

## **THE NEWBURGH COMMUNITY LAND BANK INVITES THE SUBMISSION OF BIDS FOR THE RENOVATION OF 15 CHAMBERS STREET**

The Renovation of 15 Chambers Street comprises the first phase of the renovation of 13-15 Chambers Street. Phase one includes the renovation of the one-story former funeral parlor into professional office space which will house the Newburgh Community Land Bank. Phase two includes the renovation of the adjacent 4-story wood and masonry apartment building into renovated apartments. It is planned that the first phase will begin late 2013 and that the Second Phase will begin in the Spring of 2014. The Bid set documents pertain to the first phase of the project only.

### **INSTRUCTIONS TO BIDDERS**

#### **1. BID SUBMISSIONS**

Bids shall be submitted in a sealed, opaque envelope clearly marked with the name of the Bidder, the name of the project bid upon, and shall be addressed to:

Newburgh Community Land Bank  
Attn: Madeline Fletcher, Executive Director  
P.O. Box 152 Newburgh, NY 12550

Bids shall be delivered to the above address or sent via email  
To: [mfletcher@newburghcommunitylandbank.org](mailto:mfletcher@newburghcommunitylandbank.org) no later than:

12:00 noon  
October 15, 2013

#### **2. SECURING DOCUMENTS**

Copies of the Bidding Documents may be obtained from:

JEFF WILKINSON, R.A.  
178 Main Street.  
Beacon, NY 12508  
Ph: 845-838-9763

Copies of the Bid Documents can be obtained at a cost of \$40 per set or upon request by the potential Bidder may be sent via e-mail. All queries and questions shall be directed to the office of the Architect, Jeff Wilkinson, R.A., 178 Main Street, Beacon, NY 12508, Ph: 845-838-9763 Email: [jawil@earthlink.net](mailto:jawil@earthlink.net)#

#### **3.INSPECTION OF SITE#**

Each Bidder must visit the site of the proposed work and fully acquaint himself/herself with the existing conditions relating thereto and should inform himself/herself as to the facilities involved, the difficulties and the restrictions attending the performance of the Contract. The Bidder shall thoroughly examine and familiarize himself/herself with the Drawings, Technical Specifications, and all other Contract Documents. The Contractor by the execution of the contract shall in no way be relieved of any obligation under it due to his failure to receive or examine any form or legal instrument or to visit the site and acquaint himself

with the conditions there existing and the NCLB will be justified in rejecting any claim based on facts regarding which he should have been on notice as a result thereof.

#### **4. ALTERNATIVE BIDS**

No alternative bids will be considered unless alternative bids are specifically requested by the Technical Specifications or the Contract Documents.

#### **5. BIDS**

A. Make bids upon the forms provided therefore, properly executed, and with all items filled. Do not change the wording to the Bid Form and do not add words to the Bid Form. Unauthorized conditions, limitations, or provisions attached to the bid will be cause for rejection of the bid

B. If the Contract is awarded, it will be awarded by the NCLB to a responsible Bidder on the basis of the Bid most favorable to the NCLB. The Contract will require the completion of work according to the Contract Documents.

#### **6. STATEMENT OF BIDDER'S QUALIFICATIONS**

Each Bidder shall submit on the form furnished for that purpose, a copy of which is included in the Contract Documents, a statement of the Bidder's qualifications, his/her construction experience, and his/her organization and equipment available for the work contemplated: and, when specifically requested by the NCLB a detailed financial statement. The NCLB shall have the right to take such steps as they deem necessary to determine the ability of the Bidder to perform his obligations under the Contract, and the Bidder shall furnish the NCLB all such information and data for this purpose as it may request. The right is reserved to reject any Bid where an investigation of the available evidence or information does not satisfy the NCLB that the Bidder is qualified to carry out properly the terms of the Contract.

#### **7. CONTRACT PRICE AND ALLOWANCES**

Except as described below, all work under this contract shall be included in the contract lump sum price which price shall include, but shall not be limited to, all labor, materials, machinery, tools, equipment, services, transportation, utility services, professional fees, license fees, cost of permits, shop drawings, etc., so that contract will be completed in the time stipulated.

#### **8. AWARD OF CONTRACTS: REJECTION OF BIDS**

A. The Contract will be awarded to the lowest responsible Bidder, who in the opinion of the Architect and NCLB, best meets with the conditions of the invitation for Bids. The NCLB however, reserves the right to reject any and all Bids or portion thereof and to waive any informality in Bids received whenever such rejection or waiver is in its interest. The Bidder to whom the award is made will be notified at the earliest possible date.

B. The NCLB reserves the right to consider as unqualified to perform the Contract any Bidder who does not habitually perform with his own forces the major portions of the work involved.

**9. EQUAL EMPLOYMENT OPPORTUNITY**

Attention of Bidders is particularly called to the requirement for ensuring that employees and applicants for employment are not discriminated against because of their race, creed, color or national origin. Women and minority owned businesses are especially encouraged to submit bids.#