

ONEIDA COUNTY DEPARTMENT OF PUBLIC WORKS
DIVISION OF ENGINEERING

PROPOSAL BOOKLET
FOR
BID REFERENCE No. 2409

REBID ALUMNI COLLEGE CENTER
KITCHEN EQUIPMENT REPLACEMENT
MOHAWK VALLEY COMMUNITY COLLEGE
1101 SHERMAN DRIVE
UTICA, NEW YORK 13501

BID PACKAGES:

GENERAL CONSTRUCTION: CONTRACT No. H2662001

JULY 8, 2026

PREPARED BY
ONEIDA COUNTY DEPARTMENT OF PUBLIC WORKS
DIVISION OF ENGINEERING

ANTHONY J. PICENTE, JR.
ONEIDA COUNTY EXECUTIVE

PROPOSAL

This form must not be detached from the Contract Documents.

Submitted by:

(Date)

Oneida County Board of Acquisition and Contract
800 Park Avenue
Utica, New York 13501

Gentlemen:

The undersigned as Bidder, hereby declares that the only person or persons interested in this proposal as principal, or principals, is or are names herein and that no person other than herein mentioned has any interest in this proposal or in the Contract to be entered into; that this proposal is made without connection with any other person, company or parties making a bid; and that it is in all respects fair and in good faith, without collusion or fraud.

The Bidder further declares that he has examined the site of the work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; that he has examined the plans for the work and other Contract Documents relative thereto and has read all of the addenda furnished prior to the opening of the bids, as acknowledged below; and that he has satisfied himself relative to the work to be performed.

The Bidder understands and agrees that in the event that the Contractor and/or any of its employees shall refuse to testify before a grand jury concerning this Contract or any other public contract and to answer any relevant questions concerning this contract, then the Contractor shall be disqualified from entering into any contracts with any municipal corporation for a period of five (5) years and this contract may be declared null and void by the Owner without penalty.

The Bidder further agrees that this bid shall be valid and may not be withdrawn for a period of 45 calendar days after the scheduled closing time for receiving bids and if notified within 45 calendar days of acceptance of this proposal agrees to execute a contract for this work, for the stated compensation in the form of contract included in the specification.

The Bidder further agrees that, in case of failure on bidder's part to execute the said contract and furnish required Surety Bonds, Insurance, and other documents as requested, within fourteen (14) calendar days upon request by the County of Oneida, the County of Oneida will be entitled to consider all bidder's rights arising out of the County of Oneida's acceptance of bidder's bid as abandoned and the bid withdrawn. Furthermore, the check or Bid Bond accompanying bidder's bid, and the money payable thereon, shall be forfeited and paid into the funds of the County of Oneida, New York, otherwise, the check or Bid Bond will be returned to the undersigned. The County of Oneida will be entitled to such other rights as granted by law.

The Bidder further agrees, if this proposal is accepted to contract with Oneida County, New York in the form of Contract attached to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation, and labor necessary to construct and complete the work covered by this proposal and other Contract Documents, to furnish the prescribed Performance, Payment and Labor Bonds for not less than the total bid price, and to furnish the required evidence of the specified insurance for;

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The Bidder hereby agrees to commence work immediately upon, and not before receiving a Written Notice to Proceed.

PROPOSAL (Continued)

Attached is a cashier's check in the _____ or Bid Bond for the sum of:
(Name of Bank)

_____ Dollars
(Written in words)

_____ Dollars
(Written in numerals)

according to the requirements of the Instructions to Bidders, which check or bid bond is subject to the conditions and provisions thereof.

The full names and residence of persons or firms interested in the foregoing bid, as principals, are as follows:

_____	_____
_____	_____
_____	_____

PROPOSAL (Continued)

Stipulated Amount: The Undersigned certifies that he / she has examined and fully comprehends the requirements and intent of the Bidding Documents dated July 8, 2026, prepared by the Oneida County Department of Public Works, Division of Engineering, for Bid Reference No. 2409. The Undersigned proposes to furnish all labor, materials, and equipment necessary for, or incidental to, the proper execution of the work for the stipulated sum including allowance(s) as follows:

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all in accordance with the Specifications, and other Contract documents prepared by the Architect / Engineer and / or Oneida County, for the following stipulated amounts:

Base Bid: \$ _____ \$ _____
Written Figures

Contract Time: If awarded the Contract, the Bidder agrees to complete all work specified by this contract no later than eight (8) weeks following receipt of written Notice to Proceed. Refer to specifications for mobilization, scheduling, and coordination requirements. Please pay close attention to Paragraph 1.4, Sequencing of the Work included in Specification Section 011100 - Summary of Work.

Alternates: The Undersigned proposes the following amounts to be added to the amount of the Base Bid if the change in the work, as described in the specifications, is accepted and is subject to the conditions of the Contract Documents. Please pay close attention to Paragraph 1.8, Alternates included in Specification Section 012000 - Price and Payment Procedures.

Alternate No. One: \$ _____ \$ _____
Written Figures

Alternate No. Two: \$ _____ \$ _____
Written Figures

Unit Prices: None.

Allowances: The Bidder has included in the Base Bid the sum of Ten Thousand Dollars (\$10,000.00) in accordance with Paragraph 1.10, Allowances included in Specification Section 012000 - Price and Payment Procedures.

Taxes: The Owner is exempt from sales and compensating use taxes of the State of New York and of the cities and counties in accordance with provisions in the Supplementary Conditions.

PROPOSAL (Continued)

Knowledge of Local Conditions and Contract Documents: The Undersigned certifies that they have examined the location of the proposed work, reviewed the bidding documents relating to all other proposals, and is familiar with local conditions at the place where the work is to be performed.

Contract Agreement: If the Undersigned is notified of Bid acceptance within forty-five (45) days after opening of Bids, he / she agrees to execute Contract for above work for stated compensation in Oneida County Standard Form of Agreement.

Addenda: The Undersigned hereby acknowledges receipt of the following addenda:

Addendum No.	Date
_____	_____
_____	_____
_____	_____
_____	_____

Owners Reserved Rights: The Undersigned understands that the Owner reserves the right to reject any or all bids or to waive any formality or technicality in any bid.

The above bid is hereby respectfully submitted by:

Corporation or Individual Name	Federal ID No. or Social Security No.	

Name (Printed)	Title	

Signature	Date	

Telephone No.	Fax No.	

E-Mail Address	Web Page Address	

Business Address		

City	State	Zip

WICKS REFORM

WICKS Reform 2008: For all contracts advertised or solicited for bid on or after 7/1/08, bidders must submit a sealed list naming each subcontractor for the plumbing, mechanical and electrical work and the amount to be paid to each. The list may not be changed unless the public owner finds a legitimate construction need, including a change in specifications or costs or use of a Project Labor Agreement (PLA), and must be open to public inspection.

Instructions: Remove this form and submit in a separate sealed envelope labeled with the following;

- (1) WICKS Reform 2008
- (2) Bid Reference Number
- (3) Project Name
- (4) Name of Bidder

List of Subcontractors:

DISCIPLINE	COMPANY NAME	SUBCONTRACT AMOUNT
PLUMBING		\$ _____
MECHANICAL		\$ _____
ELECTRICAL		\$ _____

The above breakdown is hereby respectfully submitted by:

Company	Federal ID No. or Social Security No.
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Name (Signature)	Title
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Name (Print)	Date
--------------	------

Telephone No.	Fax No.
---------------	---------

E-Mail Address

Business Address

City	State	Zip
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PUBLIC CONTRACTS

Non-Collusive Bidding Certification

The following section is an excerpt from the General Municipal Law.

103 d Statement of Non-Collusion in Bids and Proposals to Political Subdivision of the State

Every bid or proposal hereafter made to a political subdivision of the State or any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation, or local law, for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the Bidder and affirmed by such Bidder as true under the penalties of perjury:

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.

b) A Bid shall not be considered for award, nor shall any award be made where (a), (1), (2) and (3) above have not been complied with; provided however, that if in any case the Bidder cannot make the foregoing certification, the Bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons, therefore. Where (a), (1), (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the Purchasing unit of the political subdivision, public department, agency or official thereof, to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

c) The fact that a Bidder (1) has published price lists, rates, or tariffs covering items being procured, (2) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or

(3) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of subparagraph one (a).

4) Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate Bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, and where such bid contains the certification referred to in subdivision one of this section, shall be deemed to have been authorized by the Board of Directors of the Bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.

This is to certify that we have not been disqualified to contract with any municipality and we are in a position to accept any contract subject to the provisions of Section 103 d of General Municipal Law.

Name (Printed)

Title

Signature

Date

CORPORATE RESOLUTION

Resolved that _____ be authorized to sign the bid or proposal of this Corporation for the following project:

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and to include in such bid or proposal the certificate as to non-collusion required by section One Hundred Three (103D) of the General Municipal Law as the act of such corporation, and for any inaccuracies or misstatements in such certificate, Bidder shall be liable under the penalties of perjury.

The foregoing is a true and correct copy of the resolution adopted by:

Corporation at a meeting of its Board of Directors on the _____ day of _____, _____.

(Seal of Corporation)

(Secretary)

CERTIFICATION OF COMPLIANCE WITH LABOR LAW SECTION 220-i

This is a contract for public work subject to New York State Labor Law § 220-i. The undersigned contractor hereby certifies that it is duly registered with the New York State Commissioner of Labor, and that the contractor has been issued, and actively maintains, a certificate of registration by the Commissioner of Labor, and has submitted a copy of such registration with this Certification.

The undersigned contractor further certifies that each of its subcontractors for this project, if any, shall be registered with the Commissioner of Labor before the subcontractor performs any work on this project.

Name (Print)

Title

Signature

Date

SIGN AND RETURN WITH PROPOSAL

****ENCLOSE COPY OF CERTIFICATE OF REGISTRATION WITH PROPOSAL****

CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

Pursuant to New York State Finance Law § 165-a and New York General Municipal Law § 103-g the Office of General Services (OGS) is required to post on its web site.

<http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf> a list of persons who have been determined to engage in investment activities in Iran (“the List”) as defined in that Act.

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, each Bidder or Contractor, or any person signing on behalf of any Bidder or Contractor and any assignee or subcontractor and, in the case of a joint bid, each party thereto, certifies, under penalty of perjury, that once the Prohibited Entities List is posted on the OGS website, that to the best of its knowledge and belief, that each Bidder or Contractor and any subcontractor or assignee is not identified on the Prohibited Entities List created pursuant to State Finance Law § 165-a(3)(b).

Additionally, Bidder or Contractor is advised that once the Prohibited Entities List is posted on the OGS website, any Bidder or Contractor seeking to renew or extend a Contract or assume the responsibility of a Contract awarded in response to this solicitation must certify at the time the Contract is renewed, extended, or assigned that it is not included on the Prohibited Entities List.

During the term of the Contract, should the County receive information that a Bidder or Contractor is in violation of the above-referenced certification, the County will offer the person or entity an opportunity to respond. If the person or entity fails to demonstrate that he, she, or it has ceased engagement in the investment which is in violation of the Iran Divestment Act of 2012 within ninety (90) days after the determination of such violation, then the County shall take such action as may be appropriate, including, but not limited to, imposing sanctions, seeking compliance, recovering damages, or declaring the Bidder or Contractor in default.

The County reserves the right to reject any bid or request for assignment for a Bidder or Contractor that appears on the Prohibited Entities List prior to the award of a contract and to pursue a responsibility review with respect to any Bidder or Contractor that is awarded a contract and subsequently appears on the Prohibited Entities List.

Name (Printed)

Title

Signature

Date

**CONTRACTORS RECYCLING
AND
SOLID WASTE MANAGEMENT CERTIFICATION FORM

FOR ONEIDA COUNTY CONTRACTS**

The Oneida County Board of Legislators at its May 26, 1999, meeting passed Resolution No. 249 dealing with the inclusion of recycling and solid waste management provision in Oneida County contracts. All waste and recyclables generated by the contracting party shall be delivered to the facilities of the Oneida-Herkimer Solid Waste Authority.

REGULATORY COMPLIANCE

- (a) The Contractor agrees to comply with all applicable Federal, State and Local Statutes, rules, and regulations as some may from time to time be amended pursuant to law.

- (b) Pursuant to Oneida County Board of Legislator Resolution No. 249 of May 26, 1999, the Contractor agrees to deliver exclusively to the facilities of the Oneida-Herkimer Solid Waste Authority, all wastes and recyclables generated within the Authority's service area by performance of this Contract by Contractor and any subcontractors. Upon awarding of this Contract, and before work commences, the Contractor will be required to provide Oneida County with proof that Resolution No. 249 of 1999 has been complied with, and that all wastes and recyclables in the Oneida-Herkimer Solid Waste Authority's service area which are generated by the Contractor and any subcontractors in performance of this Contract will be delivered exclusively to Oneida-Herkimer Solid Waste Authority facilities.

CERTIFICATION STATEMENT

"I certify that I understand and agree to comply with the terms and conditions of the Oneida County Recycling and Solid Waste Management Program (R-249). I further agree to provide Oneida County proof of such compliance."

Name (Printed)

Title

Signature

Date

PROHIBITION ON PURCHASE OF TROPICAL HARDWOODS

Pursuant to State Finance Law Section 165(2)(c)(ii), the following certification is mandatory in every bid proposal, solicitation, request for bid or proposal and contract for the construction of any public work, building maintenance or improvement.

Any bid, proposal, or other response to a solicitation for bid or proposal which proposes or calls for the use of any tropical hardwood or wood product as defined by Section 165 of the State Finance Law in performance of the contract shall be deemed non-responsive.

This prohibition shall not apply to:

1. To bid packages advertised and made available to the public or any competitive and sealed bids received or entered into prior to August twenty-fifth, nineteen hundred ninety-one; or
2. To any amendment, modification, or renewal of a contract, which contract was entered into prior to August twenty-fifth, nineteen hundred ninety-one, where such application would delay timely completion of a project or involve an increase in the total monies to be paid under that contract; or
3. Where the contracting officer finds that:
 - a. No person or entity doing business in the state is capable of performing the contract using acceptable non-tropical hardwood species; or
 - b. The inclusion or application of such provisions will violate or be inconsistent with the terms or conditions of a grant, subvention, or contract with an agency of the United States or the instructions of an authorized representative of any such agency with respect to any such grant, subvention, or contract; or
 - c. The use of tropical woods is deemed necessary for purposes of historical restoration and there exists no available acceptable non-tropical wood species.

Certification of the Prohibition on Purchase of Tropical Hardwoods

The Contractor certifies and warrants that all wood products to be used under this contract award will be acquired in accordance with, but not limited to, the specifications and provisions of Section 165 of the State Finance Law (Use of Tropical Hardwoods), which prohibits purchase and use of tropical hardwoods, unless specifically exempted by the State or any governmental agency or political subdivision or public benefit corporation. Qualification for an exemption under this law will be the sole responsibility of the Contractor to establish to meet with the approval of the County.

In addition, when any portion of this Contract involving the use of woods, whether for supply or installation, is to be performed by any subcontractor, the prime Contractor will indicate and certify in the submitted bid proposal that the subcontractor has been informed and is in compliance with specifications and provisions regarding use of tropical hardwoods as detailed in Section 165 of the State Finance Law. Any such use must meet with approval of the County; otherwise, the bid may not be considered responsive. Under bidder certifications, proof of qualification for exemption will be the sole responsibility of the Contractor to establish to meet with the approval of the County.

Name (Printed)

Title

Signature

Date

BIDDER'S STATEMENT ON SEXUAL HARASSMENT

IN ACCORDANCE WITH NEW YORK STATE FINANCE LAW

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 the bidder has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all its employees. Such policy shall, at a minimum, meet the requirements of Section 201-g of the Labor Law.

Name (Printed)

Title

Signature

Date

GENDER-BASED VIOLENCE AND THE WORKPLACE CERTIFICATION

New York State Finance Law §139-M requires bidders on competitive state procurements to certify that they have a written policy addressing gender-based violence and the workplace and that such policy meets the following minimum requirements:

- **Share Information:** Employers must provide information regarding gender-based violence where employees can see and access it, including displaying the NYS Domestic and Sexual Violence Hotline information and a gender-based violence and the workplace poster.
- **Refer Employee-Survivors to Services:** The policy must require that the employer refer employees who disclose current or past victim status to the NYS Domestic and Sexual Violence Hotline and/or a local service provider. For bidders outside of New York State, referrals should be made to a local provider or statewide hotline. While referrals are required to be provided by the employer, it is not required for the employee to access services.
- **Prohibit Retaliation:** The policy must clearly state that discrimination or retaliation against employees who identify as victims or survivors of gender-based violence is prohibited.
- **Comply with Laws:** Ensure your policy follows State law. For employers based in New York State, this means that the policy must follow the SAFE Leave Act, New York State Human Rights Law, and any other relevant laws and regulations.
- **Offer Implementation Support:** OPDV is able to assist employers in developing and implementing this policy. Employers must provide information to supervisors and human resources, where available, about this technical assistance from OPDV. OPDV can be contacted at workplace@opdv.ny.gov.

By submission of this certification, each person signing on behalf of any organization certifies, and in the case of a joint submission each party thereto certifies its own organization, under penalty of perjury, that they have and have implemented a written policy addressing gender-based violence and the workplace.

Organization's signature below certifies its compliance with State Finance Law §139-M.

Organization: _____

By (signature): _____

Name (Please Print): _____

Title: _____

Date: _____

This form must be signed by an authorized executive or legal representative.

If the organization cannot make the above certification, they must provide a statement with their bid detailing the reasons therefor:

