City of Rochester
Department of Finance
City Hall Room 105A, 30 Church Street
Rochester, New York 14614-1281
www.cityofrochester.gov

_____
PRINTED NAME OF BIDDER

DEMOLITION PACKAGE #1-17

Invitation to Bid No. D00180 **Issued**: July 18, 2016

PURCHASING BUREAU CONTACT: Cheryl Whitman, Purchasing Control Clerk, 585-428-7104

Bid responses are to be returned to the Office of the Purchasing Agent; City Hall Room 105A, Rochester, NY 14614, by the date and time indicated, at which time and place all bids will be opened, read and recorded:

BID OPENING: Thursday, August 4, 2016 at 2:00 p.m.

The bidder's attention is directed to the General Conditions and Instructions to Bidders which appears immediately following this title page and are incorporated into the bidding document and contract by reference.

ATTENTION BIDDERS: The City has increased the Incentive Program for hiring city residents. Please see Section 4.

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CONTRACT CHARACTERISTICS
(For definitions or explanations, see General Conditions)

Type of Contract: DEMOLITION. This demolition package contains a total of twenty-two (22) properties. Eleven (11) properties in this package contain friable and/or non-friable asbestos materials and will need to be demolished under controlled demolition with asbestos in place. The eleven (11) remaining properties in this package contain no asbestos and shall be demolished accordingly.

Bid Deposit Requirement: $500 PER PROPERTY

Performance Security Requirement: 100% OF THE CONTRACT PRICE

Insurance Requirement: YES, SEE SECTION 16

Samples Requirement: NONE

Descriptive Literature/Technical Data Requirement: NONE

BIDDERS: Please note that prices, company identification and authorized signature are to be entered on the Proposal which appears at the end of the specifications.

DEMOLITION PACKAGE #1-17

1. SCOPE

This Demolition Package contains a total of twenty two (22) structures. Eleven (11) of the properties listed shall be bid and performed as “Controlled Demolitions” with the asbestos in place. Eleven (11) of the properties listed have had the asbestos abated by the City of Rochester prior to the contract award for demolition.

2. STANDARD DEMOLITION CONTRACT DOCUMENTS

2.1 The City of Rochester Department of Neighborhood & Business Development “Standard Demolition Contract Documents” dated November 15, 2000 shall apply to this demolition package, except where modified herein by Special Instruction to Bidders.

2.2 The Standard Demolition Contract Documents are binding upon all contractors submitting bids and are part of the contract awarded by the City of Rochester.

2.3 Bidders may obtain one (1) copy of the document from the City of Rochester Purchasing Agent at no cost. Each additional copy may be purchased for $10.00.

3. CONTRACT AWARD

Except where noted otherwise, the awards of this contract will be made to the lowest responsive and responsible bidder on each property contained herein. Upon receiving recommendations of award from the using department, the Bureau of Purchasing will issue an award letter to the successful bidder/bidders, which constitutes the formal award of contract. Upon receipt of required documents, the City will issue a Purchase Order. Contractors must wait until receipt of a Purchase Order and Notice to Proceed before initiating any work under this contract.

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4. SLR 18. INCENTIVE PROGRAM FOR PUBLIC WORKS CONTRACTS

Section 1 – Incentive Program

The City of Rochester will provide an incentive program for hiring City residents residing in certain City zip codes for public works contracts for which the final contract price is for an amount of $50,000 or more.

The City of Rochester will provide a monetary incentive equal to twenty percent (20%) of gross payroll paid to qualified City residents directly employed by the prime contractor or City approved first-tier subcontractor(s) on this project. A qualified City resident is a person residing in the City in the following zip codes at the time they were employed on this contract: 14604, 14605, 14606, 14608, 14609, 14611, 14613, 14614, and 14621. A listing of City property addresses in the above listed zip codes is available for review at the office of the Purchasing Agent, 30 Church Street, Room 105-A, Rochester, NY, 14614. Employees who live in these zip codes outside the City boundaries do not qualify.

The prime contractor and any first tier subcontractor(s) approved by the City may apply for the incentive program payments. All contract work must have been completed and paid by the City prior to a contractor applying for the incentive program payment.

In order to qualify for the incentive program payment for this project, the contractor must prove that ten percent (10%) or more of the contractor's total gross payroll was paid to qualified City residents.

Section 2 Definitions

Employee – an individual who works for the contractor and for whom wages and benefits reported on a W-2 are paid for work on the specific project for which the incentive program payment is requested.

Residence – the term residence shall be deemed to mean that place where a person maintains a fixed, permanent and principal home and to which that person, wherever temporarily located, always intends to return. To qualify, the residence must be a City of Rochester address.

Resident – the individual residing at the residence.

Qualified City resident – an individual residing at the residence as heretofore defined in City zip codes 14604, 14605, 14606, 14608, 14609, 14611, 14613, 14614, and 14621. In order to be qualified, the individual must reside at the residence during the entire term of the contract for which they were employed.

Contractor – the individual, partnership, corporation or joint venture undertaking the execution of the work with the City under the terms of the Contract Documents, and acting directly or through their or its agents or employees. The term Contractor shall mean a Contractor which directly employs labor under a public works contract and includes City approved first tier Subcontractors.

Total Gross Payroll – the total payroll dollars paid to Contractor's employees working on the project for which the incentive program payment is requested. Only employees of that Contractor or Subcontractor shall be included for purposes of calculating the incentive program payment to the Contractor or Subcontractor.

City Residents Total Gross Payroll – the total payroll dollars paid to City residents residing in prescribed zip codes for work performed on the project for which an incentive program payment is requested. This amount would be reported in box 5 on the W-2.

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Section 3 Documentation Required

To request an incentive program payment the Contractor must submit a request letter and Exhibits A and B as required to the City Director of Finance, 30 Church Street, Room 109-A, Rochester, NY, 14614. The request must be submitted no later than ninety (90) days after the Contractor obtains a certificate of substantial completion and final payment. Proof of wages paid to all employees and wages paid to City residents shall be in the format as per Exhibit A. Each qualified City resident employee must also sign a notarized attestation as per Exhibit B which certifies that the address represented is the permanent and principal place of residency, and that the employee resided at that address during the term of the contract for which the incentive program payment is requested. Any false information provided may lead to the Contractor being found a non-responsible Bidder on subsequent City bids.

The Contractor shall retain payroll data and make available such records, for random audit by the City, for a period of three years.

Prime or first-tier subcontractors on city public works projects may apply for the incentive program payment within ninety (90) days after the City has issued the check for the final payment application to the prime contractor at the close-out of the project. Contractors on qualifying city term contracts must apply for the incentive program payment within ninety (90) days of the end of the contract period. The initial contract and each contract extension (if offered) will be considered a contract period for determining the incentive program payment amount for term contracts. The incentive program request will be paid upon submission, review, and approval of information required per this Section 3. Review by the City will include, but not be limited to, confirmation that employees submitted on the contractor's Exhibit A match the certified payrolls submitted during the contract. The City will issue payment directly to the Contractor and/or Subcontractor(s) upon approval of an incentive program request.

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5. **WITHDRAWAL OF A PROPERTY**

The City reserves the right to withdraw any property at any time, prior to the actual commencement of demolition. If one or more properties are removed from a lump sum bid group by the City, the unit price per property bid shall be used to determine the remaining cost to the City for that group.

6. **SPECIFICATIONS – PROPERTIES AND DESCRIPTIONS**

6.1	50 Avenue C	Frame, 2 ½ Story, 1 family dwelling
6.2	1 Caves Place	Frame, 2 story, 1 family dwelling
6.3	533 Conkey Avenue	Frame, 2 ½ story, 2 family dwelling
6.4	74 Dakota Street	Frame 2 story, apartment
6.5	123 Evergreen Street	Frame, 1½ story, 1 family dwelling
6.6	48 Felix Street	Frame, 1 ½ story, 1 family dwelling

6.7	324-326 Hudson Avenue	Frame, 2 ½ story, 2 family dwelling
6.8	808 Jay Street	Frame, 2½ story, 1 family dwelling
6.9	835 Jay Street	Frame, 2 story frame, 1 family dwelling
6.10	29 Ketchum Street	Frame, 2 story, 2 family dwelling
6.11	1252 E. Main Street	Frame, 2 ½ story, 1 family dwelling
6.12	34 Miller Street	Frame, 2 story, 2 family dwelling with frame, 3 car garage
6.13	217 Nester Street	Frame, 2 ½ story 1 family dwelling
6.14	1193 N. Clinton Avenue	Frame/Brick, 2 story, 1 family dwelling
6.15	98-100 Norton Street	Frame, 2 ½ story, 2 family dwelling
6.16	137 Ravine Avenue	Frame, 1½ story, 1 family dwelling with frame, 2 car garage
6.17	63 Rohr Street	Frame, 2 ½ story, 2 family dwelling with frame 2 car garage
6.18	107 Rohr Street	Frame, 2 ½ story, 2 family dwelling with frame 1 car garage
6.19	30 Short Street	Frame, 2 ½ story, 2 family dwelling
6.20	18 Siebert Place	Frame, 1 ½ story, 1 family dwelling
6.21	115 Skylane Drive	Frame, 1 story, 1 family dwelling
6.22	148 Westfall Road	Frame, 1 story, 1 family dwelling

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7. **SPECIAL INSTRUCTIONS**

7.1 Unless specified otherwise, contractor to fine grade and hydro seed all lots after demolition of structures. Sites to be york raked to obtain a smooth, even surface for well drained, positive grades. Top two (2) inches shall be **screened topsoil**, free of rock and stone.

