

## **INVITATION TO BID**

The Town of Sanford (sponsor) invites Contractors to submit sealed bids for the State Funded Project – Hawkins Road Culvert Replacement, PIN 9755.15, LD040430. Bids will be received by the Town of Sanford at the Town of Sanford Clerk's Office, 91 Second St., Deposit, NY 13754 until 11:00 A.M. on February 20, 2026, when the bids will be publicly opened and read.

The Bidding and Contract Documents may be examined on or after January 29, 2026 at the following locations:

Town of Sanford, 91 Second St., Deposit, NY 13754

The work includes providing all labor, materials, machinery, tools, equipment and other means of construction necessary and incidental to the completion of the work shown on the plans and described in these specifications including but not necessarily limited to the following:  
Replacement of culvert on Hawkins Road, Town of Sanford, including pavement reconstruction, guide railing, wing walls, stone aprons, etc.

NYSDOT Standard Specifications, Dated January 1, 2026, as posted on the New York State Department of Transportation website must be followed by the successful bidder.

M/WBE/SDVOB Participation Goals:

DBE – 0%

WBE – 15%

MBE – 8%

SDVOB – 6%

EEO Employment Goals:

Minority – 1.1%

Women – 6.9%

The use of the NYSDOT approved civil rights reporting software, Equitable Business Opportunities (EBO), is required. Access authorization to EBO can be found at <https://www.dot.ny.gov/dotapp/ebo>

No residence or geographical restrictions are in effect for this project.

Copies of the Bidding and Contract Documents in PDF format may be obtained starting January 29, 2026, and any technical questions, by contacting Richard Perkins, PE, Delta Engineers, Architects, Land Surveyors, & Landscape Architects, DPC at [rperkins@deltaeas.com](mailto:rperkins@deltaeas.com). No questions or inquiries regarding this bid will be accepted within three (3) business days prior to the bid opening. Contractors that obtain Contract Documents from a source other than the issuing office must notify the issuing office in order to be placed on the official Plan Holder List, to receive Addenda and any other Bid correspondence. Bids received from Contractors other

than those on the official Plan Holders List will not be accepted.

The successful Bidder and all subcontractors must have an approved CCA-2 on file with NYSDOT prior to being awarded a contract. If the successful Bidder does not currently have a CCA-2 on file with NYSDOT, the Bidder may find the CCA-2 forms and instruction for completion online at <https://www.osc.state.ny.us/state-vendors/vendrep/file-your-vendor-responsibility-questionnaire>

Any low bidder who does not have a completed New York State CCA-2 Contracting Questionnaire on file within ten days of receipt of the contract for execution may be subject to forfeiture of the amount of bid deposit pursuant to Section 103-02 of the Standard Specifications.

The questionnaire must be reviewed and approved by the NYSDOT before the sponsor may award the contract.

The SPONSOR reserves the right to consider the bids for forty-five (45) days after receipt before awarding any Contract, and to waive any minor informalities in, and to reject, any and all bids or to accept the one that in its judgment will be for the best interest of the SPONSOR. All bids are subject to final review and approval by the Board before any award of contract may be made. Receipt of bids by the SPONSOR shall not be construed as authority to bind the SPONSOR.

Time of Completion – the successful bidder shall begin the Work on receipt of the Notice to Proceed. A defined work schedule will be coordinated with the successful bidder and include a substantial completion date of September 4, 2026.

A certified check or cashier's check payable to the Town of Sanford or a satisfactory Bid Bond executed by the Bidder and an acceptable surety, in an amount equal to five percent (5%) of the total Bid shall be submitted with each Bid.

The Successful Bidder shall be required to furnish and pay for satisfactory Performance and Labor and Material Payment Bonds, each in the amount at least equal to the Contract Amount as security for the faithful performance and payment of all Contractor's obligations under the Contract Documents.

The bidder shall follow the NYSDOT Standard Specifications, with attention to sections describing non-federal aid requirements. The project has exclusively State and Local government funding, so requirements for Federal Aid contracts do not apply. Some of the differences are highlighted in these documents. It is the bidder's responsibility to know and understand the specifications.

Contractor certifies in accordance with State Finance Law §165-a that it is not on the "Entities Determined to be Non-Responsive Bidders/Offerers pursuant to the New York State Iran Divestment Act of 2012" ("Prohibited Entities List") posted at:  
<http://www.ogs.ny.gov/about/regs/docs>ListofEntities.pdf>

All required insurance policies, except worker's compensation and professional liability, shall be endorsed to provide coverage to "The Sponsor, any municipality in which the work is being performed, any public benefit corporation, railroad, or public utility whose property or facilities are affected by the work, and any consultants working for or on the project, and their agents or employees." Professional liability insurance, worker's compensation, disability benefits are also required but have separate conditions. See NYSDOT's Standard Specifications 107-06 for more details.

Materials must conform to NYSDOT Standard Specifications 106.

Major iron or steel items to be incorporated in the work of the contract must comply with the

NYS Buy America requirements as described in NYS State Finance law article 9, section 146. Also refer to NYSDOT Standard Specifications 106-11 for non-Federal aid contracts.

The Department approved civil rights reporting software is Equitable Business Opportunity Solution (EBO). The EBO software is a web-based system owned and maintained by the Department and provided to the successful low bidder at no cost. The successful low bidder shall use the Department approved civil rights reporting software on all contracts in conformance with NYSDOT Standard Specifications section 105-21 Civil Rights Monitoring and Reporting.

There are no DBE goals for non-federal aid contracts. Instead separate MBE, WBE, and SDVOB goals are present for this contract.

The successful low bidder must comply with the labor requirements regarding prevailing wage rates, various employment practices, and the use of convict-produced materials as described in NY Labor law article 8, section 220 and NYSDOT Standard specifications 102-10. The most recent NYS Prevailing Wages are included in the Contract Documents.

The successful low bidder shall be registered with NYSDOL prior to bidding, and shall submit completed Non-collusion Forms and completed Lobbying Activities Form. Bids cannot be withdrawn within 45 days of letting.

Bidders are to promptly notify the Engineer of any errors, omissions, conflicts, ambiguity, etc, in/among the contract documents.