TOWN OF GREENBURGH
DEPARTMENT OF PUBLIC WORKS
177 Hillside Avenue, White Plains, NY 10607
***Office:* (914) 989-1580 *Fax:* (914) 993-1639**
***Web Site:* http://www.greenburghny.com**

Greenburgh Recycles

VICTOR G. CAROSI, P.E.
Commissioner

RICHARD C. FON
Superintendent of Public Works

NOTICE TO BIDDERS
2017 ANNUAL BID FOR HIGHWAY MATERIALS & SUPPLIES
TOWN OF GREENBURGH
DEPARTMENT OF PUBLIC WORKS

NOTICE IS HEREBY GIVEN that sealed bids will be received by the Town Clerk of the Town of Greenburgh, until the deadline of **11:00 a.m. on Wednesday, November 16, 2016,** at the Office of the Town Clerk, 177 Hillside Avenue, Greenburgh, New York 10607, at which time and place all received sealed bids will be publicly opened and read aloud for the furnishing and/or installing of the following:

HIGHWAY DEPARTMENT - Items 1 through 9

1. Asphalt Emulsion
2. Bituminous Material (Winter Mix)
3. Crushed Gravel
4. NYS DOT 304.02 (Item 4/Subbase)
5. Concrete Sand
6. Mortar Sand
7. Cement in Bags
8. Flowable Fill (K-Crete)
9. Portland Cement

No bids will be considered after the time stated above. Specifications and Bid Proposal Forms may be obtained on the Town's website, www.greenburghny.com, www.empirestatebid.com and at the Office of the Commissioner of Public Works after October 24, 2016. To be considered, all bids must be submitted in a sealed envelope bearing the name and address of the bidder and clearly marked "**ANNUAL BID FOR HIGHWAY MATERIALS & SUPPLIES/2017**".

Please note bidders must submit statement of Non-Collusion in accordance with Section 103-D of the Municipal Law. Omission of this item will result in rejection of the bid.

The Town Board of the Town of Greenburgh reserves the right to accept or reject any or all bids and to waive any informalities at their discretion, and to award contracts in a manner deemed to be in the best interests of the Town of Greenburgh even if such award is to other than the lowest bidder. All questions shall be directed to the Commissioner of Public Works at (914) 989-1575.

Judith A. Beville
Town Clerk
Town of Greenburgh

Dates of Publication: October 24, 2016

2017 ANNUAL BID FOR HIGHWAY MATERIALS & SUPPLIES
TOWN OF GREENBURGH
DEPARTMENT OF PUBLIC WORKS

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INSTRUCTIONS TO BIDDERS

All of the materials as specified in these detailed specifications shall be delivered FOB to any point in the Town of Greenburgh as directed by the Commissioner of Public Works, in any quantity equal to or greater than the minimum specified. All material supplied shall conform to the standard specifications of the New York State Department of Transportation, the American Water Works Association, the American Public Works Association, as well as all applicable ASTM and Federal Specifications.

All bids submitted shall be exclusive of any sales, excise or other taxes, for delivery to a tax exempt municipality. Bids shall be valid for all orders placed during the calendar year. Where a firm price cannot be held for the year, a ninety (90) day bid should be submitted and clearly noted on the bid for the item.

The Town of Greenburgh reserves the right to purchase the same or similar materials from the State of New York Office of General Services at the current New York State Bid Price for any of the items bid within this contract, without notice to the vendor awarded the Town bid if it is deemed appropriate and in the best interests of the Town by the Town's Commissioner of Public Works and the bidder shall have no recourse to the Town for any lost profit resulting from this action.

All bids are to be submitted in strict conformance with the itemized specifications and for delivery within the time limit as stated for the specified time.

All suppliers submitting bids on items in non-conformance with the specifications or delivery time as stated must submit them on separate sheets of paper, clearly stating the variance between their bid and the specifications. The Town reserves the right to reject any item bid not in compliance with the specifications.

