



New Milford Board of Education
25 Sunny Valley Rd
Suite A
New Milford, CT 06776

NEW MILFORD PUBLIC SCHOOLS
RFP E-2627-002 Stage Lighting
and Rigging System

REQUEST FOR PROPOSALS

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1. Introduction

The New Milford Public Schools (the “District”) is seeking proposals from qualified theatrical contractors/firms/vendors (the “Bidders”) for a turn-key Stage Lighting and Rigging System Upgrade at New Milford High School. The scope includes the removal of existing legacy equipment and the design, supply, installation, and commissioning of modern lighting fixtures, power/data distribution, control systems, and structural rigging elements.

2. Codes and Regulatory Standards

To ensure the safety of students, staff, performers, and the public, all workmanship and materials must comply with the latest editions of the following governing codes and standards:

- Core Compliance: All work must be executed in accordance with national, state, and local building codes.
- NEC (National Electrical Code / NFPA 70): With specific adherence to Article 520 for theatrical spaces, grounding, and cable usage.
- NFPA Codes: All applicable fire and life-safety codes, including regulations for flame-retardant drapery and fire curtains.
- ANSI / ESTA Standards: All relevant Entertainment Services and Technology Association protocols, including the ANSI E1 series governing manual/powered rigging, hardware inspections, and lighting data (DMX/sACN).

3. Safety and Site Execution

3.1 OSHA Compliance

All work on this project involves high-elevation rigging and electrical installations, and must be performed in strict alignment with OSHA Standards (29 CFR 1910 and 1926). The contractor is solely responsible for maintaining continuous safety protocols, including fall protection, dropped-object prevention, and Lockout/Tagout (LOTO).

3.2 Mandatory HASP Submittal

Notice to Bidders: Prior to the commencement of any on-site mobilization, demolition, or installation, the selected contractor must submit a comprehensive, project-specific Health and Safety Plan (HASP) to the District Owner’s Representative for formal approval. Work will not be permitted to begin until this plan is approved.

Section 4: Supplemental Bidder Instructions

- **Field Verification:** Bidders are required to conduct site visits to examine venue conditions at New Milford High School and verify all structural dimensions prior to submitting a proposal. No change orders will be approved for existing physical constraints that could have been identified during a pre-bid walkthrough.
- **Load-Rated Hardware:** All structural rigging components, overhead hardware, and fittings must be domestically manufactured, load-rated, and permanently stamped with their Working Load Limit (WLL). Commercial or utility-grade non-rated hardware is strictly prohibited.
- **Scheduling:** Work must be coordinated and sequenced to minimize disruption to the high school's academic and operational calendar.

Section 5: Technical Scope of Work

New Milford Public Schools is seeking design-build solutions tailored to the theater space at New Milford High School. Bidders shall provide proposals addressing the following condensed requirements:

5.1 Removal of Fluorescent Work Lights

- **Dismantle Electrics:** Remove the "man-made" double-batten hardware from all three stage electric linesets.
- **De-installation:** Completely remove and discard all existing fluorescent work lights (including the remaining metal mounting bar on the upstage electric).
- **Clear Space:** Ensure linesets are fully cleared to maximize clearance for stage lighting fixtures and theatrical drops.

5.2 Installation of New LED Work Lights above the Rigging Grid

- **Ceiling Installation:** Supply and install new LED work lights on the ceiling structure above the stage rigging grid.
- **Dual Control Integration:**
 - Integrate fixtures with existing backstage wall switches for manual operation.
 - Provide the capability to control the work lights via the main DMX lighting console.

5.3 Installation of Additional Line-Sets & Reweighting

- **Lineset Separation:** Separate existing double-pipe electric configurations into independently operated linesets.
- **Counterweight Retrofit:** Replace wide 50-pound weights with narrower weights to optimize space on the fly rail. Increase arbor heights as required to safely accommodate the new weight distribution.
- **Expansion:** Install up to approximately ten (10) new line-sets (space and budget permitting), prioritizing dedicated linesets for an upstage cyclorama (cyc) and an upstage LED cyc light bar.

5.4 Old Projector Screen Removal

- **Demolition:** De-install, remove, and safely dispose of the old, dead-hung projector screen located downstage to clear space for a new lineset.

