

Village of Perry

# **REQUEST FOR BIDS (RFB)**

## **2019 – 101**

To Provide:

# **Underground Sewer Replacement Project located at Lincoln Avenue**

Perry, NY

Due: 2:00 PM, Friday, June 21, 2019



Matthew Jensen  
Village Administrator  
Village of Perry  
46 North Main Street  
Perry, NY 14530

## I. General Information

### A. INTRODUCTION

Project Name: **Underground Sewer Replacement Project, Lincoln Avenue, Perry, New York**

Bids Close: 2:00 PM, June 21, 2019.

Sealed bids will be received by the Village of Perry, at the Village Clerk's office located at the 46 North Main Street, Perry, New York 14530, until the date and hour indicated above, and will be publicly opened and read aloud immediately after the bid closing in the Village Board Room. All bidders will be notified of the winning bid by email and/or telephone. The following are important facts each bidder should know before submitting a bid.

- a. Bids are being solicited for underground sewer replacement on Lincoln Avenue.
- b. Potential bidders are required to do a "walk through" with the Superintendent of Public Works, Eric Kelly at Lincoln Avenue before submitting a bid. The "walk through" may be arranged by contacting the Eric Kelly at (585) 750-1606.

The Village Board reserves the right to reject any and all proposals.

The above description is general in nature. Potential bidders are advised to review the project with the Superintendent of Public Works, Eric Kelly, for particulars.

### B. DEFINITIONS

The following definitions are used throughout the RFB:

Proposer/Vendor/Bidder means a company/individual submitting a Bid in response to this RFP.

RFB means Request for Bid.

Firm means the company for which the Contractor works for.

State means the State of New York.

Village means the Village of Perry.

### C. BID FORMS

Bids shall be submitted on the attached Bid Form (Attachment A). No other Bid Form is acceptable.

### D. BIDDER REFERENCES

Bidder must supply references of three firms to which similar products/service have been provided within the past five years to a comparable sized institution or company. References shall be submitted on the attached References Form (Attachment B). No other Reference Form is acceptable.

### E. ADDITIONAL DOCUMENTS/INFORMATION

The Village's project on Lincoln Avenue consists of replacing nearly 1,200 feet of 8-inch AC pipe with 6-inch plastic sewer pipe. The work will connect four existing utility holes. The preferred method would include heat-fused IPS pipe pulled through the existing sewer line to minimize excavation

disruption. Pipe-in-place replacement with full excavation will also be considered though Bidders should include full removal and disposal of the AC pipe in their bid. Tracing of laterals by the contractor is required before start of project. The Village believes there are four to six laterals along the line.

The current line is located from 6 to 7 feet underground. A 24-inch steel gas main runs alongside a majority of the sewer line. Attachment C to this document has a diagram showing the layout of the line provided by the Village's Public Works Department.

This project has been included in the approved budget with work anticipated to commence in July.

## **F. CALENDAR OF EVENTS**

The following is the anticipated schedule for this RFP process:

1. Request for Bid Issued \_\_\_\_\_ June 7, 2019
2. Last day for submitting questions \_\_\_\_\_ June 18, 2019 – 12:00 PM
3. Addenda posted to [www.villageofperry.com](http://www.villageofperry.com) \_\_\_\_\_ June 19, 2019
4. Bids Due Date \_\_\_\_\_ June 21, 2019 – 2:00 PM
5. Contract Award (estimated) \_\_\_\_\_ July 1, 2019

## **II. Submittal Information**

### **A. SUBMITTING BIDS**

Bidders shall deliver to the Village of Perry, no later than 2:00 p.m., July 21, 2019, in a sealed envelope with the Project Name and Date clearly marked on the outside of the envelope with the following Information:

Village of Perry  
Attn: Village Beach RFB 2019-101  
46 N Main Street  
Perry, NY 14530

### **B. METHOD OF AWARD**

The Village may accept a bid for the project from the lowest responsible bidder(s). However, the Village reserves the right to reject any or all bids and to waive any minor irregularities, informalities or discrepancies

### **C. QUALIFICATION OF BIDDERS**

The Village reserves the right to conduct any investigations or inquiries as is deemed necessary to determine the ability of a successful bidder to comply with proposed terms of bid. Upon request by the Village, Bidder shall furnish all qualification information and data for this purpose as the Village may request. The Village reserves the right to reject any bid if evidence submitted by, or investigation of, such bidder fails to satisfy the Village that such bidder is properly qualified to carry out the obligations of these specifications. Conditional bids will not be accepted.

## D. INSPECTION OF PROJECT

Each bidder is urged to fully investigate the site in order to inform themselves of the specifications of this project. Failure of a bidder to investigate the site shall not be a valid reason to rescind a bid once opened.

It shall be understood that the bidder's bid is submitted on the basis of such inspection.

## E. PERFORMANCE BONDS

All bonds, both a payment and faithful performance bonds, are required for this project.

## F. BIDS EXECUTED ON BEHALF OF BIDDER

A bid executed by an attorney or agent on behalf of the bidder shall be accompanied by an authenticated copy of his or her Power of Attorney (or other documentation indicating the agent's authority) to act on behalf of the bidder.

Any corporations submitting bids must furnish evidence that the officer(s) or employee(s) who execute the bid have been given the power to act on behalf of the corporation.

## G. RESERVATIONS

The Village reserves the right to amend this request for bids, reject any or all bids, and to waive defects and technicalities in bidding. Any announcements made at the bid opening will take precedence over any material published about this event.

## H. CAUSES FOR BID REJECTION

- a. **BIDS CONTAINING ALTERATIONS OR ERASURES.** An alteration or erasure of any price contained in the bid shall be rejected, unless: the original price is crossed out or erased and the correction is printed in ink or typewritten adjacent to the alteration or erasure; and the person signing the bid initials the correction in ink.
- b. **BIDS IN PENCIL.** Bids made in pencil will be rejected.
- c. **UNMARKED BID ENVELOPE.** It is requested that bidders identify the project being bid on in order to prevent inadvertent opening of the sealed bid before the official date and time. Any bid envelope that is inadvertently opened prior to the stated bid due date and time will be rejected.
- d. **LACK OF PRE-BID "WALK-THROUGH".** Bids from firms that did not arrange a "walk-through" will be rejected.
- e. **LATE BID** All bids must be received by the date and time indicated above at the Village Clerk's Office, Village of Perry, 46 North Main Street, Perry, New York 14530. All late bids will be rejected.

## I. INSPECTION OF PROJECT

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It shall be understood that the bidder's bid is submitted on the basis of such inspection.

## **J. INSPECTION OF PROJECT**

Each bidder is urged to fully investigate the site in order to inform themselves of the specifications of this project. Failure of a bidder to investigate the site shall not be a valid reason to rescind a bid once opened.

It shall be understood that the bidder's bid is submitted on the basis of such inspection.

## **III. Risk and Liability**

### **A. INSURANCE REQUIREMENTS**

The Firm shall carry at its sole expense and provide evidence of insurance coverage listed below to protect itself and the Village from and against liability, loss, damage, expense, cost (including without limitation to litigation and court costs and attorneys' fees) arising out of or in connection with the performance of any work performed in accordance with the specifications of any related documents, whether such work is performed by the Firm or any subcontractor or by anyone directly or indirectly employed by any of them or by anyone for whose acts any of them may be liable. Coverage must be written with insurance companies licensed in the state of New York and shall have at least an A- rating by A.M. Best & Company. All policies shall provide a thirty (30) day advance notice of cancellation to the Village.

#### **1. Workers Compensation**

- Workers Compensation: Coverage A: Statutory Coverage B:
- Employers Liability:
- Bodily injury by accident \$100,000 per person Bodily injury by disease \$100,000 per person
- Bodily injury by disease \$500,000 aggregate
- All states and voluntary compensation endorsements

#### **2. Commercial General Liability**

- Limits of Liability: \$1,000,000 each occurrence
- \$2,000,000 general aggregate
- \$2,000,000 products/completed operations aggregate

#### **3. Auto Liability**

- Limits of Liability: \$1,000,000 each accident
- Excess (Umbrella) Liability:
- The requirement that an Umbrella Policy shall be no less than \$1,000,000.

**ATTACHMENT A - Bid Form**

**Underground Sewer Replacement Project  
Located at 303 East Third Street  
Perry, New York**

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**To: The Village of Perry**

Subject to the Instructions to Bidder, all of which are incorporated as part of this bid, the undersigned bidder hereby offers and agrees to complete the entire project in a one month timeframe and must be completed by August 31, 2019. The bidder also agrees to provide a two week notice when the exact start date of the project will begin.

**Option 1:** Heat-fused IPA pull-through                      **Total Bid: (\$)** \_\_\_\_\_

**Option 2:** Pipe-in-place with full excavation                      **Total Bid: (\$)** \_\_\_\_\_

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**Name:** \_\_\_\_\_

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

**Street:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Telephone number:** \_\_\_\_\_

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

**Authorized Signature:** \_\_\_\_\_

(The individual signing certifies that he/she is authorized to sign the bid.)

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

## ATTACHMENT B – References Form

**Bidder:** \_\_\_\_\_

Provide company name, address, contact person, telephone number, and appropriate information on the product(s) and/or service(s) provided to customers similar to those requested in this solicitation document. Potential subcontractors cannot be references. Any subcontractor arrangement for the completion of this work shall be listed on a separate page.

**Company Name:** \_\_\_\_\_

Address (include Zip + 4) \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone No. \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Product(s) Used and/or Service(s) Provided: \_\_\_\_\_

**Company Name:** \_\_\_\_\_

Address (include Zip + 4) \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone No. \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Product(s) Used and/or Service(s) Provided: \_\_\_\_\_

**Company Name:** \_\_\_\_\_

Address (include Zip + 4) \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone No. \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Product(s) Used and/or Service(s) Provided: \_\_\_\_\_

