

SECTION 001100

INVITATION TO BID

NOTE: Based on the events related to COVID-19, the Village is working to conduct business while balancing the health, safety, and welfare of employees and the general public. Certain modifications to the procedures for viewing and obtaining Contract Documents and modifications to the Bid Delivery and Opening procedures have been implemented as follows:

At this time, entrance to Village Hall is by appointment only. If delivering the sealed bid in person, once at the doors to Village Hall call (518) 747-5426 Extension #202 and a Village employee will come to the front door and receive the sealed bid. Please note that there is a dropbox at the entrance to Village Hall that cannot be used to submit the sealed bid due to the dropbox size and security issues. Village Hall is open Monday through Friday 8:35am to 4:00pm (except holidays).

Sealed bids for the:

**VILLAGE OF HUDSON FALLS
MORAN-DERBY PARK
SITE IMPROVEMENTS**

will be received at the following address:

Village of Hudson Falls
Attn: Ellen Brayman, Clerk/Treasurer
218 Main Street, Hudson Falls, NY, 12839

until **10:00 AM** local time on **March 26, 2021** and then at said office publicly opened and read aloud virtually (live and recorded Webex) via the following procedure:

The bid opening will be held remotely, bidders are not permitted to attend the bid opening in person.

Governor Cuomo issued Executive Order 202.11 on March 27, 2020 which permits the non-public opening of bids, provided that where practical, local governments must record or live stream bid openings so that the public has the opportunity to view such bid openings. Under Executive Order 202.11, local governments are not required to hold in-person bid openings. The public entity may utilize a videoconference service to provide live access to the bid opening.

In conformance with Executive Order 202.11, the Village is electing to utilize Webex (a videoconferencing service) to provide live access to the bid opening (which will also be recorded).

The following is information on how to access the bid opening. Video is available to those accessing the meeting from a personal computer (PC) or smart phone. A call-in number is also provided for those with voice capability only. Just prior to the designated bid opening time, please join the Webex meeting via the link or phone number below:

Meeting link:

<https://chazencompanies.webex.com/chazencompanies/j.php?MTID=m4ec26b09666011ac49465bd9cc81e9a3>

Meeting Number (Access Code by Phone): 132 474 1077

Meeting Password: HPfPscxr662 (47377297 from phones)

Join by Phone: 1-408-792-6300 Call-in number (US/Canada)

CHAZEN ENGINEERING, LAND SURVEYING &
MORAN-DERBY PARK
LANDSCAPE ARCHITECTURE CO., D.P.C.
PROJECT NO. 92002.05

The Project generally consists of the following work:

Construction of site improvements for renovation/expansion of Derby Park located between William Street and Coleman Ave in the Village of Hudson Falls, NY. Improvements will include a new irrigated lawn and beam clay softball field, soccer field, pickle ball court, basketball court, concrete walking path, asphalt parking lot and signage. Additional Park improvements include metal fencing, field & pedestrian lighting, various site furnishings, rain gardens, and planting beds with a mix of trees, shrubs, and perennials. The project is partially funded through a grant from NYS Office of Parks, Recreation and Historic Preservation.

A pre-bid meeting will be held on site, Thursday, February 25, 2021 at 9:30 AM.

Work shall be substantially completed and operational by Friday, August 13, 2021 and ready for final payment by Friday, August 27, 2021.

Notice to Bidders:

- A. The Bidders must comply with New York State Department of Labor Prevailing Wage Rate Schedules and conditions of employment.
- B. Minority and Women-owned Business Enterprises (MWBEs) and certified Section 3 companies in New York State are encouraged to apply.
- C. Under Article 15A, Executive Law, the State of New York is committed to providing **Minority and Women Owned Business (MWBE)** equal opportunity to participate in government contracts. The following goals have been set for this project: 13% of the contract value for MBE's and 17% of the contract value for WBE's. The successful bidder may be required to furnish an EEO policy statement, staffing plan, and reports showing the participation of various business enterprises of subcontractors and suppliers on the contract.

Bids received by mail or by hand after the appointed time on the date specified shall be rejected, notwithstanding that such Bid may have been placed in a mailbox or other mail receptacle regularly maintained by the United States Postal Service before such time and ordinarily in sufficient time to have been delivered on time.

Bid security in the amount of 5% of the Bid must accompany each Bid in accordance with the Instruction to Bidders.

The successful Bidder will be required to furnish a performance bond and a payment bond, each in an amount equal to 100% of the contract price. Bidders will also be required to furnish a Non-Collusive Affidavit.

The bidding and contract documents for this project will not be available for in-person pick-up or CD delivery due to Covid-19 restrictions. Instead, electronic copies of the documents will be made available on or after Monday, February 22, 2021, via Sharefile only. To obtain access to the Sharefile site and to register with the Chazen Companies as a plan holder, bidders shall e-mail Linda Stancliffe at lstancliffe@chazencompanies.com and provide their company's name, address, point of contact, phone number and e-mail address.

Drawings and Specifications may also be examined at the following locations:

CHAZEN ENGINEERING, LAND SURVEYING &
MORAN-DERBY PARK
LANDSCAPE ARCHITECTURE CO., D.P.C.
PROJECT NO. 92002.05

*Eastern Contractors Association
(Virtual Plan Room)
6 Airline Drive
Albany, NY 12205
<https://www.ecainc.org>*

Please note that only bidders who obtain sets from and are registered with the Chazen Companies will receive notification of Addenda.

The Village of Hudson Falls, as Owner, reserves the right to waive any informalities or irregularities in the Bid received, or to reject any or all Bids without explanation.

By Order of: **Village of Hudson Falls**

Date: February 19, 2021

END OF SECTION 001100