

COUNTY OF NIAGARA  
DEPARTMENT OF PUBLIC WORKS – ENGINEERING

LEGAL AND PROCEDURAL DOCUMENTS AND BONDS

SECTION 1.1 - ADVERTISEMENT

- 1.1.01      RECEIPT OF PROPOSALS - Sealed proposals on forms prepared by the Division of Engineering will be received by the County Purchasing Department, 59 Park Avenue, Lockport, New York, until 2:00pm on October 5, 2017, for the following work:

**Trott Building – Northpointe Renovation**  
**1001 11th Street**  
**Niagara Falls, NY**

**Project No. 1701**

in accordance with Drawings, Specifications and other Contract Documents prepared by the Department of Public Works – Engineering.

There will be a pre-bid meeting at the site on September 21, 2017 at 10:00am which all bidders are strongly encouraged to attend. The Owner’s Engineer will be present. Bidders to meet at the security station inside the Trott building.

- 1.1.02      OPENING OF PROPOSALS - Proposals will be publicly opened and read, on the date and time noted above, in the Purchasing Conference Room, 59 Park Avenue, Lockport, New York.
- 1.1.03      OBTAINING CONTRACT DOCUMENTS - Drawings, Specifications and other Contract Documents may be obtained at the Engineering Division Office, 59 Park Avenue, Lockport, New York, after 9:00am on September 8, 2017, upon payment of \$25.00 per set. Payment shall be by cash or check, payable to “County of Niagara”, and is non-refundable. Bids will not be accepted from bidders not on the Bidder’s List.
- 1.1.04      PROPOSAL GUARANTY – Each Proposal shall be accompanied by an acceptable form of Proposal Guaranty in an amount equal to at least five percent (5%) of the amount of the Base Proposal, payable to the “County of Niagara” as a guaranty that if the Proposal is accepted the Bidder will execute the Contract and file acceptable Performance and Labor and Material Bonds within ten (10) days after the award of the Contract.
- 1.1.05      OWNER’S RIGHTS RESERVED - The County of Niagara, hereinafter called the Owner, reserves the right to waive any informalities in or reject any and all bids, or to make any Contract which it deems to be in the best interest of the County.
- 1.1.06      PROPOSAL WITHDRAWAL - No Bidder may withdraw his Proposal within forty-five (45) days after the actual opening thereof.

Garret A. Meal, P.E.  
Commissioner of Public Works  
County of Niagara

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                  September 15, 2017