

INVITATION TO BID

Project: Community Center and Park Access Project, Contract 2025-1

Owner: Town of Pendleton
6570 Campbell Blvd.
Lockport, NY 14094

Engineer: Nussbaumer & Clarke, Inc.
3556 Lake Shore Road
Suite 500
Buffalo, NY 14219-1494

Date: May 16, 2025

Your firm is invited to submit a Bid under seal to Owner for the **Community Center and Park Access Project, Contract 2025-1**. Owner will receive Bids at the office of the Town Clerk, 6570 Campbell Blvd, Lockport, NY, until 10:00 AM local standard time on the 5th day of June, 2025, at which time and place the Bids will be publicly opened and read aloud. Bidding Documents not received by the indicated time will not be opened and bids submitted by fax or email will not be accepted.

A **Pre-Bid conference/meeting** will be held on **May 28, 2025 at 10:00 AM** at the work site to fully review and understand the project scope and responsibilities of all parties. Attendance at the Pre-Bid conference/meeting is not mandatory, but is recommended.

Project Description: The project included the excavation and replacement of the existing gravel parking lot with the installation of new asphalt pavement, stripping, bollards, and signage at the Town of Pendleton Community Center at 6750 Campbell Blvd, Lockport, NY.

Effective **May 16th, 2025**, Bid Documents may be obtained through the following website: www.buffalocopyplanroom.com/jobs/public. If you do not have internet access or have questions on ordering from the site, please contact The Copy Store at 716-847-6400. Bid Documents can be picked up at The Copy Store at 49 Court Street, Buffalo, New York 14202, upon a non-refundable fee per set. Bidders must be registered with The Copy Store as having obtained a complete set of Bidding Documents. Bids submitted on copies of Bidding Documents from other sources will not be accepted.

All proposals shall be submitted on the forms furnished herein and the entire volume, including any addenda, shall be submitted in a sealed envelope and addressed to the attention of Deborah Maurer, Town Clerk, Town of Pendleton, 6570 Campbell Boulevard, Lockport, NY 14094. The Contractor's name, title of the proposal, and date and time of the bid opening shall be clearly marked on the outside of the envelope.

Each bidder shall file, with his proposal, a certified check in an amount equal to 5 percent of the amount of the bid, payable to the order of the Town of Pendleton, or a Bid Bond in like amount subject to the conditions provided in the Instructions to Bidders.

Bidders are required to all Town of Pendleton insurance requirements.

The successful bidder will be required to furnish a performance bond and payment bond, each in an amount equal to 100% of the total contract award amount.

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The bidders' attention is called to Section 2604 of the Public Authorities Law, which requires a bidder's Certificate of Non-Collusion. Such certificate is part of the Proposal form and, unless complied with on the form provided, the bid will not be accepted.

No bidder may withdraw his bid within 60 days after the actual date of opening thereof.

The attention of the bidder is called particularly to the requirements of conditions of employment to be observed and this project is subject to prevailing wage rates to be paid under the Contract.

The Town of Pendleton reserves the right to reject any and all bids, to waive any informalities, or to make an award to the lowest responsible bidder on the basis of his total base bid and accepted alternate, if such alternate is included in the proposal form.

The Town of Pendleton is an exempt organization under the Tax Law and is therefore exempt from payment of sales and compensating use taxes of the State of New York and cities and counties of the state on all materials which are to be incorporated into the project, as well as qualifying services involving the installation of tangible personal property that does not become a part of the real property upon installation, pursuant to the provisions of the contract and New York State Local Sales and Use Tax Regulation(s). **These taxes are not to be included in the bid.**

The work shall be completed within 120 consecutive calendar days, to begin on the day indicated on the "Notice to Proceed" and completed and ready for final payment in accordance with paragraph 15.06 of the General Conditions on or before 30 days after the date set forth on the "Certificate of Substantial Completion".

Questions regarding the Project should be directed to Nussbaumer & Clarke, Inc. (716) 827-8100, ext. 268, or by e-mail to amcnamara@nussclarke.com.

By Order of the Board Members
of the Town of Pendleton
Deborah Maurer, Town Clerk

Consulting Engineers:
Nussbaumer & Clarke, Inc.
3556 Lake Shore Road, Suite 500
Buffalo, New York 14219
Phone: (716) 827-8000

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