

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 the Schonowee Village Vestibule Remodeling — Phase 1 at the Authority's Construction Office located on Millard Street, Schonowee Village, Schenectady, New York **until 11:00 AM, Tuesday, July 30, 2024**, at which time they will be publicly read aloud at the Schenectady Municipal Housing Authority Construction Office, Building 9, Schonowee Village, Schenectady, New York 12305. Only 1 representative from each company submitting a bid will be able to attend. **Masks are optional to enter the building.**

Contract Documents may be obtained at Dataflow, 2215 Central Ave, Schenectady, NY 12304; Telephone No. (518) 463-2192 beginning after 10:00 A.M. on Wednesday, **July 3, 2024** and continue to be available between the hours of 8:30 A.M. and 4:30 P.M., Monday through Friday.

There is a deposit of \$50.00 for each set of contract documents. Checks to be made out to the Schenectady Municipal Housing Authority. Deposits are refundable to all those who submit bids to the Authority. Refunds are also made to all non-bidders provided contract documents are returned prior to the bid opening date **July 30, 2024**.

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 located at 375 Broadway, Schenectady, NY 12305. Bids may also be hand delivered to Daniel LaPlant or Tony Fyvie, by appointment **ONLY**, at the SMHA Construction Office located on Millard Street in Schenectady Monday – Friday between the hours of 8:00am – 3:00pm, excluding holidays recognized by the Authority. This is done by appointment only and needs to be scheduled at least 48 hours before delivery. Contact Daniel LaPlant at 518-386-7001 or Tony Fyvie at 518-386-7020 to schedule an appointment.

Bid security in the form of a Certified Check, Bank Draft and Bid Bond in the amount of **five percent (5%)** of the total proposal is required for any bid \$25,000 and up.

A non-mandatory walk-through is scheduled for **Tuesday, July 9, 2024** beginning promptly at **11:00 AM**, meeting at the SMHA Construction Office on Millard St. Please contact Daniel LaPlant at 518-386-7001 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 Section 3 Business Concerns, Minority and Women Business Enterprises to participate.

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

MUNICIPAL HOUSING AUTHORITY
OF THE CITY OF SCHENECTADY

Richard Homenick, Executive Director