5.5 Installation of New Legs in the Wings

- Reposition & Modify: Relocate existing black leg fabrics closer to the linesets (minimum 6-inch clearance) to maximize wing space and eliminate sightline gaps.
- Rigging Upgrade: Convert dead-hung configurations to an adjustable system that can be easily raised and lowered for set construction and painting. Trim the upstage pipe as needed.
- Backstage Masking (Optional): Supply and install new, adjustable black leg curtains upstage to mask the backstage scenery storage area from the audience.

5.6 Rehangng Traveler Curtains and Main Curtain

- Realignment: Adjust, balance, and re-hang the main curtain and traveler curtains to fix existing alignment errors, ensuring equal fabric reveal on Stage Left and Stage Right.

5.7 Transfer of Curtain Track to a Newly Installed Lineset (Upstage)

- Track Relocation: Relocate the existing upstage traveler track hardware and curtain to a newly installed lineset closer to the back wall.
- Coordination: Final placement will be determined on-site based on the new cyclorama and cyc lighting layout to optimize backstage masking.

5.8 Installation of Main Curtain Valance Pipe

- Batten Installation: Provide design options to either install a new valance batten beneath the current proscenium or transfer the Main Curtain to an adjacent track to accommodate a new valance.
- Procurement Option: Provide a quote to supply a new Main Valance curtain matching the color and material of the existing blue Main Curtain.

5.9 Drilling a Hole for Cable Paths

- Structural Core Drilling: Core drill a discreet, safe cable pathway through the concrete proscenium wall.
- Cable Routing: Ensure the pathway allows control and power cables to travel cleanly from the catwalk to the fly deck/stage electrics.

Section 6: Future Alternates / Add-On Scope

The following items may be awarded with this project or deferred to a future phase. Bidders should provide separate line-item pricing for these components:

6.1 Installation of Side Tormentors

- FOH Side Lighting: Supply and install vertical side tormentors/pipe booms in the front-of-house (FOH) seating area to create dedicated positions for side lighting.

6.2 Installation of Trusses in House / Below Catwalk

- Rigging Trusses: Supply and install new lighting trusses directly below the front-of-house catwalk.
- Hoist Integration: Ensure the truss system is motorized/adjustable so it can be safely raised and lowered to the auditorium floor for moving light installation and maintenance.

Section 7: Procurement, Delivery, and Equipment Conditions

7.1 Design and Pricing Deliverables

- Design-Build Package: The chosen Contractor shall generate a comprehensive engineering/design package and a matching final quote, with every piece of equipment, hardware component, and labor hour clearly itemized and priced out.
- Itemized Order Form: Upon contract award, the Contractor must provide a clean, itemized order form with fixed contract pricing for the District to utilize when officially processing purchase orders.

7.2 Equipment Substitutions and Availability

- Strict Substitution Policy: Substitutions for specified brand names, specialty theatrical items, or proprietary components will not be accepted without prior written consent from the District.
- Lead Times: Substitutions for items that are discontinued or backordered beyond thirty (30) days will not be permitted unless explicitly approved in writing by the District.
- No Purchase Guarantees: The District reserves the right to phase equipment procurement and does not guarantee that all equipment listed in the final itemized schedules will be purchased during the current school year. All unit pricing provided must remain fixed regardless of the final quantity ordered.

7.3 Freight, Delivery, and Logistics

- All-Inclusive Shipping: All prices submitted as part of this bid must include standard freight. Any orders placed by the District will not incur separate truck, rigging transport, or fuel surcharges.
- Direct-to-Site Delivery: All equipment, fixtures, and structural components must be delivered directly to the loading dock or designated receiving area at New Milford High School, as specified on the formal order request form.

7.4 Accessibility and ADA Compliance

- Control Interface Accessibility: The Contractor shall ensure that all newly installed wall-mounted control stations, emergency stop buttons, rigging control panels, and lighting touchscreens are mounted in locations and within height parameters that are strictly ADA (Americans with Disabilities Act) compliant.

Section 8. Proposal Instructions

All proposals shall remain valid and be binding upon the respondent if accepted by the District within ninety (90) calendar days of the proposal submission date. All proposals shall be signed by an authorized representative of such company.

Proposals shall include a statement of understanding of the work and of qualification of the firm/vendor submitting the proposal and those employees that will be providing services to the District.

Response must include completed appendices.