7.2 **Posts**: Contractor to furnish and install six foot long, six inch diameter pressure treated timber posts. Install posts six feet on center and set three feet deep in concrete footings. Top two inches of post to be cut at a forty-five degree angle, with sloped side facing outward. Posts to be uniform in line and height. Install posts along front of lot line for **ALL** properties listed in this contract document **except for the following**:

- 324-326 Hudson Ave (Item 6.7) Front and Helena Street
- 30 Short Street (Item 6.19) Front and Seventh Street

7.3 BACKFILL

7.3.1 All lots to be backfilled with clean fill only. Top two inches (2”) shall be screened topsoil. No asphalt, metal or organic matter to be used as backfill material. Basement walls, footers and floor slabs to be completely removed and may be re-used as backfill material in the bottom 1/3 of the hole only after crushing the material into sections no greater than one foot (1’) in diameter.

7.4 PROCEDURE

7.4.1 For multiple contract awards, each demolition contract to be completed in its entirety before contractor may proceed to another contracted job. For the purpose of these bid documents, contract completion shall include demolition of structure, removal of all debris, backfilling, fine grading, hydro seeding and posting of lot.

7.5 PERMIT FEES

7.5.1 **City of Rochester shall be responsible for payment of water abandonment permit fee. Contractor shall be responsible for paying hydrant permit fee and for ascertaining and paying any and all other permit fees associated with the demolition project.**

7.6 NOTIFICATION FOR UTILITY DISCONNECT

7.6.1 Contractor shall notify all utility companies, including the underground facilities protective organization, for abandonment of utilities to subject properties. Prior to start of demolition, contractor to verify that all utilities **have been abandoned.**

7.7 ACCESSORY BUILDING, MISCELLANEOUS STRUCTURES, TREES AND VEGETATION

7.7.1 **Contractor shall include in their bid price, the demolition and disposal of any and all accessory buildings, concrete slabs on parking surfaces that may be present on the property.**

7.7.2 **Contractor shall include in their bid price, the removal and disposal of any trees and vegetation, fencing and miscellaneous structures that directly obstructs their ability to safely and completely perform the demolition of the structure(s).**

7.8 FUEL OIL TANKS

7.8.1 **Prior to the start of any demolition, the contractor must inspect the premises for the presence of any fuel oil tanks. In the event that a tank is discovered, contractor to immediately notify the City demolition inspector. Demolition shall not begin without City authorization that removal of tank and fuel has been appropriately addressed.**

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7.8.2 Contractor shall adhere to all applicable laws and regulations associated with the removal and disposal of any fuel oil and the tank.

7.9 LUMP SUM BIDS

The following four (4) structures are to be bid as two (2) lump sum contracts. Bidder(s) to provide individual bids for each of the four (4) structures. Separate awards for each of the two (2) lump sum contracts will be based on the lowest combined total of the individual bid prices.

7.9.1 808 Jay Street (Item 6.8) and 835 Jay Street (Item 6.9)

7.9.2 63 Rohr Street (Item 6.17) and 107 Rohr Street (Item 6.18)

7.10 34 MILLER STREET (Item 6.12) – ADDITIONAL SPECIFICATIONS

7.10.1 Lot size is approximately 83' x 290'. Supply and install posts as detailed in Section 7.2 across the entire front of the property line.

7.10.2 Remove and dispose of the free standing masonry block wall along the South side of the property line. Remove and dispose of all vegetation growing alongside the wall.

7.10.3 Remove and dispose of chain link fence along front of property.

7.10.4 Cut down and remove two (2) trees along front of building and fence. Trees to be cut flush with the ground. Stumps may remain.

7.10.5 Hydroseed entire property, including back and side yards.

7.11 ASBESTOS LICENSE REQUIREMENT

For asbestos related work, including controlled demolitions, bidder shall submit:

7.11.1 Documentation certifying that all employees have received appropriate medical examinations and have successfully passed a fit test for approved use of a respirator. As a minimum, medical exams must be consistent with requirements in OSHA standard 1926.1101.

7.11.2 Provide copies of valid NYDOL Asbestos Handling Certificates for all personnel working on the site. Provide copies of each employee's most recent training in accordance with Federal regulations (DOSH 2832 form). All employees must have completed initial or refresher training within one calendar year of the dates of this work.

7.11.3 Current Asbestos Handlers **FIRM** License.

7.11.4 In lieu of Asbestos Handlers Firm License, bidder may submit certified payrolls verifying that all asbestos workers on site are under the employment and supervision of NYSDOL Licensed Abatement Company that has a current Asbestos Handlers Firm License.

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8. ASBESTOS

8.1 Asbestos Abated Prior To Contract Award:

8.1.1 The City of Rochester shall have all identified asbestos abated by separate contract for the eleven (11) properties listed in Section 8.1 below. Asbestos abatement shall be completed prior to the Notice to Proceed for demolition. Successful bidder **shall not** be responsible for pre-demolition asbestos abatement. The asbestos abated properties are:

PROPERTY	ITEM NO
1 Caves Place	6.2
533 Conkey Avenue	6.3
48 Felix Street	6.6
808 Jay Street	6.8
835 Jay Street	6.9
137 Ravine Avenue	6.16
63 Rohr Street	6.17
107 Rohr Street	6.18
30 Short Street	6.19
18 Siebert Place	6.20
115 Skylane Drive	6.21

8.1.2 During the course of the demolition project if any additional asbestos containing materials are discovered, contractor to stop all work and notify the City demolition inspector. The City will be responsible to arrange for the removal and disposal of any additional asbestos containing materials.

8.2 CONTROLLED DEMOLITION WITH ASBESTOS IN PLACE

8.2.1 The following ten (10) properties have been condemned by the City of Rochester and the structures shall be assumed to contain both friable and non-friable asbestos containing materials:

PROPERTY	ITEM NO
50 Avenue C	6.1
123 Evergreen Street	6.5
324-326 Hudson Avenue	6.7
29 Ketchum Street	6.10
1252 E. Main Street	6.11
34 Miller Street	6.12
217 Nester Street	6.13
1193 N. Clinton Avenue	6.14
98-100 Norton Street	6.15
148 Westfall Road	6.22

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The contractor shall demolish these eleven (11) structures under New York State Code Rule 56 Applicable Variance (AV-A-1) – "Controlled Demolition of Municipally Owned Vacant Buildings and Structures up to Three Stories in Height."

8.2.2 The following property has been condemned by the City of Rochester and the structures shall be assumed to contain only non-friable asbestos containing materials:

PROPERTY	ITEM NO
74 Dakota Street	6.4

The contractor shall demolish this structures under New York State Code Rule 56 Applicable Variance (AV-A-1) – "Controlled Demolition of Municipally Owned Vacant Buildings and Structures up to Three Stories in Height."

8.2.3 Successful bidder shall be responsible for the project notification to the New York State Department of Labor Asbestos Control Bureau, and the USEPA, including all costs associated with such notifications. **City of Rochester shall supply the successful bidder with a letter of condemnation which shall be included with the project notification.**

8.2.4 The City of Rochester shall supply successful Bidder(s) with a NYS Department of Labor Asbestos Waiver Form for each of the controlled demolitions in this demolition package. With the Waiver Form, Contractor shall not be responsible for any fees to New York State Department of Labor associated with the required project notification. Contractor to include Waiver along with their Project Notification.

8.2.4 Contractor **shall not** be responsible for third party air clearance during project duration. Air clearance shall be supplied by the City of Rochester.

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9. WASTE DISPOSAL

9.1 The City of Rochester has entered into an agreement with the County of Monroe and Waste Management for the disposal of all debris related to demolition activities to:

Mill Seat Landfill
303 Brew Road
Bergen, New York 14416

ALL DEBRIS DISPOSALS SHALL BE RESTRICTED TO THE MILL SEAT LANDFILL. CONTRACTOR SHALL NOT BE RESPONSIBLE FOR WASTE MANAGEMENT'S DISPOSAL CHARGES FOR DEBRIS GENERATED AS A RESULT OF THE DEMOLITON OF STRUCTURES AWARDED THROUGH THIS BID DOCUMENT. CHARGES FOR DEBRIS DISPOSAL TO WASTE MANAGEMENT SHALL BE THE RESONSIBILITY OF THE CITY OF ROCHESTER.

