



Purchasing Department | 860.584.6195

May 16, 2023

Dr. Marlo Greponne, Executive Director
Human Resources Agency of New Britain, Inc.
180 Clinton Street
New Britain CT 06053

Re: Contract 2P23-064 Dial-a-Ride Transportation Services

Dear Mr. Greponne,

I am pleased to inform you that the City Council at its meeting on Tuesday, May 9, 2023, approved your firm for award of the contract for Dial-a-Ride transportation services for the period through June 30, 2026 as outlined in Request for Proposals 2P23-064.

You are hereby requested to provide the following:

- Certificate of insurance indicating coverage of your company and the City of Bristol as additionally insured, in the following amounts:
 - **General Commercial Liability** coverage of \$1,000,000 per occurrence/\$2,000,000 general aggregate
 - **Automobile Liability** coverage of \$1,000,000 (combined single limit)
- Certificate of insurance in the following amounts:
 - **Professional liability** in an amount not less than \$500,000 per occurrence and \$1,000,000 aggregate
 - **Workmen's Compensation** as required by State law
- Signature Authorization

A contract signing can be scheduled upon receipt of the above. Please let me know if I can provide any information or assistance in this process; I look forward to working with you on this project.

Regards,



Roger D. Rousseau
Purchasing Agent
Tel (860) 584-6195
rogerrousseau@bristolct.gov

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CORPORATE RESOLUTION

Human Resources Agency of New Britain, Inc.

180 Clinton Street
New Britain CT 06053

I, **Mary Fortier**, as Board President of **Human Resources Agency of New Britain, Inc.** do hereby certify that the resolution stated below is a true copy of a resolution passed at the meeting of the Board of Directors of the said Corporation held on _____.

RESOLVED:

That the Corporation may execute and deliver any and all contracts which it deems to be necessary or appropriate to carry out its business; and

FURTHER RESOLVED:

That **Dr. Marlo Greponne**, Executive Director of the Corporation, is hereby authorized to enter into contracts, whereby the Corporation will agree to provide services and said officer is hereby authorized and directed to take whatever action and to sign whatever documents that may be necessary to effectuate the purposes of this resolution.

This resolution has not been modified since the date of adoption and is still in full force and effect.

Dated: _____

Mary Fortier, Board President