

## NOTICE TO BIDDERS

The Board of Education of the Voorheesville Central School District invites the submission of Separate Sealed Bid Proposals to furnish materials and labor to complete the 2023-24 Capital Outlay project all in accordance with the plans and specifications for the following category of work:

### **GENERAL CONSTRUCTION- Roofing**

Sealed Bid Proposals will be received until 11:00 a.m. prevailing time on 7 December, 2023 at the School District Office, 432 New Salem Road, Voorheesville, NY 12186 , at which time and place the bids will be publicly opened and read aloud.

Any bid may be withdrawn without prejudice prior to the official bid opening time or any publicized postponement thereof.

Any bid received after the time and date stated above will be returned to the bidder unopened.

The bidding documents may be examined, free of charge, at the office of MOSAIC ASSOCIATES ARCHITECTS, The Frear Building, 2 Third Street, Suite 440, Troy, New York 12180, telephone (518) 479-4000.

**Digital Bidding Documents:** Complete digital sets of Bidding Documents may be obtained online as a download for a one-hundred (\$100.00) *non-refundable* deposit at the following website: [mosaicaaplanroom.com](http://mosaicaaplanroom.com).

**Hardcopy Bidding Documents:** One (1) complete set of hard copy Bidding Documents may be obtained from REVplans, 28 Church Street, Unit 7, Warwick, NY 10990 Tel: 1-845-651-3845, through [mosaicaaplanroom.com](http://mosaicaaplanroom.com) upon depositing the sum of \$100 (one hundred dollars) for each combined set of documents. Checks or money orders shall be made payable to Voorheesville CSD. Any bidder requiring documents to be shipped shall make arrangements with the printer and pay for all packaging and shipping costs. The deposit will be refunded ONLY to those bidders who submit a bona fide bid proposal in accordance with the terms in the "Information for Bidders" and who return a complete set of Bidding Documents in COMPLETE, UNMARKED, and NOT TORN condition to REV within thirty (30) days after the award of contract(s) covered by such Bidding Documents, or the rejection of such bid(s). Non-bidders, including material suppliers and subcontractors, as well as plan holders who do not submit bid proposals, WILL NOT be eligible for a refund.

**Note:** REVplans ([mosaicaaplanroom.com](http://mosaicaaplanroom.com)) is the designated location and means for distributing and obtaining all bid package information. Only those Contract Documents obtained in this manner will enable a prospective bidder to be identified as an official plan holder of record. REVplans takes no responsibility for the completeness of Contract Documents obtained from other sources. Contract Documents obtained from other sources may not be accurate or may not contain addenda that may have been issued.

**Addenda:** All bid addenda will be transmitted to registered plan holders via email and will be available at [mosaicaaplanroom.com](http://mosaicaaplanroom.com). Plan holders who have paid for hard copies of the bid documents will need to make the determination if hard copies of the addenda are required for their use and coordinate directly with the printer for hard copies of addenda to be issued. There will be no charge for registered plan holders to obtain hard copies of the bid addenda.

Each Bidder shall prepare their bid proposal, along with a bid security, in accordance with the terms and subject to the conditions set forth in the "Information for Bidders".

Attention of bidders is particularly called to the requirements as to conditions of employment to be observed and the minimum wage rates to be paid under the contracts.

No bidder may withdraw their bid within 45 days after the date of the actual bid opening.

The Board of Education reserves the right to reject any or all bids and to waive any informalities or defects in such bid either before or after the bid opening.

By Order of Board of Education  
Voorheesville CSD

Date: 16 November, 2023

Jessica Tabakian  
District Clerk

### **PROCEDURE FOR ACCESS TO BUILDING TO EXAMINE SITE OF WORK**

Bidders can inspect the work locations before submitting bids. This can be done any Monday through Friday, except holidays, during hours when there will be School District Staff Personnel in the building.

Unless directed otherwise, immediately upon entering the building, report to the School Office. This page of the specification may be used to identify you as a bidder. Follow instructions of School Personnel and keep interruptions to teaching activities to a minimum.

Building may be inspected by bidders at pre-arranged times during normal school hours. To make arrangements for inspection, call: Neil Cary 518-396-7884