

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

**HIGHWAY GARAGE ROOF; BUILDINGS AND GROUNDS BUILDING ROOF  
AND BROOKS STREET SEWER PUMP STATION ROOF [SPS #13]**

**General Notice**

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

**HIGHWAY GARAGE ROOF; BUILDINGS AND GROUNDS BUILDING ROOF  
AND BROOKS STREET SEWER PUMP STATION ROOF [SPS #13]**

Bids for the Project will be received at the **Town of New Windsor Town Clerk's Office**, located at **555 Union Avenue, New Windsor, NY**, until **Tuesday, July 18, 2023 at 11:00 AM** local time. At that time, Bids received will be **publicly** opened and read.

**The Project includes the following work for 3 Town of New Windsor Buildings:** For the Building & Grounds Building, 887 Brooks St., New Windsor, NY and the Highway Garage, 196 Perimeter Rd., New Windsor, NY, removal of existing bituminous roof and replacement with EPDM. For the Brooks St. Pump Station, 844 Brooks St., New Windsor, NY, removal of existing slate roof and replacement with asphalt shingle roofing.

**Obtaining the Bidding Documents**

The Issuing Office for the Bidding Documents is:

**MHE Engineering, D.P.C.  
33 Airport Center Drive, Suite 202, New Windsor, NY 12553**

Prospective Bidders may obtain or examine the Bidding Documents at the Issuing Office on Monday through Friday, between the hours of **8:30 am and 5:00 pm** beginning on **Wednesday, June 14, 2023**.

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 as 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, through a secure electronic link, for a non-refundable fee of fifty dollars (\$50.00), via bank check made payable to MHE Engineering, D.P.C., by contacting the Issuing Office at (845)567-3100 or by email at [mheny@mhepc.com](mailto:mheny@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 percent (5%) 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, in its best interest, to reject any or all Bids and to waive any informality or technicality in any Bid.

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

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 payment of any 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.

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 Sections 291-299 of the Executive Law of the State of New York.

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

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 Kelly Allegra, Town Clerk, at (845) 563-4611 or [kallegra@newwindsor-ny.gov](mailto:kallegra@newwindsor-ny.gov) at least two weeks in advance of the bid opening date to allow for necessary arrangements.

**This Advertisement is issued by:**

Owner: **Town of New Windsor**  
By: **Kelly Allegra**  
Title: **Town Clerk**  
Date: **June 8, 2023**