

Village of Scarsdale
Westchester County, New York

Notice to Bidders

Furnish and Deliver Street ID & Street Maintenance Materials

Contract VM-#1120

Sealed proposals will be received by the Board of Trustees of the Village of Scarsdale, through its agent Marie Louise McClure, Village Treasurer, in the Village Hall, Scarsdale, New York until 2:00 P.M., Tuesday, September 6, 2011 for VM # 1120 - Furnish and Deliver Street ID & Street Maintenance Materials. At the above time and place, bids will be publicly opened and read.

Bidders may obtain copies of the form of proposals, detailed specifications and drawings at the Department of Public Works in the Scarsdale Village Hall.

Each bidder shall deposit with their bid a certified check, bid bond or cash in the amount of \$500.00. Should the successful bidder fail to execute the form of contract within ten days after notice of award, bid check, cash or bond will be forfeited to the Village of Scarsdale as liquidated damages. The bid deposit or bid bond of the successful bidder will be held until the contract has been executed and all required insurances and bonds are submitted and accepted by the Village. Bid deposits or bid bonds of the unsuccessful bidders will be held until the successful bidder has executed the contract or all bids rejected.

The Village of Scarsdale reserves the right to reject any or all proposals, or to waive any informality in the proposal, as deemed advisable in the interest of the Village.

For information, call the Public Works Department at (914) 722-1150.



Alfred A. Gatta
Village Manager

Published: August 12, 2011

**VILLAGE OF SCARSDALE
WESTCHESTER COUNTY, NEW YORK**

CONTRACT VM # 1120

INFORMATION FOR BIDDERS

Material & Labor to be Furnished:

Sealed proposals will be received by the Board of Trustees through their agent, Marie Louise McClure, Village Treasurer, at the Village of Scarsdale, Westchester County, New York, in the Village Hall until 2:00 P.M., Tuesday, September 6, 2011 to Furnish and Deliver Street ID & Street Maintenance Materials.

Bids Received:

Bids shall be made on the form of proposal attached hereto and the envelope addressed as follows:

Bid for: Furnish and Deliver Street ID & Street Maintenance Materials
 Village Manager Contract # 1120

Attention: Ms. Marie Louise McClure, Village Treasurer

Opening: 2:00 pm, Tuesday, September 6, 2011.

Bids not so made will not be considered. Proposal and Bid Security shall be delivered to Ms. Marie Louise McClure, Treasurer's Office, Village Hall, Scarsdale, New York, on or before 2:00 P.M., Tuesday, September 6, 2011, at which time all bids will be publicly opened and read.

Bid Security:

Each bidder shall at the time of filing their proposal, deliver therewith cash, bid bond or certified check of the bidder in an amount of \$500.00.

The bid deposit or bid bond, if submitted in lieu of the bid deposit, of the successful bidder will be held until the contract has been completed. Bid deposits or bid bonds of the unsuccessful bidders will be held until the award of the contract has been fully executed or all bids rejected.

If the bidder to whom the contract is awarded shall fail to sign and execute said contract within 10 days after notice that the contract has been awarded, or fail to deliver the equipment within the time specified, then the aforesaid bid deposit shall be considered as liquidated damages and shall be forfeited to the Village of Scarsdale or if, in lieu of a bid deposit the successful bidder has submitted a bid bond, the Village will make claim thereunder for all damages it may suffer by reason of bidder default.

Bidders Qualifications:

Each bidder shall present evidence that they are normally engaged in selling the materials and equipment of the class and type bid upon and shall satisfy the Board as to their financial qualifications. They shall make themselves thoroughly familiar with the specifications before submitting his proposal in order that no misunderstanding shall exist in regard to the type and class of equipment to be supplied under this contract. No bids will be considered from bidders who are unable to show that they are normally engaged in selling and/or servicing equipment similar to that on which they are bidding.

Acceptance or Rejection of Bids:

The Board of Trustees of the Village of Scarsdale reserves the right to reject any or all proposals, to omit any item or items, to award Proposal A and Proposal B to the same bidder or separately or other combination, or to waive any informality in the proposal or to approve minor changes in the specifications if deemed advisable in the interest of the Village.

The Village of Scarsdale reserves the right to reject any bid not accompanied by specified documentation and bid security. The Village of Scarsdale reserves the right to reject any bid if it shows any omissions, alterations of form, additions not called for, conditions or qualification, or irregularities of any kind.

Preparation of Bids:

A bid must be made on the form provided in the Contract Documents. Blank spaces in the form must be filled in correctly where indicated.

Bids to Remain Open:

All bids shall remain open for sixty (60) days after the day of the opening of Bids, but the Village may, in their sole discretion, release any bid and return the bid security prior to that date.

Term of Bid:

The contractor shall guarantee the bid price quoted herein for a period of two (2) years from the effective date of the contract as indicated in the Articles of Agreement, during which time additional materials and equipment may be purchased.

Withdrawal of Bids:

A bidder may withdraw his Bid before the time fixed for the opening of bids by communicating their purpose in writing to the Village. Upon receipt of such written notice, the unopened Bid will be returned to the Bidder.

Assignment:

The Contractor shall not assign by power of attorney or otherwise the work or any part thereof without the previous written consent of the Village and shall not either legally or equitable assign any of the money payable under this agreement or his claim thereto unless by and with the like consent of the Village.

Non-Collusive Bidding Certification:

(a) By submission 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 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 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 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.

Disqualification of Bidders:

Bids will not be accepted from firms which have pleaded guilty to or, otherwise, been convicted of bid-rigging or related criminal charges. Nor will bids be accepted from firms which include a principal or an officer who has pleaded guilty to or, otherwise, been convicted of bid-rigging or related criminal charges. Such bidders are disqualified from bidding on this project.

VILLAGE OF SCARSDALE
WESTCHESTER COUNTY, NEW YORK

CONTRACT VM # 1120

GENERAL CONDITIONS

General:

The contract shall consist of furnishing and delivering all materials and equipment in conformance with the Contract Documentation.

Award of Bid:

The Village has sole discretion to award VM # 1120 to the cumulative low bidder (Proposal A & Proposal B) or to the lowest bidder in Proposal A and the lowest bidder in Proposal B, or any other combination at the Village's discretion.

Quality of Bids:

Bids are required to be in compliance with the intent of these specifications. Any deviations from these specifications or clarification of item(s) being submitted shall be explained in a LETTER OF EXCEPTION attached to the bid.

Post-Contract Award Meeting:

After the contract is awarded to the successful bidder for the equipment described by these specifications, a meeting will be held with the Superintendent of Public Works or his designee and the contractor to review each and every item of the specifications prior to the materials and equipment being ordered and to resolve any minor items not necessarily affecting the award of the bid. A record of that meeting will be made a part of the contract file.

Errors:

Bidders have seven (7) consecutive days prior to bid openings to notify the Superintendent of Public Works or his designee of any errors or ambiguities in the specifications which would affect bidding.

Materials Furnished:

All materials furnished shall be in compliance with the specifications attached hereto and all current federal and New York State regulations, including the New York State Department of Transportation's Uniform Traffic Regulation Code. All sheeting and films shall be 3M, DG Cubed Brand or approved equal.

Optional Items:

The bidder may wish to furnish a list of additional items that they deem warranted for the installation of street ids within the public right-of-way.

Conformance:

The materials and equipment and its associated parts must be in accordance with current specifications, requirements, recommendations and options of the respective manufacturers in addition to conforming to these detailed specification. Any variation shall be listed on the bid. No materials or equipment, accessories or parts thereof shall be substituted unless approved in writing by the Superintendent of Public Works of the Village of Scarsdale.

Times and Place of Delivery:

The Contractor shall provide all requested items within fifteen (15) days of the Village's initial request. If the Village does not receive its requested items within thirty (30) days of the initial order, the Village reserves the right to cancel the order and terminate the contract.

All deliveries shall be sent only to 25 Ramsey Road, Scarsdale, NY 10583 and will only be accepted Monday – Friday, 7:00 am – 3:00 pm.

Delivery Condition:

All delivered products will be inspected by the Superintendent of Public Works, or his designee, for any inconsistencies with the order and material defects. The Contractor shall remove from the delivery area, without delay, all rejected material and upon his/her failure to do so, or to make satisfactory progress in so doing, within forty-eight hours after having been so ordered by the Village of Scarsdale in writing, the rejected material may be removed by the Village and the cost of such removal shall be taken out of the money that may be due, retained or may become due the said Contractor on account of or by virtue of this contract. The Contractor shall replace promptly, at his/her own expense, all materials rejected for failure to comply with the requirements of this contract.

Bid Price Guarantee:

The contractor shall guarantee the bid price quoted herein for a period of two (2) years from the effective date of the contract as indicated in the Articles of Agreement, during which time additional materials and equipment may be purchased.

Materials & Equipment Guarantee:

The contractor shall guarantee all material and equipment furnished, as specified within the bid's Detailed Specifications and if not specified, for a period of one year upon the expiration of the manufacture's warranty. All sheeting must have a guarantee of at least 10 years. This guarantee shall include defective materials and workmanship, all labor and materials shall be furnished by the contractor, at no cost to the Village. Submittal of bid shall include copy of guarantee for sheeting.

Lump Sum Payment:

Payment for materials and equipment will only be made after receipt and review with approval by the Village of Scarsdale. Payment for delivery will be made after submission of executed voucher on form provided by the Village, verification of delivery by the Superintendent of Public Works and approval by the Board of Trustees.

VILLAGE OF SCARSDALE
WESTCHESTER COUNTY, NEW YORK

CONTRACT VM - # 1120

DETAILED SPECIFICATIONS

1. General

The purpose of this contract specified herein is to obtain materials required to produce and install street identification signs (street ids), pavement marking materials and the required equipment for the completion of the prior mentioned actions.

2. Contractor Responsibilities

a. The Contractor shall provide all requested items within fifteen (15) days of the Village's initial request. If the Village does not receive its requested items within thirty (30) days of the initial order, the Village reserves the right to cancel the order and terminate the contract.

b. All deliveries shall be sent only to 25 Ramsey Road, Scarsdale, NY 10583 and will only be accepted Monday – Friday, 7:00 am – 3:00 pm.

c. All delivered products will be inspected by the Superintendent of Public Works, or his designee, for any inconsistencies with the order and material defects. The Contractor shall remove from the delivery area, without delay, all rejected material and upon his/her failure to do so, or to make satisfactory progress in so doing, within forty-eight hours after having been so ordered by the Village of Scarsdale in writing, the rejected material may be removed by the Village and the cost of such removal shall be taken out of the money that may be due, retained or may become due the said Contractor on account of or by virtue of this contract. The Contractor shall replace promptly, at his/her own expense, all materials rejected for failure to comply with the requirements of this contract.

3. Materials

Aluminum Sign Blanks

All supplied sign blanks are to be approved by the New York State Department of Transportation (NYSDOT). All sign blanks are to be 0.080 thick; free of oil and grease and deburred. All signs greater than 9" width must have holes available for installation with posts approved within this contract (telspar or equivalent), or posts designated by the Superintendent of Public Works, or his designee.

Aluminum Materials

All aluminum materials submitted must correlate with the aluminum sign blanks, galvanized steel posts, tubes and meter posts bid with this bid's proposal.

Galvanized Steel Posts, Meter Posts, Steel Tubes & Materials

All supplied galvanized materials are to be approved by the NYSDOT for installation in a public right-of-way.

Reflective Sheeting

All sheeting and sign faces, unless otherwise identified in the proposal, shall be 3M diamond grade translucent DG cubed reflective sheeting, Series 4090T or approved equal, with a product warranty of at least ten (10) years from date of fabrication. Measurements shall be made after sign cleaning in accordance with ASTM E810 and if a failure is recognized within this time period, the furnishing of new sheeting for the failed amount to enable the sign surface to be restored to its original effectiveness shall be provided. Submittal of warranty information shall be included with bid submittal.

VILLAGE OF SCARSDALE
WESTCHESTER COUNTY, NEW YORK

CONTRACT VM # 1120

PROPOSAL

To the Board of Trustees
Village of Scarsdale
Scarsdale, New York 10583

Ladies and Gentlemen:

The undersigned, as bidder, declares that the only persons interested in this proposal, or the contract proposed to be made, as principals, are as stated: that they have carefully examined the information for bidders, general conditions, and the specifications pertaining thereto; and they propose and agree, if this proposal is accepted, that they will enter into a contract with the Village of Scarsdale to furnish, deliver and demonstrate the materials and equipment called for in the specifications in the manner and within the time prescribed for at the below quoted prices. All quantities listed are estimated quantities.

The undersigned, as bidder, understands that the Village reserves the right to award Proposal A and Proposal B to separate vendors. The undersigned, as bidder, understands that the below quoted prices are bid with the notion that the bidder may only be awarded one of the two proposals.

The Contractor shall provide all requested items within fifteen (15) days of the Village's initial request. If the Village does not receive its requested items within thirty (30) days of the initial order, the Village reserves the right to cancel the order and terminate the contract. All quoted prices are guaranteed for one year from the executed date on the bid's Articles of Agreement. Complete Specification Sheets and Contractor Qualification Sheets and Warranty Information will be submitted with this proposal.

The undersigned, as bidder, understands and shall guarantee the bid quoted herein for a period of two (2) years from the effective date of the contract as indicated in the Articles of Agreement, during which time additional materials and equipment may be purchased. All quantities listed are estimates only.

For completing all work free of Federal and State Taxes:

	<u>Proposal A:</u>	<u>Materials</u>		
	<u>Option A:</u>	<u>Aluminum</u>	<u>Blanks</u>	<u>Total Cost</u>
	<u>Product</u>	<u>Unit Cost</u>	<u>Estimated Quantity</u>	
1	9" x 24"		5	
2	9" x 26"		5	

3	9" x 28"		5	
4	9" x 30"		5	
5	9" x 32"		5	
6	9" x 34"		5	
7	9" x 36"		5	
8	9" x 38"		5	
9	9" x 40"		5	
10	9" x 42"		5	
11	9" x 44"		5	
12	9" x 48"		5	
13	6" x 12"		5	
14	6" x 18"		5	
15	12" x 18"		25	
16	12" x 24"		5	
17	12" x 36"		5	
18	18" x 18"		5	
19	18" x 24"		5	
20	24" x 24"		5	
21	24" x 30"		5	
22	24" x 36"		5	
23	24" x 48"		5	
24	30"x 30"		5	
25	30"x 36"		5	
26	36" x 36"		5	
27	36" x 48"		5	
28	30" x 30" Stop (Octagon)		5	
29	30" x 24" Yield (Triangle)		25	
30	30" School Zone Crosswalk (Pentagon)		25	
31	12" Circle		5	
32	RI-6 In-Street Pedestrian Crosswalk Sign, 3M DG Sheeting w/ Portable Base		4	
	Total Option A:			\$
	Option B:	Galvanized	Steel	Posts
	Product	Unit Cost	Estimated Quantity	Total Cost
33	1 3/4" x 10'		100	
34	1 3/4" x 12'		10	
35	2" x 3'		100	
36	1 1/2" x 1'		10	
	Total Option B:			\$
	Option C:	Galvanized	Meter	Posts
	Product	Unit Cost	Estimated Quantity	Total Cost
37	2 3/8" x 6' (Schedule 40)		10	
	Total Option C:			\$

Option D:				
	<u>Galvanized</u>	<u>Steel</u>	<u>Tubes</u>	
	Product	Unit Cost	Estimated Quantity	Total Cost
38	2 3/8" x 10'		5	
39	2 3/8" x 12'		5	
Total Proposal D:				\$
Option E:				
	<u>Vandal</u>	<u>Proof</u>	<u>Hardware</u>	
	Product	Unit Cost	Estimated Quantity	Total Cost
40	Stainless Steel 5/16" x 3/8" socket with center pin		10	
41	Special Installation Tool for Option A		2	
Total Option E:				\$
Option F:				
	<u>Stainless</u>	<u>Steel</u>		
	Product	Unit Cost	Estimated Quantity	Total Cost
42	3/4" x 200' Roll .020 gauge		1	
43	3/4" x 100' Roll .025 gauge		1	
44	3/4" x 100' Roll .032 gauge		1	
45	4" brackets		25	
46	minus 4" brackets		25	
47	Heavy Duty Buckles		1	
48	Bolts 5/16" - 18 x 3/4"		1	
Total Option F:				\$
Option G:				
	<u>Aluminum</u>	<u>Materials</u>		
	Product	Unit Cost	Estimated Quantity	Total Cost
Sign ID Brackets (Flat Aluminum Blanks)				
49	Bolt Thru Cross Bracket 2 3/8" 3" O.D.		1	
50	Bolt Thru Cross Bracket 2 3/8" or 3" O.D. Cap		1	
51	Bolt Thru Cross Bracket 2 3/8 O.D.		1	

52	Bolt Thru Cross Bracket 2 3/8 O.D. Cap		1	
53	Supr-Lok Brackets - (7/8" slot, slot width - .160 flat, 5 1/2" Blade Holder drilled and Tapped on 3 1/2" centers)		1	
54	Supr-Lok Cross Brackets - (7/8" slot, slot width - .160 flat, 5 1/2" Blade Holder drilled and Tapped on 3 1/2" centers, 90 degree cross asperator)		1	
55	Delineator Safe-Hit Posts		25	
Total Option G:				<u>\$</u>
Total Proposal A: (Option A + B + C + D + E + F + G)				<u>\$</u>
Proposal B:				<u>\$</u>
	Product	Unit Cost	Estimated Quantity	Total Cost
56	36" roll of black 3M Electrocut film		1	
57	36" x 50 yd green 3M Electrocut film		1	
58	24" roll of black 3M Electrocut film		1	
59	9" x 100 yd roll 3M TPM - 5 Transfer Tape		2	
60	9" x 50 yd roll of white 3M DG Cubed Sheeting		2	
61	Adjustable sign brackets for use with flat blade street signs		1	
62	Tamper proof screwdriver bits for Street I.D. bracket screws		1	
63	Brite side panels for posts - high intensity (yellow or red)		50	
Total Proposal B				<u>\$</u>
TOTAL BID PROPOSAL (A + B)		Grand Total		<u>\$</u>

TOTAL PROPOSAL A:\$ _____ in writing _____

TOTAL PROPOSAL B: \$ _____ in writing _____

TOTAL BID PROPOSAL (PROPOSAL A + PROPOSAL B) \$ _____
in writing _____

Name of Company

Primary Contact (print)

Signature

Address

City, State, Zip Code

Phone #

Fax #

Dated: _____ BY: _____
Name & Title