

Village of Penn Yan
Penn Yan Pedestrian Enhancements Project
TWM Fisher Project # 21007

NOTICE TO BIDDERS

The Village of Penn Yan Department of Public Works (PYDPW) is requesting sealed bids for the **Penn Yan Pedestrian Enhancements Project**. The project consists of streetscape and park improvements including but not limited to street trees, tree grates, concrete sidewalks, street lighting, crosswalk improvements, parking lot pavement and resurfacing, stone dust trails, docks and overlooks, and playground improvements.

Detailed specifications may also be obtained digitally by emailing a request to Melissa Gerhardt, the Director of Public Works, at mgerhardt@villageofpennyan.com, beginning **February 08, 2024**.

Bids: Sealed bids will be received at the Village of Penn Yan Department of Public Works located at 111 Elm Street in Penn Yan, NY on **March 7, at 3:00pm**. Each bid must be identified, on the outside of the envelope, with name and address of the bidder and designated as bid for the project titled above.

Pre-Bid Site Walkthrough: A pre-bid site walkthrough can be scheduled by reaching out the Melissa Gerhardt, the Director of Public Works, at mgerhardt@villageofpennyan.com.

Questions: Questions on this solicitation (including Requests For additional Information) must be submitted in writing and provided to the Owner no later than **February 22, at 3:00pm**. Requests received thereafter will not be addressed. Any questions or comments regarding this solicitation may be directed to Melissa Gerhardt, the Director of Public Works, at mgerhardt@villageofpennyan.com. Contact with any other person at the Village of Penn Yan or the State regarding this solicitation is prohibited by law.

Form of Bid: Bids must be submitted upon the proposal form(s) furnished in the Proposal Booklet, and must not be detached from the booklet. Addendum pages, if issued, shall be stapled to the original pages and submitted as required attached to the original bid form.

Owner's Rights: The Village of Penn Yan Department of Public Works reserves the right to waive any informalities, or reject any or all bids, or to make any contract which it deems to be in the best interest of the Village of Penn Yan Department of Public Works or the State.

Bid Withdrawal: No bidder may withdraw his bid within ninety (30) days after actual opening thereof.

Non-Discrimination and Contractor & Supplier Diversity: The contractor shall be required to achieve no less than 30% combined Minority and Women-owned Business Enterprise ("MWBE") participation related to the total value of the total contract cost. MWBE contractors are encouraged to apply. The contractor shall also be required to use Good Faith Efforts to achieve Service-Disabled Veteran-Owned Business (SDVOB) participation of no less than 3% related to the total value of project funding. Additional requirements and required form can be found in the Bid Forms section of the bid package.

Prevailing Wages: Prevailing wage provisions will apply.

Project Duration:

Bidders shall propose the anticipated Final Construction Completion Date. Contract duration is to Final Completion Date. The Contractor shall undertake project efforts and required correspondence in earnest and with diligence to meet the schedule and maintain progress despite adverse seasonal weather conditions.

Qualifications:

The contract will be awarded to the lowest responsible bidder that meets the minimum qualifications.

The low bidder shall demonstrate its responsibility to perform and complete all required work by submitting a statement of its experience and of any subcontractors which the low bidder intends to use to perform the work. The low bidder shall include his plan or program for providing sufficient labor and equipment to perform the project as detailed by the

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project documents, within the allotted time frame and sequencing for the project. Low bidder is encouraged to employ local labor.

The low bidder must demonstrate a minimum of five (5) years of experience and the completion of five (5) projects of similar scope and value. The work history shall also demonstrate project experience under accelerated work schedules, completion of work under critical deadlines and projects where site work was performed in adverse winter weather conditions. Additional qualification requirements and certifications as required by the individual technical specifications must be met by either the Prime Contractor or a qualified Subcontractor.

The prime Contractor shall obtain bid and performance bonds directly from a Surety Company with a minimum rating by A.M. Best of (A-) in the "Best's Key Rating Guide". The surety firm must be licensed to bond construction projects in the state of New York. The Prime Contractor and/or subcontractor(s) must demonstrate the experience level for the various work elements as listed below:

PYDPW may require the low bidder to further demonstrate its responsibility to perform and complete the work by submitting additional information regarding the low bidder's experience, obtaining labor/work force and financial resources. The prime Contractor shall demonstrate that they have the financial resources to perform the work. If requested by PYDPW, additional information must be submitted by the low bidder within seven (7) calendar days of the request. All information pertaining to the bidder's financial resources shall be submitted by a Certified Public Accountant.

Other:

Request for additional information pertaining to the bid must be submitted in writing and provided to the Owner no later than **3:00 p.m on February 22nd**. Requests received thereafter will not be addressed. Any questions or comments regarding this solicitation may be directed to Melissa Gerhardt via email at mgerhardt@villageofpennyan.com. Contact with any other person at the Village of Penn Yan or the State regarding this solicitation is prohibited by law.

Contractor's performing project work must be duly licensed in the State of New York and by other entities governing the work. Contractor's bid is to also include an acknowledgement that the Contractor (and their subcontractors and suppliers), are licensed by governing agencies of jurisdiction as required to complete the work and possess the requisite capabilities required by the Contract Documents including specific qualifications identified therein.

Contractor is responsible to ascertain, obtain and pay all costs for any additional licensing and permits needed to perform the work.

Contractor shall comply with NYS DOS OPDCI contract reporting requirements and payment request requirements.

All respondents to this procurement will be required to comply with NYS DOS and Village of Penn Yan form of agreement and insurance requirements.

Village of Penn Yan Department of Public Works reserves the right to:

1. Amend, modify or withdraw this solicitation;
2. Revise any requirement of this solicitation;
3. Require supplemental statements or information from any responsible party;
4. Accept or reject any or all responses hereto;
5. Extend the deadline for submission of responses hereto;
6. Negotiate or hold discussions with any firm and to correct deficient responses which do not conform to the instructions contained herein;
7. Cancel, or reissue in whole or in part, this solicitation, if ESD determines in its sole discretion that it is its best interest to do so; and
8. Extend the term of any agreement on terms consistent with this procurement.

Other requirements applicable to the contract(s) are described in detail in the bid documents.