

INVITATION FOR BID

The Schenectady Municipal Housing Authority of the City of Schenectady, New York, hereinafter referred to as the "Authority", will receive sealed bids for the project known as **MacGathan Townhouses Bathroom Renovation - Phase 3**, on the 2nd Floor Administrative Office located at 375 Broadway Schenectady, NY 12305 **until 1:30 PM, January 9, 2018**. The bids will be publicly read aloud at 2:00PM on January 9, 2018 at the SMHA Construction Office located on Millard Street in Schenectady, NY. The Authorities Office is closed from 12:00 PM to 1:00 PM.

Contract Documents may be obtained at the offices of Griffith Dardanelli Architects, 670 Franklin Street, Suite 201, Schenectady, New York, beginning after 8:30 A.M. on **December 1, 2017** and continue to be available between the hours of 8:00 A.M. and 5:00 P.M., Monday through Friday.

Deposit of \$50.00 for each set of contract documents. Deposits are refundable to all those who submit bids to the Authority and return contract documents not later than twenty (20) calendar days after the bid date. Refunds are also made to all non-bidders provided contract documents are returned prior to the bid opening date **January 9, 2018**.

The bids are to be submitted in **DUPLICATE**, and are to be submitted by personal delivery or registered mail, return receipt requested only to the "Authority's" office.

Bid security in the form of a Certified Check, Bank Draft, or Bid Bond in the amount of **ten percent (10%)** of the total proposal is required. This amount supercedes amount in HUD Instructions to Bidders.

A non-mandatory walk-through is scheduled for **December 14, 2017** beginning promptly at 11:00 AM, meeting at the MacGathan Townhouses Community Room, Jerry Street, Schenectady, NY 12304. Please contact Tony Fyvie at 518.386.7020 for directions.

The Authority reserves the right to reject any or all bids or to waive any informalities in the bidding.

Attention is called to the provision for equal employment opportunity and payment of not less than the minimum salaries and wages as set forth in the Specifications.

The Owner is exempt from payment of Federal, State and Local taxes on all materials and supplies sold to the Owner pursuant to this contract and are not to be included in bids. The Owner shall supply the Contractor with copies of the Owner's Certificate of Exemption from New York State Sales Tax. (Section 116A1 of the NY State Tax Law.)

No bid shall be withdrawn for a period of sixty (60) days after the opening of bids without the consent of the Schenectady Municipal Housing Authority.

The Municipal Housing Authority is an Equal Opportunity Employer and urges both Minority and Women Business Enterprises to participate.

The award will be based on the lowest total responsible bid.

SCHENECTADY MUNICIPAL HOUSING AUTHORITY
OF THE CITY OF SCHENECTADY
Richard Homenick, Executive Director