

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD

(860) 291-7271

PURCHASING DEPARTMENT

740 Main Street
East Hartford, Connecticut 06108

FAX (860) 282-4857

**TOWN OF EAST HARTFORD, CT
INVITATION TO BID**

BID #19-14

RE: R.F.Q. – Town of East Hartford, Connecticut – Former Showcase
Cinemas Mixed-Use Development

Proposals will be received at the Office of the Purchasing Agent, Town Hall, 740 Main Street, East Hartford, Connecticut, 06108 until **Tuesday, April 9, 2019** at 11 a.m. at which time they will be publicly opened and recorded.

Information and Specifications are available at the above office or on the Town of East Hartford bid's website at <http://www.easthartfordct.gov/bids>

There will be a **NON-MANDATORY** site meeting/walkthrough on March 19, 2019 at 10 a.m. in the Welling Conference Room, 2nd Floor, Town Hall, 740 Main Street, East Hartford. Meeting will conclude at the Showcase Cinema Site.

The right is reserved to reject any or all bids when such action is deemed to be in the best interest of the Town of East Hartford, Connecticut

Michelle A. Enman
Purchasing Agent
(860) 291-7271

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REQUEST FOR QUALIFICATIONS

TOWN OF EAST HARTFORD, CT

Former Showcase Cinemas Mixed-Use Development



Non-Mandatory site meeting/walkthrough
March 19, 2019, 10:00 am
Welling Room, 2nd floor, Town Hall
Meeting will conclude at Showcase Cinema site

Submittals Due: April 9, 2019, 11:00 am

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I. Project Summary

TYPE OF DEVELOPMENT Town of East Hartford is seeking mixed-use private development on six, contiguous town-owned parcels totaling 25 +/- acres. The site is located within the proposed Silver Lane Design District (SLDD). The redevelopment of these parcels is critical to the advancement of the revitalization of the Silver Lane neighborhood, efforts which have been underway for several years. The Town is seeking a partner with demonstrated capacity to achieve these goals.

SITE INFORMATION 285, 290 Forbes Street; 936, 942, 944, 960 Silver Lane; 25.82 acres Owner: Town of East Hartford

SITE CONDITION Phase I environmental assessment complete. Building demolition is underway.

ZONING Silver Lane Design District is under development and will be considered for adoption by Planning and Zoning Commission. District will allow for a wide variety of uses, flexibility with parking, reduced setbacks and potential density bonuses.

RESOURCES Links are provided throughout documents and include:

- Plan of Conservation and Development
- Phase I Environmental Report
- Opportunity Zone information
- Planning Study – July 2018
- Draft Zoning language
- Site Survey

CONTACTS For inquiries and submission:

Michelle Enman
Purchasing Officer
740 Main Street
Town of East Hartford, CT 06018

(860) 291-7271
menman@easthartfordct.gov

II. About East Hartford

The Town of East Hartford is a municipal government incorporated in Hartford County in 1783. It has a mayor form of government with a nine-member Town Council which serve at large. The Charter empowers the Mayor to govern the Town in cooperation with the Town Council and Town Treasurer. The Town Hall is located at 740 Main Street, East Hartford, Connecticut. The website is www.easthartfordct.gov

East Hartford is comprised of 18.8 square miles and has a population of 50,812, with a median age of 37.9 and a median household income of \$52,049. It is the home of Pratt and Whitney Aircraft, the Rentschler Field stadium, and the Coca-Cola bottling and distribution center. Major business tax payers include Pratt and Whitney Aircraft and Eversource.

The current mil rate is set at 47.66. The Town is a member of the 29-town “Capitol Region Council of Governments” and works regionally on a number of projects with other central Connecticut municipalities. It is a member of the Metropolitan District Commission from which it derives its water services.

Municipal services include full-time Police and Fire Departments, garbage pick-up including single stream recycling, and a parks system comprised of 17 parks and 5 pools. The Public Works Department maintains over 150 miles of paved roads and a levee system designed to prevent flooding by the Connecticut River.

Link to our annual reports:

<https://www.easthartfordct.gov/mayors-office/pages/fiscal-year-2014-annual-report>

III. Plan of Conservation and Development

The Town’s Plan of Conservation and Development was last adopted in June 2014 and can be found here:

<https://www.easthartfordct.gov/development-planning/pages/plan-of-conservation-and-development>

The Plan included special studies, one of which was Rentschler Field/Silver Lane and can be found in Chapter 11.

IV. Silver Lane Revitalization

The Silver Lane corridor contains a number of assets that greatly enhance its potential for redevelopment. The area has excellent access to the regional highway system as well as to the rest of East Hartford. In addition, the proximity to Rentschler Field creates economic development possibilities stemming from current and anticipated future development there. Silver Lane is also well-served by transit, with numerous bus stops located along the corridor. Finally, Silver Lane has a strong residential core that provides a consumer population for additional commercial uses. The neighborhoods to the east of Forbes Street are attractive and well-maintained, and many individual homes all along the corridor have been upgraded by their owners, while the new Phillips Farm condominium complex provides an example of the type of infill residential development that is suggested as a component of any redevelopment plan.

The Town has been working steadily for the past several years to put together a comprehensive and aggressive path for the redevelopment of the Silver Lane Corridor. We have assembled an advisory committee made up of dedicated volunteers to oversee the vision for this important commercial corridor. We have successfully pursued a variety of programs, grant opportunities, and incorporated consultants to bolster our efforts.

The Town completed a watershed study of the Willow Brook and upon completion, the Town applied for and has received an update of our flood maps with FEMA. Following the watershed study, we were awarded two grants to conduct studies in the Silver Lane Corridor, specifically from Main Street to Forbes Street. The first is a \$200,000 Brownfield Area-Wide Revitalization grant from the Connecticut Department of Economic and Community Development. The funding was used to complete an in-depth land-use planning study, including but not limited to an existing land use review, zoning regulations review, market studies, full-build scenarios, wetland delineation, conceptual designs, and others. We utilized a planning team from the firm of Milone & MacBroom to conduct these activities.

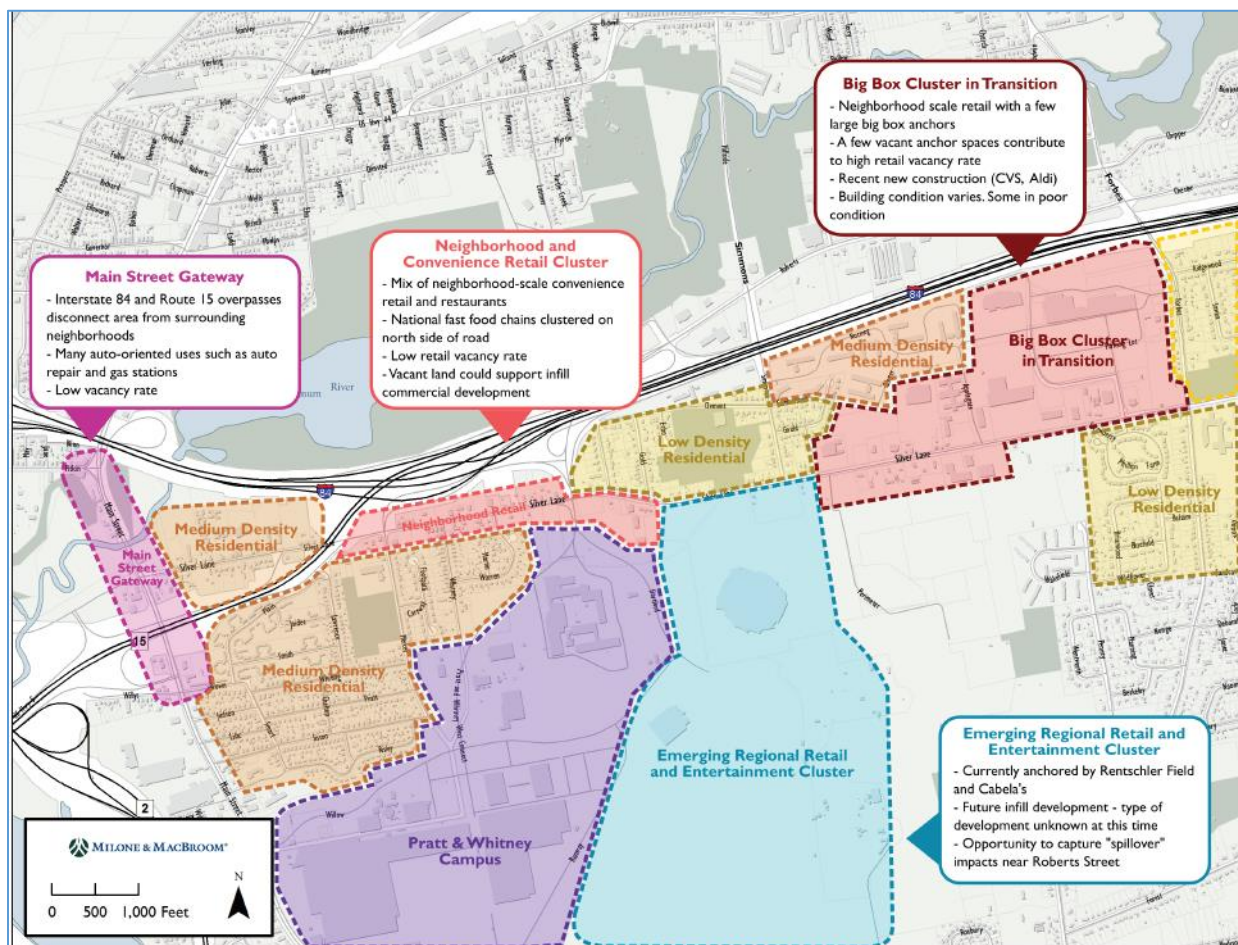
Additionally, the Town received a \$200,000 grant from the Capitol Region Council of Governments (CROG), funded by the Connecticut Department of Transportation. The study will examine transportation data, existing conditions including roadways, sidewalks, bicycle facilities, bus shelters, and transit systems. Further, it will consider future conditions including new development on vacant or underutilizes parcels of land and future traffic forecasts. Finally, the study will develop goals and a vision for moving forward, complete with several alternatives to roadway improvements. Short-term and long-term goals will be identified. The firm of Transystems was selected for this work.

Through our partnership with the Capital Region Development Authority (CRDA), \$1 million has been secured to complete items which were identified as priority short-term improvements. CRDA, together with CROG and Transystems are completing a scope of work that includes

sidewalk replacement and repair, crosswalk and pedestrian safety improvements, bus shelters, benches, and trash receptacles.

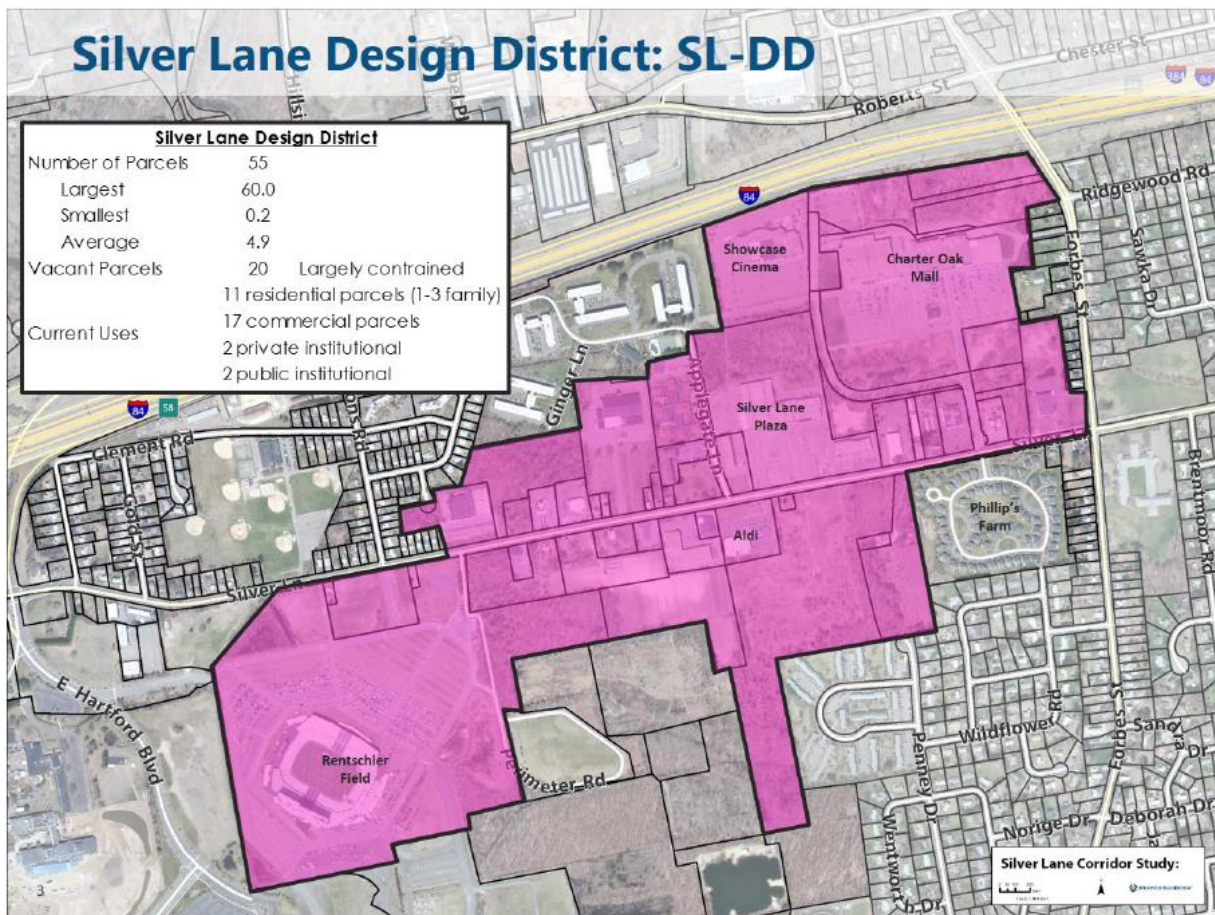
In September, the Town was awarded \$400,000 by the state Department of Transportation under The Community Connectivity Grant Program. In East Hartford, these funds will be used to improve pedestrian safety and accessibility on Main Street in and around the intersection with Silver Lane. While these changes will benefit all who traverse the area, these improvements will be particularly beneficial to residents of the Silver Lane neighborhood.

In March, the Town was one of five Connecticut communities awarded \$450,000 in funding under the Working Cities Challenge competition, the Federal Reserve Bank of Boston's, economic development effort that builds cross-sector collaboration and leadership to solve challenges affecting urban communities. The Working Cities Challenge initiative in East Hartford, East Hartford CONNects will create a collaborative and accessible system so that residents of its Silver Lane neighborhood can more easily obtain information on career or educational resources through a network of core partners.



Silver Lane Design District Zone

The Planning and Zoning Commission is currently reviewing a working draft for a new zoning district, the *Silver Lane Design District* (SLDD). The intent of the SLDD is to enable a mixed use, pedestrian-centered development that creates a node of activity in this section of the corridor. This district will generally replace what is currently the Business 6 (B-6) district on Silver Lane from about Simmons Road to Forbes Street. While the B-6 district only allows for commercial uses, the SLDD will permit additional uses, including housing, retail, entertainment, and office, and also increase the amount of developable land by reducing building setbacks and allowing for greater density.



This area on Silver Lane has several large parcels that offer opportunity for projects of sizable scale that can accommodate a mix of uses. To further maximize development potential, additional flexibility will be built into the district that enables shared parking and/or parking reductions. Other amenities, such as bicycle infrastructure and pedestrian improvements, will permit building density bonuses.

The new SLDD will:

- **Enable a wide variety of uses including housing, retail, office, entertainment, food and personal service.**
- **Provide flexibility with parking requirements and allow for shared parking or reductions to parking.**
- **Encourage integrated site development and allow for parcel consolidation.**
- **Reduce building setbacks to increase site developable land.**
- **Provide density bonuses for bicycle infrastructure, pedestrian amenities, and public realm improvements.**

V. Subject Parcels

The former Showcase Cinemas property is comprised of a total area of 25.82 acres and the following parcels:

936 Silver Lane – 10.98 acres, former 82,200 square foot theater

942 Silver Lane – 0.31 acre, land

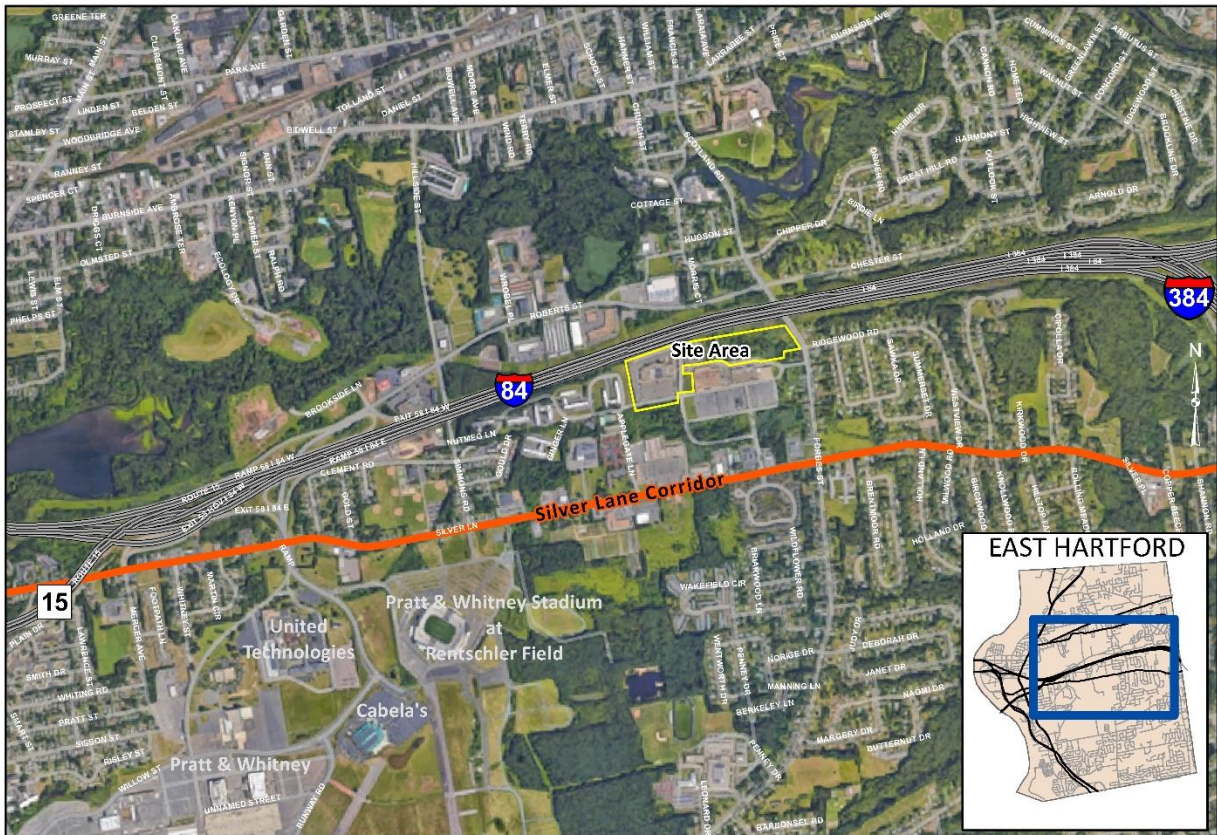
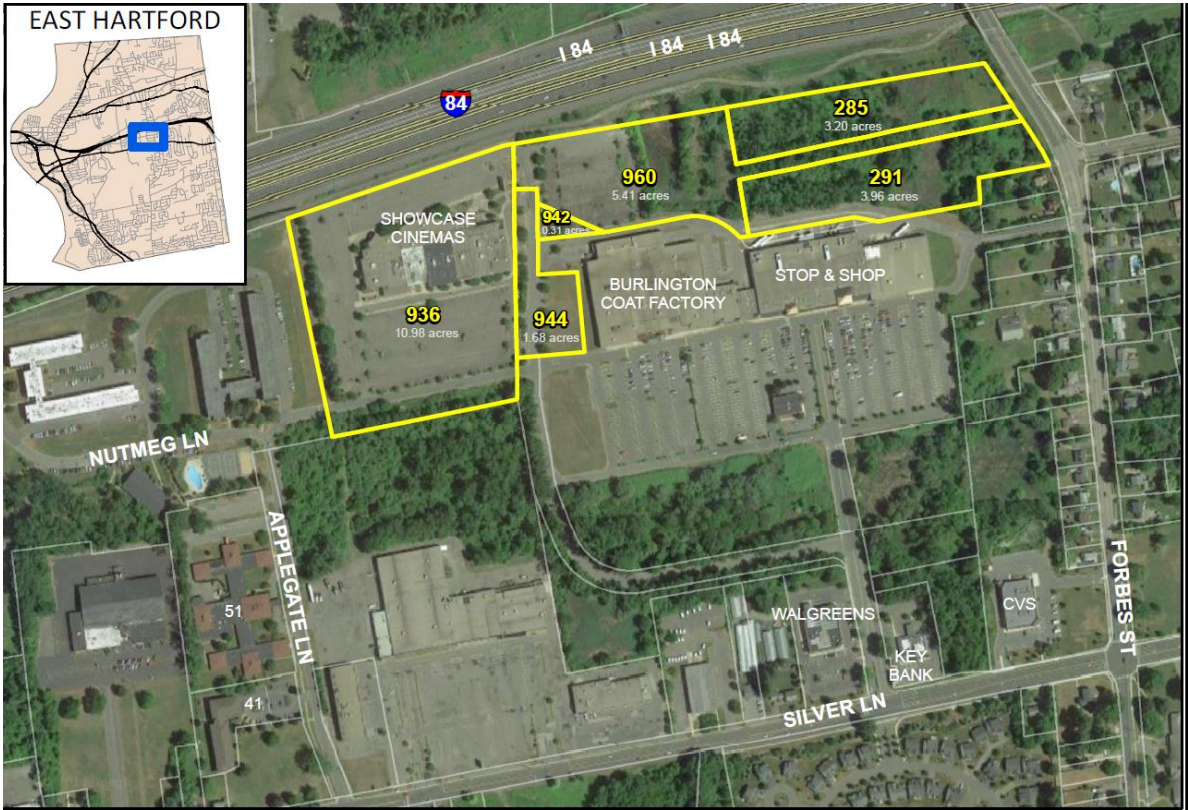
944 Silver Lane – 1.68 acres, land

