

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 # 1071

REQUESTED BY: Diane Williamson / _____
(Printed) (Signature)

BRIEF PROJECT NARRATIVE: Consultant for Comprehensive Plan Update

SOURCE OF FUNDING:

Approved by Town Council (Date) _____

Regular Budget Line Item (Number) ____ Capital Budget _____

Special Appropriation _____

Grant (source) _____

Other _____

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

Steven Contente 8/1/25
Steven Contente, Town Administrator (Date)

Carl Carulli 8/5/25
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: August 7, 2025 Time: 12:00 o'clock noon

Contact Name: Diane M. Williamson

Contact email: dwilliamson@bristolri.gov Phone # 253-7000 ext 126

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. 1071

Sealed Bids will be received until noon on September 10, 2025 for the following:

MULTI-DISCIPLINARY PLANNING CONSULTANT FIRM FOR BRISTOL'S COMPREHENSIVE PLAN UPDATE BID # 1071

BIDS WILL BE OPENED AT NOON AT THE BRISTOL TOWN HALL, 10 COURT STREET, September 10, 2025, FOR THE TOWN COUNCIL MEETING OF September 10, 2025

The Town of Bristol is requesting sealed bids for a multi-disciplinary planning consultant firm for the Town of Bristol's Comprehensive Plan Update, 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.

A non-mandatory Pre-Bid Conference will be held on September 4, 2025 at 2:00 p.m. in the Department of Community Development Conference Room at 235 High Street, Bristol, Rhode Island.

Bids (one original marked "MASTER" and one copy) must be submitted in sealed envelope and must be clearly marked on the outside, "MULTI-DISCIPLINARY PLANNING CONSULTANT FIRM FOR BRISTOL'S COMPREHENSIVE PLAN UPDATE - BID # 1071" and addressed to the Town Clerk's Office, Town Hall, 10 Court Street, Bristol, RI 02809. Sealed bids will be received until noon on September 10, 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

August 21 & 28, 2025

**TOWN OF BRISTOL
INVITATION TO BID
BID No. 1071**

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