole property of the State unless otherwise stated in the contract.

12. Oral Agreement or Arrangements

Any alleged oral agreements or arrangements made by proposers with any State agency or employee will be disregarded in any State proposal evaluation or associated award.

Selection Criteria

A selection committee will review and score all proposals. The following information, in addition to the requirements, terms and conditions identified throughout this RFP Document, will be considered as part of the Selection process and are listed in order of relative importance.

1. Applicable Content

(a) Ability to meet specifications and to provide service.

2. Business Information:

(a) References

(b) Vendor Performance Reports

(c) Length of Time in Business

(d) Supplier Diversity Program Status

DAS may award by individual item, group of items, or the entirety of all items. DAS may also reject any and all RFPs in whole or in part, and waive minor irregularities and omissions if the best interest of the state will be served.

Submittal Requirements

1. Applicable Content:

(a) Equipment List (**Attachment I**)

2. Business Information:

(a) Three (3) Client References (other than those from State of Connecticut Contracts) (**DAS-14**)

(b) Brief business history outlining length of time in business (**DAS-14**)

(c) DAS Supplier Diversity Certificate (**If Applicable**)

Attachment 1 - Sample Contract

This RFP is not a contract and, alone, shall not be interpreted as such. Rather, this RFP only serves as the instrument through which proposals are solicited. The State will pursue negotiations with the proposer whose proposal scores highest. If, for whatever reason, DAS and the initial proposer fail to reach consensus on the issues relative to a contract, then DAS may commence contract negotiations with other proposers. DAS may decide at any time to suspend the current RFP process and start the RFP process again.

Attachment 1 to this RFP is a draft contract and it is included in this RFP for informational purposes only in order to show some contract provisions that the State of Connecticut requires. It is not intended to, and will not, be the specific contract that the State and the successful vendor(s) will sign. After DAS selects a vendor, DAS will deliver a draft contract to the vendor for consideration and negotiation. The contract that DAS and the successful vendor will sign may vary from Attachment 1. The contract may include a liquidated damages clause at the discretion of the State.