

**CITY OF ONEIDA
INVITATION TO BIDDERS**

Pursuant to a resolution dated November 26 2019 the Common Council of the City of Oneida requests sealed bids for City Tree Services. The contract period shall be 12 months January 1 2020 through December 31 2020 and unit contract prices shall remain fixed for any work performed by the contractor throughout the duration of the contract. Contract also includes Option Year for 2021 if mutually agreed-upon by both parties in 4th Quarter 2020.

Bids will be received on **Thursday, December 19 2019** at the office of the purchasing agent, City of Oneida, 109 North Main Street, Oneida, New York, 13421, until 11:15 AM. local time, and there at said time publicly opened and read aloud. **The entire specification booklet shall be intact with any addenda inserted in the front of the books and submitted in an envelope marked "Bid on City Tree Services".**

The amount of work cannot be exactly determined. As such bid sheets reflect an estimated quantity of work in order to allow for a comparison of bids. The estimated quantities are representative of annual work actually performed for the City by contractors under previous contracts, but shall not be considered a commitment for the amount of work to actually be performed under this contract. The contract shall be awarded to the responsible bidder submitting the lowest total bid price. All work under this contract will pertain only to trees owned by the City of Oneida, and only work ordered by the City Engineer or his designated representative shall be performed by the contractor.

Questions concerning these contract documents shall be directed via email to Benjamin G. Smith, Assistant City Engineer: bsmith@oneidacity.com. Questions via phone will not be accepted, nor responded to.

The owner is exempt from the payment of sales and compensating use taxes of the State of New York and of cities and counties thereof on all material, equipment and supplies sold to the owner pursuant to this contract. Also exempt from such taxes are purchases by the contractor and his subcontractors of (A) Materials, equipment and supplies for use in erecting and improving any real property included in the project, provided that such materials, equipment and supplies are to become an integral component part of such structures, buildings or real property and (B) material, equipment and supplies other than those described in (A) above, to be sold to the owner pursuant to this contract. These taxes are not to be included in the bid.

Each bid must be accompanied by cash, certified check or bid bond in an amount not less than five percent (5%) of the bid amount, the completed bid forms, completed Statement of Surety's Intent, and completed Non-Collusive Bidding Certification form.

Bidders are advised that this contract requires the contractors to pay wages and supplemental benefits pursuant to the NYS Department of Labor Prevailing Wage Schedule contained in this contract document. City of Oneida will strictly enforce those provisions of New York State Labor Law Sections 220 through 223 pertaining, but not limited to: maximum daily\weekly hours constructions workers are permitted to work, payment of prevailing wages, submission of certified payrolls, posting prevailing wage rates at the project site. The successful bidder will be responsible for the acquisition of all submissions pertaining to Labor Law from subcontractors employed in the work.

Bidders are cautioned to read carefully and be able to comply with all requirements of Section 12.17 - Insurance Provisions.

Bidders are advised that a Notice of Surety's Intent to provide a Labor and Material Bond must be included with the bid. Further, the successful bidder will be required to provide a Labor and Material Bond bidder acceptable to the City prior to entering into a contract.

The Common Council of the City of Oneida reserves the right to waive any informalities in the bid and to reject any or all bids not in the best interest of the City of Oneida.

Lee Ann Wells
City Comptroller