Mileage at the rate of fifty (50) cents per mile per truck load from the Department of Public Works Garage to the FOB point will be added to all bids should the Town use its own truck for pick-up of material. This cumulative amount will be considered in determining the low bidder for award of contract.

Whenever a delivery time in days is specified herein, it shall be assumed to refer to the number of consecutive calendar days from receipt of order. In the event of delay in delivery for whatever reason, whether it be due to the bidder's action or otherwise, the successful bidder agrees to have the amount of ten dollars ($10.00) deducted for each material each and every calendar day that delivery is so delayed. This deduction is to be considered not as a penalty, but as liquidated damages which the Town will suffer by reason of such delay or default.

Additional information on any of the items as given in the detailed specifications may be secured from the office of the Commissioner of Public Works.

All items which refer to the New York State Bid Specifications are based on the January 2, 1990 Specification Book printing and any addendum thereof. All items bid upon are new unless otherwise specified.

A bidder certifies, by submitting a bid, that the business is current in the payment of all franchise and other taxes due the State of New York.

Bidder further certifies that no officer, director or stockholder (if less than 10 stockholders) of the bidder is an officer or employee of the Town or a relative of any such Town officer or employee. If such officer, director or stockholder does exist, their names and relationships should be disclosed to the Town.

The successful bidder must provide the Town with a certificate issued by the Secretary of the State that the Corporation is duly authorized to do business within the State of New York and is presently in good standing. If the entity to whom the bid is awarded is not a corporation, it would be required that the entity's certificate of doing business, which should be on file in the County Clerk's Office, be provided. (This would also hold true in the case of joint ventures, which would be required to disclose the underlying entities which make up the joint venture and to supply the requisite certificate of doing business of each such entity.)

Yearly quantities where listed, are only an estimate, not a guarantee of quantity to be purchased. An award may be made by individual item, or on all items as a whole, whichever is determined to serve the best interests of the Town.

ALL BID PRICES MUST BE SUBMITTED ON THE BID FORM PROVIDED AT THE END OF THESE SPECIFICATIONS. FAXED PRICES WILL NOT BE ACCEPTED; E-MAIL SUBMISSIONS WILL NOT BE ACCEPTED.

SURCHARGES INCLUDING FUEL, SHIPPING, DELIVERY, AND/OR HANDLING OF ANY TYPE ARE NOT PERMITTED AND ANY BID SUBJECT TO ANY SUCH SURCHARGE WILL NOT BE ACCEPTED.

ALL DELIVERIES MUST BE ACCOMPANIED BY CERTIFIED SCALE WEIGHT TICKET.

2017 ANNUAL BID FOR HIGHWAY MATERIALS & SUPPLIES
Town of Greenburgh, NY

1. **ASPHALT EMULSION** – Grade RS-2, New York State Department of Transportation specifications for Item 702-3101.

Delivery shall be in Five (5) gallon containers to the Town Highway Garage, 100 Old Sprain Road, Ardsley, NY

Item No.	Estimated Qty.	Unit	Item w/Unit Prices (in words) / per gallon	Unit Price (in numbers)	Extension Est. Qty. x Unit Price (in numbers)
1	50	Gal			
Total Bid			_____ **(In Words)**		_____ **(In Numbers)**

Bidder, in submitting this bid, agrees to supply the item identified in accordance with the terms and specifications of this contract:

Bidder

(Seal of Corporation)

_____
Street

_____
City, State, Zip

_____
Signed Title

(____)_____ (___)_____
Phone Fax

Email: _____

2017 ANNUAL BID FOR HIGHWAY MATERIALS & SUPPLIES
Town of Greenburgh
Westchester County, New York

2. **BITUMINOUS MATERIAL** – *Winter Mix*

   a. PRE-PACKAGED COLD MIX PATCH: Pre-packaged cold patch mix in bags shall not to exceed 50 lbs. weight per bag. The bags shall be stacked on a wood pallet or individually placed in a "super sack" for off load by forklift. The overall weight of each pallet /"super sack" of cold mix bags shall not to exceed 1000 lbs. ***Package Pavement All Weather Asphalt Mix*** as produced by Package Pavement, Co. Inc. Stormville, NY 12582 or equivalent delivered to the Town of Greenburgh Public Works facility at 100 Old Sprain Road, Ardsley, NY. Delivery shall be within 3 days of order.

