

NOTICE TO BIDDERS

The Board of Education of the Peekskill City School District ("District") hereby invites the submission of Separate Sealed Bid Proposals from reputable and qualified bidders for the provision of materials and labor for the Alterations to Administration Building project in accordance with the plans and specifications for the following categories of work:

BID # ADMIN2025
GENERAL CONSTRUCTION CONTRACT
MECHANICAL CONSTRUCTION CONTRACT
ELECTRICAL CONSTRUCTION CONTRACT
Bid Opening: June 18, 2025, at 2:00 p.m.

Sealed Bid Proposals will be received until 2:00 p.m. prevailing time on June 18, 2025, at the District Office, 1031 Elm Street, Peekskill, NY 10566-3499, at which time and place the bids will be publicly opened and read aloud. Any bid received after the time and date stated above will be returned to the Bidder unopened.

Commencing on May 21, 2025, the Bidding Documents may be examined at the Office of the Architect, Mosaic Associates Architects, 2 Third Street, Suite 440, Troy, New York 12180, at pre-arranged times between the hours of 8:00 a.m. and 4:30 p.m., excluding holidays. In addition, the Bidding Documents may be obtained as follows:

Complete digital sets of Bidding Documents may be obtained online as a download for a One Hundred Dollar (\$100.00) *non-refundable* deposit at the following website: mosaicaaplanroom.com. Optionally, in lieu of digital copies, one (1) complete set of hard copy Bidding Documents may be obtained from REVplans, 28 Church Street, Unit 7, Warwick, NY 10990 Tel: 1-845-651-3845, through mosaicaaplanroom.com upon depositing the sum of One Hundred Dollars (\$100.00) for each combined set of documents. Checks or money orders shall be made payable to *Peekskill City School District*. Any bidder requiring documents to be shipped shall make arrangements with the printer and pay for all packaging and shipping costs. The bid deposit for hard copies will be returned upon receipt of plans and specifications, in good condition, within thirty (30) days after bid date, except for the lowest responsible bidder(s), whose check(s) will be forfeited upon the award of the contract(s). Addenda: All bid addenda will be transmitted to registered plan holders via email and will be available at mosaicaaplanroom.com. Plan holders who have paid for hard copies of the bid documents will need to make the determination if hard copies of the addenda are required for their use and coordinate directly with the printer for hard copies of addenda to be issued. There will be no charge for registered plan holders to obtain hard copies of the bid addenda. **Note: REVplans (mosaicaaplanroom.com) is the designated location and means for distributing and obtaining all bid package information. Only those Contract Documents obtained in this manner will enable a prospective bidder to be identified as an official plan holder of record. REVplans takes no responsibility for the completeness of Contract Documents obtained from other sources. Contract Documents obtained from other sources may not be accurate or may not contain addenda that may have been issued.**

Each Bidder shall prepare and submit their bid proposal, along with required bid security, in accordance with the terms and subject to the conditions set forth in the "Information for Bidders". Bids must be presented on the **standard bid form** in the manner designated therein and as required by the Specifications.

All bids must be addressed to the attention of Cynthia Hawthorne, Assistant Superintendent for Business, 1031 Elm St. Peekskill NY, 10566, and enclosed in a sealed envelope clearly marked on the outside: "**Bid # ADMIN2025 for: Alterations to Administration Building**". **All bidders must complete the bid forms.** No bids will be considered which have not been received by the deadline set forth in this Notice. The District is not responsible for delays occasioned by any delivery service, the internal mail

delivery system of the District or any other means of delivery employed by the Bidder. No phone, fax or email bids will be accepted.

PRE-BID CONFERENCE MEETING

DATE: 1:00 p.m. on May, 29, 2025

LOCATION: Administration Building, 1031 Elm St. Peekskill NY, 10566

All interested bidders are urged to attend.

Site Visits: Knowledge of the site is crucial to obtain a proper understanding of the Work. All bidders must be fully familiar with the site. Bidders shall visit the sites of proposed work and be fully familiarized with conditions as they exist, as well as the character of the operations to be carried on under the proposed contract. All visits must be scheduled & coordinated with Carmine Crisci, Director of Facilities, in writing by email at ccrisci@peekskillschools.org. Site visits will be scheduled Monday through Friday, excluding holidays, during hours when there will be District personnel in the building and during times necessary to avoid disruption to the District's operations. Unless directed otherwise, immediately upon entering the building, report to the School Office and follow instructions of District personnel.

Bids shall remain firm for a period of forty-five (45) days following the date of the bid opening. Bidder may not withdraw its bid until forty-five (45) days after the bid opening, except in accordance with General Municipal Law Section 103(11). Bids shall be subject, however, to the discretionary right reserved by the District to reject bids that contain conditions, omissions, exceptions or modifications, or in its sole discretion to waive any irregularities in the bids, or to reject any or all bids or to accept any bid which in the opinion of the District is in its best interest.

Attention of bidders is particularly called to the requirements as to conditions of employment to be observed and the minimum wage rates to be paid under the contracts. Note that wages to workers, laborers and mechanics employed to work on this Project shall be paid in accordance with Section 220 of the Labor Law and in accordance with the Prevailing Rate Schedules found in the Project Manual. Proof of such payments will be required.

By Order of Board of Education
Peekskill City School District

By: Carmery Battle Mendez
District Clerk

Date: May 21, 2025