

TOWN OF WEST SENECA



ENGINEERING DEPARTMENT

TOWN SUPERVISOR  
SHEILA M. MEEGAN  
TOWN COUNCIL  
EUGENE P. HART  
WILLIAM P. HANLEY JR.

July 5, 2016

Honorable Town Board  
Town of West Seneca

Honorable Board Members,

Please authorize the bidding of replacement/reconstruction of the Buildings and Grounds building roof. If approved, the project will be advertised for bid and bid documents will be available at the Town Clerks office on July 15, 2016 and the project will bid at 10:00am on August 5, 2016. The Town authorized bonding earlier this year in the amount of \$150,000 to complete this work. Therefore, please place this item on the July 11, 2016 Town Board agenda to authorize the bidding of this project.

Feel free to contact me if you have any questions.

Very truly yours,

A handwritten signature in black ink, appearing to read "S. R. Tanner".

Steven R. Tanner, P.E.

cc. Files: TB  
Project

SECTION 00 0100 – ADVERTISEMENT

Separate sealed bids will be received by the Town of West Seneca for Buildings and Ground New Roof. The project consists of a roof replacement, new roof copings and roof drainage work. Bids will be received until **10:00AM** (Local Time) on August 5, 2016, and then at said office publicly opened and read aloud. Bids will be received at:

Town of West Seneca  
1250 Union Road  
West Seneca, NY 14224

The Contract Documents may be examined at the following locations:

Town of West Seneca Clerk's Office  
1250 Union Road  
West Seneca, NY 14224

Copies of the Contract Documents will be available for inspection on Friday, July 15th, 2016 at the office of the Town Clerk and copies will be furnished upon the receipt of \$100 per set, made payable to the Town of West Seneca.

Any bidder returning the Contract Documents in good condition within ten days following the award of the contract, or the rejection of the bids, will be refunded the full amount of the deposit. Similarly, non-bidders will be refunded one-half the deposit.

Each bid must be accompanied by a certified check or bid bond from a domestic carrier licensed to do business in the State of New York in the amount of not less than five (5%) of the amount of the bid submitted.

Bidders on this work will be required to comply with the President's Executive Order Nos. 11,246 and 11,375 which prohibit discrimination in employment regarding race, creed, color, sex, or national origin.

The successful bidder must be an equal opportunity employer, must meet all appropriate State and Federal standards, and comply with all relevant governmental regulations.

A Statement of Non-Collusion and Performance and Payment Bonds will be required for this project. The Town of West Seneca is exempt from the payment of sales and compensation use taxes of the State of New York and of cities and counties on all materials, equipment, and supplies sold to the Town of West Seneca pursuant to this contract. The sales tax exemption is extended to the Contractor, Subcontractors, and their suppliers

All bids shall be binding for a period of forty-five (45) days after the bid opening date. The Town of West Seneca reserves the right to reject any and all bids and to waive any informalities therein.

**Date Issued: July 12, 2016**  
Jacqueline A. Felser  
Town Clerk