9.2 Contractor shall be responsible for the trucking of all debris to the Mill Seat Landfill. Contractor's bid(s) shall include all costs associated with the trucking of said debris.

9.3 City of Rochester Demolition Inspector shall inspect, stamp and sign all waste shipment documents prior to trucks leaving the demolition site for the Mill Seat Landfill. The City's authorization stamp & signature are the only means for Waste Management to verify that the trucks arriving at the Mill Seat Landfill are from City contracted demolition projects. All trucks arriving at the Mill Seat Landfill without the City's authorization stamp & signature will be subject to the full tonnage charges by Waste Management. **The City of Rochester will not reimburse the contractor for any disposal charges as a result of trucking any debris off site without first obtaining the City's authorization stamp & signature on the waste shipment document.**

9.4 Any request to dispose of debris to a landfill other than the Mill Seat Landfill must be submitted to the City in writing and state the circumstances for the request.

Even if the exception is granted, the City reserves the right to require the contractor to pay for all disposal costs associated with this exception.

9.5 **ASBESTOS DISPOSAL - TRUCKING RESTRICTIONS**: Mill Seat Landfill does not allow asbestos containing debris to be disposed from trucks with walking floors. Contractor(s) must base their bids for the disposal of demolition material with asbestos on utilizing trucks without walking floors.

Trucks with walking floors are acceptable by Mill Seat Landfill for disposal of non-asbestos containing demolition debris.

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10. TIME OF PERFORMANCE

10.1. Demolition of structures identified in this bid is deemed to be a critical public safety issue. Accordingly, the City of Rochester expects contractor(s) awarded properties under this contract to demolish the structure(s) within the time of completion requirements stated in this bid. Failure to do so may result in default of contract and/or other actions taken by the City to limit the contractor's future participation in City demolition contracts.

10.2 Upon request of the City, a bidder must demonstrate that the bidder has the current capacity to complete the work on time for which the bidder has submitted the low bid. Demonstration of current capacity shall include, but not be limited to:

1. Listing of all current contracts for work similar to the work described in this bid;

2. Bidder's capacity to complete current contract work within the time required by those contracts;

3. Bidder's demonstration to the satisfaction of the City that the bidder has the capacity to complete the work of this contract in the time frame specified if awarded the contract.

10.3 Time of Performance for contract completions shall commence upon a Notice to Proceed. Completion schedule shall be as follows. Properties awarded shall mean individual properties, whether included in group or not.

Properties Awarded	Time of Completion
1-11	45 calendar days
12-22	70 calendar days

10.4 Schedule: Upon receipt of the Purchase Order, successful bidder(s) shall supply the City's Project Manager with a written demolition schedule. Schedule shall include both start and completion dates.

11. PUBLIC SAFETY

11.1 During demolition of front facades, temporary barricades to be installed along curb line to prevent debris from spilling onto streets.

11.2 Flagmen to be present at all times to control trucking operations and to safely direct pedestrians and vehicle traffic.

11.3 "Sidewalk Closed" signs to be installed at each end of the site. Signs to be installed in a secure and visible manner.

11.4 During non-working hours, site to be completely encircled with fencing in sufficient height and strength to prevent casual public entry onto premises and further prevent entry of children and animals onto premises.

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12. BID SECURITY

Each bid shall be accompanied by bid security in an amount equal to Five Hundred ($500) Dollars for each property bid. Bid security may be in the form of cash, certified check, bank letter of credit, or surety bond issued by a surety company licensed to do business in the State of New York.

13. PERFORMANCE SECURITY

13.1 Within ten (10) days of the award letter, the contractor shall furnish the Purchasing Agent with performance security in an amount equal to one hundred (100%) percent of the contract price. Performance Security may be in the form of cash, certified check, or surety bond issued by a surety company licensed to do business in the State of New York.

13.2 If performance bond is not received within ten (10) days, bid security may be forfeited and award made to the second low bidder.

14. **INSURANCE**

14.1 The Contractor shall procure and maintain at its own expenses until final acceptance of the work covered by the Contract Documents, insurance for liability for damages imposed by law of the kinds and in the amounts hereinafter provided from insurance companies licensed to do such business in the State of New York and maintaining an A.M. Best rating of A- XV covering all operations under the Contract Documents whether performed by the Contractor or its Subcontractors. If the Contractor is comprised of more than one legal entity (excluding Subcontractors) each such entity will be jointly named.

14.2 Within ten days of request, the contractor shall furnish to the City Finance Director a certificate or certificates of insurance in form satisfactory to the City Purchasing Agent showing that he/she has complied with this Section, which certificate or certificates shall provide that the policies shall not be materially changed or canceled until ten days' written notice has been given to the City Purchasing Agent.

14.3 In each policy of insurance except insurance for Workers' Compensation and Disability Insurance, **the City of Rochester, NYS Office of the Attorney General and Rochester Land Bank Corporation** shall be named as an additional insured for liability arising under this agreement. Except for Workers' Compensation and Disability Insurance, no insurance required herein shall contain any exclusion of municipal operations performed in connection with the project.

14.4 The kinds and amounts of insurance are as follows:

14.4.1 **WORKERS' COMPENSATION AND NYS DISABILITY INSURANCE**

The agreement shall be void and of no effect unless the person or corporation making or executing same shall secure Compensation and NYS Disability coverage, covering all operations under the contract–whether performed by him or his subcontractors–for the benefit of, and keep insured during the life of said agreement, employees in compliance with the provisions of the Workers' Compensation Law.

A. Workers' Compensation Insurance

A policy covering the operations of the Contractor in accordance with the provisions of Chapter 41 of the Laws of 1914, as amended, known as the Workers' Compensation Law. The policy shall be endorsed to provide 30 days prior written notice of cancellation or non-renewal and Waiver of Subrogation in favor of

the City of Rochester. A copy of these endorsements shall be included with the Certificate of Insurance.

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B. NYS Disability Insurance

A policy covering the operations of the contractor in accordance with the provisions of Article 9 of the Workers' Compensation Law, known as the Disability Benefits Law (Chapter 600 of the Laws of 1949) and amendments thereto.

14.4.2 **CASUALTY INSURANCE**

A. Contractor's Comprehensive General Liability Insurance issued to the contractor and covering the liability for damages imposed by law upon the contractor with respect to all work performed by him under the within agreement. The coverage shall be written on an occurrence form utilizing ISO coverage form CG 00 01 12 07 or its equivalent. The comprehensive general liability policy shall furnish limits of not less than:

Bodily Injury and Property Damage
Limit $1,000,000 each occurrence

Products/Completed Operations Limit
$2,000,000 aggregate
Personal Injury and Advertising Injury Limit
$1,000,000 each person or Organization

General Aggregate
$2,000,000 applicable on a per project basis

The City of Rochester, their officers, employees and agents and all other appropriate Funding Agencies shall be named as an additional insured for liability arising under this Contract applicable to both ongoing and completed operations on a primary and non-contributory basis.

There shall be no exclusions relating to NYS Labor Law or municipal operations.

A. Commercial Automobile Liability. Issued to the Contractor and covering all owned, non-owned and hired automobiles with limits not less than:

Bodily Injury and Property Damage Liability
Combined Single Limit
$1,000,000

B. Contractors Pollution Liability. Issued to the Contractor covering all operations with limits not less than:

$2,000,000 per loss
$2,000,000 annual aggregate

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C. Umbrella Excess Liability. Issued to the Contractor providing follow form coverage over the General Liability and Automobile Liability requirements stipulated above with minimum limits of:

Bodily Injury and Property Damage Limit
$5,000,000
Products/Completed Operations Limit
$5,000,000
General Aggregate
$5,000,000

All policies shall be endorsed to provide Waiver of Subrogation in favor of the City of Rochester. All policies shall be endorsed to provide 30 days prior written notice of cancellation or non-renewal.

A copy of the Additional Insured and Waiver of Subrogation Endorsement(s) shall be included with the Certificate of Insurance.

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15. LABOR STANDARDS REQUIREMENTS

15.1 COMPLIANCE WITH LABOR LAWS

15.1.1 The contractor's attention is directed to the requirements of Sections 220 and 220-a through 220-e of the Labor Law of the State of New York, compliance with the provisions of which shall be deemed a condition to the satisfactory performance of this contract.

