

Utica City School District – Thomas R. Proctor High School
Career and Technology Education (CTE) Addition
SED # 41-23-00-01-0-002-012

March, 2024
Issued for Bid

DOCUMENT 001113 - ADVERTISEMENT FOR BIDS

Owner:

Utica City School District Board of Education
929 York Street
Utica, NY 13502
PH: 315-792-2210

Project Information:

Utica City School District
Career and Technical Education Addition
SED# 41-23-00-01-0-002-012

Architect:

LaBella Associates
300 Pearl Street
Buffalo, NY 14202
PH: 716-828-9166
FX: 716-828-9164

The Owner, the Utica City School District, will receive separate sealed bids to furnish materials and labor to complete alterations and additions at Thomas R. Proctor High School, 1203 Hilton Avenue, Utica, New York 13501. Bids shall be on a stipulated sum basis for the following contracts:

Contract Number and Type:

- 01 – General Construction Contract (GC)
- 02 – Mechanical (HVAC) Construction Contract (MC)
- 03 – Plumbing Construction Contract (PC)
- 04 – Electrical Construction Contract (EC)
- 05 – Sitework Construction Contract (SC)

One (1) copy of sealed bids Must be delivered to the office of the Purchasing Agent of the Utica City School District at the District Administration & Board Offices, 929 York Street, Utica, NY 13502 (phone: (315) 792-2210) prior to **2:00 PM EST, April 9th, 2024**. Bids shall be enclosed in a sealed envelope, addressed to Ms. JoAnn Giotto, Purchasing Agent and marked in red in the lower left had corner. Bids received after this time will not be accepted and returned to Bidder unopened. Bids will be opened publicly and read aloud after specified receipt time. All interested parties are invited to attend.

Complete sets of Bidding Document drawings and specifications may be obtained on March 15th, 2024 from Dataflow Reprographics LLC., 845 Broad Street, Suite 1, Utica, New York 13501, telephone: 315-735-6131, in accordance with the Instructions to Bidders upon depositing the sum of One hundred Dollars (\$100.00) for each set of documents.

Prospective bidders must obtain a set of bid documents from the designated web portal, **www.nyplanroom.com**. Ordering from this web portal automatically places the prospective bidder on the plan holders' list, and thus eligible to bid the project. This designated web portal will be updated periodically with addenda, lists of registered plan holders, reports, and other information relevant to submitting a bid for the project. All official notifications, addenda, and

other bidding documents will be offered only through the designated web portal with notifications to registered bidders. As such, bidders who obtain documents from other sources such as exchange plan rooms will not qualify as bidders. Neither the Owner, Construction Manager, Architect/Engineer, nor Dataflow Inc. will be responsible for bidding documents, including addenda, if any, that are obtained from sources other than the designated web portal.

- a. Bid documents including plans and specifications are available for *electronic download* for a non-refundable fee of \$49.00, payable by credit card.
- b. Bid documents including *printed sets* of plans and specifications may be ordered in paper format for a refundable fee of \$100.00, payable by credit card. Shipping charges may apply.
- c. Refunds for printed sets will be made by Dataflow directly to the credit card provided by the bidder. Refunds for payment of one (1) copy of the printed sets will be made to those submitting bids on the forms furnished, if the printed sets returned in good condition to Dataflow (address listed above) within seven (7) business days from the award of the contract.

Please contact Dataflow at bidsupport@goDataflow.com or call at 607-772-2001 with any additional questions on how to order a bid package or the www.nyplanroom.com portal.

Additionally, Contract Documents will be available for viewing at:

Mohawk Builders Exchange, 10 Main Street, Suite 202, Whitesboro, NY 13492
Syracuse Builders Exchange, 6563 Ridings Road, Syracuse, NY 13206

Each Bidder must deposit a Bid Security in the amount and form per the conditions provided in Instructions to Bidders. All Bids will remain subject to acceptance for forty-five (45) days after the Bid Opening. Owner may, in its sole discretion, release any Bid and return Bid Security prior to that date.

Pre-Bid Conference will be held at 3:00PM on March 28th at Thomas R. Proctor High School 1203 Hilton Ave. Utica, New York 13501. Perspective bidders to meet at School Cafeteria Entrance adjacent to baseball fields. Use this page to verify identification as a Bidder. Attendance at this meeting is recommended as the Owner and Architect will be present to discuss the Project. Attendees should anticipate 30 minutes plus Q & A session. The Architect will transmit to all listed Bidders record of Addenda in response to questions arising at the Conference.

Additional Inspection of site will be at the convenience of the Utica City School District with a minimum of forty-eight hours prior notification to the Construction Manager. Contact Cameron Teachout to schedule any site inspections (315)-868-4200

The work of this project shall be completed by the dates set forth in Section 0 13216 “Project Schedule”

Requests for interpretation, information, and clarification (RFI) of the Contract Documents must be made in writing utilizing the attached RFI Form 006001. Responses to RFI’s will not be made over the telephone. Responses to RFI’s will be advisory only and will not modify the Contract Documents. The contract Documents stand as published except as modified by written addenda before bid and modifications after execution of the agreement. No RFI’s will be accepted within 72 hours of this bid opening.

RFI’s may be emailed to both:

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Cameron Teachout at CTeachout@cscos.com

Justin Shaffer at JShaffer@labellaPC.com

The School Board of the Utica City School District reserves the right to waive any informalities or irregularities in the Bids received, or to reject all Bids without explanation.

“The Utica City School District is an Affirmative Action, Equal Opportunity Enterprise.”

By Order of: The Utica City School District Board of Education

END OF SECTION 00 1113