

**ADVERTISEMENT FOR BIDS  
TOWN OF NEW WINDSOR  
ORANGE COUNTY, NEW YORK**

**ADA IMPROVEMENTS TO TOWN HALL COMPLEX**

**General Notice**

**Town of New Windsor** (Owner) is requesting Bids for the construction of the following Project:

**ADA IMPROVEMENTS TO TOWN HALL COMPLEX**

Bids for the construction of the Project will be received by the **Town of New Windsor Town Clerk** located at **555 Union Avenue, New Windsor, NY 12553** until **June 27, 2024** at **11:00 AM** local time. At that time the Bids received will be **publicly** opened and read.

The Project includes the following Work: **Renovation of toilet rooms in Town Hall, renovation of toilet rooms in the Senior Center, new landing at exit doors at both the Town Hall and the Ambulance Building.**

**Separate Bids will be received for the following Contracts:**

**Contract GC-1 – General Construction**

**Obtaining the Bidding Documents**

The Issuing Office for the Bidding Documents is:

**MHE Engineering, D.P.C.  
111 Wheatfield Drive, Suite 1, Milford, PA 18337**

Prospective Bidders may **obtain** copies of the Bidding Documents from the Issuing Office as described above being available on **June 7, 2024**.

Prospective Bidders may **examine** the Bidding Documents at the issuing office as described above and at the MHE Engineering office located at 33 Airport Center Drive, Suite 202, New Windsor, New York 12553 on Monday through Friday between the hours of **8:30 am and 5:00 pm** becoming available **June 7, 2024**.

Partial sets of Bidding Documents will not be available from the Issuing Office. Neither Owner nor Engineer will be responsible for full or partial sets of Bidding Documents, including addenda, if any, obtained from sources other than the Issuing Office. Only those persons whose name and address are on record of having obtained the Contract Documents will be permitted to bid and issued the Addendums, if any.

**Digital copies of the contract documents may be obtained online as a download by a secured electronic link for a non-refundable fee of fifty dollars (\$50.00) upon payment with a check made payable to MHE Engineering, D.P.C. by contacting the Issuing Office at (570) 296-2765 or by email at [mhepa@mhepc.com](mailto:mhepa@mhepc.com).**

**Hard copies of the contract documents may be obtained from MHE Engineering, D.P.C. by special request for an additional fee.**

Each bid shall be accompanied by an acceptable form of Bid Guarantee in an amount equal to at least five (5) percent of the amount of the Bid payable to the **Town of New Windsor** as a guarantee that if the Bid is accepted, the Bidder will, within fifteen (15) days after the award of the Contract, execute the Contract and file acceptable Performance and Labor and Material Payment Bonds and Certificate(s) of Insurance.

**OWNERS RIGHTS RESERVED:** **Town of New Windsor** hereinafter called the Owner, reserves the right to reject any or all Bids and to waive any informality or technicality in any Bid in the interest of the Owner.

No bidder may withdraw his bid within forty-five (45) days after the actual date of the opening thereof.

**Pre-Bid Conference: No Pre-bid conference is scheduled for this project.**

This project is being funded in whole or in part by the Community Development Block Grant Program (CDBG) with funds obtained from the U.S. Department of Housing and Urban Development (HUD). All federal CDBG requirements will apply to the contract. Prevailing wages established under the Davis-Bacon Act will apply to this contract. New York State law requires that the contractor pay the higher of State prevailing wages or Davis-Bacon, for each class of worker. The contract documents contain requirements addressing prevailing labor wage rates, labor standards, nondiscrimination in hiring practices, goals for MBE and WBE participation, and, for projects over \$200,000, participation by Section 3 residents and businesses, and related matters. Provisions under 2 CFR Part 200 will apply to the awarded contract. See Instructions to Bidders for additional information.

The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, 12 U.S.C. 1701 U (section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance shall to the greatest extent feasible, be directed to low-and very low-income persons. Section 3 Businesses are encouraged to submit bid proposals.

Attention of bidders is particularly called to the requirement as to conditions of employment to be observed and the minimum wage rates to be paid under the Contract, Section 3, Segregated Facilities, Section 109, and Executive Order 11246. The requirements for Bidders and Contractors under this order, which concerns non-discrimination in employment, are further explained in the Contract Documents and Attachments. Bidders are also required to comply with the provisions of Section 291-299 of the Executive Law of the State of New York.

**STATEMENT OF NON-COLLUSION:** Bidders on Contracts are required to execute a non-collusive bidding affidavit pursuant to Section 103d of the General Municipal Law of the State of New York.

**IRAN DIVESTMENT ACT:** 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 its knowledge and belief, each bidder is not on the list created pursuant to paragraph (b) of Subdivision 3 of Section 165-a of the State Finance Law.

Subject to the provisions of Article 28, Part III of the New York State Tax Law and the provisions of the Contract Documents, the Owner is exempt from any payment of sales and compensating use taxes of the State of New York and cities and counties on all materials supplied to the Owner pursuant to this contract.

The location of the bid opening is accessible to persons with disabilities. If special accommodations are needed for persons with disabilities, those with hearing impairments, or those in need of translation from English, those individuals should contact Patricia Clarino, Town Clerk, at (845) 563-4611 or [pclarino@newwindsor-ny.gov](mailto:pclarino@newwindsor-ny.gov) at least two weeks in advance of the bid opening date to allow for necessary arrangements.

The **Town of New Windsor**, an equal opportunity employer and affirmative action employer, hereby notifies all bidders that it will affirmatively ensure that in regard to any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the ground of race, gender, color or national origin in consideration of an award. The Bidders/offerors must submit documentary evidence of minority and women business enterprises who have been contracted and to whom commitments shall be submitted concurrently with the bid.

**This Advertisement is issued by:**

Owner: **Town of New Windsor**  
By: **Patricia A. Clarino**  
Title: **Town Clerk**  
Date: **June 7, 2024**