15.1.2 The contractor shall cause to be posted and maintained at all times in a conspicuous place at the Site of the Work, a clearly legible copy of the Schedule of Wage Rates as prescribed by the State Commissioner of Labor. The contractor shall further certify, on any statement to the City for a partial or final payment, that the wage rates paid to employees on this project have been in conformity with the wage rates so set forth as determined by the State Commissioner of Labor pursuant to and in conformity with Section 220 of the New York State Labor Law.

15.1.3 The contractor shall keep a copy of his payrolls for this project available at all times for inspection by representatives of the City or other public agency having jurisdiction over the project, and shall produce them for such inspection at the request of said duly authorized representatives. The contractor and subcontractors shall submit weekly certified payroll records to the Project Manager, for transmission to the City's Director of Finance or his designee. The contractor shall be responsible for the submission of copies of certified payrolls of all subcontractors. Payments shall be withheld from the contractor for failure to comply with this requirement.

15.1.4 In all operations related to the Work, all other State or Federal Laws, Local Ordinances, and Laws controlling or limiting in any way the actions of those engaged in the Work shall be strictly complied with by the contractor and all employees working under his direction. The foregoing shall apply to subcontractors of the contractor.

15.2 ANTI-KICKBACK RULES

Employees of the contractor and his subcontractors performing work under this contract shall be paid unconditionally and not less often than once a week without deduction or rebate on any account, except only such payroll deductions that are mandatory by law or permitted by the applicable regulations issued by the State Commissioner of Labor pursuant to the New York Labor Law. The contractor shall comply with applicable "Anti-Kickback" regulations and shall insert appropriate provisions in all subcontracts covering work under this contract to insure compliance by subcontractors with such regulations, and shall be responsible for the submissions of affidavits required of subcontractors there under, except as the Commissioner of Labor may specifically provide for variations of or exemptions from the requirements thereof.

15.3 WITHHOLDING OF PAYMENTS FROM CONTRACTOR

When a complaint is filed with the City of Rochester alleging the failure of a contractor or subcontractor to pay or provide the prevailing wages or supplements, or when the City of Rochester has reason to believe that unpaid wages or supplements may be due, payments on the public work contract may be withheld from the prime contractor in sufficient amount to satisfy the alleged unpaid wages and supplements, including interest and civil penalty which may be imposed. The amounts withheld may be disbursed by the City of Rochester for and on account of the contractor or subcontractor to the respective employees to whom they are due.

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16. <u>PREVAILING WAGE RATES</u>

16.1 Incorporated in these Contract Documents is the Prevailing Wage Rates Schedule in effect at the time of publication of these Contract Documents. Any Prevailing Wage Rates Redetermination which may arise prior to the bid opening will be distributed by addendum.

16.2 In the event that the prevailing rate of wages or supplements change after the bids have been opened, or after the contract is let, an updated schedule will be issued by the State Department of Labor. Said updated schedule will be transmitted to the contractor by the City. Each workman, laborer or mechanic shall be paid or provided not less than the new updated rates. Note that the prevailing wage for Painters is scheduled to change on May 1, 2016.

16.3 The City will not be responsible for any of the contractor's increased labor costs which result from defects in the Wage Rate Schedule provided, or from amendments to the Prevailing Wage Rate Schedule, whether that increase occurs before advertisement, before Bid opening, before award of the contract, after the contract has been let, or during the life of the contract. No change in the contract price shall be allowed to the contractor for any such increases, except as provided for elsewhere in these documents.

16.4 Information about current wage rates may be obtained on an advisory basis by contacting the City's Contract Administrator, Department of Finance, City Hall, Rochester, New York, (585) 428-7398.

17. CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

17.1 The contract resulting from this bid shall be subject to the requirements of the Iran Divestment Act of 2012 (the "Act"), Chapter 1 of the 2012 Laws of New York, State Finance Law (SFL) § 165-a and New York General Municipal Law § 103-g both effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) is responsible for developing a list of "persons" who are engaged in "investment activities in Iran" (both are defined terms in the law) (the "Prohibited Entities List"). The Prohibited Entities List as required by SFL § 165-a (3) (b) is found on the OGS web site at http://www.ogs.ny.gov/about/regs/ucss/ListofEntities.pdf.

17.2 CERTIFICATION. "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 that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of section 165-a of the State Finance Law."

17.3 Any bidder/contractor seeking to renew or extend this contract or assume the responsibility of the contract awarded in response to this bid solicitation must certify at the time the contract is renewed, extended or assigned that it is not included on the Prohibited Entities List.

17.4 During the term of the contract or any extension, should the City receive information that the contractor is in violation of the above-referenced certification, the City will offer the person or entity an opportunity to respond. If the person or entity fails to demonstrate that he/she/it has ceased engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the City shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages or declaring the contractor in default.

17.5 The City reserves the right to reject any bid or request for assignment for a bidder/contractor that appears on the Prohibited Entities List prior to the award of a contract and to pursue a responsibility review with respect to any bidder/contractor that is awarded a contract and subsequently appears on the Prohibited Entities List.

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18. BIDDER IDENTIFICATION DOCUMENTS

Bidders are required to provide additional documentation as indicated in this section:

18.1. Bidder's that have not yet submitted a W-9 Form must submit a completed, signed W-9 Form along with Proposal Page.

18. 2. Upon request of the City, bidders must provide the City with an updated W-9 Form and/or one of the following:

18.2.1 A copy of the bidder's IRS Form SS-4 EIN Assignment Letter.

18.2.2 A copy of the bidder's IRS Form 147C

19. NON-COLLUSIVE BIDDING CERTIFICATION

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 certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

19.1 The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.

19.2 Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed prior to the opening, directly or indirectly, to any other bidder or to any competitor.

19.3 No attempt has been or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

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DEMOLITION PACKAGE #1-17

PROPOSAL

The undersigned bidder hereby agrees to furnish the goods or services specified, and to otherwise fully meet all terms, conditions, and specifications contained in this Invitation to Bid without exception unless exceptions are clearly noted in this proposal. Signature must be that of the bidder or of an employee or agent authorized to sign on behalf of the bidder.

ITEM NO.	PROPERTY ADDRESS	UNIT PRICE BID
6.1	50 Avenue C (city owned)	$ _____
6.2	1 Caves Place (privately owned)	$ _____
6.3	533 Conkey Avenue (city owned)	$ _____
6.4	74 Dakota Street (privately owned)	$ _____
6.5	123 Evergreen Street (city owned)	$ _____
6.6	48 Felix Street (city owned)	$ _____
6.7	324-326 Hudson Avenue (privately owned)	$ _____

****

6.8	808 Jay Street (privately owned)	$ _____
6.9	835 Jay Street (privately owned)	$ _____

LUMP SUM BID: $ _____

****

6.10	29 Ketchum Street (privately owned)	$ _____
6.11	1252 E. Main Street (privately owned)	$ _____

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_____ Authorized Signature

_____ Typed Name and Title of Authorized Signer

_____ Typed Name of Company

(Continued through page 19)

DEMOLITION PACKAGE #1-17

PROPOSAL

ITEM NO.	PROPERTY ADDRESS	UNIT PRICE BID
6.12	34 Miller Street (city owned)	$ _____
6.13	217 Nester Street (privately owned)	$ _____
6.14	1193 N. Clinton Avenue (privately owned)	$ _____
6.15	98-100 Norton Street (privately owned)	$ _____
6.16	137 Ravine Avenue (city owned)	$ _____

****

6.17	63 Rohr Street (city owned)	$ _____
6.18	107 Rohr Street (city owned)	$ _____

LUMP SUM BID: $ _____

****

6.19	30 Short Street (city owned)	$ _____
6.20	18 Siebert Place (city owned)	$ _____
6.21	115 Skylane Drive (city owned)	$ _____
6.22	148 Westfall Road (privately owned)	$ _____

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_____The bidder expects to apply for the Incentive Program Payments upon completion of the project (check if Yes)

W-9 Attached ____ Yes ____ No
W-9 Submitted with Previous Bid ____ Yes ____ No

_____ Authorized Signature

_____ Typed Name and Title of Authorized Signer

_____ Typed Name of Company

(Continued through page 19)

PROPOSAL

PRINT OR TYPE THE FOLLOWING INFORMATION:

_____
Name of Firm or Corporation

_____
Street Address

_____
City State Zip Code

_____ _____
Telephone Fax No.

Date: _____ _____
email

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ACCEPTED ON BEHALF OF THE CITY OF ROCHESTER FOR:

Bid No._____

_____ Date: _____
Purchasing Agent

Demolition Package #5-16

Appendix "A"

Wage Rates

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DEMOLITION PACKAGE #1-17

Prevailing Wage Schedule and List of Employers Ineligible to Bid on or be Awarded any Public Work

Paper copies of the prevailing wage schedule and of the List of Employers Ineligible to Bid on or be Awarded any Public Work will no longer be included with the City of Rochester bid documents. A paper copy of the current documents will be provided to the successful bidder(s) upon award of the contract.