8.1 TIMELINE

Mandatory Pre-Bid Site Visit: 9/23/26 at 11AM
New Milford High School
388 Danbury Rd.
New Milford, CT 06776

Questions Due from Bidders: 9/25/26 at 12PM

Proposals Due: 10/2/26 at 12PM
New Milford High School
388 Danbury Rd
New Milford CT, 06776

Public Bid Opening: 10/2/26 at 2:30PM
New Milford High School
388 Danbury Rd
New Milford CT, 06776

8.2 QUESTIONS AND COMMUNICATIONS

Bidders are hereby notified not to contact any member of District staff and its elected officials, except as provided herein regarding this proposal until such time as a contract has been awarded. All questions about the proposals should be directed to Alessandro Amenta, Theatre Director, by email at amentaa@newmilfordps.org by 9/25/26 at noon.

8.3 ADDENDA

The District reserves the right to revise any part of this RFP by issuing an addendum at any time prior to the submittal deadline. Addenda notifications will be posted on the District's website at <https://www.newmilfordps.org/fiscalservices>

8.4 FORMAT

The submitted proposals must follow the rules and format established within this RFP. Failure to comply with all provisions of this RFP may result in the proposal being disqualified. All proposals must be securely bound. Proposals must submit completed appendices.

- Provide references including names for at least three (3) references from similar sized clients with contact information. References must be submitted using the Appendix C: Reference List.
- A letter of transmittal indicating the Bidder's interest in providing the service and any other information that would assist the District in making a selection. This letter must be signed by a person legally authorized to bind the Bidder to a contract.
- Name, email address and telephone number of person(s) to be contacted for further information or clarification.
- Copy of any necessary State of Connecticut or local licenses and/or permits necessary to perform the work required.
- Bidders shall identify and submit detailed resumes for any staff members of the proposal team (including sub-consultants) with their assigned roles and a description of their background and experience.

8.5 SUBMISSION

Each proposal must be submitted in a sealed envelope bearing the bid number "**RFP E-2627-002** " and titled "**Stage Lighting and Rigging System**". Three (3) printed copies of the proposal and one (1) electronic copy on a USB drive must be provided. Proposals must be delivered to New Milford Public Schools High School, 388 Danbury Rd, New Milford, CT 06776 by 10/2/26 at 12PM. Proposals submitted after this time will not be considered. Each Bidder shall be responsible for all costs incurred in order to prepare and submit their response to this RFP. All submitted materials including any work product, instruments of service and other deliverables shall become the property of the District, and the Bidders shall not claim any ownership interest in the same.

Submissions received after the deadline of 10/2/26 at 12PM will be considered informal and rejected.

8.6 SELECTION PROCESS

Proposals will be evaluated by a selection committee based upon the response to the criteria presented in the request and any other factual information it deems appropriate. A recommendation to the Superintendent of Schools and Board of Education will then be made for selection. During the evaluation process, a Bidder may be asked to make an oral presentation. The District reserves the right without prejudice to reject any or all proposals or parts thereof for any reason, to negotiate changes to proposal terms, waive minor inconsistencies with the request for proposals, and to select the proposal the committee deems best fits the needs of the District.

The District reserves the right to negotiate any and all elements of any proposal directly with the provider. No changes in or to the proposal submissions will be permitted subsequent to the proposed target date unless approved by the District. The District may request clarifications on any portion of the proposal in order to develop a comprehensive assessment of the proposal.

8.7 DISCLAIMERS AND DISCLOSURES

The District has prepared this document to give background information to interested parties for participating in the RFP process. While the District has taken due care in the preparation of this RFP document and believes it to be accurate, neither the District nor the Town of New Milford nor any of their respective officers, employees, agents or advisors give any warranty or make any representations (collectively the "District Parties"), express or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.

The information is not intended to be exhaustive. The information disclosed herein is provided on the basis that it is non-binding on the District Parties. The District reserves the right to alter/increase/decrease the scope of work requirements as later determined. The District reserves the right not to proceed with the project or to change the configuration of the project, to alter the timetable reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the matter further with any party expressing interest. No reimbursement of cost of any type will be paid to persons or entities expressing interest. The District reserves the right to accept or reject, in full or in part, any or all the offers without assigning any reason whatsoever. The District does not bind itself to accept the lowest of any offered proposal and reserves the right to reject all proposals or any proposal or cancel the RFP without assigning any reason whatsoever. The District also has the right to re-issue the RFP without the Bidders/firms having the right to object to such reissue. No oral statement of any representatives of the District shall be effective to waive, change or otherwise modify any of the provisions of this RFP, and no proposer shall rely on any alleged statement.