Item No.	Estimated Qty.	Unit	Item w/Unit Prices (in words) per lbs.	Unit Price (in numbers)	Extension Est. Qty. x Unit Price (in numbers)
2a	7000 lbs.	lbs.			

Note price requested per pound, delivered.

Minimum quantity per delivery _____. Town can provide fork-lift.

Bidder, in submitting this bid, agrees to supply the item identified in accordance with the terms and specifications of this contract:

(Seal of Corporation)

Bidder
_____
Street
_____
City, State, Zip
_____
Signed Title

(____)_____ (___)_____
Phone Fax
Email: _____

2017 ANNUAL BID FOR HIGHWAY MATERIALS & SUPPLIES
Town of Greenburgh
Westchester County, New York

2. **BITUMINOUS MATERIAL** – *Winter Mix*

   b. BITUMINOUS COLD PATCH, WINTER MIX – Shall comply with NYS Department of Transportation Specifications of 15403.2030M.

Bulk loaded onto Town of Greenburgh Trucks at the bidder's plant, per ton.

Item No.	Estimated Qty.	Unit	Item w/Unit Prices (in words) / per ton	Unit Price (in numbers)	Extension Est. Qty. x Unit Price (in numbers)
2b	10	tons			

Bidder, in submitting this bid, agrees to supply the item identified in accordance with the terms and specifications of this contract:

Bidder

(Seal of Corporation)

_____
Street

_____
City, State, Zip

_____
Signed Title
(____)_____ (___)_____
Phone Fax

Email: _____

2017 ANNUAL BID FOR HIGHWAY MATERIALS & SUPPLIES
Town of Greenburgh
Westchester County, New York

3. **CRUSHED GRAVEL** – Shall comply with New York State Department of Transportation Specifications for Item 703-0202. Sized (according to NYS Table 703-4). Provide pricing as noted in the following sizes:

1B, 1A, 1ST, 1, 2, 3, 4 and 5

Bids to be submitted per ton.
(1) Loaded onto Town Trucks at bidder's plant.
(2) Delivered to stock pile Town of Greenburgh Highway or Water Yard.

Item No.	Estimated Qty.	Unit	LOADED TO TOWN TRUCK Unit Price per ton (in numbers)	DELIVERED TO TOWN YARD Unit Price per ton (in numbers)
3-1B	1	tons		
3-1A	1	tons		
3-1ST	1	tons		
3-1	1	tons		
3-2	1	tons		
3-3	1	tons		
3-4	1	tons		
3-5	1	tons		

Bidder, in submitting this bid, agrees to supply the item identified in accordance with the terms and specifications of this contract:

Bidder

(Seal of Corporation)

_____
Street

_____ _____
City, State, Zip Signed Title

(___)_____ (___)_____ _____
Phone Fax Email

2017 ANNUAL BID FOR HIGHWAY MATERIALS & SUPPLIES
Town of Greenburgh
Westchester County, New York

4. **NYS DOT 304.02 (Item 4/Subbase)** – meeting specifications of the NYS DOT Section 733.0404, Subbase Course Type 4.

   Bids to be submitted per ton.

   (1) Loaded onto Town Trucks at bidder's plant.
   (2) Delivered to stock pile Town of Greenburgh Highway or Water Yard.