The prevailing wage schedule and the List of Employers Ineligible to Bid on or be Awarded any Public Work for this contract are available on the New York State Department of Labor's website. They can be accessed by visiting the New York State Department of Labor's website at:

http://wpp.labor.state.ny.us/wpp/doFindProject.do?method=showIt

and entering the assigned PRC# at the proper location on the website. The PRC# can be found on the PW-200 form which immediately follows this page.

Contractors and subcontractors must pay laborers, workers, and mechanics employed in the performance of a public work contract not less than the most current prevailing rate of wages and wage supplements (fringe benefits).

The City of Rochester will not be responsible for any of the contractor's increased labor costs which result from deficits in the prevailing wage schedule provided, or from amendments to the prevailing wage schedule, whether that increase occurs before advertisement, before bid opening, before award of the contract, after the contract has been let, or during construction. No change in the contract price shall be allowed to the contractor for any such increases.

Information about current wage rates may be obtained on an advisory basis by contacting the City of Rochester Contract Administration office at (585) 428-7398.

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Andrew M. Cuomo, Governor

Mario J. Musolino, Acting, Commissioner

City of Rochester

David Crocker, Contract Administrator
Dept. of Finance
City Hall, Room 106-A
30 Church St.
Rochester NY 14614-1282

Schedule Year	2015 through 2016
Date Requested	01/25/2007
PRC#	2007000664

Location	Various Locations
Project ID#	
Project Type	Demolition of Various Structures

PREVAILING WAGE SCHEDULE FOR ARTICLE 8 PUBLIC WORK PROJECT

Attached is the current schedule(s) of the prevailing wage rates and prevailing hourly supplements for the project referenced above. A unique Prevailing Wage Case Number (PRC#) has been assigned to the schedule(s) for your project.

The schedule is effective from July 2015 through June 2016. All updates, corrections, posted on the 1st business day of each month, and future copies of the annual determination are available on the Department's website www.labor.state.ny.us. Updated PDF copies of your schedule can be accessed by entering your assigned PRC# at the proper location on the website.

It is the responsibility of the contracting agency or its agent to annex and make part, the attached schedule, to the specifications for this project, when it is advertised for bids and /or to forward said schedules to the successful bidder(s), immediately upon receipt, in order to insure the proper payment of wages.

Please refer to the "General Provisions of Laws Covering Workers on Public Work Contracts" provided with this schedule, for the specific details relating to other responsibilities of the Department of Jurisdiction.

Upon completion or cancellation of this project, enter the required information and mail **OR** fax this form to the office shown at the bottom of this notice, **OR** fill out the electronic version via the NYSDOL website.

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NOTICE OF COMPLETION / CANCELLATION OF PROJECT

Date Completed: _____ Date Cancelled: _____

Name & Title of Representative: _____

Phone: (518) 457-5589 Fax: (518) 485-1870
W. Averell Harriman State Office Campus, Bldg. 12, Room 130, Albany, NY 12240

City of Rochester

Bureau of Purchasing

Department of Finance

GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS

(Vendor: The general rules and conditions which follow apply to all purchases and become a definite part of each formal invitation to bid, purchase order or other award issued by the City Purchasing Agent, unless otherwise specified. Bidders or their authorized representative are expected to fully inform themselves as to the conditions, requirements and specifications before submitting bids. Failure to do so will be at the bidder's own risk and he cannot secure relief on the plea of error.)

Subject to applicable Federal, State and Local laws, ordinances, rules, regulations and limitations, bids on all advertisements and invitations issued by the Department of Finance, Purchasing Bureau will bind bidders to applicable conditions and requirements herein set forth unless otherwise specified in the Invitation to Bid.

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CONDITIONS OF BIDDING

1. **Proposal Forms**: Bids shall be submitted only on the forms provided by the City. The bidder shall retain one copy for his files and submit two (2) copies signed and sealed in the envelope provided by the City for that purpose. When using an envelope other than the one provided by the City, the following required information must be entered in the lower left corner on the face of the envelope: Bid Number, Bid Title, Bid Open Date and Time, and Submitted By. The envelope must be mailed or hand delivered to the Office of the Purchasing Agent, City Hall, Room 105A, 30 Church St., Rochester, NY 14614.

2. **Late Bids**: Formal bids, amendments thereto, or requests for withdrawal of bids received by the City after time specified for bid opening will not be considered.

3. **Withdrawal of Bids**: A written request for the withdrawal of a bid or any part thereof may be granted if the request is received by the City prior to the specified time of opening.

4. **Mailing of Bids**: Bids which are to be publicly opened will have attached a special mailing envelope which must be used by bidders in presenting such bids. In the event that the bid contains bulky subject material, the special mailing envelope must be firmly affixed to any other wrapper being used. Bids not received in the actual office of the Purchasing Agent at the time established for bid opening will not be considered, even if mailed earlier.

5. **Completeness**: All information required by Invitation to Bid must be supplied to constitute a proper bid.

6. **Bids Binding 45 Days**: Unless otherwise specified, all formal bids submitted shall be binding for forty-five (45) days following bid opening date unless the bidder(s), upon request of the Purchasing Agent, agrees to an extension.

7. **Conditional Bids**: Qualified bids are subject to rejection in whole or in part.

8. **Payment Terms**: Prompt payment discounts allowing less than thirty (30) days for discount to apply shall not be considered as a cost factor in the evaluation of bids. In connection with any

prompt payment discount offered, time will be computed from the date of receipt of correct invoice or receipt and acceptance of shipment, whichever is later.

9. **Bids for All or Part**: Unless otherwise specified by the City or by the bidder, the Purchasing Agent reserves the right to make award on all items, or on any of the items according to the best interests of the City. The Purchasing Agent shall further have the right to award separate items or groups to different vendors. Bidder may restrict his bid to consideration in the aggregate by so stating, but should name a unit price on each item bid upon; any bid in which the bidder names a total price of all the articles without quoting a price on each and every separate item may be rejected at the option of the City.

10. **Errors in Bids**: When an error is made in extending total prices, the unit bid price will govern. Carelessness in quoting prices, or in preparation of bid otherwise, will not relieve the bidder. Erasures or changes in bids should be initialed.

11. **Questions Re: Specifications**: Except for Public Works, any information relative to interpretation of specifications and drawings shall be requested of the Purchasing Agent, in writing, in ample time before the opening of bids.

    DO NOT MAKE INQUIRES BY PHONE OR IN PERSON.

    No inquiries, if received within five (5) days of the date set for the opening of bids, will be given any consideration. Any interpretation made to prospective bidders will be expressed in the form of an addendum to the specifications which, if issued, will be sent by ordinary or certified mail, at the City's option, to all prospective bidders no later than three (3) days before the date set for opening of bids. Oral answers will not be binding on the City.

12. **Response to Invitations**: In the event you cannot submit a bid on our requirements, as set forth in the "Invitation, Bid, and Agreement" attached hereto, please return the Invitation, Bid and Contract form with an explanation as to why you are unable to bid on these requirements. (Because of the large number of firms listed on the City's qualified lists of Bidders, it is necessary to delete from these lists the names of those persons, firms or corporation who fail to respond after having been invited to bid on a commodity or commodities for three successive bid openings). City reserves the right to delete.

13. **Multiple Bids**: No bidder will be allowed to offer more than one price on each item even though he may feel that he has two or more types or styles that will meet specifications. Bidders must determine for themselves which to offer. IF THE BIDDER SHOULD SUBMIT MORE THAN ONE PRICE ON ANY ITEM, ALL PRICES FOR THAT ITEM MAY BE REJECTED AT THE DISCRETION OF THE CITY PURCHASING AGENT.

14. **Taxes**: The City of Rochester is exempt from State and Local sales and use taxes under Certificate No. AC 946 and is exempt from paying Federal excise taxes.

15. **Catalogs**: Each bidder shall submit in duplicate where necessary or when requested by the Purchasing Agent, catalogs, descriptive literature, and detailed drawings, fully detailing features, designs, construction, finishes and the like necessary to fully describe the material or work he proposes to furnish.

16. **Competency of Bidder**: No proposal will be accepted from or contract awarded to any person, firm or corporation that is in arrears or is in default to the City upon any debt or contract, or that is a defaulter, as surety or otherwise, upon any obligation to said City or had failed to perform faithfully within the prior three (3) years of any contract with the City. The bidder must present within 48 hours of a request evidence satisfactory to the Purchasing Agent of performance ability

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and possession of necessary facilities, pecuniary resources and adequate insurance to comply with the terms of these specifications and contract documents.

BID DEPOSIT

17. **Bid Bond, Cash, Certified or Cashier's Check**: When required, each bid shall be accompanied by a bid bond signed by a surety company authorized to do business in the State of New York, or by a cashier's check, certified business check, Treasurer's check or other direct obligation drawn on a responsible bank doing business in the United States, and shall be made payable to the City of Rochester, unless the bidder has on file with the Purchasing Agent an annual bid bond approved by the City with an uncommitted balance equal to the certified check requirements. When computing amount of Bid for Certified Check purposes, do NOT deduct for trade-ins. U.S. Postal Money Orders are acceptable in lieu of certified checks.

18. **Annual Bid Bonds**: Bidders who regularly do business with the City shall be permitted to file with the Purchasing Bureau an annual bid bond in the amount specified below. Such annual bonds shall be acceptable as surety in lieu of the furnishing of surety with each individual transaction.

    Annual bid bonds shall be in an amount as determined by the bidder, of no less than Three Thousand Five Hundred Dollars ($3,500.00). If at any time, the requirements of a specific bid invitation exceed the amount of the annual bid bond, or should the aggregate amount of the bid security requirements on all unresolved bids submitted by your firm exceed the amount of the annual bid bond, additional surety will be required in the appropriate sum.

19. **Performance Bond**: The successful bidder or bidders on this bid must furnish a performance bond as indicated on the bid cover, made out to the City of Rochester, prepared on an approved form or on a form supplied by an approved surety, as security for the faithful performance of his contract, within ten (10) days of his notification that his bid has been accepted. The surety thereon must be such surety company or companies as are authorized and licensed to transact business in the State of New York. Attorneys in fact who sign bid bonds must file with each bond a certified copy of their power of attorney to sign said bonds.

    The successful bidder or bidders, upon failure or refusal to furnish within ten (10) days after his notification the required performance bond, shall forfeit to the City of Rochester as liquidated damages their bid deposit. At its option, the City shall have the right to accept cash, certified checks, letters of credit or such other security as the City deems appropriate in satisfaction of the foregoing bond requirements.

20. **Samples**: The samples submitted by bidders on items which they have received an award may be retained by the City until the delivery of contracted items is completed and accepted. Bidders whose samples are retained may remove them after delivery is accepted. Bidders who are not awarded a bid must remove their samples as soon as possible after award has been made on the item or items for which the samples had been submitted. The City will not be responsible for such samples if not removed by the bidder within thirty (30) days after the award has been made.

    Bidders shall make all arrangements for delivery of samples to place designated by the City as well as the removal of samples. Cost of delivery and removal of samples shall be borne by the bidder. All samples packages should be marked "Samples for Purchasing Bureau" and each sample should bear the name of the bidder, item number, bid number, and shall be carefully tagged or marked in a substantial manner. Failure of the bidder to clearly identify samples as indicated may be considered sufficient reason for rejection of bid, and in such cases the City will not be liable for the loss of samples.

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SPECIFICATIONS

21. **Trade Names**: In cases where an item is identified by a manufacturer's name, trade name, catalog number or reference, it is understood that the bidder proposes to furnish the item so identified and does not propose to furnish an "equal" unless the proposed "equal" is definitely indicated therein by the bidder.

The reference to a name brand is intended to be descriptive but not restrictive and only to indicate to the prospective bidder articles that will be satisfactory. Bids on other makes and catalogs will be considered, provided each bidder clearly states on the face of his proposal exactly what he proposes to furnish, and forwards with his bid, a cut, illustration, or other descriptive matter which will clearly indicate the character of the article covered by the bid.

The Purchasing Agent hereby reserves the right to approve as an equal, or to reject as not being equal, any article the bidder proposes to furnish which contains major or minor variations from specification requirements but may comply substantially therewith.

If no particular brand, model, or make is specified, and if no data are required to be submitted with the bid, the successful contractor, after award and before manufacture or shipment, may be required to submit working drawings or detailed descriptive data sufficient to enable the Purchasing Agent to judge if each requirement of the specifications is being complied with.

22. **Formal Specifications**: The Bidder shall abide by and comply with the true intent of the specifications and not take advantage of any unintentional error or omission, but shall fully complete every part as the true intent and meaning of the specifications and drawings. Whenever herein mention is made of any article, material, or workmanship to be in accordance with laws, ordinances, building codes, underwriter's codes, A.S.T.M. standards, or similar expressions, the requirements of these laws, ordinances, etc. shall be construed as the minimum requirements of these specifications.

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AWARD

23. **Award or Rejection of Bids**: The contract will be awarded to the lowest responsible and responsive bidder complying with the provisions of the Invitation, provided the bid price is reasonable and it is to the interest of the City to accept it. The Purchasing Agent reserves the right to reject any or all bids and to waive any informality in bids received whenever such rejection or waiver is in the interest of the City. The Purchasing Agent also reserves the right to reject the bid of a bidder who has previously failed to perform properly or complete on time contracts of a similar nature, or a bid of a bidder where investigation shows the bidder is not in a position to perform the contract.

In determining responsibility, the following other qualifications, in addition to price, will be considered by the Purchasing Agent:

a) The ability, capacity and skill of the bidder to perform the service required within the specified time.

b) The character, integrity, reputation, judgment, experience and efficiency of the bidder.

c) The quality of performance of previous contracts or services.

d) The previous and existing compliance by the bidder with laws and ordinances relating to previous contracts with the City and to the bidder's employment practices.

e) The sufficiency of the final resources and ability of the bidder to perform the contract or provide services.

f) The quality, availability and adaptability of the supplies or contractual services to the particular use required.

g) The ability of the bidder to provide future maintenance and service for the use of the subject of the contract.

h) Whether the bidder is in arrears to the City, in debt on contract, is a defaulter on surety to the City, or whether the bidder's taxes or assessments are delinquent.

I) Such other information as may be secured by the Purchasing Agent having a bearing on the decision to make the award.

In determining a bidder's responsiveness, the Purchasing Agent shall consider material deviations from the advertised specifications which materially affect price, quantity, quality or limit the bidder's liability.

24. **Notice of Acceptance**: A written award (or Acceptance of Bid) mailed (or otherwise furnished) to the successful Bidder within the time for acceptance specified in the Invitation to Bid shall be deemed to result in a binding contract without further action by either party.

25. **Tie Bids**: If two or more bidders submit identical bids and are equally qualified, the decision of the City to make award to one or more of such bidders shall be final. Selection may be made by drawing lots.

26. **Resident Bidders - Preference**: Price and other factors being equal, preference may be given first to resident bidders of the City except when in the judgment of the City such purchases would operate to the disadvantage of the City, and selection by drawing lots shall not apply where the tie bids are between a resident and non-resident bidder.

27. **Specific Bid Quantities**: Where quantities are specifically stated, acceptance will bind the City to order quantities specified and to pay for at contract prices all such supplies or services delivered that meet specifications and conditions of the contract. However, the City will not be required to accept delivery of any unordered balances as of the contract expiration date unless the contractor furnishes the Purchasing Agent with a statement of unordered balances not later than ten (10) days after the termination date of the contract.

28. **Requirements Bid Quantities**: On "Requirements" bids, acceptance will bind the City to pay for, at unit bid prices, only quantities ordered and delivered.

29. **Availability of Funds**: The City shall be obligated to pay for goods and services received only to the extent that money has been appropriated and encumbered for such purpose. The contractor in turn shall be obligated to perform only so long as money is available to pay for the goods and services it supplies. If this contract extends through one fiscal year of the City into the next year, the City's obligations hereunder shall be specifically limited to and shall be conditioned upon the appropriations for such following year.

30. **Contract Alterations**: The contractual terms, conditions and provisions of this contract, including all general conditions and instructions to bidders, shall not be modified by the bidder. The Purchasing Agent shall have the right, at his option, to treat any bid submitted with additional or differing contract provisions as informal or to ignore such additional provisions and to award as if

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such additional provisions had not been submitted by the bidder. This section shall not apply if the request for bids or the specifications specifically invite the bidder to submit additional or modifying provisions, but only to the extent that such additional or modifying provisions are requested by and are acceptable to the Purchasing Agent. Where the bidder submits a bid for goods or services which vary from the City's specifications, the decision of the Purchasing Agent of whether such goods or services are functionally equivalent to the goods or services requested by the City shall be final. Alterations or changes in the specifications of the goods or services furnished under this contract can only be made upon the written authorization signed by the Purchasing Agent, and any other alteration or modification that is not signed by the Purchasing Agent or his designated representative shall be void. Alterations in contract language shall further require the approval of the City Department of Law.

31. **Term of Contract**: This contract shall remain in force for the period specified unless extended by mutual consent of both parties or terminated as provided herein.

