

**TOWN OF BRISTOL  
INVITATION TO BID  
RFP No. 996**

Sealed Bids will be received until 12 noon on December 21, 2022 for the following:

**LAND EVIDENCE/RECORDS MANAGEMENT SYSTEM  
RFP #996**

BIDS WILL BE OPENED AT 12 NOON AT THE BRISTOL TOWN HALL, 10 COURT STREET ON December 21, 2022, FOR THE TOWN COUNCIL MEETING OF December 21, 2022.

The Town of Bristol is requesting sealed bids for **LAND EVIDENCE/RECORDS MANAGEMENT SYSTEM**, 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.

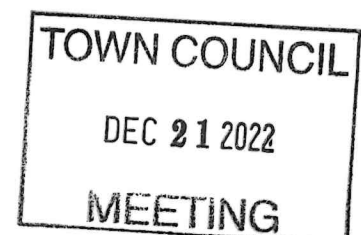
Bids (one original marked "MASTER" and two copies) must be submitted in a sealed envelope and must be clearly marked on the outside, "**RFP #996- LAND EVIDENCE/RECORDS MANAGEMENT SYSTEM**" and addressed to the Town Clerk's Office, Town Hall, 10 Court Street, Bristol, RI 02809. Sealed bids will be received until 12 noon on December 21, 2022

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

December 8 & 15, 2022



**BID/RFP ADVERTISING AUTHORIZATION FORM**

**BID/RFP No. 996**

Advertising requested by: Melissa Cordeiro

Signature: \_\_\_\_\_

**Source of Funding:**

Approved by Town Council (Date) \_\_\_\_\_

Regular Budget (Line-Item  
Number) \_\_\_\_\_


1001-403-43321-1000

Special Appropriation \_\_\_\_\_

Grant (Source) \_\_\_\_\_


Other \_\_\_\_\_

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

  
Steven Contente, Town Administrator

Date

11-29-22

  
Sarah Hassell, Town Treasurer

Date

11-29-22

**Brief Narrative of Project:**

The Town of Bristol is soliciting Proposals from qualified firms to provide a comprehensive Land Evidence / Records Management System for the Town Clerk's Office.

Pre-Bid Meeting date, time, location (if applicable) \_\_\_\_\_ n/a \_\_\_\_\_

Is the pre-bid meeting mandatory (if applicable) \_\_\_\_\_ n/a \_\_\_\_\_

Question submission deadline date and contact information (if applicable) \_\_\_\_\_

December <sup>15<sup>th</sup></sup> ~~22~~, 2022, by 12:00 noon – contact Melissa Cordeiro mcordeiro@bristolri.gov \_\_\_\_\_

## **LEGAL NOTICE**

### **PUBLIC NOTICE TOWN OF BRISTOL PUBLIC SERVICE APPOINTMENTS**

The public is being notified that the Honorable Town Council desires to seek applications from among the citizens of Bristol to fill appointments for the following current service:

**Conservation Commission  
Personnel Board  
Juvenile Hearing Board  
North & East Burial Grounds Commission**

Resume with application should be sent or given to the Town Clerk prior to 4:00 PM on Wednesday, December 14, 2022.

By Order of the Town Council  
Melissa Cordeiro  
COUNCIL CLERK

December 8, 2022