

**CITY OF AMSTERDAM
CITY HALL RE-ROOF – 2013**

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NOTICE TO BIDDERS**

PLEASE TAKE NOTICE: That the City Council of the City of Amsterdam on the 31st day of **January**, at **11:00 AM** at City Hall, 61 Church Street, Amsterdam, New York, will publicly open and read all sealed bids and proposals received pursuant to this notice for the furnishing of work, labor and materials in connection with the **CITY HALL RE-ROOF** for the **City of Amsterdam** as follows:

The work includes providing all labor, materials, machinery tools, equipment and other means of construction necessary and incidental to the completion of the work shown on the plans and described in these specifications including, but not necessarily limited to the following:

- Re-Roof the City Hall roof using a 60 mil GenFlex EPDM fully adhered roofing system with 3.25 inch ISO insulation or approved equal.
- Remove all pea stone from entire roof leaving the existing built-up roof as smooth as possible.
- Skylights shall be left in place.
- Remove all coping around roof (consider reuse if possible).
- Fasten recovery plywood to all inner parapet walls to receive the roofing system.
- Screw down 3.25 inch ISO insulation to entire roof with 3 inch plates and #14 5 inch screws, one screw per two square feet.
- Glue down a 60 mil GenFlex roofing system to entire roof.
- Flash in all skylights, vent pipes, air vents, chimneys, etc. to factory specifications.
- Fasten down copper coping (reuse previous removed coping if possible) to all roof edges to maintain historical look.
- Cap and seal all non-functioning chimney openings.
- Check all drains and replace any non-functioning drains.
- Roof will have a 20 year GenFlex full system warranty and a 2 year workmanship warranty.

All work shall be completed by July 31, 2013. Each bid must be submitted on the official forms included in the Project Manual issued from the offices stated in this Notice to Bidders. The bid forms are NOT TO BE REMOVED FROM THE PROJECT MANUAL. The entire Project Manual will be sealed within an opaque envelope. The name of the bidder and the contract item for which bid is submitted shall be indicated on such envelope.

Plans and specifications may be obtained between the hours of 9:00 a.m. – 12 Noon and 1:00 p.m. – 3:00 p.m. Monday through Friday, the following offices:

City Clerk, City of Amsterdam City Hall, 61 Church Street, Amsterdam, NY 12010

A deposit of Ten (\$10.00) Dollars will be required for each complete set of bidding documents. The Ten Dollar (\$10.00) deposit for one set of documents may be refunded to bidders that have submitted bids in full conformance with this notice and if bid documents are returned in good condition. The bid package will be mailed, upon request, first class for a non-refundable fee of \$5.00 per set for postage and handling cost.

Payment for bidding and contract documents should be made in cash or by check, payable to the City of Amsterdam, City Clerk (518-841-4305).

Accompanying each bid must be a bid bond, certified check or bank check made payable to the order of the City of Amsterdam in the amount of five (5%) percent of the bidder's maximum bid amount as a guarantee that if the contract is awarded to a bidder, said successful bidder will comply with the Notice to Bidders and the specification for the contract in accordance therewith. Said bid bond, certified check or bank check will be retained by the City of Amsterdam, and upon completion of the contract, in accordance with said specifications, the said bid bond, certified check or bank check will be returned to the bidder.

On failure to comply with the Notice to Bidders and the specifications for said Contract, the successful bidder shall forfeit the deposit as liquidated damages to the City of Amsterdam.

This project is subject to M/WBE requirements and women and minority business enterprises are encouraged to apply.

Every bid or proposal must contain a noncollusion affidavit executed by the bidder or his authorized representative. Separate Performance and Payment Bonds, each equal to one hundred (100%) percent of the contract sum, will be required of the successful bidder. The bidder to whom the contract will be awarded shall execute the contract and furnish required sureties within ten (10) days after the date of Notice of Award. Failure to do so will result in Bidder's forfeit of contract work.

No bidder may withdraw his bid within forty-five (45) days after the date set for the opening thereof. Any bid may be written prior to the above scheduled time for the opening of bids, or any authorized postponement thereof. The City Council of the City of Amsterdam reserves the right to waive any informality in or to reject any or all bids submitted.

All sealed bids or proposals must be received by the City Clerk of the City of Amsterdam prior to 11:00 a.m., January 31, 2013 the date on which all sealed bids or proposals will be publicly opened and read aloud.

By Order of the City of Amsterdam City Council
Susan Alibozek, City Clerk