32. **Termination of Contracts**: Contracts shall remain in force for full periods specified and until all articles ordered before date of termination shall have been satisfactorily delivered and accepted and thereafter until all requirements and conditions shall have been met, unless:

a) terminated prior to expiration date by satisfactory deliveries of entire contract requirements.

b) extended upon written authorization of the Purchasing Agent and accepted by contractor, to permit ordering of unordered balances or additional quantities at contract prices and in accordance with contract terms.

33. **Subletting of Contract**: It is mutually understood and agreed that the Contractor shall not assign, transfer, convey, sublet or otherwise dispose of his contract or his right, title or interest therein, or his power to execute such contract, to any other person, firm or corporation without the previous written consent of the City Purchasing Agent, but in no case shall such consent relieve the Contractor from his obligations or change the terms of the contract.

34. **Default**: The contract may be cancelled or annulled by the Purchasing Agent in whole or in part by written notice of default to the Contractor upon non-performance or violation of contract terms. An award may be made to next low bidder, or, articles specified may be purchased on the open market similar to those so terminated. In either event, the defaulting Contractor (or his surety) shall be liable to the City for costs to the City in excess of the defaulted contract prices. Provided, that the contractor shall continue the performance of this contract to the extent not terminated under the provisions of this clause. Failure of the contractor to deliver materials or services within the time stipulated on his bid, unless extended in writing by the Purchasing Agent, shall constitute contract default.

35. **Delivery Failures**: Failure of a Contractor to deliver within the time specified, or within reasonable time as interpreted by the Purchasing Agent, or failure to make replacements of rejected articles when so requested, immediately or as directed by the Purchasing Agent, shall constitute authority for the Purchasing Agent to purchase in the open market articles of comparable grade to replace the articles rejected or not delivered. On all such purchases, the Contractor shall reimburse the City within a reasonable time specified by the Purchasing Agent, for any expense incurred in excess of contract prices or the City shall have the right to deduct such amount from monies owed the defaulting Contractor. Such purchases shall be deducted from contract quantities. Should public necessity demand it, the City reserves the right to use or consume articles delivered which are substandard in quality, subject to an adjustment in price to be determined by the Purchasing Agent.

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36. **Non-Liability**: The Contractor shall not be liable in damages for delay in shipment or failure to deliver when such delay or failure is the result of fire, flood, strike, act of God, act of government, act of an alien enemy or by any other circumstances which, in the Purchasing Agent's opinion, is beyond the control of the contractor. Under such circumstances, however, the Purchasing Agent may at his discretion, cancel the contract.

37. **New Goods, Fresh Stock**: All contracts, unless otherwise specifically stated, shall produce new commodities, fresh stock, latest model, design or pack.

38. **Equal Employment Opportunities**:

a) The City of Rochester, New York reaffirms its policy of Equal Opportunity in its commitment to require all contractors, lessors, vendors and suppliers doing business with the City to follow a policy of Equal Employment Opportunity, in accordance with the requirements set forth herein. This policy is adopted pursuant to the City's Affirmative Action Plan, Article XV, Contract Compliance. The City does not discriminate on the basis of handicap status as defined in 31 CFR Part 51, in admission, access to, or treatment or employment in its programs and activities. The City is including this policy statement in all bidding documents, contracts, and leases. Contractors, lessors, vendors and suppliers shall agree to comply with State and Federal Equal Opportunity laws and regulations and Federal regulations 31 CFR Part 51and shall submit documentation regarding Equal Employment Opportunity upon the City's request.

b) Definitions:

1. Good Faith Effort - shall mean every reasonable attempt to comply with the provisions of this policy by making every reasonable effort to achieve a level of employment of minority groups and female workers that is consistent with their presence in the local work force.

2. Minority Group Persons - shall mean a person of Black, Spanish surname American, Asian American or American Indian ethnic or racial origin and identity.

c) Compliance. The Contractor shall comply with all of the following provisions of the Equal Employment Opportunity Requirement:

1) The Contractor agrees that he will not discriminate against any employee for employment because of race, color, religion, sex, age, or of employees for performance of work under this Agreement or any subcontract hereunder, the Contractor and its subcontractors, if any, shall not, by reason of race, creed, color, sex, age or national origin, discriminate against any person who is qualified and available to perform the work to which the employment relates. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that applicants are hired and that employees are treated during their employment, without regard to their race, color, religion, sex, age or national origin.

2) If the Contractor is found guilty of discrimination in employment on the grounds of race, color, sex, religion, age or national origin by any court or administrative agency that has jurisdiction pursuant to any State or Federal Equal Employment Opportunity Laws or regulations, such determination will be deemed to be a breach of contract, and this Agreement will be terminated in whole or part without any penalty or damages to the City on account of such cancellation or termination and the Contractor shall be disqualified from thereafter selling to, submitting bids to, or receiving awards of contract with the City of Rochester for goods, work, or services until such time as the Contractor can

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demonstrate its compliance with this policy and all applicable Federal and State Equal Opportunity laws and regulations.

3.The Contractor shall cause the foregoing provisions to be inserted in all subcontracts, if any, for any work covered by this Agreement so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to subcontracts for standard commercial supplies or raw materials.

39. **Purchase of Products from Companies Doing Business in Northern Ireland Supporting Fair Employment:**

1.The vendor understands that the City has adopted a policy prohibiting contracting for goods or services with a person, firm, or corporation doing business in Northern Ireland, who does not support fair employment without religious discrimination and does not cooperate with agencies monitoring equal opportunity employment.

2. If, because of applicable law, a contract is awarded to a contractor who does not support equal opportunity employment without religious discrimination, the contractor must submit a statement to the Director of Finance detailing the reasons for such nonsupport of fair employment.

40. **Guarantee**: Unless otherwise specified, the Contractor shall unconditionally guarantee the materials and workmanship of all equipment furnished by him for a period of one year from date of acceptance of the items delivered and installed, unless otherwise specified herein. If, within the guarantee period, any defects or signs of deterioration are noted which, in the opinion of the City are due to faulty design and installation, workmanship, or materials, the Contractor, at his expense, shall repair or adjust the equipment or parts to correct the condition, or he shall replace the part or entire unit to the complete satisfaction of the City. These repairs, replacements or adjustments shall be made only at such time as will be designated by the City as least detrimental to the operation of City business.

41. **Placing of Orders**: Orders against contracts will be placed with the Contractor on either a Purchase Order or Blanket Purchase Order executed and released by the Purchasing Agent. Telephone orders placed directly with the contractor by the ordering Agency may be authorized by the Purchasing Agent only after execution of a Blanket Purchase Order.

42. **Provisions for Other Agencies:** Unless otherwise stipulated by the bidder, the bidder agrees when submitting his bid that he will make available to all City agencies and departments and the City School District the bid prices he submits in accordance with the bid terms and conditions, should any said department or agency wish to buy under this bid proposal.

DELIVERY PROVISIONS

43. **Responsibility for Materials Shipped and Risk of Loss**: The Contractor shall be responsible for the materials or supplies covered by this contract until they are delivered to the designated point and received, properly installed if necessary, and accepted by the City and the Contractor shall bear all risk on rejected materials or supplies. Rejected materials or supplies must be removed by and at the expense of the Contractor promptly after notification of rejection, unless public health and safety require immediate destruction or other disposal of rejected delivery. Upon failure to do so within ten (10) days after notification, the City may return the rejected materials or supplies to the contractor at his risk and expense, or dispose of them as its own property.

44. **Inspections**: Inspection and acceptance of materials or supplies will be made after delivery. Final inspection shall be conclusive except as regards latent defects, fraud, or such gross mistakes as amount to fraud. Final inspection and acceptance or rejection of the materials or supplies will be

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made as promptly as practicable, but failure to inspect and accept or reject materials or supplies shall not impose liability on the City for such materials or supplies as are not in accordance with the specifications. All delivered materials shall be accepted subject to inspection and physical count.

45. **Time of delivery**: Deliveries will be accepted between 9:00 A.M. and 4:00 P.M. on weekdays only. No deliveries will be accepted on Saturdays, Sundays or Holidays.

46. **Packing Slips or Delivery Tickets**: All shipments or deliveries shall be accompanied by Packing Slips or Delivery Tickets and shall contain the following information for each item delivered:

    The Purchase Order Number

    The Name of the Article and Stock Number (Supplier's)

    The Quantity Ordered

    The Quantity Shipped

    The Quantity Back Ordered

    The Name of the Contractor

    Bidders are cautioned that failure to comply with these conditions SHALL BE CONSIDERED SUFFICIENT REASON FOR REFUSAL TO ACCEPT THE GOODS.

47. **FOB Destination Delivery**: Unless otherwise specifically stated in the City's request for bids, all goods, equipment and materials shall be delivered to the location designated by the City. The bidder shall include in his bid price all reasonable and necessary transportation, shipping, handling and delivery charges. Delivery shall not be complete until the goods, etc. are placed in the building, room, or other location specified by the City, either in the bid documents or in the Purchase Order.

48. **General Guaranty**: Contractor agrees to:

    a) save the City, its agents and employees harmless from liability of any nature or kind for the use of copyrighted or non-copyrighted composition, secret process, patented or non-patented invention, article or appliance furnished or used in the performance of the contract which the contractor is not the patentee, assignee, licensee or owner.

    b) protect the City against latent defective material or workmanship and to repair or replace any damages or marring occasioned in transit or delivery.

    c) furnish adequate protection against damage to all work and to repair damages of any kind, to the building or equipment, to his own work or to the work of other contractors for which he or his workmen are responsible.

    d) pay for all permits, licenses and fees and give all notices and comply with all laws, ordinances, rules and regulations of the City and the State of New York.

49. **Indemnity:** Contractor shall indemnify, keep and save harmless the City, its agents, officials and employees, against all injuries, death, loss, damages, claims, patent claims, suits, liabilities, judgments, costs and expenses, which may in anyway accrue against the City in consequence of the granting of this contract or which may in anyway result therefrom, whether or not it shall be

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alleged or determined that the act was caused through negligence or omission of the Contractor or his employees, of the subcontractor or his employees, if any, and the Contractor shall, at his own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith, and if any judgment shall be rendered against the City in any such action, the Contractor shall at his own expense, satisfy and discharge the same. Contractor expressly understands and agrees that any performance bond or insurance protection required by this contract, or otherwise provided by Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the City as herein provided.

50. **Collusive Bidding**: The Bidder certifies that his bid is made without any previous understanding, agreement or connection with any person, firm or corporation making a bid for the same project without prior knowledge of competitive prices, and is in all respects fair, without outside control, collusion, fraud or otherwise illegal action.

51. **Identical Bidding**: Executive Order No. 10946: All identical bids submitted to the City as a result of advertised procurement for materials, supplies, equipment or services exceeding $1,000.00 in total amount may at the discretion of the City, be reported to the Attorney General of the United States in accordance with Form DJ-1510 and the Presidential Order dated April 24, 1961 for possible violation and enforcement of antitrust laws.

52. **Employees Not To Benefit**: As a prerequisite for the payment pursuant to the terms of this contract, there shall be furnished to the City a statement under oath that no employee or officer of the City, or members of his or her immediate family, including spouse, parents, or children, or any person representing or purporting to represent any member or members of the elected governing body has received or has been promised directly or indirectly, any financial benefit, by way of fee, commission, finder's fee, political contribution, or any other similar form of remuneration and/or on account of the acts of awarding and/or executing the contract. Upon request by the City, as a prerequisite to payment pursuant to the terms of this contract, there will be furnished to the requester, under oath, answers to any interrogatories related to a possible conflict of interest as herein embodied. Any contract made or entered into where it is discovered that violation of the intent of this provision exists shall be declared null and void and all monies received by the Contractor shall be returned to the City.

    Any person executing a false statement or violating the provisions of this section shall be subject to possible prosecution.

53. **Child Labor**: Pursuant to Resolution No. 37-38 of the City of Rochester, the bidder certifies to the best of his/her knowledge that Child Labor has not been employed in the manufacture of the materials, supplies, the containers thereof, or services represented hereon.

54. **Prevailing Wages**: Bidder hereby certifies that to the extent applicable to this contract the wage rates to be paid to employees on this contract shall be in conformity with the wage rates established by the Comptroller pursuant to and in conformity with Section 220 of the New York State Labor Law. To the extent that prevailing wages are not applicable to the contract, the bidder hereby certifies that he/she shall pay employees working hereunder the minimum wages established by law.

55. **Testimony Concerning Contracts**: The refusal of the vendor, or any of its officers, directors, partners, members or agents, when called before a Grand Jury, to testify concerning any transaction or contract had with the State of New York, any political subdivision thereof, a public authority or with any public department, agency or official of the State of New York or of any political subdivision thereof or of a public authority, to sign a waiver of immunity against subsequent criminal prosecution or to answer any relevant questions concerning such transaction or contract, shall disqualify the vendor and such officer, director, member or agent thereof from thereafter selling to or submitting bids to or receiving awards from or entering into any contracts with any municipal corporation in the

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State of New York or any public department, agency or official thereof, for goods, works or services, for a period of five (5) years after such refusal and any or all contracts made with any municipal corporation or a public department, agency or official thereof, by such person, and by any firm, partnership or corporation of which he is a member, partner, director or officer, may be cancelled or terminated by the municipal corporation without any liability on the part of the municipal corporation or any penalty or damages on account of such cancellation or termination.

56. **Status As Independent Contractor**: The Contractor, in accordance with his status as an independent contractor, covenants and agrees that he shall conduct himself in a manner consistent with such status, that he will neither hold himself nor his employees out as, nor claim to be an officer or employee of the City by reason hereof, and that he and his employees will not by reason hereof, make any claim, demand or application for any right or privilege applicable to an officer or employee of the City, including but not limited to Workers' Compensation coverage, unemployment insurance benefits, social security coverage, and retirement membership or credit.

57. **Audit**: The Contractor agrees to permit on-site inspection and auditing of all records, books, papers, and documents associated with this Agreement by authorized representatives of the City, and further agrees to provide necessary staff support for the performance of such audit. The Contractor agrees to maintain for a period of three (3) consecutive years following termination of this Agreement any and all records, reports and other documentation arising from the performance of this agreement; however, this period shall be extended beyond three years for any and all records and information pertaining to unresolved questions, which have been brought to the Contractor's attention by written notice by the City.

58. **Compliance With All Laws**: The Contractor agrees that, during the performance of the work required pursuant to this Agreement, the Contractor, and all employees working under his direction, shall strictly comply with all local, state or federal laws, ordinances, rules or regulations controlling or limiting in any way their actions during their said performance of the work required by this Agreement. Furthermore, each and every provision of law and contractual clause required by law to be inserted in this Agreement shall be deemed to be inserted herein. If, through mistake or otherwise, any such provision is not inserted or is not correctly inserted, then upon the application of either party this Agreement shall be forthwith physically amended to make such insertion or correction.

59. **Extent of Agreement**: This Agreement constitutes the entire and integrated Agreement between and among the parties hereto and supersedes any and all prior negotiations, agreements, and conditions, whether written or oral. Any modification or amendment to this Agreement shall be void unless it is in writing and subscribed by the party to be charged or by its authorized agent.

60. **Law and Forum**: This Agreement shall be governed by and under the laws of the State of New York and the Charter of the City of Rochester. The parties further agree that the Supreme Court of the State of New York, held in and for the County of Monroe shall be the forum to resolve disputes arising out of either this agreement or work performed according thereto. The parties waive all other venue or forum selections. The parties may agree between themselves on alternative forums.

61. **No Waiver**: In the event that the terms and conditions of this agreement are not strictly enforced by the City, such non-enforcement shall not act as or be deemed to act as a waiver or modification of this Agreement, nor shall such non-enforcement prevent the City from enforcing each and every term of this Agreement thereafter.

62. **Severability**: If any provision of this Agreement is held invalid by a court of law, the remainder of this Agreement shall not be affected thereby, if such remainder would then continue to conform to the laws of the State of New York.

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NOTICE TO BIDDERS

Effective October 1, 1984, Section 38, Part a) of the General Conditions and Instructions to Bidders incorporated in this document has been amended to read:

38. Equal Opportunities:

a) The City of Rochester, New York reaffirms its policy of equal opportunity in its commitment to require all contractors, lessors, vendors, and suppliers doing business with the City to follow a policy of equal opportunity, in accordance with the requirements set forth herein. This policy is adopted pursuant to the City's Affirmative Action Plan, Article XV, Contract Compliance. The City does not discriminate on the basis of handicap status as defined in 31 CFR Part 51, in admission, access to, or treatment or employment in its programs or activities. The City is including these policy statements in all bidding documents, contracts, and leases. Contractors, lessors, vendors, and suppliers shall agree to comply with State and Federal equal opportunity laws and regulations and Federal regulation 31 CFR Part 51 and shall submit documentation regarding equal opportunity upon the City's request.

Effective June 15, 1989, the General Condition and Instructions to Bidders incorporated in this document has been amended by the insertion of the following new section:

38(A). Purchase of Products from Companies Doing Business in Northern Ireland Supporting Fair Employment

1) The vendor understands that the City has adopted a policy prohibiting contracting for goods or services with a person, firm, or corporation doing business in Northern Ireland, who does not support fair employment without religious discrimination and does not cooperate with agencies monitoring equal opportunity employment.

2) If, because of applicable law, a contract is awarded to a contractor who does not support equal opportunity employment without religious discrimination, the contractor must submit a statement to the Director of Finance detailing the reason for such nonsupport of fair employment.

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