Item No.	Estimated Qty.	Unit	LOADED TO TOWN TRUCK Unit Price per ton (in numbers)	DELIVERED TO TOWN YARD Unit Price per ton (in numbers)
4	10	tons		

Bidder, in submitting this bid, agrees to supply the item identified in accordance with the terms and specifications of this contract:

Bidder

(Seal of Corporation)

_____
Street

_____
City, State, Zip

_____
Signed Title
(____)_____ (___)_____
Phone Fax

Email: _____

2017 ANNUAL BID FOR HIGHWAY MATERIALS & SUPPLIES
Town of Greenburgh
Westchester County, New York

5. **CONCRETE SAND** – meeting specifications of the NYS DOT Item 703-07
   Bids to be submitted per ton.
   (1) Loaded onto Town Trucks at bidder's plant.
   (2) Delivered to stock pile Town of Greenburgh Highway or Water Yard.

Item No.	Estimated Qty.	Unit	LOADED TO TOWN TRUCK Unit Price per ton (in numbers)	DELIVERED TO TOWN YARD Unit Price per ton (in numbers)
5	10	tons		

Bidder, in submitting this bid, agrees to supply the item identified in accordance with the terms and specifications of this contract:

Bidder

(Seal of Corporation)

_____
Street

_____
City, State, Zip

_____
Signed Title
(____)_____ (___)_____
Phone Fax

Email: _____

2017 ANNUAL BID FOR HIGHWAY MATERIALS & SUPPLIES
Town of Greenburgh
Westchester County, New York

6. **MORTAR SAND** – meeting specifications of the NYS DOT Item 703-03, for sand used in mortar construction.
   Bids to be submitted per ton.
   (1) Loaded onto Town Trucks at bidder's plant.
   (2) Delivered to stock pile Town of Greenburgh Highway or Water Yard.

Item No.	Estimated Qty.	Unit	LOADED TO TOWN TRUCK Unit Price per ton (in numbers)	DELIVERED TO TOWN YARD Unit Price per ton (in numbers)
6	2	tons		

Bidder, in submitting this bid, agrees to supply the item identified in accordance with the terms and specifications of this contract:

Bidder

(Seal of Corporation)

_____
Street

_____
City, State, Zip

_____
Signed Title
(____)_____ (___)_____
Phone Fax

Email: _____

2017 ANNUAL BID FOR HIGHWAY MATERIALS & SUPPLIES
Town of Greenburgh
Westchester County, New York

7. **PORTLAND CEMENT** - meeting specifications of the NYS DOT Item 701-01, Type 2, supplied in bags.

Item No.	Estimated Qty.	Unit	DELIVERED TO TOWN YARD - *FOB* Unit Price (in numbers)/ per bag
7	250	bags	

Supplier to state minimum quantity of bags per order _____
(fork lift is available)

Bidder, in submitting this bid, agrees to supply the item identified in accordance with the terms and specifications of this contract:

Bidder

(Seal of Corporation)

_____
Street

_____
City, State, Zip

_____
Signed Title
(____)_____ (___)_____
Phone Fax

Email: _____

2017 ANNUAL BID FOR HIGHWAY MATERIALS & SUPPLIES
Town of Greenburgh
Westchester County, New York

8. **FLOWABLE FILL (K-CRETE)** – meeting the standard specifications detailed in Section 204-1.01 of the NYS DOT for Controlled Low Strength Material.

Bids to be submitted per yard.

(1) For quantity of 8-yards minimum to any site within the Town of Greenburgh.
(2) For quantity of less than 8-yards to any site within the Town of Greenburgh.

Item No.	Estimated Qty.	Unit	DELIVERED 8-yd *MINIMUM* Unit Price / per yard (in numbers)	DELIVERED less than 8-yds Unit Price / per yard (in numbers)
8	8	yards		

Winter delivery surcharge _____ /per yard.

Bidder, in submitting this bid, agrees to supply the item identified in accordance with the terms and specifications of this contract:

Bidder

(Seal of Corporation)

_____
Street

_____
City, State, Zip

_____
Signed Title
(____)_____ (___)_____
Phone Fax

Email: _____

2017 ANNUAL BID FOR HIGHWAY MATERIALS & SUPPLIES
Town of Greenburgh
Westchester County, New York

9. **PORTLAND CEMENT** - meeting specifications of the NYS DOT Section 501, Class A, supplied by concrete truck.