960 Silver Lane – 5.41 acres, land

285 Forbes Street – 3.19 acres, land

290 Forbes Street – 4.25 acres, land

The theater building will be demolished by the Town of East Hartford in the first half of 2019. For reference the former theater had approximately 1,040 parking spaces associated with the property.





The property is set back from Silver Lane with cross easements through the driveway at Charter Oak Plaza, a driveway on the west side of Forbes Street behind the Plaza, and Applegate Lane which is directly off Silver Lane. These access driveways are shared with the Plaza, as well as the Woodcliff Estate Apartments. The only land use between the subject property and I-84 is the Charter Oak Greenway, a liner trail which traverses the area in an east/west direction and connects to Manchester and beyond.

Traffic counts for Silver Lane in this vicinity show a total count of 10,900 vehicles per day in the vicinity of Applegate Lane and Forbes Street. West of the area, traffic counts peak at 16,200 vehicles per day in the vicinity of Pratt & Whitney. East of the site, traffic counts fall to 8,800 vehicles per day as the uses become more residential. Average daily traffic along Interstate 84 between the Roberts Street interchange at Exit 58 and the intersection with I-384 are about 131,000 according to the CT DOT.

There is an easement for a water transmission line in favor of the Metropolitan District Commission (MDC) that generally follows the existing driveway extending from Silver Lane to the State of Connecticut right-of-way for Interstate Route 84. There is also a sanitary sewer easement in favor of the MDC that generally follows the existing driveway extending from Silver Lane to the vicinity of the existing building.

285 Forbes Street and 290 Forbes Street are regulated wetlands. A portion of 960 Silver Lane also contains a portion of wetlands. The topography is level.

A Phase I and II for the former Showcase Cinemas was completed by Milone & MacBroom, Inc. in 2018. An excerpt of the conclusions are as follows:

- Relatively low levels of residual pesticides are present in the shallow soils. The noted concentrations are less than the applicable I/C DEC and, therefore, are not believed to represent an impediment to site redevelopment. The concentrations suggest routine use of pesticides as opposed to a specific spill or release event; therefore, remediation is unlikely to be required. Some on-site management of the soil in accordance with existing CTDEEP policy may be appropriate if the site is redeveloped for residential purposes.**

- It does not appear that the documented release of chlorinated compounds from the dry cleaner located at 832 Silver Lane has had a negative impact upon the soil or groundwater at the subject site.
- The general evaluation of sitewide soil conditions did not identify impacts that would seemingly affect the redevelopment potential of the site.

The report can be found here:

https://www.easthartfordct.gov/sites/easthartfordct/files/uploads/936_silver_lane_environmental_investigation.pdf

VI. Surrounding Parcels

The neighborhood has experienced some commercial development over the past five years. The Town has seen the construction of several freestanding commercial buildings, including CVS Pharmacy, Aldi's, and Dollar General.

At the west end of Silver Lane we have the Pratt & Whitney campus which includes their new world headquarters building, United Technologies Research Center, Cabala's retail store, and the 40,000-seat Pratt & Whitney at Rentschler Field Stadium.

Several properties of note are abutters to the parcel including:

Silver Lane Plaza – 748-850 Silver Lane

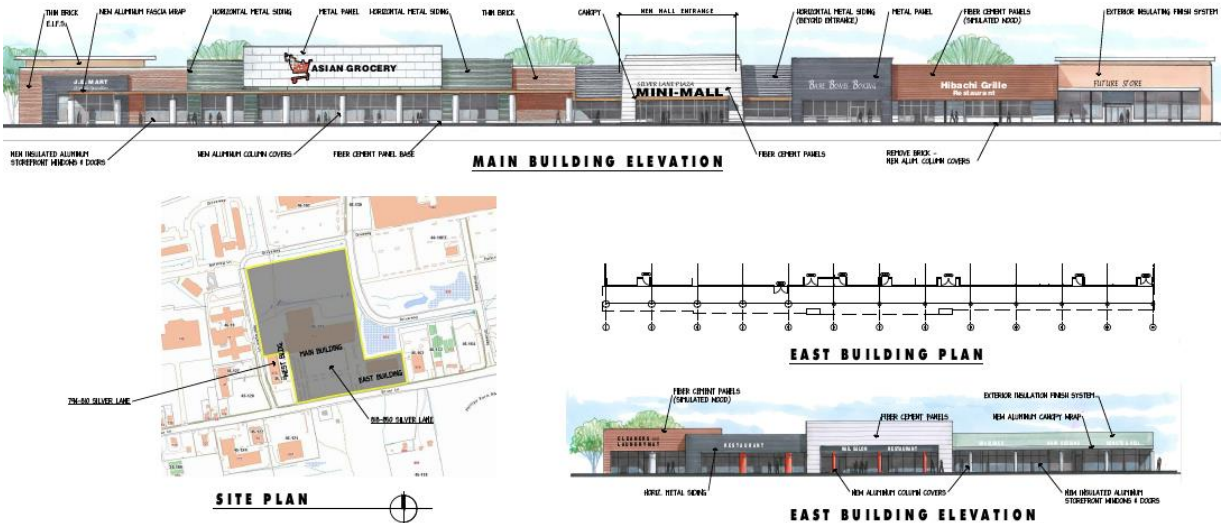
This property is a 153,400 square foot retail and office center consisting of 21.81 acres and approximately 600 parking spaces. The site has been largely vacant for many years due to the exit of larger big box stores, from the rear plaza. The site consists of three separate buildings, two retail, and one mixed-use building. The tenants in the side plazas are largely local in nature.

The site is bound by Silver Lane and Applegate Lane to the west. The site is made up of two separate parcels. The following two pictures are of the current state of the Plaza.





In 2018, the Plaza owners received approvals for a façade improvement plan which is depicted below. The current owner has met with town officials and is open to working with a prospective developer, either with a partnership to coordinate the development of both sites to their maximum potential, or a closing working relationship regarding future plans. An illustration of the approved façade is below.



Charter Oak Plaza – 934-940 and 950 Silver Lane

The property consists of 30+/- acres and sits immediately adjacent to the subject property to the east. This single-story mall has 225,439 rentable square feet, 1,038 parking spaces, and it currently anchored by a Super Stop & Shop, Burlington Coat Factory, and Big Lots. The end cap at the western side of the plaza is currently vacant. The remainder of the plaza has small local retail shops.



51 Applegate Lane

The property is a 52,617 square foot former health care/rehabilitation facility that has been vacant for approximately one year. The lot size totals 4.26 acres with 63 parking spaces. The property formerly had 150 beds in 92 rooms. The property is currently on the market and may be a candidate to incorporate into the Town's parcels.

<http://www.theprotogroup.com/assets/documents/1539030260.pdf>



Woodcliff Estate Apartments – 181 Nutmeg Lane

Abutting the subject property to the west is an apartment complex consisting of 561 rental apartment units in 6 buildings. There are 232 one-bedroom and 329 two-bedroom units. The buildings were constructed between 1969 and 1971. Amenities include swimming pool, two tennis courts, sand volleyball court, picnic/barbecue area, fitness center, clubhouse, and playscape. The complex allows pets. Rents range from \$930 to \$1,250 per month.

<https://www.woodcliffestates.com/>



VII. Financial Tools

The Town has adopted the City and Town Development Act (Chapter 114 of the Connecticut General Statutes) and can be considered as an option to assist development.

Opportunity Zones -

The property is located in a newly approved federal Opportunity Zone. The new Opportunity Zone program, created as part of the 2017 federal Tax Cuts and Jobs Act (P.L. 115-97), is designed to spur economic development and job creation in distressed communities by providing special tax benefits for private investments in the zones. The program has two major components. The first requires state chief executive officers to designate eligible low-income areas as qualified opportunity zones (QO zones). The second qualifies investors for tax benefits if they make certain investments in qualified funds that are created to invest in eligible businesses and property in the zones.

The tax benefits are structured as a tax deferral on gains earned from prior investments that are subsequently invested in a QO fund. Taxpayers may also receive additional tax benefits based on how long they hold their QO fund investment. If investors hold their investment for five years, 10% of the amount invested is excluded from federal income tax. If they hold it for seven years, an additional 5% is excluded from tax. In addition, if investors hold their investments for at least 10 years, they may elect to exclude any gain from the QO fund investment from tax.

<https://eig.org/opportunityzones>

<https://www.cdfifund.gov/Pages/Opportunity-Zones.aspx>

VIII. Response Format and Other Submission Requirements

Firms will provide their qualifications, experience with mixed-use and residential development, demonstrated success of a multi-layered financial structure, long-term sustainability of challenged sites and an understanding of an inner-ring municipal environment as it intersects with private development. At this time, interested firms do not have to provide a full build-out of the site, but should provide a clear representation regarding end-use intentions and basic site layouts and illustrations. Firms will be notified in writing if chosen to prepare a full, site-specific proposal.

The response package, due April 9th, 11:00 am, must be submitted in the following format – 4 hard copies of the proposal and one electronic copy.

Questions must be submitted in writing to Michelle Enman, Purchasing Officer at menman@easthartfordct.gov by March 26, 2019. Responses will be posted on our website by March 29, 2019. Addendums, if required, will also be posted on the town website.

Firm Background:

Provide a description of the firm, including roles and responsibilities of each team member, including any consultants and subconsultants.

Experience:

The related experience of the Project Team with development must be identified and presented. Additionally, the submittal shall provide the following:

- Provide a list of at least three (3) similar projects you have undertaken and completed and your role in these projects.
- Information on the location of past projects, their type, cost, funding sources, current status and continued financial or operating interest in them.
- Previous relevant development experience working with public entities.
- Prior experience with mixed-use development and housing developments, leasing, and/or property management.
- Prior experience with team/coalition building.

References:

Provide a list of three (3) references from municipalities or clients with which members of the Team have worked. The list should include a specific contact name, address, phone number, email, and agency of employment. Each reference should include a brief description of the project.

Financial Capacity:

The development team must describe its financial capacity and demonstrated success in multi-layered financing and its ability to secure such financing.

The development team must describe its willingness to provide its own funding or to see outside funding for development costs if selected to develop a site specific proposal. The description should include prior successful efforts to seek funding.

Evaluation Criteria:

- The Team's overall experience with similar projects

- **The extent to which the qualifications demonstrates the development team’s ability to successfully redevelop the site in a manner with the Town’s goals.**
- **The Team’s experience in successful projects of a similar nature.**
- **Demonstration of financial capacity and willingness to work with partners and the community.**
- **Recognition of Town Plan of Development**

IX. Resources:

Plan of Conservation and Development – see Chapter 11 Special Study Area – Rentschler Field/Silver Lane

<https://www.easthartfordct.gov/development-planning/pages/plan-of-conservation-and-development>

Willow Brook Flood Study

https://www.easthartfordct.gov/sites/easthartfordct/files/uploads/2017-03-31_brochure.pdf

Silver Lane Advisory Committee materials

<https://www.easthartfordct.gov/silver-lane-committee>

Area Market Assessment

https://www.easthartfordct.gov/sites/easthartfordct/files/uploads/silver_lane_market_assessment.pdf

Planning Study – Silver Lane Revitalization Study – July 2018

https://www.easthartfordct.gov/sites/easthartfordct/files/uploads/silver_lane_revitalization_plan_final_with_appendices.pdf

Inland Wetlands Map

<https://www.easthartfordct.gov/development-planning/files/936-silver-lane-area-wetlands-map>

Draft Zoning Language

https://www.easthartfordct.gov/sites/easthartfordct/files/uploads/draft_silver_lane_design_diagram.pdf

Site Survey

www.easthartfordct.gov/development-planning/files/936-silver-lane-survey-2-6-19

TOWN OF EAST HARTFORD, CT.

STANDARD INSTRUCTIONS FOR PROPOSAL

1. Sealed proposals will be received by the Purchasing Agent until the date and time specified on the title sheet. Proposals received later than the date and time specified will not be considered and will be returned unopened. **Proposals will not be accepted via fax or e-mail.**
2. All proposals will be opened and recorded and are subject to public inspection. Firms may be present or be represented at all openings.
3. Municipalities are exempt from any sales, excise or federal taxes. Fees must be exclusive of taxes and will be so construed.
4. The Town of East Hartford reserves the right to reject any or all proposals or any part of any or all proposals and to waive any informality when such action is in the best interest of the town and also reserves the right to extend an awarded proposal by mutual consent and negotiate any terms, conditions and prices if it is in the best interest of the town.
5. Firms should familiarize themselves with the items and/or conditions set forth in the Request for Proposal specifications. Failure to be informed will not be accepted as an excuse from fulfillment of the requirements.
6. In case of an error in the extension or addition of prices, the unit price will govern. The Town will not be subject to any price increases after an award if not part of the original proposal terms.
7. For professional services - a selected town committee will evaluate all responses and make a recommendation to the Mayor. **If deemed necessary** by the committee, an interview may be required as part of the selection process.
8. Please include a corporate resolution with your submittal. Sample formats for Corporations and Professional Corporations, Limited Liability Company and Partnerships (including Limited Partnership and Limited Liability Partnership) are attached in this packet.
9. Per Town Ordinance Sec. 10-10 (d): The Town shall not award a bid to any bidder who owes a delinquent tax to the Town. Bidders certify by virtue of their signature on the bid sheet that neither the bidder nor any business or corporation in which the bidder owns and interest is delinquent in tax obligations to the town.

10. The bidding entity is required to provide evidence from the Connecticut Secretary of State that they are in good standing and qualified to conduct business in the State of Connecticut.

11. Requests for information are due in writing by Tuesday, March 26th. Please email all questions to menman@easthartfordct.gov. All answers to the questions asked will be posted on the Town's bid website by Friday, March 29th. Please check the website for answers <http://www.easthartfordct.gov/bids>

RESOLUTION FOR CORPORATIONS AND PROFESSIONAL CORPORATIONS
(required)

(TO BE TYPED ON CORPORATION LETTERHEAD PAPER)

I _____, Secretary of _____
(Name of Corporation's Secretary) (Legal name of Corporation)
a Corporation duly organized and operating under the laws of _____ and
(State)

Qualified and authorized to do business in the State of Connecticut, DO
HEREBY CERTIFY that the following is a true, correct and accurate copy of a
Resolution duly adopted at a meeting of the Board of Directors of such
Corporation, duly convened and held on _____, at which meeting
a duly constituted quorum of the Board of Directors was present and voted in
favor of such Resolution. I further CERTIFY that such Resolution has not been
modified, rescinded or revoked since the date on which it was enacted, and it is
at present in full force and effect:

RESOLVED: That the following Officers of this Corporation, or any one
them: _____

(Name and title of Officer or Officers)

is empowered to execute and deliver in the name and on behalf of this
Corporation contracts, bids and other documents to the Town of East Hartford, State of
Connecticut, and are further authorized to affix the Corporate Seal to such documents and to bind
the Corporation to such contracts, bids and other documents.

IN WITNESS WHEREFORE, the undersigned has affixed his/her signature and the
Corporate Seal of the Corporation, this _____ day of _____.

(Affix Corporate Seal Below)

(Typed name of Corporation's Secretary)

SIGNATURE OF SECRETARY

Resolution for Limited Liability Company (required)
(TO BE TYPED ON LIMITED LIABILITY COMPANY LETTERHEAD PAPER)

The undersigned, all of the members [or, if applicable, the managing member] of

_____ (legal name of LLC)
A Limited Liability Company duly organized and operating under the laws of _____ and
(State)
qualified and authorized to do business in the State of Connecticut, DO

HEREBY CERTIFY that the following is a true, correct and accurate copy of a Resolution duly adopted at a meeting of the Members of such Limited Liability Company, duly convened and held on _____, at which meeting a duly constituted quorum of the voting Members was present and voted in favor of such Resolution. We further CERTIFY that such Resolution has not been modified, rescinded or revoked since the date on which it was enacted, and it is at present in full force and effect:

RESOLVED: That the following Members of this Limited Liability Company, or any one them: _____

_____,
(Name and title of Members)
is empowered to execute and deliver in the name and on behalf of this Limited Liability Company, contracts bids and other documents to the Town of East Hartford, State of Connecticut, and are further authorized to seal to such documents and to bind the Limited Liability Company to such contracts, bids and other documents.

IN WITNESS WHEREFORE, the undersigned have executed this resolution, this _____ day of _____.

Have all necessary parties sign and indicate their name and title, such as member, managing member etc..

Resolution for Partnership (including Limited Partnership and Limited Liability Partnership)
(required)

(TO BE TYPED ON PARTNERSHIP LETTERHEAD PAPER)

The undersigned, all of the partners (or, if a Limited Partnership, all of the general partners, or if a Limited Liability Partnership, all of the partners) of _____, a partnership (or, if applicable, a Limited Partnership or Limited Liability Partnership) duly organized and operating under the laws of _____ and qualified and authorized to do business in the State of Connecticut, DO

HEREBY CERTIFY that the following is a true, correct and accurate copy of a Resolution duly adopted at a meeting of the voting partners of such partnership duly convened and held on _____, at which meeting a duly constituted quorum of the voting partners was present and voted in favor of such Resolution. We further CERTIFY that such Resolution has not been modified, rescinded or revoked since the date on which it was enacted, and it is at present in full force and effect:

RESOLVED: That the following partners, or any one of them: _____

(Name and title of Partners)

is empowered to execute and deliver in the name and on behalf of this partnership, contracts, bids and other documents to the Town of East Hartford, State of Connecticut, and are further authorized to seal to such documents and to bind the partnership to such contracts, bids and other documents.

IN WITNESS WHEREFORE, the undersigned have signed this resolution on, this _____ day of _____.
(day) (month and year)

