

BID/RFP ADVERTISING AUTHORIZATION FORM

This authorization form must be fully completed. Bids will not be considered unless accompanied by a signed authorization from both the Town Treasurer and Town Administrator. It is the responsibility of the submitting party to ensure completeness before submission to the Clerk's office.

BID/RFP # _____

1066

REQUESTED BY: Eric Dickervitz

(Printed)

[Signature]

(Signature)

BRIEF PROJECT NARRATIVE: Seeking IT consultant to provide comprehensive
services to ensure Town-wide departments have reliable and effective computer-related
hardware, software, and cybersecurity applications to conduct Town business.

SOURCE OF FUNDING:

Approved by Town Council (Date) _____

Regular Budget Line Item (Number) 1001 504 43400 1000

Special Appropriation _____

Grant (source) _____

Other _____

Authorization is hereby granted to proceed with the advertising requirements for the Bid/RFP described above.

[Signature] 4-22-25
Steven Contente, Town Administrator (Date)

[Signature] 4/21/25
Carl Carulli, Town Treasurer (Date)

Pre-Bid Meeting ☐no ☐yes **if yes,** ☐mandatory or ☐recommended

Date: _____ Time: _____

Location: _____

Special Instructions (if applicable): _____

Question Submission Information:

Deadline Date: _____ Time: _____

Contact Name: _____

Contact email: _____ Phone # _____

All fields must be completed. Incomplete authorization forms may be rejected, leading to potential postponement of bid opening dates. Forms must be completed and submitted with the bid documents no later than one week before the first scheduled advertising date.

LEGAL NOTICE

TOWN OF BRISTOL INVITATION TO BID BID NO. 1066

Sealed Bids will be received until 12 noon on May 28, 2025, for the following:

INFORMATION TECHNOLOGY AND CONSULTING SERVICE BID #1066

BIDS WILL BE OPENED AT 12 NOON AT THE BRISTOL TOWN HALL, 10 COURT STREET ON May 28, 2025, FOR THE TOWN COUNCIL MEETING OF May 28, 2025

The Town of Bristol is requesting sealed bids for **INFORMATION TECHNOLOGY AND CONSULTING SERVICE** in accordance with all terms and specifications contained herein.

Specifications may be obtained and bids MUST be filed at the Office of the Town Clerk, 10 Court Street, Bristol, RI 02809. Specifications are available for download at <https://www.bidnetdirect.com/rhode-island/bristolri> by registering and/or logging in as a vendor.

Bids (one original marked "MASTER" and one copy) must be submitted in a sealed envelope and must be clearly marked on the outside, "**Bid #1066 – INFORMATION TECHNOLOGY AND CONSULTING SERVICE**" and addressed to the Town Clerk's Office, Town Hall, 10 Court Street, Bristol, RI 02809. Sealed bids will be received until 12 noon on May 28, 2025.

Individuals requesting interpreter services for the hearing impaired must notify the Town Clerk's Office (401) 253-7000 three business days prior to the bid opening.

The Town reserves all rights to reject any and all bids, or any part thereof, or to go on the open market when it is deemed in the best interest of the Town.

MELISSA CORDEIRO
TOWN CLERK

May 1 & 8, 2025