Bids to be submitted per yard.
(1) For quantity of 9-yards minimum to any site within the Town of Greenburgh.
(2) For quantity of less than 9-yards to any site within the Town of Greenburgh.

Item No.	Estimated Qty.	Unit	DELIVERED 9-cy *MINIMUM* Unit Price / per cubic yard (in numbers)	DELIVERED less than 9-cy Unit Price / per cubic yard (in numbers)
9	9	Cubic yard		

Winter delivery surcharge _____ /per yard.

Bidder, in submitting this bid, agrees to supply the item identified in accordance with the terms and specifications of this contract:

Bidder

(Seal of Corporation)

_____
Street

_____
City, State, Zip

_____
Signed Title
(____)_____ (___)_____
Phone Fax

Email: _____

Bid Proposal Form

2017 ANNUAL BID FOR HIGHWAY MATERIALS & SUPPLIES
Town of Greenburgh
Westchester County, New York

The Town of Greenburgh
Office of the Town Clerk
177 Hillside Avenue
Greenburgh, New York 10607

1. I/We hereby declare that I/We have carefully examined the Notice to Bidders, the Specifications and Requirements and documents for the above entitled materials and supplies.

2. I/We do hereby offer and agree to furnish all materials, to fully and faithfully perform and execute all work in the above titled matter in accordance with the related Specifications and Requirements. I/We will furnish all labor, tools, implements, transportations and materials necessary and proper for the purpose(s) and for the price(s) set forth on the bid forms.

3. I/We do hereby declare that the prices so stated cover all expenses of every kind incidental to the completion of said work, and the contract therefore, including all claims that may arise through damages or any other cause whatsoever.

4. I/We do hereby agree that I/We will execute a contract therefore, containing all terms, conditions, provisions and covenants necessary to complete the work according to the Specifications and Requirements on written notice by the Town of Greenburgh that the contract has been awarded by the Town.

5. I/We hereby affirm that 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 certifies as to its organization, under the penalty of perjury, that to the best of knowledge and belief:

    a. 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; and

    b. 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

    c. No attempt has been made or will be made by the Bidder to induce any person, partnership or corporation to submit or not submit a Bid for the purpose of restricting competition.

d. No member of the Town Board, or officer, or employee of the Town of Greenburgh, or person whose salary is payable in whole or in part by the Town is or shall become interested as a contracting party, partner, stockholder, surety, or otherwise, in this Bid or in the performance of this Contract, or in the supplies, materials, or equipment and work or labor to which it relates, or in any portion of the profits thereof.

6. I/We hereby agree that this proposal is a firm Bid and shall remain in effect for a period of at least forty five (45) calendar days from the Bid-opening subject to extension on mutual agreement.

7. I/We declare that if this is a Corporate Bid I/We have been duly authorized to act as the Signatory on this proposal on behalf of this Corporation.

8. I/We affirm, under penalty of perjury, that all statements in this proposal are true and correct.

9. I/We hereby agree that I/We accept the prices set forth on the following pages for the various items of work.

10. All work shall be completed as specified within the Specifications and Requirements, which are understood to include all documents attached hereto.

_____

Legal Name of Person, Firm or Corporation

_____

Signed Title

NON-COLLUSIVE BIDDING CERTIFICATE

Made pursuant to Section 103-d of the New York State General Municipal Law, as amended by the Laws of 1966.

1. 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 his knowledge and belief:
    a. 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; and
    b. 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 the opening, directly or indirectly, to any other bidder or to any competitor; and
    c. 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.

2. A bid shall not be considered for award nor shall any award be made where Sections 1, (a), (b), and (c) 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 that sets forth in detail the reasons therefore. Where Sections 1 (a), (b), and (c) 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 Town of Greenburgh thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

Dated: _____, 2017

(Seal of Corporation)

_____
Legal Name of Person, Firm or Corporation

_____
Street

_____
City, State, Zip

_____
Signed Title

(____)_____ (___)_____
Phone Fax

_____
Email: