

**MANTENIMIENTO**

- Se necesitan persona para el área de Wallingford, Middletown, New Britain.
- Debe tener experiencia de plomería, carpintería, pintar.
- En caso de emergencia estar disponible cada otra semana.
- Tener su propio vehículo y licencia de conducir vigente.
- El salario depende de la experiencia.

**Evergreen Town House Apartments**  
600 Ellis St. New Britain, CT 06051  
860-223-8866  
Pregunte por Aurora

**SE ALQUILAN APARTAMENTOS DE 2 Y 3 DORMITORIOS EN NEW HAVEN**

**SE ALQUILAN VARIOS APARTAMENTOS**

1. Apartamento de 2 DORMITORIOS
2. Apartamentos con cuartos individuales en la cual se comparte la sala, cocina y baño.

Morris St.  
No se aceptan mascotas.  
**203-376-0864**

**360 MANAGEMENT GROUP, CO.**

**Request for Proposals**

**Redesign of Chatham HVAC System**

360 Management Group, Co. is currently seeking a qualified engineering firm to provide a full redesign of the existing Variable Refrigerant Flow (VRF) HVAC system servicing approximately 32 units within our facility. The objective is to enhance efficiency, meet current building codes, and optimize overall system performance. be obtained from 360 Management Group's Vendor Collaboration Portal

<https://newhavenhousing.cobblestonesystems.com/gateway>  
beginning on  
**Monday, March 24, 2025, at 3:00PM.**

**REQUEST FOR PROPOSALS**

**TECTONIC ARCHITECTS  
WHEELER WATERBURY,  
EXPANSION INTO SHELL SPACE**

Tecton Architects, acting as agent for the Wheeler Clinic, will receive qualified general contractor proposals for the work associated with the project known as Wheeler Waterbury, Expansion into Shell Space, 855 Lakewood Road, Waterbury, CT 06704. Bids shall be submitted, on or before 2:00 p.m. local time on Friday, May 2, 2025. Bids received after this deadline will not be opened nor considered. Bids shall be either emailed to Edward Widofsky, [edwardw@tectonpc.com](mailto:edwardw@tectonpc.com) or delivered via UPS, FEDEX or USPS to Edward Widofsky Tecton Architects, 34 Sequassen Street, Suite 200, Hartford, CT 06106.

Drawings and specifications can be obtained electronically free of charge, on or after Monday, March 31, 2025. Please reach out to [hr@tectonpc.com](mailto:hr@tectonpc.com), to request an electronic copy of the documents. Questions must be submitted in writing and should be emailed to [hr@tectonpc.com](mailto:hr@tectonpc.com), on or before 2:00 p.m. local time on Thursday, April 24, 2025. All questions will be responded to via addendum. All addenda will be distributed electronically to all bidders who have requested documents, and the final addendum will be distributed on or before 5:00 p.m. local time on Tuesday, April 29, 2025. A non-mandatory walkthrough of the existing building will be held at 8:30 a.m. local time on Wednesday, April 9, 2025.

The project includes full interior fit-out of the northern half of a single-story office/retail building, to create office, conference and counseling room space. The space to be renovated is unoccupied, and is ready for new work, with limited demolition expected. Full MEP interior work is included, including placement of a few roof-mounted items. No other work is anticipated for the exterior shell of the building, or the site. The remainder of the building is fully occupied, and renovations of a few spaces inside the occupied area must be coordinated with the Owner. The project is tax exempt. Prevailing wages do not apply. This contract is subject to state set-aside and contract compliance requirements.

The Owner reserves the rights to accept any, all or any part of bids; to reject any, all or any part of bids; to waive any non-material deficiencies in bid responses, to waive minor inconsistencies; and to award the bid that in its judgment will be in the best interests of the Owner.

Wheeler Clinic is an Affirmative Action/Equal Opportunity Employer. S/M/W/DBE's and DAS Certified are encouraged to participate.



**Administrative Assistant  
Construction Logistics and Billing**

**Job Posting:** Administrative Assistant – Construction Logistics and Billing  
**Position Title:** Administrative Assistant – Construction Logistics and Billing  
**Location:** East Granby, Connecticut  
**Employment Type:** Full-Time  
**Company Overview:**

Galasso Materials LLC is a leading construction company and materials supplier dedicated to delivering high-quality projects while maintaining efficient operations. With a focus on safety, teamwork, and excellence, we are seeking a detail-oriented Administrative Assistant to support our logistics and billing processes in the construction and materials supply industry.

**Key Responsibilities:**

- Data Entry: Accurately input project-related data, including material orders, construction contracts and subcontractor information, into company systems.
- Customer Communications: Professionally handle email and mail correspondence with clients, addressing inquiries and providing updates related to project progress and billing.
- Invoicing/Billing: Prepare, review, and send invoices to customers for completed work or progress billing, ensuring all details align with project agreements.
- Subcontractor Agreements: Review subcontractor agreements for compliance with company policies and project requirements.
- Credit Applications: Manage the review and maintenance of client credit applications, ensuring proper documentation and approvals are in place.
- Daily Asphalt Tickets: Enter and reconcile daily asphalt tickets for construction material deliveries and purchases, ensuring accuracy and proper documentation for billing and project records.

**Qualifications:**

- High school diploma or equivalent; an associate degree in business, accounting, or a related field is preferred.
- Prior administrative experience in the construction industry is highly desirable.
- Familiarity with construction management software (e.g., Procore, Sage 300) and accounting tools is a plus.
- Strong proficiency in Microsoft Office Suite (Word, Excel, Outlook).
- Excellent organizational skills and keen attention to detail.
- Ability to manage multiple tasks, prioritize effectively, and meet deadlines.
- Strong written and verbal communication skills, with a professional demeanor.

**What We Offer:**

- Competitive pay based on experience.
- Comprehensive benefits package, including health insurance, retirement plans, and paid time off.
- Opportunities for professional growth within a dynamic and growing construction company.
- A collaborative and supportive work environment that values teamwork and excellence.

To Apply: Please send your resume and a brief cover letter to [KLamontagne@galassomaterials.com](mailto:KLamontagne@galassomaterials.com)  
Galasso Materials LLC is committed to creating an inclusive environment for all employees and encourages applications from all qualified individuals. We are an affirmative action equal-opportunity employer.

**ARTSPACE BRIDGEPORT LP**

**REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL SERVICES OF ARCHITECTS, ENGINEERS, AND LICENSED ENVIRONMENTAL PROFESSIONALS**

The Partnership extends an invitation to a team of architects, engineers, surveyors, energy consultants and licensed environmental professionals (LEP) to submit a statement of their qualifications and pricing for the project. The team of professionals should indicate their ability to perform work required in a timely and sufficient manner as required by CHFA, DOH, and LIHTC funding sources. All respondents must be licensed to perform services in the State of Connecticut. A copy of the detailed Request for Qualifications and supporting documents can be requested by emailing [bids@millennium-realty.com](mailto:bids@millennium-realty.com) or by calling 860-529-1111 ext.111 through April 10, 2025. Formal responses are due by April 25, 2025.

**ARTSPACE BRIDGEPORT LP IS AN AFFIRMATIVE ACTION/ EQUAL OPPORTUNITY EMPLOYER**

Small Business Concerns, Minority Business Enterprises, Women Owned Business Enterprises and Disabled Persons are encouraged to reply.

**SOLICITUD DE CUALIFICACIONES PARA SERVICIOS PROFESIONALES DE ARQUITECTOS, INGENIEROS Y PROFESIONALES AMBIENTALES CERTIFICADOS**

La Asociación invita a un equipo de arquitectos, ingenieros, topógrafos, consultores energéticos y profesionales ambientales certificados (LEP) a presentar una declaración de sus cualificaciones y presupuesto para el proyecto.

El equipo de profesionales debe demostrar su capacidad para realizar el trabajo requerido de manera oportuna y adecuada, según lo exigen las fuentes de financiamiento de CHFA, DOH y LIHTC. Todos los participantes deben tener licencia para prestar servicios en el Estado de Connecticut.

Se puede solicitar una copia de la Solicitud de Calificaciones detallada y los documentos de respaldo enviando un correo electrónico a [bids@millennium-realty.com](mailto:bids@millennium-realty.com) o llamando al 860-529-1111 ext. 111 hasta el 10 de abril de 2025.

Las respuestas formales deben presentarse antes del 25 de abril de 2025.

**ARTSPACE BRIDGEPORT LP ES UN EMPLEADOR QUE OFRECE ACCIÓN AFIRMATIVA Y IGUALDAD DE OPORTUNIDADES.**

Se anima a las pequeñas empresas, empresas minoritarias, empresas propiedad de mujeres y personas con discapacidad a responder