

**BOILER PLANT AND HVAC UPGRADES
OSSINING PUBLIC LIBRARY
53 CROTON AVENUE
OSSINING, NEW YORK**

DOCUMENT 001116 - INVITATION TO BID

1.1 PROJECT INFORMATION

- A. Notice to Bidders: Qualified bidders are invited to submit bids for Project as described in this Document according to the Instructions to Bidders.
- B. Project Identification: **Ossining Public Library , Boiler Plant and HVAC Upgrades**
 - 1. Project Location: **53 Croton Avenue, Ossining, NY 10562 .**
- C. Owner: **Ossining Public Library**
 - 1. Owner's Representative: **Karen LaRocca-Fels , Library Director**
- D. Engineer: **OLA Consulting Engineers , 50 Broadway, Hawthorne, NY 10532.**
- E. Project Description: Project consists of new 3” natural gas service from street, one (1) new boiler and hot water pump (provision for future second boiler), balance of hydronic equipment, general construction of new boiler room, equipment pads, miscellaneous plumbing work and fixtures for boiler room, new sump pump, new hot water piping, new filter rack for AC unit, air and water testing and balancing including new belts and sheaves where noted; Integration of new equipment, controls, sequences to existing BMS; Commissioning of all systems. All electrical work to support above mechanical scope including new boiler room lighting, boiler room fire alarm devices and integration.
- F. Construction Contract: Bids will be received for the following Work:
 - 1. Single-Prime, General Contract, lump sum (all trades including Mechanical, Electrical, Plumbing, general construction, etc.).

1.2 BID SUBMITTAL AND OPENING

- A. Owner will receive sealed bids until the bid time and date at the location indicated below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:
 - 1. Bid Due Date: **August 14, 2019**
 - 2. Bid Time: **4:00 p.m., local time.**
 - 3. Location: **53 Croton Avenue, Ossining, NY 10562 . ATT: Karen LaRocca-Fels**
- B. Bids will be thereafter be opened in the presence of the bidders and read aloud.

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1.3 BID SECURITY

- A. Bid security shall be submitted with each bid in the amount of 5 percent of the bid amount. No bids may be withdrawn for a period of 60 days after opening of bids. Owner reserves the right to reject any and all bids and to waive informalities and irregularities.

1.4 PREBID CONFERENCE

- A. A prebid conference for all bidders will be held at **Ossining Public Library** on **August 6, 2019** at **11:00 a.m.** local time. Prospective bidders are requested to attend. Although the pre-bid meeting and walk-thru are not mandatory, it is highly recommended that all potential bidders attend.

1.5 DOCUMENTS

- A. Printed Procurement and Contracting Documents: Obtain after **July 31, 2019** by contacting Kathy Beirne, Secretary to the Library Director, Ossining Public Library, 53 Croton Ave., Ossining, NY 10562. Documents will be provided to prime bidders only; only complete sets of documents will be issued.
 - 1. Deposit: \$100.00
 - 2. Shipping: Additional shipping charges of will apply.
- B. Online Procurement and Contracting Documents: Obtain access after July 31, 2019. Online access will be provided to bidders from the following website: www.ossininglibrary.org

1.6 BIDDER'S QUALIFICATIONS

- A. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work. A Performance Bond, a separate Labor and Material Payment Bond, and Insurance in a form acceptable to Owner will be required of the successful Bidder. Refer to the General Conditions of the Contract for details.

END OF DOCUMENT 001116