



DEPARTMENT OF PUBLIC WORKS

Andrew J. Spano, Westchester County Executive

Ralph L. Butler, PE, Commissioner

**A** DVERTISED (Construction Contracts)

All of our bid books are available on the Hudson Valley Municipal Purchasing Group Website (<http://www.HudsonValleyBidSystem.com>) listed under Westchester County-Public Works. For electronic file users, click on the above link for access to web site.

ALL ADDENDA ARE POSTED ON THE ABOVE REFERENCED WEBSITE. Please refer to instructions for "Addenda to the Bid Documents" elsewhere in this issue of WestWorks.

Sealed proposal for advertised contracts will be received by the Board of Acquisition and Contract in Room 104, Michaelian Office Building, 148 Martine Avenue, White Plains, New York; until 11:00 a.m. of the bid due date. Immediately after, the bids will be publicly opened and read aloud in Room 527.

Construction documents may be obtained at the above address, after 1:00 p.m. on the advertising date; however, not before 11:00 a.m. on a bid due date (usually a Wednesday). The deposit (Dep.) is paid by a personal or company check, payable to the County of Westchester.

Call Board of Acquisition and Contract for additional information or questions at 914-995-2274 and for bid results only at 914-995-4029.

**CONTRACT:** 08-545 (Dep. \$100)  
**TITLE:** Renovation of Electrical Systems, Fourth Floor, 112 East Post Road, White Plains.  
**DESCRIPTION:** The work under this contract consists of providing all necessary labor, material and equipment required for replacement of existing lighting, data, telephone, power and fire alarm devices. **NOTE:** Contractor is directed to the Special Notice regarding Bid Documents, Addenda to the Bid Documents & Submission of Bids, Alternate, Minority Participation Policy, Vendor Direct Program, Bid Bond Not Required for Contracts of \$100,000 or Less, Mandatory OSHA Construction Safety and Health Training, Criminal Background Information, Prevailing Wage Rate Requirement, Use of Fluorescent Light Bulbs & Energy Efficient Bulbs, County of Westchester Phosphorus-Free Lawn Fertilizer Policy, Record Drawings, Prompt Execution and Return of Contract, Ultra Low Sulfur Diesel Fuel, Qualified Transportation Fringe Program, Required Disclosure of Relationships to County, Contractor Disclosure Statement, and Protection of Water Resources & the Environment.  
**BID ESTIMATE:** \$175,000 – 185,000  
**PRE-BID INSPECTION:** Held on January 6<sup>th</sup>.  
**CONTACT:** John Baudille, 995-2247  
**BID DUE:** January 14, 2009

**CONTRACT:** 08-520 REV (Dep. \$100)  
**TITLE:** Curtain & Rigging Replacement, Westchester County Center, White Plains.  
**DESCRIPTION:** Selected demolition and replacement of County Center curtains, rigging systems, and other related work. The project may include six add/alternates, in addition to the base bid work. **NOTE:** Contractor is directed to the Special Notice regarding Bid Documents,

Addenda to the Bid Documents & Submission of Bids, Alternates, Minority Participation Policy, Vendor Direct Program, Mandatory OSHA Construction Safety and Health Training, Criminal Background Information, Prevailing Wage Requirement, Record Drawings, Prompt Execution and Return of Contract, Ultra Low Sulfur Diesel Fuel, Qualified Transportation Fringe Program, Required Disclosure of Relationships to County, Contractor Disclosure Statement, Protection of Water Resources & the Environment, and Use of Fluorescent Light Bulbs & Energy Efficient Bulbs.

**BID ESTIMATE:** \$500,000 – 550,000  
**PRE-BID INSPECTION:** 10:00 a.m., January 12<sup>th</sup> at a meeting inside the Lobby entrance of Westchester County's County Center, White Plains. **MANDATORY** attendance is required. Bids will be rejected from bidders not in attendance or who fail to sign the attendance form.  
**CONTACT:** M. Indelicato, 995-2574  
**BID DUE:** January 21, 2009

**CONTRACT:** 07-573 (Dep. \$100)  
**TITLE:** Resurface Terminal Facility Roadway Network (Approximately 6,000 L.F. x 24 L. F.) – Construction Only, A.I.P. # 3-36-0123-XX-09, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook.  
**DESCRIPTION:** The work under this contract consists of providing all necessary labor, material and equipment required for reconstruction, realignment and widening of a 500' roadway segment to the east of the parking garage. Additional work includes replacement of a portion of the curb and sidewalk adjacent to the Terminal Building, replacement and improvement of all signage and pavement markings, installation of a concrete conduit ductbank between Hangar A and the fuel farm, and, expansion of the existing detention basin. **NOTE:** Contractor is directed to the Special Notes regarding Bid Documents, Addenda to the Bid Documents & Submission of Bids, Specifications, Method of Measurement and Basis of Payment, Minority Participation Policy, Vendor Direct Program, Changes in the Wicks Law, Bid Bond Not Required for Contracts of \$100,000 or Less, Mandatory OSHA Construction Safety and Health Training, Criminal Background Information, Prevailing Wage Rate Requirement, Use of Fluorescent Light Bulbs & Energy Efficient Bulbs, County of Westchester Phosphorus-Free Lawn Fertilizer Policy, Records Drawings, Prompt Execution and Return of Contract, Ultra Low Sulfur Diesel Fuel, Qualified Transportation Fringe Program, Required Disclosure of Relationships to County, Contractor Disclosure Statement, Protection of Water Resources & the Environment, Minority Participation Policy, Airport Environmental Management System Requirements, Chemical Leak Restrictions at Airport, Airport Environmental Management System, Prevailing Wage Rates and Supplements – Airport, Increase or Decrease of Quantities – Airport, FAA Section 20-02 Pre-Qualification of Bidders, Required Training for Contractor Personnel, Security Regulations, Buy American Certificate (Jan 1991), Disadvantaged Business Enterprise Program – USDOT, DBE Program, Contractor Contractual Requirements, Certification Regarding Debarment and Suspension,

Qualifications, and Contractor Security ID Issue.

**BID ESTIMATE:** \$2,300,000 – 2,500,000

**PRE-BID INSPECTION:** Held on January 8<sup>th</sup>.

**CONTACT:** Anthony Ventarola, 995-2565

**BID DUE:** January 21, 2009

---

## BID OPENING

---

No bids were opened for Public Works construction contracts during the week of January 5, 2009.

---

## CONTRACTOR REMINDER

---

Receipt of bids is required prior to 11:00 a.m. in the Office of Board of Acquisition and Contract, Room 104 of the Michaelian Office Building, 148 Martine Avenue, White Plains, New York.

Please be advised that sufficient time must be allowed by the Contractor to pass through the security post. It is the Contractor's responsibility to submit their bids prior to 11:00 a.m. There are **NO** exceptions to this requirement.

---

## IN BRIEF

---

### **MINORITY PARTICIPATION POLICY**

Contractors must comply with the County's Minority Participation Policy, including, but not limited to, the requirement that contractors make a demonstrated good faith effort to utilize Minority Owned Businesses ("MOB") and Women Owned Businesses ("WOB"). To assist contractors in this effort the County has made available a list of MOB and WOB at [www.westchestergov.com/mwob](http://www.westchestergov.com/mwob). Contractors are also encouraged to utilize other sources to identify potential MOB and WOB as subcontractors and suppliers.

**All bidders must submit as part of their bid package the Minority/Women Owned Business Enterprise Questionnaire.**

The Contractor further agrees to include the above provision in any sub-contract made to a contract with the County of Westchester.

A bidder's failure to comply with the provisions of the Minority Participation Policy as set forth in the bid documents may result in a determination not to award the contract to that bidder.

---

## REMINDER

---

In our continuing effort to keep **WESTWORKS** as the most beneficial publication for Public Works' construction activities, issues are now available on the County of Westchester's Internet Site. Visit us at:

[www.westchestergov.com/dpw/westworks.htm](http://www.westchestergov.com/dpw/westworks.htm)

---

### **ATTENTION CONSTRUCTION WORKERS**

If you are working on a public construction site, New York Law states that your employer **MUST PAY YOU** the appropriate prevailing wage.

"WAGES MUST BE BASED ON THE WORK YOU DO,  
**NOT YOUR JOB TITLE**"

Your employer can not classify you as an apprentice and pay you lower wages if you have not signed a bonafide apprenticeship agreement with the State of New York, or have been registered with a State approved plan.

*Prevailing wage rates should be posted on the job site.  
If not, it is a violation of the law.*

---

### **ATTENTION BIDDERS- SPECIAL NOTICES**

Effective **April 7, 2008**, Executive Order 1-2008 will require all contractors, subcontractors, and all individuals who will perform work or services for the County, or be on County property under their contract with the County, to complete **Criminal Background Disclosure** forms. The contractor shall have a **continuing obligation** to maintain the accuracy of the disclosure forms for the duration of their contract, and shall provide any updates to the information as necessary to comply with the Executive Order.

---

### **CHANGES IN THE WICKS LAW**

Effective **July 1, 2008**, construction contracts of one million five hundred thousand dollars or less will not require the preparation of separate contracts for plumbing and gas fitting; steam heating, hot water heating, ventilation and air conditioning apparatus; and electric wiring and standard illuminating fixtures.

Each bidder on a public work contract, where the preparation of separate contracts is not required, shall submit with its bid a separate sealed list that names each subcontractor that the bidder will use to perform work on the contract, and the agreed upon amount to be paid to each for: (a) plumbing and gas fitting; (b) steam heating, hot water heating, ventilation and air conditioning apparatus; and (c) electric wiring and standard illuminating fixtures. After the low bid is announced, the sealed list of subcontractors submitted with the bid shall be opened and the names of such subcontractors shall be announced. Thereafter, any changes of subcontractors or agreed-upon amount to be paid to each shall require the approval of the County upon a showing of legitimate construction need for such change.

The sealed lists of subcontractors submitted by all other bidders shall be returned to them unopened after the contract award.

---

### **NEW LEGISLATION**

*Effective July 18, 2008*

### **OSHA 10-hour Construction Safety and Health Course – S1537-A**

This provision is an addition to the existing prevailing wage rate law, Labor Law §220, section 220-h. It requires that on all public work projects of at least \$250,000.00, all laborers, workers and mechanics working on the site, be certified as having successfully completed the OSHA 10-hour construction safety and health course. It further requires that the advertised bids and contracts for every public work contract of at least \$250,000.00, contain a provision of this requirement.

Rules and regulations will be promulgated and posted on the NYSDOL website [www.labor.state.ny.us](http://www.labor.state.ny.us) when finalized.



Westchester County began to utilize an "**Electronic-Procurement System**" for County contracts which are competitively bid.

This system will allow vendors to access a website, managed by **BidNet**, to select County contracts they wish to bid on and to download bid documents and/or specifications. The system is designed to reduce the use of paper, to increase the efficiency of the County's administrative processes, and to make the bidding process more convenient for all potential bidders.

#### **ADDENDA TO THE BID DOCUMENTS**

Addenda to the Bid Documents will be published on the Hudson Valley Municipal Purchasing Group website at (<http://www.HudsonValleyBidSystem.com>) listed under Westchester County-Public Works.

**It is the responsibility of each potential bidder to check the website on a regular basis for further information relative to the bid documents including information relating to any and all addenda prior to submitting its bid. All Bidders are deemed to have reviewed and considered all addendums in their Bid.**



#### **VENDOR DIRECT PAYMENT PROGRAM**

The County has initiated an electronic funds transfer program known as Vendor Direct in lieu of issuing checks for goods and services. Under this program, all payments earned by the successful bidder under this contract will be sent by electronic funds transfer (EFT) via Automated Clearing House (ACH) and **automatically credited to your designated bank account** at your financial institution. The Vendor Direct program is an efficient and cost effective mechanism for making/receiving payments and for increasing payment security. In addition, funds are credited and immediately available to the recipient on the effective payment date without the need for making a manual deposit at the bank.



#### **COMPLIANCE WITH NEW WORKERS' COMPENSATION LAW DIRECTIVES**

Form WC/DB-100, which is currently used to demonstrate exemption from workers' compensation and/or disability benefits insurance, will be retired on December 1, 2008. Historically these exemption forms were valid for multiple permits, licenses or contracts where the applicant applied, had to be notarized and had to be stamped by the New York State Workers' Compensation Board. Effective December 1, 2008, this process will change. Form CE-200 reflects a new process for granting exemptions. Exemptions will no longer be valid for multiple permits, licenses or contracts for which the applicant applied. Further, exemptions no longer have to be notarized, nor do they have to be stamped by the NYS Workers' Compensation Board. (Government agencies may continue to use insurance and self-insurance certificates for multiple permits, licenses or contracts issued to a specific legal entity during the coverage period listed on insurance/self-insurance related certificates). As of December 1, 2008, only applicants eligible for exemptions must file a new CE-200 for each and every new or renewed permit, license or contract issued by a

government agency. Each CE-200 will specifically list the issuing government agency and the specific type of permit, license or contract requested by the applicant. Please ensure that the CE-200 is signed and dated by the applicant.

An instruction manual that will further clarify the requirements is available to download at the Workers' Compensation Board website, [www.wcb.state.ny.us](http://www.wcb.state.ny.us). Once you are on the website, click on *Employers/Businesses*, then *Business Permits/Licenses/Contracts*; from there, click on *Instruction Manual for Businesses Obtaining Permits/Licenses/Contracts*.

Please note that ACORD forms are not acceptable proof of New York State workers' compensation or disability benefits insurance coverage.

Westchester  
gov.com

County of Westchester  
Department of Public Works  
Michaelian Office Building  
148 Martine Avenue, Room 526  
White Plains, New York 10601

