

VOORHEESVILLE PUBLIC LIBRARY
ASPHALT REMOVAL & REPLACEMENT BID 005-2018
BOARD OF TRUSTEES

VOORHEESVILLE PUBLIC LIBRARY

51 School Road, Voorheesville, NY 12186

Bid Proposal for **Asphalt Removal and Replacement Paving.**

Sealed bids will be received no later than 2:00 p.m. on Wednesday, May 23, 2018, by the Director at the above address, and then publicly opened and read. Bids must be in a sealed envelope, plainly marked on the outside stating the bid proposal as shown above. The bid, if awarded, will be to the lowest responsive/responsible bidder, within 10 days of May 23, 2018.

The attached conditions and specifications consist of the Fourteen (14) pages. The undersigned bidder certifies to having read every page and offers to furnish the items specified, and to perform all incidental work contemplated herein, to the Voorheesville Public Library (VPL) in exact accordance with these specifications and at the prices stated.

Name of Bidder _____

Business Address _____

Phone No. _____

Authorized Signature _____

Printed Name of Authorized Signer _____

Title _____

VOORHEESVILLE PUBLIC LIBRARY
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**Specifications For
Asphalt Removal and Replacement
Board of Trustees
Voorheesville Public Library**

**Voorheesville Public Library, of the Towns of New
Scotland, Berne and Guilderland; County of Albany**

**Bids will be received at the Voorheesville Public Library
located at 51 School Road, Voorheesville, NY until:**

**2:00 p.m.
May 23, 2018**

**All bids will be publicly opened and read at 2:15 p.m. on
May 23, 2018**

DO NOT SEPARATE THESE SHEETS

VOORHEESVILLE PUBLIC LIBRARY
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INSTRUCTIONS TO BIDDERS

1. SUBMISSION OF BIDS

BIDS SHALL BE ADDRESSED TO:

**VOORHEESVILLE PUBLIC LIBRARY
51 SCHOOL ROAD
VOORHEESVILLE, NY 12186
ATT: LYNN KOHLER**

All bids must be received no later than 2:00 p.m., May 23, 2018.

2. FORM OF BID

Proposal shall be in writing. Prices shall be itemized as identified in these specifications and shall be on bid form enclosed.

3. SEALED BID

Bid sheets and other related documents must be mailed/delivered in a sealed envelope with **Bid for Asphalt Replacement** written in the lower left-hand corner.

4. RESERVATIONS

The Library reserves the right to reject any or all proposals, to waive any informalities in any bid, or to make award in the best interests of the owner.

The Library also reserves the right to omit any item or items if he considers it in his interest to do so.

Also, items may be awarded separately to different bidders at the discretion of the Library.

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5. QUALIFICATION OF BIDDERS

Qualified firms must be licensed in the State of New York, and must have comparable and verifiable experience in commercial paving services, and shall have been in business for no less than five (5) years. The bidder shall complete and return the REQUIRED REFERENCES sheet, attached. The bidder shall furnish a list and any information and data if requested by the Library, within seven days from the date of notification of request for such information by the Library.

6. NON-COLLUSION BIDDING CERTIFICATION

By submission of this bid proposal, the bidder certifies that he is complying with section 103-D of the General Municipal Law and is required to make a non-collusion certification.

7. CONFIRMATION OF QUANTITIES AND MEASUREMENTS

The bidder shall assume all responsibility for confirming quantities, measurements and any other requirements as stated in the specifications.

8. ON SITE INSPECTION

The project site is open for inspection without appointment from Monday through Thursday until 9:00 pm and Friday through Sunday until 5:00 pm. If you would like to meet with the Trustee Liaison, an appointment must be made with him directly. His contact information is Lance Moore (518) 859-4492.

9. SCHEDULE OF WORK

Work must be done in a timely fashion. Time is of the essence. Selected contractor will work with the Trustee Liaison and Red Maple Land Services, LLC in the planning and coordination of this project. It is preferred the work be completed in phases, allowing for the Library to remain open and operating. The work **MUST** be completed no later than June 23, 2018.

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10. WARRANTIES/GUARANTEES

Bidder will provide a copy of all applicable warranties and guarantees. This shall explicitly identify what is and what is not covered under these warranties and guarantees.

11. RESPONSIBILITY FOR DAMAGES

The contractor shall be responsible for any damage to library property resulting from the use of his/her equipment. The Voorheesville Public Library shall determine whether such damage was caused by the contractor.

12. FAILURE TO COMPLETE WORK

If the contractor fails to complete work as specified, within a reasonable time, the Voorheesville Public Library may arrange for the completion of said work at the contractor's expense. The Voorheesville Public Library shall determine where there has been any failure on the part of the contractor to complete work.

13. INSURANCE

See specific page on insurance requirements attached.

14. PAYMENT

Payment will be mailed within thirty (30) days after the Library Board of Trustees or its designee affirms satisfactory completion of the work.

15. TIME LINE

The project MUST be completed no later than June 23, 2018.

VOORHEESVILLE PUBLIC LIBRARY
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BID CERTIFICATION

TO: BOARD OF TRUSTEES, VOORHEESVILLE PUBLIC LIBRARY

No member of the Board of Trustees of Voorheesville Public Library, 51 School Road, Voorheesville, New York, nor any officer or employee or person whose salary is payable, in whole or in part, from the treasury of said Board of Trustees, is directly or indirectly interested in this bid or in the supplies, materials, equipment, work, or services to which it is related, or in any portion of the profits thereof.

Said bidder has carefully examined the instruction to bidders, schedules, and specifications prepared under the direction of the Board of Trustees and will, if successful in this bid, furnish and deliver at prices bid and within merchandise, services or labor for which this bid is made.

The prices quoted herein are net and exclusive of all Federal, State, and Municipal sales and excise taxes.

We agree that the Board of Trustees of Voorheesville Public Library is to be the sole judge of equivalency, and in submitting this bid, we agree to abide by the decision of the Board and waive all rights to question or contest with respect to equivalency.

Further, we attest that neither this company, nor any of its principals have been proposed for debarment, been debarred or been suspended by a federal agency in accordance with 7 CFR part 3017.

Signature

Printed Name

Title

Name of Company

Address

Telephone Number

Dated

VOORHEESVILLE PUBLIC LIBRARY
ASPHALT REMOVAL & REPLACEMENT BID 005-2018
RESOLUTION – For Corporate Bidders Only

RESOLVED THAT _____ be
(Individual)

authorized to sign and submit the bid or proposal of this corporation for
the following:

(Description of Item/Project)

And to include in such a bid or proposal the certificate as to non-collusion
required by Section 103D of the general Municipal Law as the act and deed
of such corporation, and for any inaccuracies or misstatements in such
certificate this corporate bidder shall be liable under the penalties of
perjury.

The foregoing is a true and correct copy of the resolution adopted by

Corporation at a meeting of its Board of Directors held on the _____
day of _____, 20____ and is still in full force and effect on the
_____ day of _____, 20_____.

(SEAL OF THE CORPORATION)

VOORHEESVILLE PUBLIC LIBRARY
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(To be returned with proposal)

THE BIDDER CERTIFIES THAT:

- A This bid or proposal has been independently arrived at without collusion with any other bidder or with any competitor or potential competitor;
- B This bid or proposal has not been knowingly disclosed and will not knowingly be disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitor or potential competitor;
- C No attempt has been or will be made to induce any other person, partnership or corporation to submit or not submit a bid or proposal;
- D The person signing this bid or proposal certified that he or she has fully informed him/herself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing on its behalf;
- E The attached hereto (if a corporate bidder) is a certified copy of resolution authorizing the executive of this certificate by the signator of this bid of proposer in behalf of the corporate bidder.

Signature

Title

(BID IS VOIDED IF SIGNED COPY IS NOT RETURNED WITH PROPOSAL)

VOORHEESVILLE PUBLIC LIBRARY
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SCOPE:

- The Voorheesville Public Library (VPL) is seeking bids from qualified contractors to provide asphalt removal and replacement as specified herein, at The Voorheesville Public Library, 51 School Road, Voorheesville, NY 12186. Project must be completed by June 23, 2018.

SPECIFICATIONS:

- Location: The Voorheesville Public Library parking area is located at 51 School Road, Voorheesville, NY.
-
- Parking Lot Area will be divided into (3) sections.
 - Section A is the lower half of side parking area. This will already have asphalt removed, with fabric and base installed. Base will need to be compacted.
 - Section B is the top half of the side parking area. This will need to be milled. Sub base checked and compacted as needed.
 - Section C is the front parking area. This will need to have all blacktop and sub base removed. Drainage pipes installed to remove ground water. New filter fabric and crusher run stone will be installed with 6" compacted depth.

All (3) Sections will need:

- Re-grade lots as needed for proper water run-off.
- Saw cut entrance and exit roads for proper blending of new asphalt.
- Install approx. 270' of wing gutter to replace curbing.
- Furnish and install 3" compacted type 3 binder asphalt. Compact in for smoothness.
- Furnish and install 1.5" compacted type 6 top asphalt and roll in for compaction and smoothness.
- Install new stripe lines for parking. Handicap signs will also be marked appropriately.
- Clean up and removal of any and all project related debris.

Trustee liaison will determine if any sub base is uncontaminated and reusable to reduce costs.

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INQUIRIES

Trustee Liaison - J. Lance Moore – (518) 859-4492

Administrative Assistant - Lynn Kohler – (518) 765-2791

Contractor(s) receiving the award will be required to provide VPL with proof of liability insurance coverage. Certificate should show proof of effective dates, limits of liability, policyholder and name of insurance company, and name the Voorheesville Public Library as additional insured.

In order for the successful bidder to receive payment for services rendered, the Library must be in possession of certified payroll that wages were paid to the vendor's employee's at the NYS prevailing wage rate as set forth, in accordance with Section 220, Subdivision 3 and Section 220-D of the NYS Labor Law.

Subcontracting of any part of this bid is not allowed without prior, written approval from the VPL Board of trustees.

VOORHEESVILLE PUBLIC LIBRARY
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OFFICIAL BID SUMMARY FORM

(Bidder – Please fill in each blank line.)

ITEM

PRICE

Voorheesville Public Library Parking Area
ASPHALT REMOVAL & REPLACEMENT
BID# 005-2018

Bid is good for _____ days.

AUTHORIZED SIGNATURE

PRINTED NAME OF ABOVE PERSON

COMPANY NAME

ADDRESS

CITY, STATE, ZIP

TELEPHONE NUMBER

DATE

**VOORHEESVILLE PUBLIC LIBRARY
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 INSURANCE REQUIREMENTS**

The successful Contractor shall comply with the Social Security and Unemployment Insurance Laws, as now or hereafter enforced, and holds the Voorheesville Public Library harmless against any demands for contribution of taxes with respect to the work payable under any such laws. Without limiting any of the other obligations or liabilities of the contractor the Contractor shall, before commencing work on the Library premises, provide and maintain minimum insurance coverage until the work is completed and accepted by the Library, as follows:

<u>TYPE OF COVERAGE</u>	<u>LIMITS</u>
Workers Compensation	Statutory
Employers Liability	Statutory
Comprehensive General Liability -Bodily Injury -Property Damage (including coverage for damage caused by blasting, collapse, or structural injury and/or damage to underground utilities where applicable, and in all instances, coverage for damage to property in the Contractor's care, custody or control) with the Library included as an additional insured.	\$1,000,000 Combined Single Limit Each Occurrence
Contractor Protective Liability, operations of Sub-contractors, where applicable -Bodily Injury -Property Damage	\$2,000,000 Aggregate (General & Completed Operations)
Contractor's Liability in accordance with agreement(s) between the Library and Contractor -Bodily Injury -Property Damage	\$1,000,000 Aggregate Combined Single Limit Each Occurrence
Comprehensive Automobile Liability Covering all owned, hired, and non-owned automotive equipment used by or with the permission of the Contractor (including the loading and unloading thereof)	\$1,000,000 Combined Single Limit Each Occurrence
Excess Liability	\$2,000,000

All such insurance policies shall be delivered to the Library, if and when directed by the Library, and in any event, the Contractor shall arrange with the insurance carriers to furnish the Library with a completed Certificate of Insurance Form, naming the Library as additional insured, including that the required coverages are in force and will not be cancelled or changed until thirty (30) days after written notice is given to the Library.

Date

Contractor's Signature

VOORHEESVILLE PUBLIC LIBRARY
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REQUIRED REFERENCES

Please list below any Library or School District for whom you have performed similar work in the past:

LIBRARY/SCHOOL NAME	CONTACT PERSON	PHONE NUMBER

Please list below any other references for whom you have performed similar work in the past:

ORGANIZATION NAME	CONTACT PERSON	PHONE NUMBER

VOORHEESVILLE PUBLIC LIBRARY
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CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

As a result of the Iran Divestment Act of 2012 (the "Act"), Chapter 1 of the 2012 Laws of New York, a new provision has been added to State Finance Law (SFL) § 165-a and New York general Municipal Law § 103-g, both effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) will be developing a list of "persons" who are engaged in "investment activities in Iran" (both are defined terms in the law) (the "Prohibited Entities List"). Pursuant to SFL § 165-a(3)(b), the initial list is expected to be issued no later than 120 days after the Act's effective date at which time it will be posted on the OGS website.

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, each Bidder/Contractor, any person signing on behalf of any Bidder/Contractor and any assignee or subcontractor and, in the case of the joint bid, each party thereto, certified, under penalty of perjury, that once the Prohibited Entities List is posted on the OGS website, that to the best of its knowledge and belief, that each Bidder/Contractor and any subcontractor or assignee is not identified on the Prohibited Entities List created pursuant to SFL § 165-a(3)(b).

Additionally, Bidder/Contractor is advised that once the Prohibited Entities List is posted on the OGS Website, any Bidder/Contractor seeking to renew or extend a Contract or assume the responsibility of a Contract awarded in response to this solicitation must certify at the time the Contract is renewed, extended or assigned that it is not included on the Prohibited Entities List.

During the term of the Contract, should the County receive information that a Bidder/Contractor is in violation of the above-referenced certification, the County will offer the person or entity an opportunity to respond. If the person or entity fails to demonstrate that he/she/it has ceased engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the County shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages or declaring the Bidder/Contractor in default.

The County reserves the right to reject any bid or request for assignment for a Bidder/Contractor that appears on the Prohibited Entities List prior to the award of the contract and to pursue a responsibility review with respect to any Bidder/Contractor that is awarded a contract and subsequently appears on the Prohibited Entities List.

I, _____, being duly sworn, deposes and says that he/she is the
_____ of the _____

Corporation and that neither the Bidder/Contractor nor any proposed subcontractor is identified on the Prohibited Entities List.

SIGNED

SWORN to before me this

_____ day of _____ 201__.

Notary Public: _____