

**LEGAL NOTICE  
NOTICE TO BIDDERS**

**NOTICE IS HEREBY GIVEN**, that the Town Board of the Town of Thompson will receive bids in accordance with specifications prepared therefore which may be obtained without charge at the Office of the Town Clerk of the Town of Thompson, Town Hall, 4052 State Route 42, Monticello, New York for the following item:

**Fiber-Reinforced, Bituminous-Membrane Surface Treatment – For Department of Highways and Participation by a Political Subdivision within the State of New York.**

Said bids shall be mailed or delivered so that they shall be received at the office of the said Town Clerk on or before 2:00 o'clock P.M., Prevailing Time, on Thursday, April 02, 2020 at which date and hour all bids shall be publicly opened and read.

By Order of the Town Board  
Dated Monticello, New York  
March 17, 2020  
Marilee J. Calhoun  
Town Clerk

# TOWN OF THOMPSON

Town Hall, Town of Thompson  
Monticello, New York 12701  
Tel. (845) 794-2500

## COMPETITIVE BID PACKAGE INSTRUCTIONS TO BIDDERS SPECIFICATIONS BIDDER'S PROPOSAL

William J. Rieber, Jr.  
Supervisor

Michael Mednick  
Attorney for the Town

The enclosed Instructions to Bidders, Specifications and Bidder's Proposal are the forms upon which the Town of Thompson accepts competitive bids pursuant to the provisions of the General Municipal Law. As a bidder you are expected to know and understand the terms and conditions contained in this package. Your failure to comply with the terms and conditions upon which bids are accepted may result in disqualification of your bid. Be certain of the time when your bid must be submitted.

This is a bid prepared for:

## Fiber-Reinforced, Bituminous-Membrane Surface Treatment

( ) Town - wide

( X ) Department of Highways; Only

( X ) Participation by a political subdivision within the  
State of New York

## INSTRUCTIONS TO BIDDERS

- ( X ) **PRICE.** Price shall be net and shall include delivery of the material or item to the location specified, and if no location be specified, the Town Hall, 4052 Route 42, Monticello, New York 12701, and all transportation and delivery charges shall be prepaid to the point of delivery.
- ( X ) **TAXES.** Purchases by the Town of Thompson for its use are not subject to any sales, use or federal excise taxes and exemption certificates will be executed upon request and payment
- ( X ) **AWARD.** Award of the bid shall be made by the appropriate officer of the Town of Thompson. In cases where two or more responsible bidders submit identical bids as to price, the contract may be awarded to either of such bidders. The award shall be made on the most advantageous bid, on a quality versus price basis, taking into consideration the responsibility of the bidder and materials or items deemed to be best adapted to the uses of Town of Thompson. Failure on the part of the successful bidder to comply with all terms of the contract and specification as set forth herein, may result in disqualification of the bidder from future bidding, and/or termination of the contract. The Town of Thompson or department awarding the bid reserves the right to waive any formalities or reject any and all bids, or to accept any bid which its deems in the best interests of the Town of Thompson.
- ( X ) **INFORMATION FURNISHED WITH BID.** Bidder must submit with its bid detailed specifications, illustrated circulars and all other necessary data on the materials or items it proposes to furnish.
- ( ) **SECURITY DEPOSIT.** Each bid must be accompanied by a certified check or bond payable to the Town of Thompson in the amount of 5% of the gross bid price before trade-in allowance, if any. Such deposits will be returned to the unsuccessful bidders promptly and to the successful bidder upon performance of a contract of purchase or upon delivery of the aforementioned items or materials as the case may be. In the event that the successful bidder shall refuse or fail to comply with the terms of the contract herein set forth, all or a portion of the security deposit may be retained by the Town as liquidated damages.

## TOWN OF THOMPSON

- ( X ) **METHOD OF SUBMITTING BIDS.** All bids shall be made upon and in accordance with the forms which contain these instructions to bidders and the Specifications which shall be available from the **Town Clerk**. Bids to be submitted in sealed envelopes addressed to the **Town Clerk, Town Hall, Town of Thompson, 4052 Route 42, Monticello, New York 12701**, and shall bear upon the face there of the name and address of the bidder, clearly indicating that it is a bid for **Fiber-Reinforced, Bituminous-Membrane Surface Treatment** with the bid number, if any, set forth above.
- ( X ) **SUBMISSION AND OPENING OF BIDS.** Bids for consideration must be submitted to the above address or be in the possession of the **Town Clerk** not later than **2:00 P.M. on Thursday April 2, 2020** at which time the bids will be publicly opened and read. Bidder guarantees to meet standards established by the specifications. No bid may be withdrawn by any bidder for a period of 45 days from the date of bid opening.
- ( ) **BID AS CONTRACT.** This bid, including the Instructions to Bidders, Specifications, and Proposal annexed hereto, shall constitute a contract between the Town of Thompson and the bidder, upon acceptance and award, in accordance with its terms, unless otherwise provided herein. The "Standard Contract Rider" attached hereto shall apply to and be incorporated herein by reference. If there shall be a conflict between the terms of these instructions and the Standard Contract Rider, the terms of the standard Contract Rider shall prevail. For the purposes of the Standard Contract Rider, the term "Vendor" shall mean the bidder herein. Supervision of performance of this bid and contract shall be performed by the **Town Clerk**.
- ( ) **BID IS NOT CONTRACT,** if this bid is not a contract, the bidder shall be required to sign a separate contract setting forth the terms of agreement in such form as the Town shall acquire which shall contain terms and conditions similar to contracts prepared for similar items, materials and services to be provided to the Town. The failure to execute such contract shall be deemed a default under the terms of this bid.
- ( X ) **EQUAL OPPORTUNITY.** The bidder will return the bid proposal with the Contractor's Assurance on Equal Opportunity duly signed. A finding by any governmental agency that the bidder has discriminated against any individual shall be grounds for the termination of the contract to which this bid relates and ineligibility for any future contract with the Town, unless a certificate of compliance with any decision, ruling or order is obtained.

**( X ) PARTICIPATION BY POLITICAL SUBDIVISIONS, FIRE DISTRICTS AND ANY OTHER DISTRICT IN A POLITICAL SUBDIVISION LOCATED IN WHOLE OR IN PART WITHIN THE STATE OF NEW YORK.** The successful bidder shall upon order by participation by political subdivisions, fire districts and any other district in a political subdivision located in whole or in part within the State of New York, provide the goods or services bid upon to such purchaser upon the same terms and conditions as bid for the Town of Thompson. The successful bidder shall be paid by each purchaser and the Town of Thompson shall not be liable to the successful bidder for any such purchases made pursuant to this paragraph. The Town of Thompson shall not be liable to any purchaser for non-performance of this contract in any manner and for any reason.

**( ) SPECIAL SERVICES CONTRACT.** See attached rider.

**( ) COMMON CONTROL PROVISIONS.** See attached rider.

**( ) INSURANCE.** The provisions of paragraph 11 of the Standard Contract Rider are hereby modified to provide that insurance to be furnished to the Town by the bidder is as follows:

Public Liability Limits: **See attached insurance requirements if any**  
Other Insurance  
Limits: \$ Other

Except as modified with respect to limits of liability, all other provisions of said paragraph shall remain in full force.

**NOTE:** All boxes marked ( x ) are applicable to this contract.

**NOTICE:** No contractor to whom this contract is let, granted or awarded, shall transfer, convey, sublet otherwise dispose of same, or his right, title and interest herein, including the performance of this contract, or the right to receive monies due or to become due, or of his power to execute this contract to any person or corporation without the prior written consent of the officer, board or agency which awarded this contract. In the event that the contractor shall, without prior written consent, assign, transfer, convey, sublet otherwise dispose of same, or his right, title and interest herein, including the performance of this contract, or the right to receive, monies due or to become due, or of his power to execute this contract to any person or corporation, or upon receipt by the Town of an attachment, levy, or execution on the proceeds due or to become due under this contract against the contractor, the Town and the officer, board or agency shall be relieved and discharged from any and all liability and obligations growing out of such contract to such contractor, and the person or corporation to which such contract shall have been assigned transferred, conveyed, sublet or otherwise disposed of, and such contractor and his assignees, transferees or sub lessees shall forfeit and lose all monies theretofore earned under this contract, except so much as may be required to pay his employees.

## **Fiber-Reinforced, Bituminous-Membrane Surface Treatment**

It is the intent of this specification to describe the requirements for furnishing and applying Fiber-Reinforced, Bituminous-Membrane Surface Treatment to Town of Thompson Highway Department.

### **Description**

These specifications shall cover the Fiber-Reinforced, Bituminous-Membrane Surface Treatment known as "Fibermat". The furnishing and application of these items is accomplished by using a specific applicator which can be mounted on an asphalt distributor modified for applying the surface treatment of bituminous binder reinforced with glass fibers. The applicator comprises an open-bottomed spray bar housing fan or blower for producing a down draft in the housing, and at least one (1) spray bar mounted on the housing and adapted to extend transversely in the direction of movement of the asphalt distributor on which the unit can be mounted. A number of nozzles spaced longitudinally along the spray bar for spraying bituminous material, means for controlling nozzles, and a number of sources for dispensing cut glass fiber through the open-bottomed housing to the surface of the bituminous material previously sprayed must be included as part of the applicator.

Asphalt emulsion, aggregate and in-place chopped fibers are combined to form a versatile treatment, ideal for sealing as a Type A Fibermat and arresting severely alligator cracked surfaces. The in-place chopped glass fiber gives the surface an improved tensile strength and resilience.

When applied within the pavement structure, the fiber-reinforced, bituminous-membrane surface treatment acts as a Type B Fibermat for the treatment of reflective cracking prior to the construction or placement of subsequent layers.

### **Bituminous Materials**

The Bituminous material shall be obtained from a storage facility that has been approved by NYSDOT Materials Bureau within the current calendar year prior to the start of work. The selected bituminous material shall be compatible with the aggregate to be used. It is the contractor's responsibility to ensure compatibility between the bituminous material and the aggregate. The bituminous material shall also be subject to the approval by NYSDOT Materials Bureau and shall conform to the standards of CRS-1P.

### **Aggregate**

The aggregates for the fiber-reinforced, bituminous-membrane surface treatment shall conform to the requirements of the NYSDOT Item 703-02 "Coarse Aggregate" and be from an approved source. Where aggregates for pavement surface are from more than one (1) source of more than one (1) type of material, they shall be proportioned and blended to provide a uniform mixture. The regional director or the authorized representative shall approve the procedure used for this proportioning.

Where the fiber-reinforced, bituminous-membrane surface treatment is to be considered as a Type A, then the aggregate size shall be No. 1ST or No. 1A or a combination of both as in a double application.

Where the fiber-reinforced, bituminous-membrane surface treatment is to be considered as a Type B, then the aggregate size shall be No. 1A only.

### **Aggregate (cont'd.)**

In both cases the aggregate shall meet one of the following:

1. Limestone having an acid insoluble content of not less than 20%, excluding particles of chert and similar siliceous rocks. Blends of siliceous and non-siliceous limestone will not be permitted.
2. Dolomite
3. Sandstone, granite, chert, trap rock, ore tailings, or other non-carbonate materials.
4. Gravel, or a natural or manufactured blend of two (2) or more of the following types of material: limestone, dolomite, gravel, sandstone, granite, chert, trap rock, ore tailings, slag or other similar materials meeting the following requirements:
  - a) Non-carbonate plus 3.2mm particles must comprise a minimum 10% of the total aggregate (by weight with adjustments to equivalent volumes for materials of different specific gravities).
  - b) For size 1A a minimum of 20% of plus 4.75mm particles must be non-carbonate.
  - c) For size 1ST a minimum of 20% of plus 9.5mm particles must be non-carbonate.

### **Polymer Modifier**

The ideal amount of solid or dry polymer modifier shall be 3%, based on the asphalt weight. The polymer materials shall be milled or blended into the asphalt with "soap phase" or post added to the emulsion, but at all times ensuring good homogenization of the polymer with the asphalt emulsion.

### **Fiber**

The glass fiber is E Class from an approved source determined by the License holder. Typically the fiberglass is cut into 2.38" lengths which are distributed uniformly across and between the two (2) parallel applications of asphalt emulsion. Glass fiber application rates are up to four (4) ounces, with additional asphalt emulsion rates of spread, depending on the site requirements.

### **Equipment**

The following equipment shall be required.

#### **Bituminous Distributor and Fiber Material Applicator:**

A liquid bituminous fiber applicator shall be used and mounted on, or attached to, a vehicle for applying a surface treatment of bituminous binder, reinforced with glass fibers. The applicator shall comprise an open-bottomed spray bar housing, a fan or blower producing a down draft in the housing, and at least one (1) spray bar mounted on the housing and adapted to extend transversely in the direction of movement of the vehicle on which the applicator is mounted or attached. A number of nozzles spaced longitudinally along the spray bar for spraying binder material, a means for controlling the nozzles, and a number of sources for dispensing cut glass fiber through the open bottomed housing to the surface of the binder material previously sprayed shall also be included.

The applicator shall have been calibrated within the previous 12 months for transverse and longitudinal distribution application rates, according to ASTM D2995 or other suitable methods. The bituminous fiber applicator shall be equipped, maintained, and operated so that the bituminous materials can be applied at controlled rates from 0.022 gallons per square yard to 0.56 gallons per square yard. The fiber is applied at controlled rates from one (1) to four (4) ounces per square yard. These applications shall be such that a uniform first layer of asphalt emulsion is applied followed by a uniform layer of glass fibers who are chopped in-place and covered with a uniform second layer of asphalt emulsion.

The asphalt distributor shall include a tachometer, accurate volume measuring devices or a calibrated tank, and a thermometer for measuring the temperature of the tank contents. The applicator shall include a flow gauge to accurately determine the fiber output.



**Self-Propelled Aggregate Spreader:**

The aggregate spreader shall be a self-propelled unit capable of uniformly spreading the aggregate at the required rate on a minimum width of 6" wider than the width of the lane to be treated. The spreader shall meet the approval of the Engineer and be calibrated similar to the test method used in ASTM D2995, within the previous 12 months, for transverse and longitudinal distribution.

**Pneumatic Tire Roller:**

A sufficient number of pneumatic tire rollers shall be required to permit the initial rolling of the aggregate to occur within five (5) minutes of the application of the fiber-reinforced, bituminous-membrane surface treatment. The pneumatic tire roller shall be self-propelled and have oscillating wheels with smooth tread tires and will have a minimum ballasted weight of 10 tons. The tire pressure for all wheels shall be uniform within two (2) psi. The roller(s) shall be operated at a maximum speed of five (5) miles per hour. To prevent pick-up of the aggregate on the tires, the tires shall be kept moistened with water mixed with small quantities of detergent or other material approved. In no case shall a solvent having a negative affect upon the fiber-reinforced, bituminous-membrane surface treatment be used.

**Static Steel Wheel Rollers:**

Static steel wheel rollers shall be self-propelled and be either 9 to 11 metric ton tandem three-axle type, or 7 to 9 ton tandem two-axle type. Steel wheel rollers shall be used when a Type B application is specified for the fiber-reinforcement, bituminous-membrane surface treatment. The aim is to crush the aggregate and blind the surface prior to the application of the new overlay.

**Self-Propelled Rotary Power Broom:**

A self-propelled rotary power broom shall be designed, equipped, maintained and operated so that the pavement surface can be swept clean. The broom shall have an adjustment to control downward pressure.

**Determination of the Quantities of Materials to be Applied**

In conjunction with Town of Thompson, the contractor will decide upon the appropriate rates of asphalt emulsion and fiber to be applied to each project site. Typical rates of application for the asphalt emulsion range from 0.4 to 0.6 gallons per square yard and the fiber application rates range from one (1) to four (4) ounces per square yard.

For Type A applications, the aggregate shall be No. 1ST or No. 1A types and be added at rates as per conventional chip sealing operations, approximately 18 to 26 pounds per square yard.

For Type B applications, only the No. 1A aggregate is used. If the surface is to be overlaid within a few days, the typical application rate is 10 to 15 pounds per square yard. If the surface to be overlaid is to remain exposed for a period of time longer than three (3) days, the application rate for the aggregate is 13 to 20 pounds per square yard.

**Preparation of the Surface**

The fiber-reinforced, bituminous-membrane surface treatment may be applied on a dry or damp surface, but should not be applied where there is standing water or on a wet surface. Application should only be undertaken when the surface temperature is at least 50° Fahrenheit and rising. The fiber-reinforced, bituminous-membrane surface treatment should only be placed during the period from May 1 to the third Saturday in September.

A self-propelled power broom shall be used to clear any loose material from the surface to be treated immediately prior to the application of the fiber-reinforced, bituminous-membrane surface treatment. Any surface defects such as potholes shall be repaired prior to the commencement of work. Manhole covers, drop inlets, catch basins, curbs and any structure with the roadway area shall be protected against the fiber-reinforced, bituminous-membrane surface treatment.

### **Application:**

#### **Fiber-Reinforced, Bituminous-Membrane Surface Treatment:**

Fiber and bituminous materials shall be applied by means of pressure applicator in a uniform, continuous spread over the section to be treated and within the temperature range, sandwiching the in-place chopped fibers between the two (2) layers of asphalt emulsion. The quantities of fibers and bituminous materials shall be decided between Saratoga County and the contractor dependent upon the job site. The applicator shall be moving forward at the proper application speed at the time the spray bar and fiber chopper bars are opened. If any skipped areas or deficiencies occur, the operation shall be immediately stopped and repairs made to these areas immediately. Junctions of spreads shall be carefully made to assure a smooth riding surface.

The fiber-reinforced, bituminous-membrane surface treatment shall not be applied more than 150' in advance of the self-propelled chip spreader. Under no circumstances shall operations proceed in such a manner that the fiber-reinforced, bituminous-membrane surface treatment will be allowed to chill, set-up, dry or otherwise impair the retention of the cover aggregate. The asphalt distributor and applicator, when not spreading, shall be parked so that the spray bar mechanism will not drip on the surface of the traveled way.

#### **Cover Aggregate:**

Immediately following the application of the fiber-reinforced, bituminous-membrane surface treatment, cover aggregate shall be spread at the specified rate. Spreading shall be accomplished in such a manner that the tires of the aggregate spreader at no time will contact the uncovered and newly applied fiber-reinforced, bituminous-membrane surface treatment. Immediately after the cover aggregate is spread, any deficient areas shall be covered by additional material. Pneumatic tire rolling shall begin immediately. The initial pass shall be completed within five (5) minutes of the application of the fiber-reinforced, bituminous-membrane surface treatment and shall be continued until three (3) complete passes are obtained within 30 minutes of the application of the fiber-reinforced, bituminous-membrane surface treatment. Pneumatic tire rollers shall come to a complete stop prior to a change in direction.

### **Traffic**

Unless otherwise specified, the highway shall be kept open to traffic at all times. Traffic shall be discontinued on the lane being surface treated and as soon as the final layer is applied and rolled, controlled traffic maybe permitted thereon. "Loose Gravel" signs meeting the requirements of the New York State Manual of Uniform Traffic Control Devices shall be posted at one (1) mile intervals throughout the length of the project by Town of Thompson. Immediately after completion of the fiber-reinforced, bituminous-membrane surface treatment, the section of roadway shall be posted for speed limit of 30 mph for a period of three (3) days. These signs shall be posted by Town of Thompson every 0.5 mile and signs showing other speed limits within the project area must be covered.

#### **Optional Fog Seal Prior to Fiber Mat**

If a fog seal is deemed necessary prior to commencing work, Fog Seal will be placed using CRS-1P emulsion at an application rate of between .08 and .2 gallons per square yard. This item will be paid for using Option C of the proposal page.

#### **Optional Fog Seal Post Fiber Mat**

If a fog seal is deemed necessary prior to commencing work, Fog Seal will be applied by contractor using CSS-1H emulsion at an application rate of between .08 and .2 gallons per square yard. This item will be paid for using Option D of the proposal page. If cover sand is to be provided by the contractor during this phase, pricing will be charged using the current NYS OGS Commodities Group 31555 Contract.

**Method of Measurement**

Fiber-reinforced, bituminous-membrane surface treatment will be measured by the number of in-place square yards of compacted material, making no deductions for minor untreated areas such as catch basins and manholes.

**Basis of Payment**

Fiber-reinforced, bituminous-membrane surface treatment shall be paid at the unit price bid per square yard, plus the addition of any optional items that Town of Thompson requires the contractor to furnish.

The following items will be performed by Town of Thompson:

- a) Manhole Covers, water valves, catch basins and other drainage structures shall be clearly referenced for location and adjustment.
- b) Removal of thermoplastic traffic markings.
- c) Removal of all vegetation at the edge of pavement.

**Price Adjustment**

The prices quoted in this bid are subject to price adjustments as per the terms and conditions set forth annually by the New York State Office of General Services. Price adjustments allowed will be based on the recalculated March 20 average (\$521.00 per English ton) of F.O.B. terminal price per ton for asphalt.

The unit prices of bituminous materials purchased from any award based on this specification will be subject to adjustment based on the following formula:

$$\begin{array}{rclclcl}
 \text{Price Adj.} & & \text{New Avg. FOB} & - & \text{Base Avg.} & & \text{Total} \\
 \text{Per SY} & = & \text{Terminal Price} & & \text{Terminal Price} & \times & \text{Allowable} & \times & .4 \\
 & & 235 & & & & \text{Petroleum \%} & & 
 \end{array}$$

Price adjustment per gallon shall be multiplied by a factor .4 to calculate the price adjustment per square yard.

**Miscellaneous**

At the conclusion of each day's production, a delivery ticket or invoice shall be completed by the contractor and signed by a representative of the Town of Thompson Highway Department.

**Contract Period**

The contract period shall be from **April 8, 2020** through **April 30, 2021**. With the agreement of both parties the bid may be extended for **(1) one additional year**.

**Errors or Omissions of the Specification**

In the event of errors or omissions of this specification it is nonetheless the responsibility of the successful bidder to furnish and apply Fiber- Reinforced, Bituminous-Membrane Surface Treatment in conformance with the requirements of the specification to the satisfaction of the Town of Thompson Highway Department. Also, if any errors are made by the bidding vendor, the Town has the right to find that vendor's entire bid null and void.

**PROPOSAL**

\_\_\_\_\_ agrees to furnish Fiber-reinforced, Bituminous-Membrane Surface treatment to the Town of Thompson Highway Department, as called for in specification  
 (firm name)

**Base Bid Square Yard Range (for application of bituminous material and glass fibers):**

Square Yard Range	Base Bid <u>Fiber Mat</u> Type A	<u>Fiber Mat</u> Type B
1 - 5000 s.y.	\$ _____ /s.y.	\$ _____ /s.y.
5,001 - 10,000 s.y.	\$ _____ /s.y.	\$ _____ /s.y.
10,001 - 20,000s.y.	\$ _____ /s.y.	\$ _____ /s.y.
20,001 - 40,000 s.y.	\$ _____ /s.y.	\$ _____ /s.y.
40,001 + s.y.	\$ _____ /s.y.	\$ _____ /s.y.

**Optional Items**

	1 - 5000 s.y.	5,001 - 10,000 s.y.	10,001 - 20,000s.y.	20,001 - 40,000 s.y.	40,001 + s.y.
Option A	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y
Option B	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y
Option C	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y
Option D	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y
Option E	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y
Option F	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y	\$ _____ /s.y

**Optional items**

- A Contactor furnishes and delivers aggregate to chip spreader
- B Contactor furnishes and operates a 2nd Distributor
- C Contactor applies Fog Seal prior to Fiber Mat
- D Contractor applies Fog Seal post Fiber Mat
- E Contactor furnishes Maintenance & Protection of Traffic as per MUTCD
- F Contactor furnishes and operates self-propelled broom of vacuum sweeper

Town of Thompson reserves the right to reject parts of any or all bids.

Date \_\_\_\_\_ Company \_\_\_\_\_

Signature \_\_\_\_\_ Address \_\_\_\_\_

Name & Title \_\_\_\_\_

E-mail \_\_\_\_\_ Telephone \_\_\_\_\_

Fax \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE.**

ACCEPTED ( )      DATE: \_\_\_\_\_      SIGNATURE \_\_\_\_\_

REJECTED ( )

COMMENTS: \_\_\_\_\_

TO: **TOWN BOARD OF THE TOWN OF THOMPSON**

The undersigned, having a principal place of business at the address set forth below being experienced and responsible for the performance of same, agrees to furnish and deliver to the Town of Thompson at the locations herein specified, or if no location is specified, or if no location is specified, to the Town Hall, Town of Thompson, Monticello, New York 12701, the following described item, material or service in accordance with the attached specifications and described in detail below. (attach additional material to Proposal, if necessary).

**NON-COLLUSIVE BIDDING CERTIFICATION**

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under the penalty of perjury, that to the best of his knowledge or belief:

- (1) The prices of this bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.
- 2) unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor.
- (3) no attempt has been made or will be made by any bidder to induce any other other person, partnership or corporation to submit or not to submit a bid for the purposes of restricting competition

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Date

**TOWN OF THOMPSON  
STANDARD CONTRACT RIDER**

Notwithstanding anything contained in the attached contract and unless such contract shall specifically state that a provision thereof modifies this rider, the following provisions shall apply to this contract and shall be interpreted as if more fully set forth therein:

1. **DEFINITIONS:** Unless the context requires a different meaning, the following terms shall have the meanings set forth herein:
  - I. "Town" shall mean Town of Thompson
  - II. "Board" shall mean the Town Board of the Town
  - III. "Supervisor" shall mean Town Supervisor.
  - IV. "Department Head" shall mean any official of the Town who is party to a contract or supervises a contract.
  - V. "State" shall mean the State of New York.
  - VI. "Vendor" or "Contractor" shall mean the party who is required to perform services or supply goods to the Town pursuant to this contract
  - VII. "Person" shall mean a natural person, corporation, partnership, firm or other entity.
  
2. **REPRESENTATIONS OF VENDOR:** The Vendor represents and warrants to the Town that:
  - I. Vendor has the knowledge and experience necessary to perform this contract and provide the services on Vendor's part to be provided hereunder.
  - II. Vendor has not filed or had filed against Vendor a petition in bankruptcy.
  - III. Vendor has not been convicted of a crime under the laws of the United States or of the State or any other state.
  - IV. Vendor has not been disqualified from performing any contract funded by the Federal government, the State, or the Commonwealth and that there is no proceeding pending or threatened against Vendor by any such governmental authority.
  - V. If required by this contract or applicable law, Vendor is licensed or employ\* employees who are licensed to perform the services to be provided pursuant to this contract.
  - VI. No officer or employee of the Town has an interest in this contract, which would disqualify the Vendor from performing this contract and receiving payment therefore.
  - VII. Vendor's facilities are accessible to the handicapped or will be made accessible to the handicapped in accordance with applicable regulations.
  - VIII. Vendor has disclosed, in writing, to the Town all facts relating to the representations herein made which are not as stated in this paragraph.

**TOWN OF THOMPSON  
STANDARD CONTRACT RIDER**

- IX. Vendor agrees to comply with all terms of the Town's Sexual Harassment Policy and Vendor and all employees shall refrain from such conduct and shall report any allegations of such conduct. Failure to comply with this regulation shall be considered a breach of the Contract and cause immediate termination of this Contract.
3. **PAYMENTS:** The town shall pay to the vendor for services rendered pursuant to this contract the sum set forth in the attached contract.
- I. Payment shall be made as set forth in the annexed contract after submission to the Town by the vendor of a voucher prepared by and on Vendor's letterhead with Vendor's voucher properly certified as therein set forth which shall set forth which voucher shall set forth in detail the dates and description of all of the amount of the charges therefore for which claim for payment is made.
- II. Payment shall be made to the Vendor after approval of said voucher by the Town.
- III. Vendor shall supply such information as may be required by the Town for tax purposes including but not limited to Tax Payer Identification or Social Security Numbers and shall certify pursuant to Internal Revenue Service regulations, if required, as to such information as may be required by such regulations.
4. **APPROPRIATIONS:** If this contract is funded by a grant or contract between the Town and the State or Federal governments or is otherwise subject to legislative appropriation, the Town shall not be liable beyond the funds authorized by such legislation or provided by the State or Federal governments. In the event that such funding shall be terminated or reduced, this contract shall end on the effective date of notice of termination. The Town shall remain liable for all charges and expenses incurred prior to the date of termination. If funding is reduced below the level authorized by the Town and the parties do not desire to terminate this contract, funding shall be deemed to have been reduced to the amount authorized by the State or Federal government as set forth in notice given by the Town to the Vendor to which the Vendor shall consent
5. **PERFORMANCE OF THIS CONTRACT:** The performance of this contract will conform to the requirements of the Town or the State and its regulations. It is understood that funding to the Town by the State is contingent upon compliance with such requirements as may be imposed by the State.
6. **SINGLE AUDIT PROVISIONS:** If applicable, a Vendor shall provide the Town with an audit prepared by an independent auditor in accordance with the Single Audit Act of 1984, 31 U.S.C. §§ 7501, et seq., as amended, and the regulations adopted pursuant to such Act if the Vendor has received, in any fiscal year, \$25,000.00 or more funds provided by a Federal financial assistance program from a Federal agency pursuant to this contract and all other contracts with the Town. The audit shall be filed with the Town within six (6) months after the close of Vendor's fiscal year, but the Town may extend such time to file such audit for a period not to exceed twelve (12) months after the close of Vendor's fiscal year. The audit shall be prepared at the sole cost and expense of Vendor, provided, however, that if allowed by the financial assistance program. Federal funds received by the Vendor may be applied to payment of the cost of the audit. A violation of this paragraph shall constitute a default under this contract.

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7. **AUDIT OF PAYMENT:** The Town (or any other agency or the State) shall have the right at any time during the term of this contract and for the period limited by the applicable statute of limitations to audit the payment of monies hereunder. The Vendor shall comply with any demand made by the Town to provide information with respect to the payment of monies hereunder during the period covered by this paragraph. The Vendor shall maintain its books and records in with generally accepted accounting principles or such other method of account which is approved in writing by the Town prior to the date of this contract. The revenues and expenditures of the Vendor in connection with this contract shall be separately identifiable. Each expenditure or claim for payment shall be fully documented. Expenditures or claims or payment which are not fully documented may be disallowed. Vendor agrees to provide to or permit the Town to examine or obtain copies of any documents relating to the payment of money to the Vendor or expenditures made by the Vendor for which made reimbursement is to the Vendor by the Town. The right of the Town hereunder shall not be dependent upon the Town bringing any action to enforce this provision. The Vendor shall maintain all records required by this paragraph for 7 years after the date this contract is terminated or ends.
8. **MONITORING OF PERFORMANCE:** The Town (or any other agency or the State) shall have the right during the term of this contract and for the period limited by the applicable statute of limitations to insure that the services provided or to be provided by the Vendor have been provided as herein agreed. The Town shall have the right to monitor the total operations of the program, including but not limited to actual program activity and the preparation of progress reports and evaluations by the Town. The Vendor shall submit to the Town quarterly reports. The Town or the annexed contract may require more frequent or different reports as therein provided. [This provision which requires (he submission of reports may be waived by the Town in writing, for good cause shown.] The Vendor hereby consents to the examination of Vendor's records and agrees to provide to or permit the Town to examine or obtain copies of any documents relating to the performance of this contract. The right of the Town hereunder shall not be dependent upon the Town bringing any maintain all records required by this paragraph for 7 years after the date this contract is terminated or ends.
9. **NON-DISCRIMINATION:**
- I. Vendor shall not discriminate against any person who is to participate in or receive benefits under this contract on the basis of race, religion, creed, color, national origin, sex, disability or marital status.
- II. The Vendor assures the Town that it will comply with all applicable laws and regulations prohibiting discrimination in employment on the grounds of race, religion, creed, color, national origin, sex, disability, marital status and other non-merit factors. The Vendor understands and agrees that this contract, understanding or agreement to which this assurance relates can be terminated upon a finding by any governmental agency that (he undersigned is in violation of applicable discrimination laws and that such finding will also disqualify the Vendor for future contracts with the Town. The Vendor certifies to the Town that there is no pending or outstanding decision, ruling or order against Vendor finding the Vendor in violation of laws against discrimination nor is any such action pending or threatened.



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- III. No funds received by Vendor pursuant to this contract will be used for sectarian purposes or to further the advancement of any religion. If the Vendor is, or is deemed to be, a religious or denominational Institution or organization, or an organization operated by or under the control of a religious or denominational institution or organization. Vendor agrees that it will not discriminate against any employee or applicant for employment on the basis of religion and will not limit employment or give preference in employment to persons on the basis of religion; it will not discriminate against any person who is eligible to participate in any program or activity provided pursuant to this agreement by Vendor on the basis of religion and will not limit the programs or activities or give preference to person on the basis of religion; it will not provide religious instruction or counseling, conduct religious worship or services, engage in religious proselytizing, or exert other religious influence in the provision of services for the use of facilities or furnishings funded in whole or part under this contract or any other agreement by the Town.
- IV. The Vendor shall attach the provisions of this paragraph to any subcontract which is executed pursuant to this contract
10. **COMPLIANCE WITH LAWS AND REGULATIONS:** The Vendor shall comply with all applicable Federal or State laws and regulations. If the Vendor or persons in Vendor's employ are required to be licensed by the State or any other agency, the Vendor shall employ the required licensed personnel and shall not permit or suffer any unlicensed personnel to perform any services required to be performed pursuant to this contract by a licensed employee. Upon Vendor's request, the Town will advise Vendor of references to or copies of all applicable regulations.
11. **INSURANCE:** The Vendor shall provide to the Town at Vendor's own cost and expense the following insurance coverage's by carriers satisfactory to the Town and licensed to do business in the State.
- I. **PUBLIC LIABILITY:** insurance with policy limits of at least \$1,000,000, naming the Town as an additional insured.
- II. **WORKER'S COMPENSATION and DISABILITY BENEFITS:** insurance covering employees of the as required by law.
- III. **PROFESSIONAL LIABILITY** insurance with policy limits as may be common in the profession of the Vendor for each professional employee performing services under this contract.
- IV. **ADDITIONAL INSURANCE** as the Town may require to cover the reasonable risks related to this contract, provided however, if such insurance coverage is required after (lie date of this contract and was not the usual coverage's carried for performance of work of a similar nature, then and in that event the Town shall pay lo the Vendor as additional compensation under this contract the reasonable premium for such insurance coverage.
- V. **OTHER REQUIREMENTS:** Vendor shall provide to the Town certificates of insurance for each policy required to be provided or carried notice of cancellation\* to be given to the Town. The company issuing the policy shall be of sufficient size and amount of capital to cover the loss insured against. Ratings shall be determined upon review of same as set forth in A.M. Best ratings for the current year. The Town may waive in writing compliance with ratings.

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12. **INDEMNIFICATION:** The Vendor shall indemnify and hold harmless the Town, its officers, employees, agents and servants from any and all claims filed against or liability for damages by the Town, its officers, employees, agents and servants arising as a result of performance of any act or, the omission or failure to perform any act required, intended or necessary to be performed by the Vendor pursuant to this contract. "Damages" for the purposes of this paragraph shall include but not be limited to compensatory and punitive damages of any kind, interest, court costs, disbursements, counsel fees, any related expense and other charge incurred by the Town, its officers, employees, agents. The Town shall give the Vendor notice of any claim or action filed by any person against the Town, its officers, employees, agents which is or may be related to Vendor's performance of this contract.
13. **EVENTS OF DEFAULT:** The following events shall constitute an event of default
- I. The failure of the Vendor to properly perform this contract or shall fail to file a report required to be filed hereunder.
  - II. The failure of the Vendor to perform any term, provision or covenant of this contract.
  - III. The failure of the Vendor to maintain adequate books and records of account or of performance of this contract.
  - IV. The filing by or against the Vendor of a petition in Bankruptcy or under any law relating to insolvency.
  - V. The assignment of the performance of this contract or of any funds due or to become due hereunder or permitting or suffering a levy or attachment to be made upon any such funds.
  - VI. The termination, lapse or cancellation of any insurance policy required to be provided or maintained hereunder.
  - VII. The failure of the Vendor to comply with any statute, rule or regulation applicable to the performance of this contract.
  - VIII. It shall be determined that any representation or certification made hereunder shall be false or shall become untrue.
14. **REMEDIES:**
- I. If the Vendor shall be in default under this contract, the Town at its option may:
    - (1) Terminate this contract. The Town shall remain liable for all approved services performed by Vendor prior to the termination date.
    - (2) Deduct from payment of any monies due the Vendor all charges for disallowed costs and expenses theretofore paid by the Town to the Vendor.
    - (3) Seek recovery of any monies overpaid, disallowed or otherwise not due the Vendor.
    - (4) Take any other action to protect the interest of the Town.
    - (5) Recover counsel fees, costs, disbursements and other expenses incurred by the Town to enforce the provisions of this contract
    - (6) The remedies provided to the Town are cumulative.

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- II. If the Town shall be in default under this contract, the Vendor may seek recovery of any monies due the Vendor, provided however, that in the event that the Town shall have disallowed costs or expenditures after audit and after notice to the Vendor, it shall be a condition precedent to the institution of any action or proceeding by the Vendor against the Town that Vendor shall have paid such amounts so claimed by the Town.
- III. The Town may procure, upon such terms and in such manner as the Town may deem appropriate, supplies or services similar to those so terminated, and the Vendor shall be liable to the Town for any excess costs for such similar supplies or services.
15. **NOTICES:** Notices required by this contract to be sent by one party to the other shall be sent by the Town to the Vendor at the address set forth herein and by the Vendor to the Town at 4052 Route 42, Monticello, New York 12701. Notices shall be mailed by certified mail, return receipt requested or delivered to the party personally. The parties may give written notice of a change of address.
16. **BINDING NATURE:** This contract shall bind the parties hereto their heirs and successors. The performance of any services to be performed pursuant to this contract by the Vendor shall not be assigned without the prior written consent of the Town. The Vendor shall not assign the payment of any monies due under this contract.
17. **AMENDMENT:** This contract may be modified only in writing.
18. **ADDITIONAL RIDERS AND APPENDICES:** Attached to this contract are additional riders and appendices or required provisions of law, budgets and operating plans, all of which provisions are a part of this contract and shall be complied with by the Vendor.
19. **FACSIMILE SIGNATURES AND TRANSMISSION:** This contract may be executed in several counterparts signed by each party separately and transmitted to the other party by facsimile transmission. Such contract shall be valid evidence of execution for all purposes except payment. For payment each party shall have a fully executed copy of this contract manually signed by each party. All documents required to be submitted by one party to the other may be transmitted by such party to the other by facsimile transmission.