

ADVERTISEMENT - INVITATION TO BID

Sealed Bids, subject to the conditions contained herein, will be received by the ONEIDA COUNTY DEPARTMENT OF PURCHASING until **10:30 AM local time on Tuesday, December 2, 2025**, and then publicly opened and read, for furnishing all labor and materials and performing all work for:

Bid Reference No. 2366
Window Shade Replacement
Oneida County Law Library
235 Elizabeth Street, Utica, New York 13501
General Construction: Contract No. H2561401
And
Oneida County Sheriff's Office
6075 Judd Road, Oriskany, New York 13424
General Construction: Contract No. H2561501

Specifications and plans must be obtained from the Oneida County Purchasing Department, 7th Floor, 800 Park Avenue, Utica, New York 13501. Obtaining bid documents via mail is strongly recommended. Contact the Oneida County Purchasing Department at (315) 798-5880 to coordinate mail delivery. A deposit of One Hundred Dollars (\$100.00) will be required for each set. If plans and specifications are delivered via mail, then a Vendor FedEx or UPS account number for shipping must be supplied with the deposit check. Cash deposits will not be accepted. Also required is Federal ID Number or Social Security Number at time of purchase. All deposit checks are to be made payable to the COUNTY OF ONEIDA. A refund will be made, in the amount of One Hundred Dollars (\$100.00), to bidder(s) or Fifty Dollars (\$50.00) to non-Bidders, for the return of all the sets in good condition within (30) days of award or rejection of Bids.

Bids must be submitted upon the proposal form(s) furnished in the Proposal Booklet and must not be detached from the Proposal Booklet. A deposit in the amount of 5% of the base bid will be required and is subject to the conditions provided in the Instruction to Bidders. This deposit shall consist of a bid bond or certified check payable to the COUNTY OF ONEIDA. Failure to submit a bid bond or certified check with bid will result in automatic disqualification of bid. Failure to submit a bid upon the proposal form(s) furnished by the Oneida County Purchasing Department or submittal of form(s) detached from the Proposal Booklet will result in automatic disqualification of bid.

A Performance Bond and a Labor and Material Payment Bond shall not be required for this Project.

A pre-bid meeting will be held at the Oneida County Law Library, 235 Elizabeth Street, Utica, New York 13501 on **Thursday, November 20, 2025, at 10:30 AM**. All bidders attending the pre-bid meeting shall meet at the Burnet Street Secure Entrance. Once the pre-bid meeting and walk through is completed at the Law Library all bidders are welcome to meet at the Oneida County Sheriff's Office, 6075 Judd Road, Oriskany, New York 13424 for a walk through of that project site.

Packages containing bids must be sealed, marked, and addressed to **Oneida County Department of Purchasing, 800 Park Avenue, Utica, New York 13501**. Also mark on the envelope or package, the bid reference number, and the type of work for which the proposal is submitted.

The Owner reserves the right to revise or amend the bidding documents prior to the date set for opening bids. Such revisions and amendments, if any, will be announced by addenda to the advertisement. Any inquiries regarding details on specifications must be directed in writing to: Oneida County Department of Public Works, Deputy Commissioner of Engineering, 5999 Judd Road, Oriskany, New York 13424. The owner also reserves the right to waive any irregularity and reject any or all bids received.

The County of Oneida, in order to promote its established Affirmative Action Plan, invites sealed bids from minority groups. This Affirmative Action Policy regarding sealed bids and contracts applies to all persons without regard to

race, color, national origin, age, sex, or handicap.

This contract is subject to compliance with Article 8 of the New York State Labor Law regarding prevailing rate of wages. On all public work projects of at least \$250,000.00, all laborers, workers and mechanics working on the site, shall be certified as having successfully completed the OSHA 10-hour construction safety and health course.

No Bidder may withdraw his bid within forty-five (45) days after the date set for the opening thereof.

The Bidding Documents may be examined at the following locations:

Mohawk Valley Builders Exchange, 10 Main Street, Suite 202, Whitesboro, New York 13492

Dodge Reports, 231 Salina Meadows, Suite 130, Syracuse, New York 13212

Syracuse Builders Exchange, 6563 Ridings Road, Syracuse, New York 13206

Oneida County Department of Public Works, 5999 Judd Road, Oriskany, New York 13424

Alfred A. Barbato

Director of Purchasing

November 12, 2025

