



## **Town of Deep River Request for Proposals**

The Town of Deep River is seeking proposals for digital message centers.

Sealed proposals must be received by **Monday, April 8, 2024 at 4:00pm**. The Town of Deep River reserves the right to award in part, to reject any and all proposals in whole or in part, or waive technical defects, irregularities and omissions if, in its judgment, the best interest of the Town of Deep River will be served.

### **SELECTION CRITERIA:**

The selection for award will be based on the most responsible, responsive and qualified bidder. Responsibility will be evaluated based on the candidate's previous experience, qualifications, references, and the ability to competently complete the work in a timely fashion. The Town of Deep River reserves the right to accept or reject any or all proposals, to waive the technicalities or to award the contract to the most qualified bidder who does not submit the lowest bid if it is in the best interest of the Town.

### **PROJECT SCOPE:**

The Contractor for this project will be responsible for the following:

- a. The physical signs and signposts for the Town of Deep River as follows:
  1. One Deep River sign and signpost located on Elm Street at the Deep River Fire House (exact placement to be determined).
  2. One Deep River sign and signpost located on Route 80 (exact placement to be determined).
  3. One Deep River sign and signpost located at Devitt Field (exact placement to be determined).
- b. Digital monitors as follows:
  1. Two digital monitors placed in the signage on Elm Street at the Deep River Fire House using the following specifications: DAKTRONICS, Galaxy Outdoor Electronic Message Center GT6x-72x144-10-RGB-2V, Active Area: 2' 5"H x 4' 10" W, Cabinet Dimensions: 2' 11" H x 5' 1"W x 0' 7"D.

2. Two digital monitors placed in the signage located on Route 80 using the following specifications: DAKTRONICS, Galaxy Outdoor Electronic Message Center, GT6x-72x144-10-RGB-2V, Active Area: 2' 5"H x 4' 10" W, Cabinet Dimensions: 2' 11" H x 5' 1"W x 0' 7"D.
  3. Two digital monitors placed in the signage located at Devitt Field using the following specifications: DAKTRONICS, Galaxy Outdoor Electronic Message Center, GT6x-72x180-10-RGB-2V, Active Area: 2' 5"H x 4' 10" W, Cabinet Dimensions: 2' 11" H x 6' 3"W x 0' 7"D
- c. The installation of the signs, signposts and digital monitors;
  - d. Purchase and installation of communication software;
  - e. Training of employees.

Please see attached **Exhibit C** for specific dimensions/details concerning each digital sign.

#### **PROJECT TIMETABLE:**

This project is scheduled to be completed on or about **June 30, 2024**. The Proposer should bid for each digital sign separately, parts, labor, software and training included as well as an estimated timetable for completion. The Proposer should also provide a quantity discount if all TWO OR MORE digital signs are procured, given the economies of scale in purchasing, building, and installing Two or More signs at the same time.

If applicable, bids shall include Police coverage for traffic control during installation. The number of police required for traffic control for each project/construction pattern or the option to utilize civilian flaggers (trained and certified) shall be at the sole discretion of the Traffic Authority for the Town of Deep River (First Selectman or his designee). Please refer to Exhibit A for additional information.

Any change orders for payment must be submitted in writing to the First Selectman who must agree with the change order which will be signed by both parties.

#### **REQUEST FOR PROPOSALS CONDITIONS:**

- All proposals in response to this RFP are to be the sole property of the Town of Deep River.
- The Proposer agrees that the proposal will remain valid for a period of 180 days after the deadline for submission and may be extended beyond that time by mutual agreement.
- The Town of Deep River reserves the right to reject any or all bids; waive informalities or defects in bids; make extensions to review bids and accept the bid(s) that, in the Town's judgment, will be in its best interests, whether or not it is the lowest dollar proposed.

Request For Proposals  
RFP #: 2023-1107

- The Town of Deep River may amend or cancel this RFP prior to the due date and time, if it deems it to be necessary, appropriate or otherwise in the best interest of the Town of Deep River. Failure to acknowledge receipt of amendments, in accordance with the instructions contained therein, may result in a proposal not being considered.
- The Proposer must certify that the personnel identified in its response to this RFP will be the persons actually assigned to the project.
- The Contractor is required to secure all permits from the Town and submit an insurance certificate naming Deep River as an additional insured. \*\*\*See insurance requirements attached hereto as Exhibit B.\*\*\*
- Prior to submitting a bid, the contractor is responsible for examining existing conditions and available supporting documents which may reasonably affect their work on the project.
- If the contractor would like to view the existing conditions, said request may be made through the First Selectman's Office.
- Any costs and expenses incurred by Proposers in preparing or submitting the proposal are the sole responsibility of the Proposer.
- A Proposer must be prepared to present evidence of experience, ability and service.
- No additions or changes to the original proposal will be allowed after submission.

**PROPOSAL REQUIREMENTS:**

Proposals must be submitted in sealed envelopes or packages marked "**Digital Signs**" and addressed to ATTN:

Town of Deep River  
Office of the First Selectman  
174 Main Street  
Deep River, CT 06417

Telephone: 860-526-6020, option 1  
Email: [firstselectman@deepriverct.us](mailto:firstselectman@deepriverct.us)  
Website: [www.deepriverct.us](http://www.deepriverct.us)

Proposals submitted via facsimile or email will not be accepted.

Any questions regarding this work are to be in writing/email and directed as above for circulation to and response by a representative of the Town of Deep River. Responses will be sent via email to all interested persons.

DEEP RIVER IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER.