The District may elect to meet with any, all, or none of the Bidders prior to selection. The District reserves the right to reject any or all of the proposals submitted, to negotiate changes to proposal terms and to waive minor inconsistencies with any proposal. The District reserves the right to negotiate the cost of this proposal and to award the work to other than the Bidder with the lowest cost, if it is in the best interest of the District. Submission of a proposal indicates acceptance by the proposer of the conditions contained in this request for proposals unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the District and the proposer selected. The District may, before or after proposal opening and in its sole discretion, clarify, modify, amend or terminate this request for proposals if it is determined that doing so is in the District's best interests. Any such action shall be communicated to prospective Bidders via a posting on the District's website. Each prospective Bidder shall be responsible for checking the District's website at <https://www.newmilfordps.org/fiscalservices> to determine if the District has clarified, modified or amended this request for proposals and if so ensuring that its proposal is in accordance with the terms of the clarified, modified or amended request for proposal.

9. TERMS AND CONDITIONS

9.1 INDEMNITY

To the fullest extent permitted by law, the successful Bidder on behalf of itself and its successors and assigns,

covenants and agrees at its sole cost and expense, to protect, defend, indemnify, release and hold the New Milford Board of Education, Town of New Milford, its agents, servants, officials, employees, volunteers and members of its boards and commissions (Collectively the "Board and Town of New Milford"), harmless from and against any and all Losses (defined below) imposed upon or incurred by or asserted against the Board and Town of New Milford by reason of bodily injury, personal injury, death, or property damage of whatsoever kind or nature, to any individuals or parties (including, but not limited to the Board and Town of New Milford, the successful Bidder's, or any other third party) arising out of or resulting from, or alleged to arise out of or arise from the successful Bidder's performance of its work pursuant to the terms of this request for proposals or any subsequent contract, but only to the extent such Losses are attributable to the negligent or intentional act, error or omission of the successful Bidder or any person or organization employed or engaged by the successful Bidder to perform all or any part of the work contemplated pursuant to this request for proposals or any subsequent contract. The term "Losses" includes any losses, damages, costs, fees, expenses, claims, suits, judgments, awards, liabilities (including, but not limited to, strict liabilities), obligations, debts, fines, penalties, charges, amounts paid in settlement, foreseeable and unforeseeable consequential damages, litigation costs, attorneys' fees, expert's fees, and investigation costs, of whatever kind or nature, and whether or not incurred in connection with any judicial or administrative proceedings, actions, claims, suits, judgments or awards.

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

THE BOARD and TOWN OF NEW MILFORD DO NOT AGREE TO INDEMNIFY THE SUCCESSFUL BIDDER IN CONNECTION WITH ANY LOSSES ARISING OUT OF OR RESULTING FROM, OR ALLEGED TO ARISE OUT OF OR ARISE FROM THE SERVICES CONTEMPLATED UNDER THIS REQUEST FOR PROPOSALS OR ANY SUBSEQUENT CONTRACT.

9.2 ASSIGNMENT OF RIGHTS, TITLES, & INTERESTS

Any assignment or subcontracting for work to be performed related to this request, in whole or in part, and any other interest in conjunction with the District's procurement shall not be permitted without the express written consent of the District.

9.3 AVAILABILITY OF FUNDS

Any contract award associated with this RFP is contingent upon the availability of District funding. If funds for the continued fulfillment are at any time not forthcoming or are insufficient, through failure of any entity to appropriate funds or otherwise, then the District will have the right to terminate the Contract at no additional cost and with no penalty whatsoever by giving prior written notice documenting the lack of funding. The District will provide at least thirty (30) days advance written notice of such termination and will use reasonable efforts to ensure appropriated funds are available. In the event that funds are not available, any agreement resulting from this RFP shall become null and void.

9.4 TAX EXEMPT

The District is tax exempt under state and federal law. The successful vendor will be responsible for any and all federal, state and local taxes including personal property tax. Such taxes must not be included in the bid price.

9.5 INSURANCE

Prior to the commencement of any work and no later than ten (10) days after notice of award of the contract, the selected Bidder shall submit to the District evidence of insurance demonstrating that the contractor has coverage for Worker's Compensation Insurance, Liability, Property Damage, and Automobile/Truck insurance with the

minimum limits of liability set forth herein. Certificates of insurance shall contain a provision that such policies shall not be canceled or permitted to expire until at least thirty (30) days prior written notice has been provided to the selected Bidder. Further, the District, the Town of New Milford and their current and former officers, members, agents and employees shall be named as an additional insured on a primary and non-contributory basis. The contractor and its insurers shall waive all rights of subrogation against the Town of New Milford and New Milford Board of Education and their current and former officers, members, agents and employees. Proof of insurance must accompany this proposal.

- a) Worker's Compensation Insurance shall not be written for less than the statutory limits and shall include Employer's Liability Insurance at a limit of not less than Five Hundred Thousand Dollars (\$500,000);
- b) General Liability Insurance shall be insured at a limit of not less than One Million Dollars (\$1,000,000) for each occurrence and Two Million Dollars (\$2,000,000) for total aggregate liability; additionally, shall be insured with an umbrella coverage not less than One Million Dollars (\$1,000,000).
- c) Property Damage Insurance shall be written at a limit of not less than One Million Dollars (\$1,000,000) for each occurrence and One Million Dollars (\$1,000,000) for each aggregate Liability.

9.6 CONTRACT

The selected bidder may be required to execute an appropriate contract, as proposed by the District and subject to the terms set forth in this request for proposal. By submitting a proposal, Bidders agree to all the terms and conditions of this RFP and accept that the ultimate award of this project may be contingent upon the successful bidder entering into a contract with the District that incorporates the terms of this RFP.

9.7 PERMITS AND CODES

The selected Bidder will comply with all laws, codes, rules and regulations of the State, County and Town applicable to the work to be performed. Any permits lawfully required shall be obtained by the selected Bidder, who shall pay all lawful charges.

9.8 PRICE

The price quoted shall include all contingencies, including but not limited to profit, BFO, administrative fees, direct costs, etc. to complete the project as described in this document.

9.9 FREEDOM OF INFORMATION ACT

All information submitted in a proposal or in response to a request for additional information is potentially subject to disclosure under the Connecticut Freedom of Information Act as amended and judicially interpreted. Proposals and the information contained therein shall not be treated as or considered confidential by the District.

9.10 WARRANTY

The selected bidder shall guarantee workmanship and equipment provided against defective manufacture or installation and agrees to repair or replace defective workmanship and material appearing within a period of one (1) year after completion date, which will be defined as the date on the check of the final payment for the project. At such time the selected bidder will transfer all manufacturers' warranties to the BOE.

Appendix A: Pricing Schedule & Bid Form

Bidders must submit a complete cost breakdown using the tables below. All pricing must be all-inclusive, encompassing engineering, labor, materials, equipment rentals (e.g., lifts), disposal fees, shipping, permits, and training.

New Milford Public Schools is a tax-exempt entity; proposals must exclude federal, state, and local taxes.

1. Base Bid: Core Scope of Work

The following items represent the core requirements detailed in Section 5. Bidders must provide a lump-sum price for each line item.

Item	Scope Description (Ref: Section 5)	Total Cost
1.1	Removal of Fluorescent Work Lights: Dismantling of double-battens, removal of legacy work lights, and clearing of linesets.	\$
1.2	Installation of LED Grid Work Lights: Ceiling-mounted LED fixtures, integrated with manual backstage switches and DMX console control.	\$
1.3	Base Rigging & Counterweight Retrofit: Separation of double-pipe electrics, reweighting arbors with narrow weights, and installing two (2) initial new linesets (Cyc and Cyc Light Bar).	\$
1.4	Old Projector Screen Removal: De-installation and disposal of the dead-hung downstage screen.	\$
1.5	Wing Leg Modifications: Relocating existing legs closer to linesets, converting them to adjustable systems, and trimming the upstage pipe.	\$

1.6	Curtain Realignment: Adjusting and re-hanging the main curtain and traveler curtains for equal stage reveal.	\$
1.7	Upstage Traveler Track Transfer: Relocating the existing upstage traveler track and curtain to a new upstage lineset position.	\$
1.8	Main Valance Pipe Installation: Preparation and installation of the hardware/batten solution for the main curtain valance.	\$
1.9	Proscenium Cable Path Core Drilling: Structural drilling of a discreet cable pathway from the catwalk to the fly deck.	\$
TOTAL	BASE BID LUMP SUM TOTAL (Items 1.1 through 1.9)	\$

2. Add Alternates (Add/Alts)

The District will evaluate the following items individually and reserves the right to accept or reject them based on available funding. These items must **not** be included in the Base Bid total above.

Alternate	Description (Ref: Section 5 & 6)	Add Price
Add/Alt A	Blue Main Curtain Valance Fabric: Supply and delivery of a new Main Valance curtain matching the existing blue Main Curtain fabric.	+ \$
Add/Alt B	Optional Upstage Masking: Supply and installation of new, adjustable black leg curtains to mask the upstage scenery storage area.	+ \$
Add/Alt C	Side Tormentors: Installation of vertical front-of-house (FOH) side lighting pipe booms/tormentors in the auditorium seating area.	+ \$

Add/Alt D	Motorized FOH Trusses: Supply and installation of adjustable, motorized lighting trusses directly below the auditorium catwalk.	+ \$
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3. Unit Pricing: Additional Line-Sets

As noted in Section 5.3, the District intends to add as many line-sets as space and budget allow (up to approximately 10 total). Two (2) are included in the Base Bid. Please provide a fixed unit price for adding subsequent line-sets.

- **Unit Price per Additional Line-Set:** \$ _____ / per lineset
 - *Includes: T-bar guide extensions (if required), line-set hardware, batten, rope, blocks, arbor modifications, and standard counterweights.*

Bidder Acknowledgement & Signature

Note to Bidder: By signing below, the Contractor certifies that they have completed a mandatory site visit at New Milford High School, verified all physical field dimensions, and that all pricing accommodates strict adherence to OSHA, NEC, NFPA, and ANSI/ESTA standards, including the submittal of a comprehensive HASP prior to project kickoff.

Company Name: _____

Authorized Representative Printed Name: _____

Authorized Signature: _____ **Date:** _____

APPENDIX B
AFFIRMATIVE ACTION/EQUAL OPPORTUNITY STATEMENT

The New Milford Public Schools is an Equal Opportunity Employer and will not transact business with firms that are not in compliance with all Federal and State Statutes and Executive Orders pertaining to non-discrimination.

This form must be completed, (enter company name above lines below), signed and returned with any Invitation to Bid, Request for Proposal, or other public solicitation document in order to transact any business with the New Milford Public Schools.

_____ will not make employment decisions (including decisions related to hiring, assignment, compensation, promotion, demotion, disciplinary action and termination) on the basis of race, color, religion, age, sex, marital status, sexual orientation, national origin, alienage, ancestry, disability (including pregnancy), genetic information, veteran status or gender identity or expression, or any other legally recognized protected class status except in the case of a bona fide occupational qualification.

It is the policy of _____ that any form of discrimination or harassment on the basis of race, religion, color, national origin, alienage, sex, sexual orientation, marital status, age, disability (including pregnancy), genetic information, veteran status or gender identity or expression, or any other protected class status prohibited by state or federal law is prohibited.

_____ will also take affirmative action as called for by applicable laws and Executive Orders to ensure that minority group individuals, females, disabled veterans, recently separated veterans, other protected veterans, Armed Forces service medal veterans, and qualified disabled persons are introduced into our workforce and considered for promotional opportunities.

_____ will remain in full compliance with the above while under contract with or performing work for the New Milford Public Schools.

Signed

_____ Business Address

Name/Title of Company Officer

Date Phone

APPENDIX C REFERENCE LIST

In the interest of securing competent Bidders, we are requiring the following information be provided with your Proposal. Failure to provide this information may jeopardize your firm being awarded this project.

Please provide three references for projects of **similar size and scope to this project**:

Project #1

Project Name: _____

Customer Name/Organization/Phone Number: _____

_____ Date Project Completed:

Description of Project:

Project #2

Project Name: _____

Customer Name/Organization/Phone Number: _____

_____ Date Project Completed:

Description of Project:

Project #3

Project Name: _____

Customer Name/Organization/Phone Number: _____

_____ Date Project Completed:

Description of Project: