

# Bid Proposal

## Genesee Valley Rural Revitalization Grant

For the

Genesee Library

8351 State Route 417 Genesee, New York 14754

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**\*There are pages that need to be notarized.**

**\*All bids are to be returned in a sealed envelope by April 12,2023.**

*The following items must be included in the Bid:*

- Bid Proposal Form
- Statement of bidder qualifications, including:
  - Partnership Disclosure Affidavit
  - Non-Collusion Affidavit
  - Certificate of Insurance Statement

By submitting this bid, the bidder also acknowledges that he has reviewed the following:

- Contract documents
- The site and local conditions
- Laws that affect cost, progress, or performance
- Proposed agreement

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Name of Company

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Contract for

## Bid Proposal Form

General Note to All Bidders: Proposals shall be submitted upon the Bid Proposal Form. Bid Proposal packets shall be filled out in its entirety. Please attach a business card and submit this proposal to:

Genesee Library

8351 State Route 417, Genesee, New York 14754

Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Trade: \_\_\_\_\_

Date: \_\_\_\_\_

The undersigned, having visited the site and carefully examined the full set of Bidding Documents, as well as the Contract Specifications.

### Bid Proposals:

State the lump sum price for all necessary General Construction, Plumbing, Mechanical, Carpeting and Electrical Work.

\_\_\_\_\_ Dollars

(\$\_\_\_\_\_)

**Genesee Library Job Scope of Work**  
**Genesee Valley Rural Revitalization Grant**

**Boiler & Water System:** Removal of the current boiler and water system, Install an energy efficient on demand tankless water heater. Install a mounted boiler system no less than 180,000 btu

**Additional Heating:** Install electric heater in foyer area.

**Weatherization:** Seal all bypasses, doors, and windows.

**Gutters:** Remove all gutters, replace with 5-inch k style gutters, down spouts, and extensions, gutters are to look like they do now.

**Dehumidifier:** Install a dehumidifier in the basement, plumbed into existing drainage.

**Insulation:** Insulate all boiler pipes and waterlines with foam sealing wrap mitered on corners and taped.

**Attic:** Create a door to seal up the attic area, install additional 4 inches of blow in cellulose.

**Sump Pump:** Dig a 12 inch deep by 12-inch wide trench and install a perforated pipe to connect directly into creek sump. Back fill pipe with number 1 crush wash stone to top of footer level. Install sump pump and piped into a positive drainage area.

**Electrical:** Install 2 outlets 20-amp breaker in the basement for Boiler, Dehumidifier and Sump pump.

**Fill out this sheet with a breakdown of cost for the work to be completed.**

Boiler System: \$ \_\_\_\_\_

Additional Heating: \$ \_\_\_\_\_

Weatherization: \$ \_\_\_\_\_

Dehumidifier: \$ \_\_\_\_\_

Insulation: \$ \_\_\_\_\_

Attic: \$ \_\_\_\_\_

Sump Pump: \$ \_\_\_\_\_

Electrical: \$ \_\_\_\_\_

Total: \$ \_\_\_\_\_

All paperwork required of the Prime Contractor shall also be submitted with this bid for each subcontractor. If no subcontractor will be used state "Prime Contractor" in the applicable space(s) below so that it is clear whether the Prime Contractor or a subcontractor will be performing the work in each of the listed trades.

|  |   |  |
|--|---|--|
| Subcontractor List:  | State the following subcontractors who will be used on this Project |  |
| Plumbing:  |   |  |
| Electrical:  |   |  |
| Construction Work:   |   |  |
| Carpet:  | n/a   |  |
| Failure to provide subcontractor names and documentation in each category above may be cause for bid to be rejected. |   |  |

## Project Schedule Requirements:

The Bidder hereby affirms that all work embodied within this Contract will be substantially complete prior to April 2025. The contractor is advised that work on the project site is not expected to commence prior to May 1,2023.

*\*This Page Must be notarized\**

### **Liquidated Damages:**

It is understood that the Date of Substantial completion is an essential condition of this Contract, and that TIME IS OF THE ESSENCE for this project. The contractor shall be subject to a minimum assessment of Liquidated Damages in the amount of \$500.00 per day for each calendar day that work is not completed beyond the required date stipulated above with the "Schedule Requirements".

Submitted By:

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(Official/ Legal Name of Business)

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(Business Address)

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(Town, State, Zip Code)

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(Business Phone Number)

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(E-mail Address)

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(Signature of Principal or Authorized Agent)

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(Print Name of Principal or Authorized Agent)

*\* This Page Must be notarized \**

*\* This Page Must be notarized \**

## **NON-Collusion Affidavit:**

(To Be Completed by all Bidders)

Non-Collusion Affidavit. It is mandatory that the Bidder attest to the following information by completing the form in its entirety.

State of New York

County of \_\_\_\_\_

I, (full Name) \_\_\_\_\_, of (city or town)  
\_\_\_\_\_, in the County of \_\_\_\_\_,  
\_\_\_\_\_, and State of \_\_\_\_\_,  
of full age, being duly sworn according to law on my oath dispose and say that:

I am (official title) \_\_\_\_\_, of the firm/business named \_\_\_\_\_, and a Bidder making the proposal for the above named project, and that I executed the said proposal with full authority to do so, that said bidder has not directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above named project. That all statements contained in said proposal and in this affidavit are true and correct, and made with full knowledge that the owner and the State of New York relies upon the truth of the statements contained in said proposal and in the statements contained in this affidavit in awarding the contract for said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Name and Title of Authorized Representative

# Certificate of Insurance Statement

(To be completed by all Bidders)

1. **Workers Compensation (Statutory) and Employer's Liability:**

\$1,000,000 each accident for bodily injury by accident; \$1,000,000 each employee for bodily injury by disease; \$1,000,000 policy limit for bodily injury by disease. This includes sole proprietorships and officers of corporations who will be performing work on the job. (Sole Proprietors that elect to exclude themselves may be considered if they file a Waiver Affidavit with the New York State Workers Comp Board). A **"Waiver of Subrogation"** endorsement in favor of the owner must be included.

2. **General Liability Insurance (CGL):**

Commercial general liability on an occurrence coverage form. The limits of liability shall not be less than:

\$1,000,000 each occurrence (combined single limit for bodily injury and property damage)

\$1,000,000 for personal and advertising injury liability.

\$1,000,000 aggregate on products and completed operations.

\$2,000,000 general aggregate.

3. **Additional Insured Endorsement:**

Blanket additional insured coverage should be requested to include the Owner and their officers, directors, representatives, agents and employees and named as an Additional Insured on a primary & non-contributing basis including Ongoing & Completed Operations. A **"Waiver of Subrogation"** endorsement in favor of the owner must be included.

4. **Umbrella Insurance Policy:**

Commercial umbrella liability insurance at a \$2,000,000 per occurrence and aggregate limit & Per Project Aggregate. The coverage should be on a follow-form basis include Owner as Additional Insured on a Primary & Non-Contributory basis. "Waiver of Subrogation" Endorsement in favor of the Contractor must be included.

5. **Hold Harmless:**

To the fullest extent permitted by law, Contractor will indemnify and hold harmless Owner (if applicable) their agents, officers, directors, partners, representatives, agents and employees from and against any and all claims, suits, liabilities, liens, judgments, damages, losses and expenses, including reasonable legal fees and all court costs and liability (including statutory liability) arising in whole or in part and in any manner from injury and/or death of person or damage

to or loss of any property resulting from the acts, omissions, willful or negligent misconduct, failure to comply with any aforesaid laws, regulations and codes, breach or default of Contractor, its officers, directors, agents, employees and subcontractors, ***directly in connection with the performance of any work performed directly by Contractor (or by a subcontractor of the Subcontractor)*** Owner pursuant to any Contract, Purchase Order and/or related Proceed Order or verbal work request, except to the extent those claims, suits, liens, judgments, damages, losses and expenses that are caused by the sole negligence of Owner. Contractor will defend and bear all costs of defending any actions, proceedings brought against Contractor and Owner (if applicable), their officers, directors, agents and employees, arising in whole or in part out of any such negligent acts, omission, failure to comply with any aforesaid laws, regulations and codes, breach or default as a result of work performed directly by the Contractor.

**Certificates of Insurance:**

1. Contractor shall furnish certificates of Insurance and applicable endorsements to Contractor *before* Contractor commences any work.

2. **Insurance Requirements for Subcontractors:**

Contractor shall ensure that all tiers of his Sub-Trade Contractors shall maintain insurance in like form and amounts, including the Additional Insured requirements. Each Subcontractor shall provide Certificates of Insurance and applicable endorsements to the Contractor *prior to the start* of the Subcontractor's work on this project.

The bidder fully understands the owner insurance requirements as stated in the Modifications to General Condition and agrees to provide all insurance required by these documents prior to award of contract.

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Signature of Authorized Representative

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Name and Title of Authorized Representative

## Payment and Miscellaneous Information

1. The Genesee Library Genesee Valley Rural Revitalization Project is NOT a prevailing wage job.
2. Payment Schedule:

|                          | Work Completed  | Amount |
|--------------------------|---|--------|
| Boiler System/Electrical | Removal and installation of tankless water heater/ hot water boiler. Additional Heating is installed.                           | 30%    |
| Weatherization           | Seal all windows, doors, bypasses. Installation of dehumidifier and sump pump. Seal for attic and insulation for library floor. | 30%    |
| Gutters                  | Remove and Replace gutters and down spouts and extensions.  | 30%    |
| Retainage                | Completion and approval from Town of Genesee and Genesee Library Board has been received.                                       | 10%    |

## **NON-COLLUSIVE BIDDING CERTIFICATION**

By signing of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury that to the best of their knowledge and belief:

1. The prices in this bid have been arrived at independently, without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any other competitor.
2. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to the opening directly or indirectly, to any other bidder or to any competitor; and
3. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

**SIGNED:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**FIRM:** \_\_\_\_\_

**DATE:** \_\_\_\_\_