Request For Proposals  
RFP #: 2023-1107

<b>I Digital Sign located on Elm Street at Deep River Fire Department (exact location TBD)</b>
Signage Parts/labor/installation:
Two Digital Monitors Parts/labor/installation:
Communication Software: purchase/installation
Training:
<b>Total Cost:</b>

<b>II Digital Sign located on Route 80 (exact location TBD)</b>
Signage Parts/labor/installation:
Two Digital Monitors Parts/labor/installation:
Communication Software: purchase/installation
Training:
<b>Total Cost:</b>

<b>III Digital Sign located at Devitt Field (exact location TBD)</b>
Signage Parts/labor/installation:
Two Digital Monitors Parts/labor/installation:
Communication Software: purchase/installation
Training:
<b>Total Cost:</b>

Request For Proposals  
RFP #: 2023-1107

<b>Project Discount if Two or More Digital Signs are Procured by the Town of Deep River</b>
Discount for Signage Parts/labor/installation:
Digital in the Cost of the Monitors Parts/labor/installation:
Discount for Communication Software: purchase/installation
Discount for Training:
<b>Total Discount applied to the Project:</b>

## Exhibit A

**Per the Traffic Authority for the Town of Deep River (First Selectmen or his designee) the following shall be required for said construction project.**

Police\*\* Required for traffic control Yes.

Number Officers Required for traffic control 1 Officer at each location during time frame of installation.

Certified Flaggers Required N/A.

Number of Certified Flaggers required N/A.

***\*\* Extra Duty Police Services Rate is \$90.00/4 hour minimum \*\****

## Exhibit B

**Minimum Insurance Requirements.** The selected contractor shall agree to maintain in force at all times during which services are to be performed the following coverage placed with a company or companies licensed to do business in the State of Connecticut:

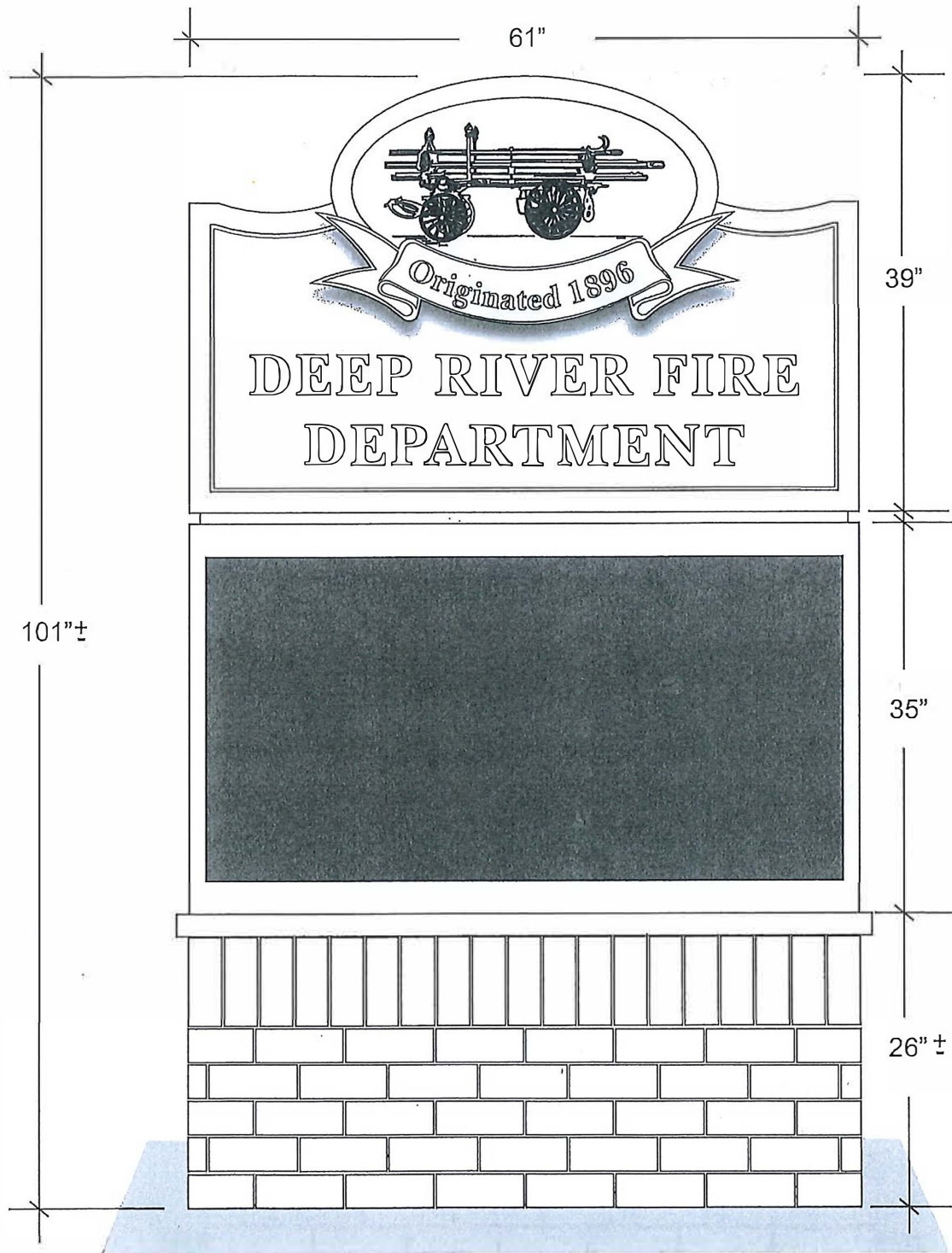
General Liability*	Each Occurrence	\$1,000,000
	General Aggregate	\$2,000,000
	Products/Completed Operations Aggregate	\$2,000,000
Auto Liability*	Combined Single	\$1,000,000
	Limit Each Accident	
Umbrella* (Excess Liability)	Each Occurrence	\$1,000,000
	Aggregate	\$1,000,000
Professional Liability*	Each Occurrence	\$1,000,000
	Aggregate	\$1,000,000

\*The Town of Deep River shall be named as "Additional Insured." Coverage is to be provided on a primary, noncontributory basis.

Workers' and Employers' Liability	WC Statutory Limits	
	EL Each Accident	\$500,000
	EL Disease Each Employ	\$500,000
	EL Disease Policy Limit	\$500,000



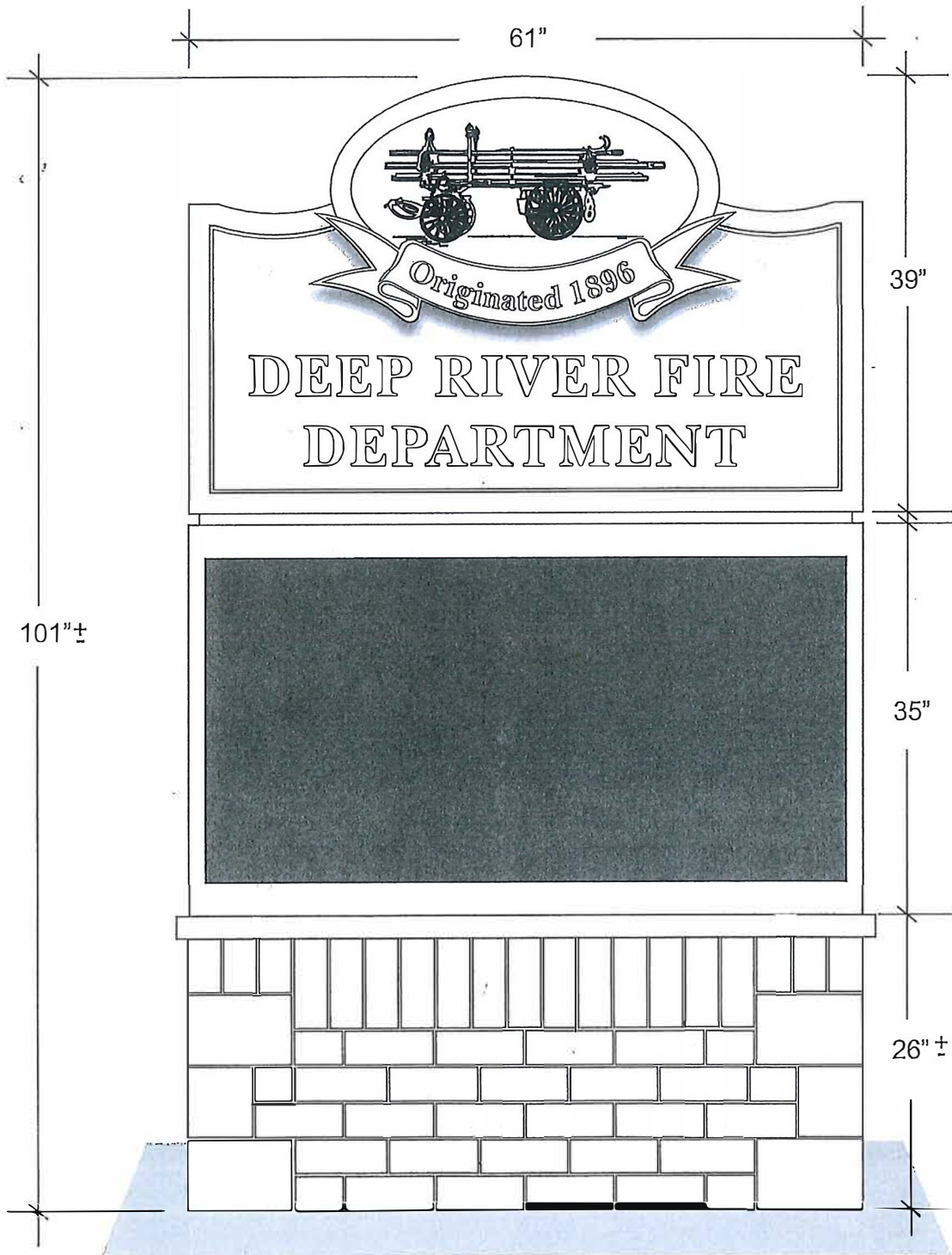
EXHIBIT C  
Request for Proposals  
RFP#: 2023-1107



Option - Brick Base

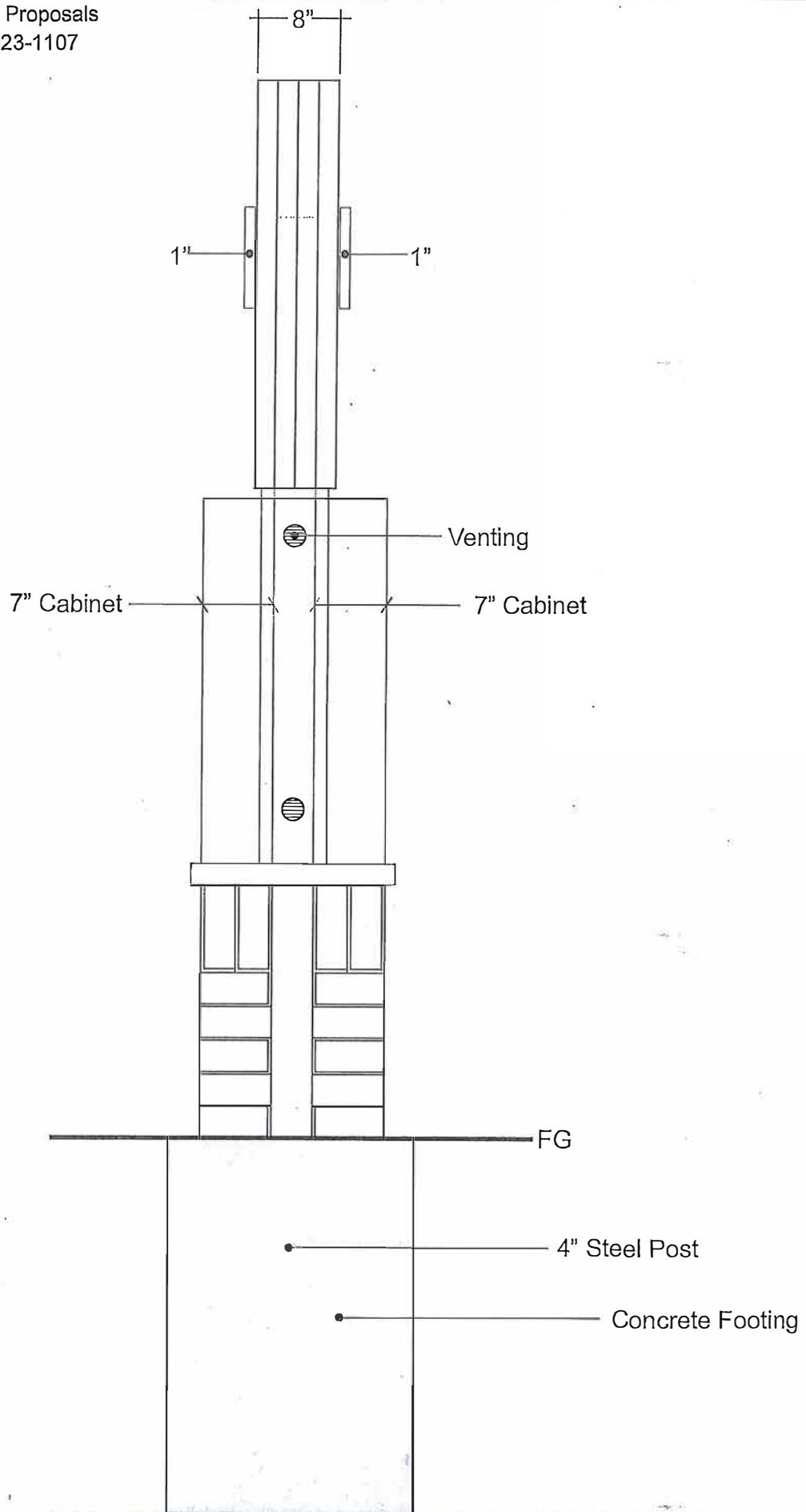


Request for Proposals  
RFP#: 2023-1107



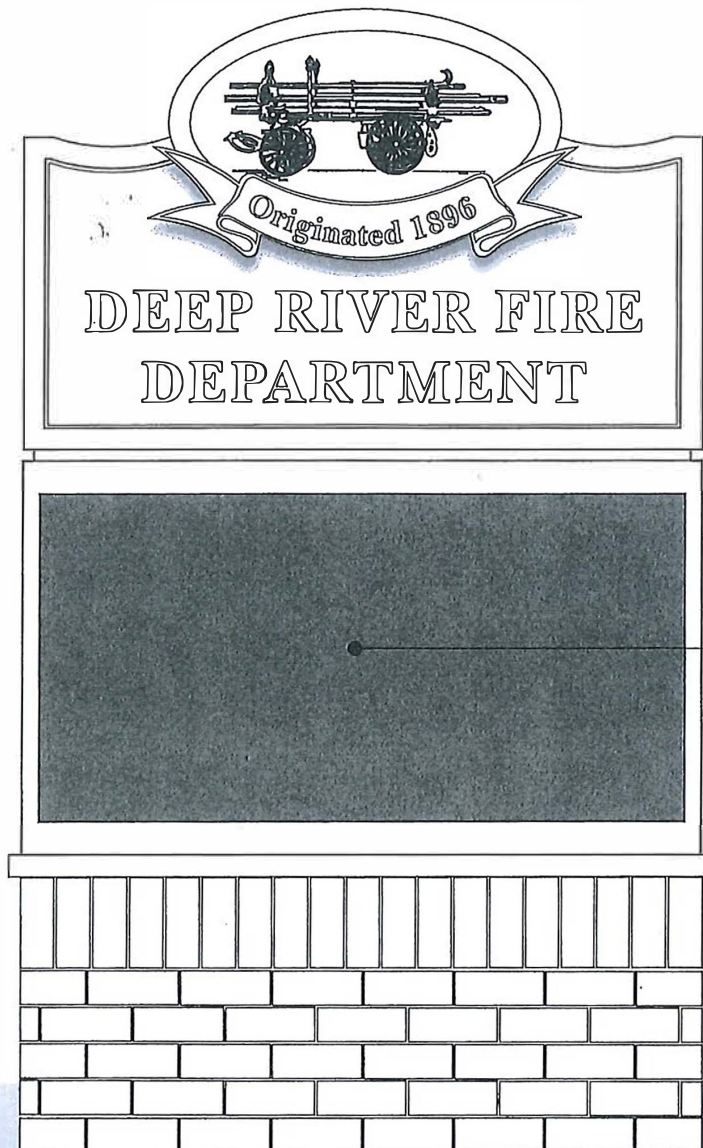
Option - Brick and Stone Base

Request for Proposals  
RFP#: 2023-1107



Request for Proposals

RFP#: 2023-1107



—CORAFOAM or equal caved sign panel

DAKTRONICS

Galaxy Outdoor Electronic Message Center

GT6x-72x144-10-RGB-2V

Active Area: 2' 5"H x 4' 10" W

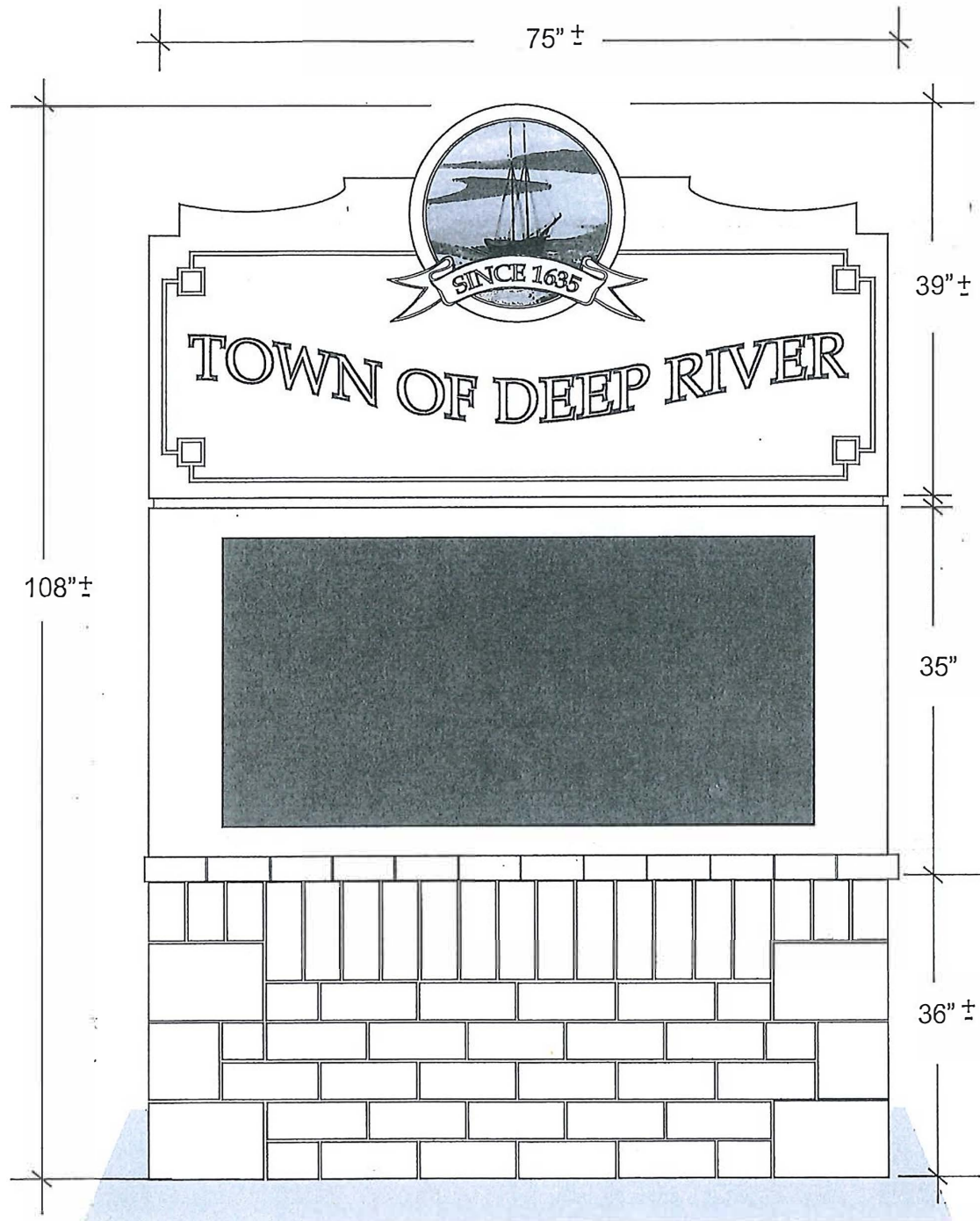
Cabinet Dimensions: 2' 11" H x 5' 1"W x 0' 7"D

Quantity 1

Location @ Deep River Fire House \ Elm Street  
exact placement TBD

Request for Proposals

RFP#: 2023-1107

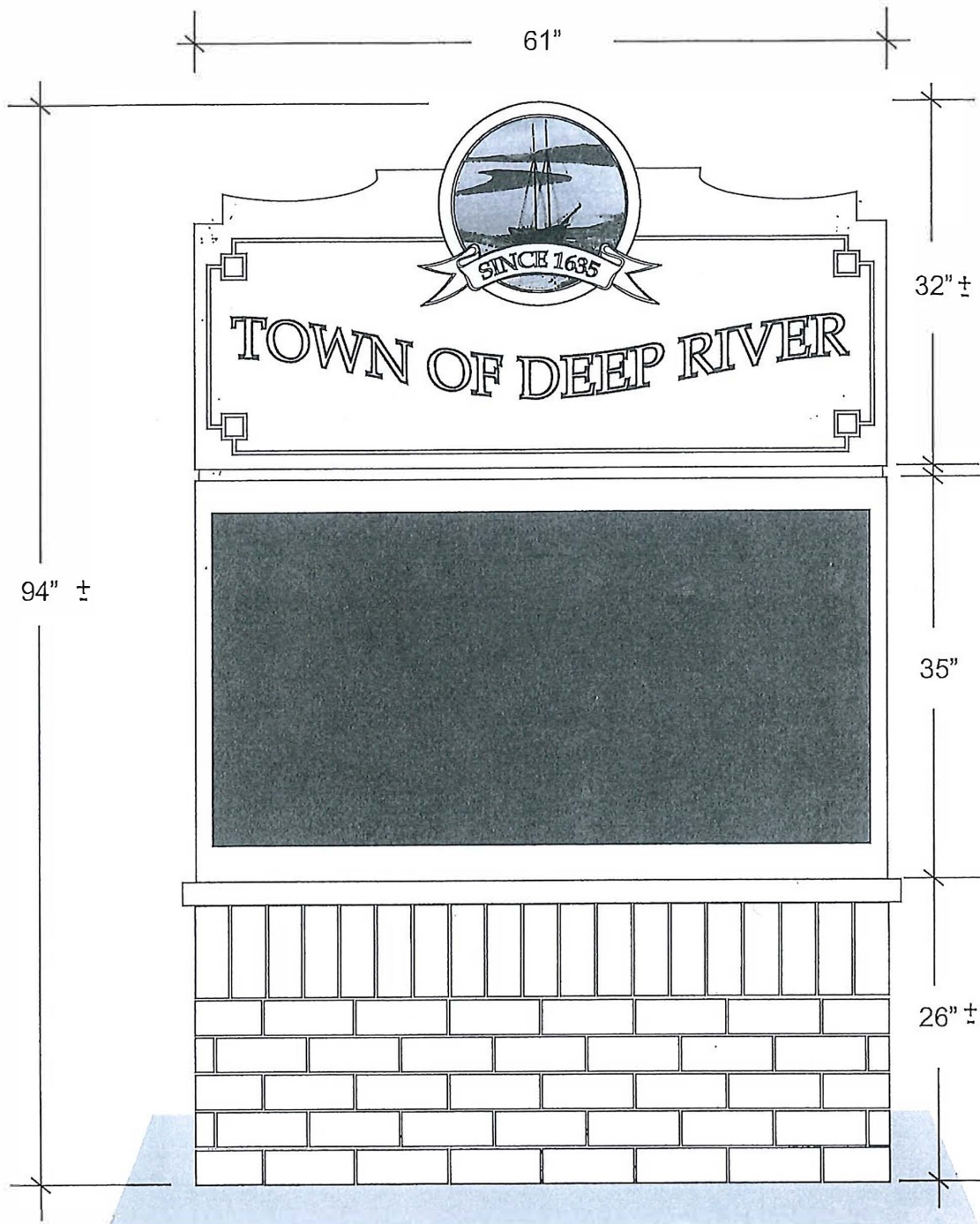


Option - Brick And Stone Base



Request for Proposals

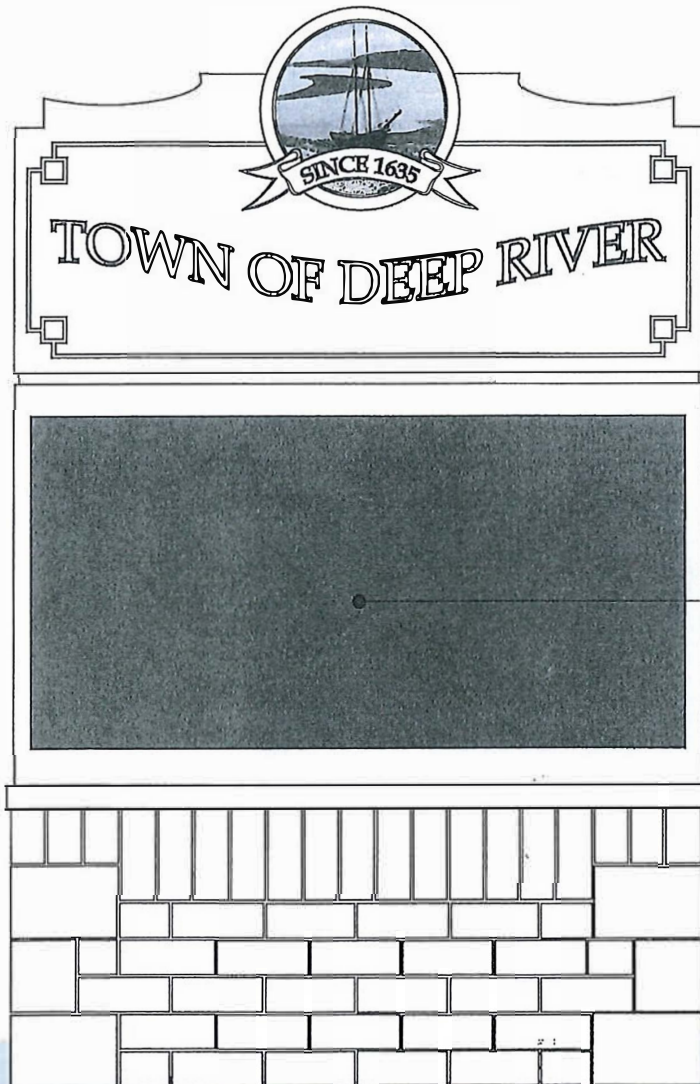
RFP#: 2023-1107, .



Option - Brick Base

Request for Proposals

RFP#: 2023-1107



CORAFOAM or equal caved sign panel

DAKTRONICS

Galaxy Outdoor Electronic Message Center

GT6x-72x144-10-RGB-2V

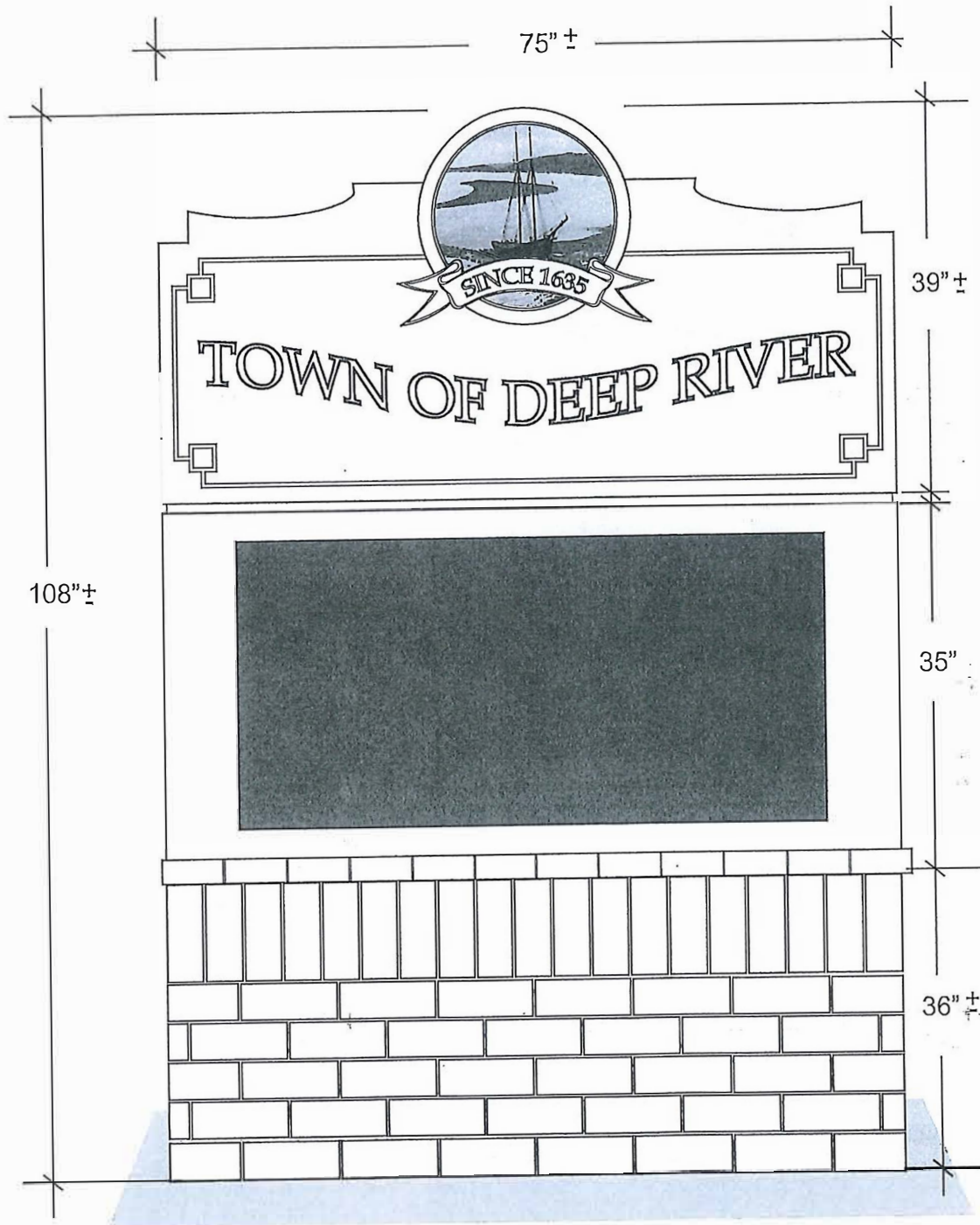
Active Area: 2' 5"H x 4' 10" W

Cabinet Dimensions: 2' 11" H x 5' 1"W x 0' 7"D

Quantity 1 \ Location RT 80 exact placement TBD



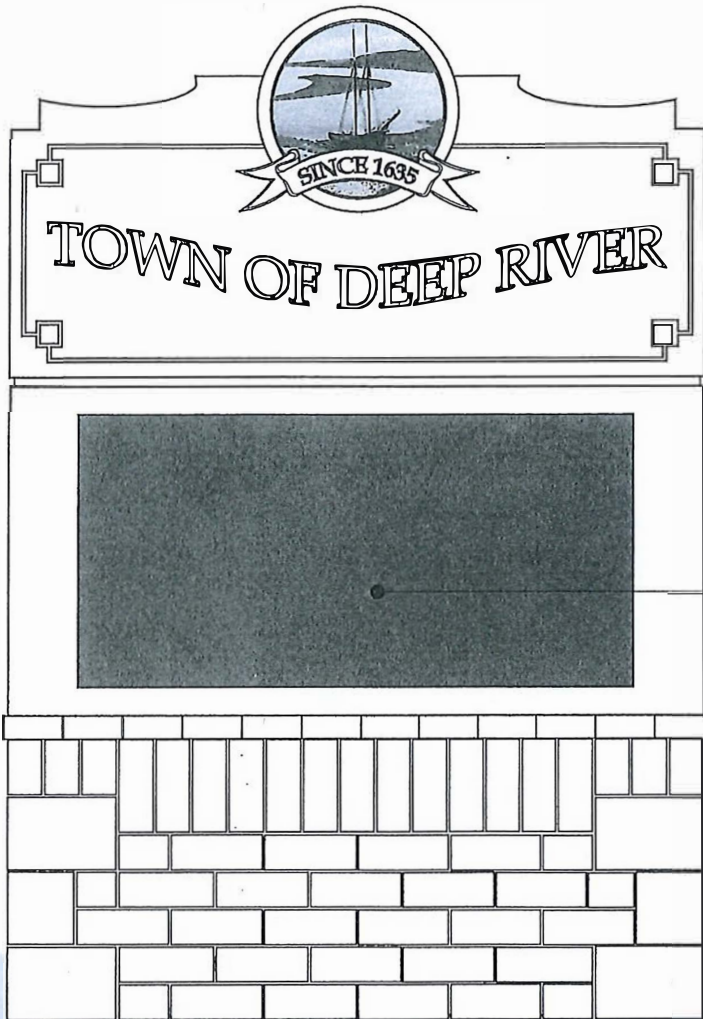
Request for Proposals  
RFP#: 2023-1107



Option - Brick Base

Request for Proposals

RFP#: 2023-1107

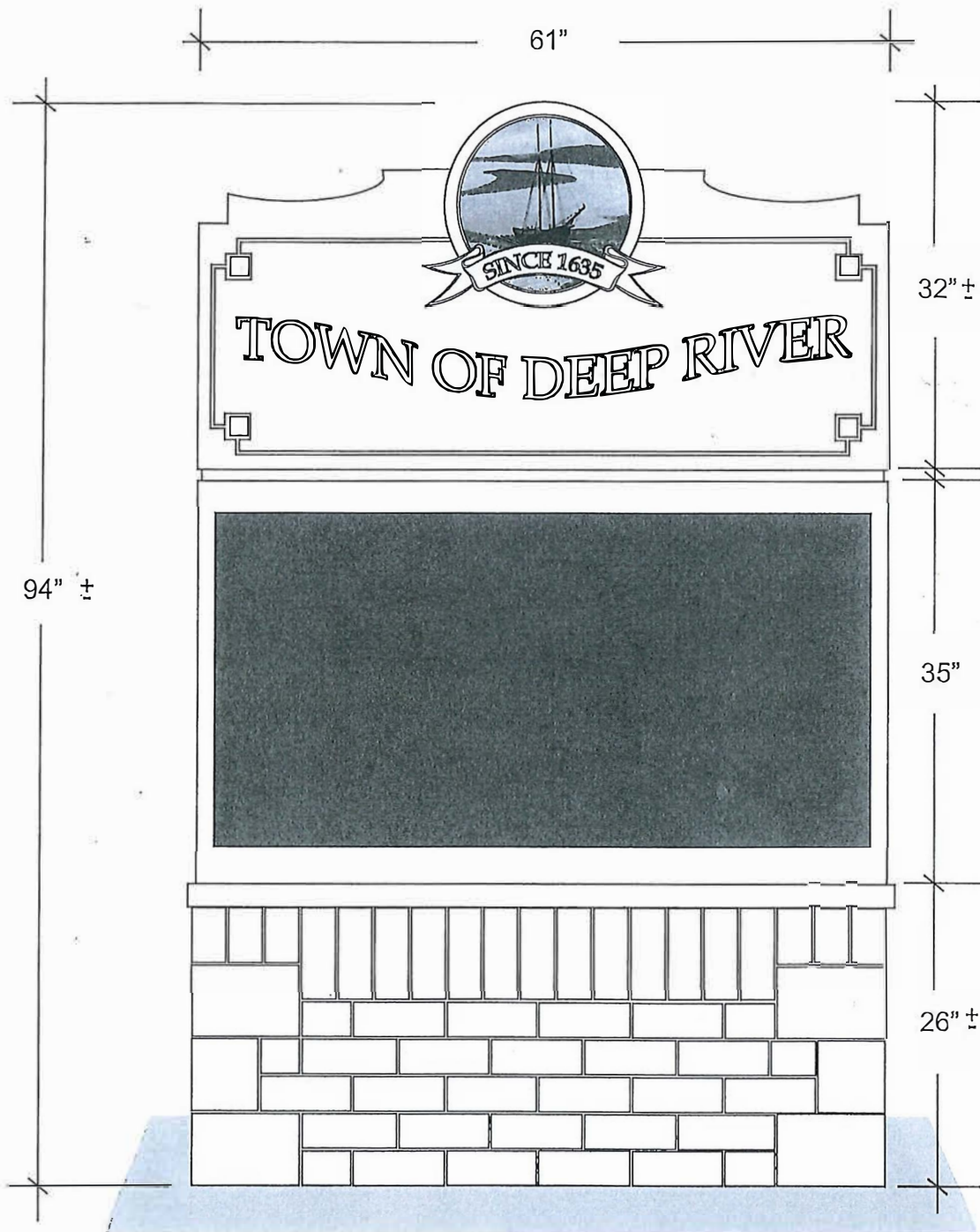


CORAFOAM or equal caved sign panel

DAKTRONICS  
Galaxy Outdoor Electronic Message Center  
GT6x-72x180-10-RGB-2V  
Active Area: 2' 5"H x 4' 10" W  
Cabinet Dimensions: 2' 11" H x 6' 3"W x 0' 7"D

Quantity 1 \ Location @ Devits Field exact placement TBD

Request for Proposals  
RFP#: 2023-1107



Option - Brick and Stone Base