

INVITATION FOR BID

Notice to Bidders

**GENERAL CONSTRUCTION
Interior Wall Construction**

**For Services at:
2055 Niagara Falls Boulevard
Niagara Falls, NY 14304**

BIDS DUE: July 3, 2025 @ 3:00 p.m.

**NIAGARA INDUSTRIAL INCUBATOR COMPANY
C/O Niagara County Industrial Development Agency
6311 Inducon Corporate Drive, Suite 1
Sanborn, NY 14132
Mike Dudley
(716) 278-8765**

INVITATION FOR BIDS

Niagara Industrial Incubator Company, whose offices are located at 6311 Inducon Corporate Drive, Suite One, Sanborn, New York 14132, hereby invites the submission of sealed bids for the construction of an interior wall at the facility located at 2055 Niagara Falls Boulevard, Niagara Falls, NY 14304.

Specifications and bid forms may be obtained by contacting Mike Dudley at the aforementioned address, between the hours of 8:00 AM and 4:00 PM, Monday through Friday.

All bids will be publicly opened and read in the Board Room of said offices on July 7, 2025 at 10:00 a.m.

NIAGARA INDUSTRIAL INCUBATOR COMPANY
INTERIOR WALL CONSTRUCTION

INSTRUCTIONS TO BIDDERS

NIAGARA INDUSTRIAL INCUBATOR COMPANY (“NIIC”) is soliciting sealed bids from qualified contractors for the construction of an interior wall at the facility located at 2055 Niagara Falls Boulevard, Niagara Falls, NY 14304. Bids are to be opened and read publicly at the offices of NIIC, 6311 Inducon Corporate Drive, Suite One, Sanborn, New York 14132 on July 7, 2025 at 10:00 a.m.

All bids must be submitted in a sealed envelope clearly marked as to the contents therein, bearing on the outside the name and address of the vendor. If sent by mail, the sealed envelope containing the bid must be enclosed in another envelope labeled as specified and is to be sent to the attention of Mike Dudley.

In case of inability to make delivery on account of strikes, governmental priorities or rules and regulations, the bidder, upon written notification to NIIC, may extend such delivery date.

All bids must be accompanied by a non-collusion statement in order to be considered.

NIIC reserves the right to reject any or all bids and to waive informalities with respect thereto.

Bidders shall read thoroughly and understand the specifications and bid conditions contained herein.

No fax or verbal bids will be accepted. Bidders are responsible for the timely delivery of bid packages to NIIC.

NIAGARA INDUSTRIAL INCUBATOR COMPANY
INTERIOR WALL CONSTRUCTION

INSTRUCTIONS TO BIDDERS

1. **CHANGES AND EXTRAS** – The NIIC may at any time by a written order make changes within the general scope of this contract. If any such change causes an increase or decrease in the cost or time required for the performance of this contract, then an equitable adjustment shall be made in the contract price. Such cost may be adjusted in writing only, and must be signed by both contractor and NIIC. Likewise, any claim for extra charges by the contractor must be agreed upon in writing by the NIIC prior to beginning such work.
2. **SALES TAX** - NIIC is exempt from paying any State and Local sales tax. Vendors shall not include any such taxes in their bids. Exemption certificates will be furnished upon request.
3. **SITE VISITS** – Bidders are encouraged to visit and inspect the site prior to submitting their bid.
4. **SAFETY** – The successful bidder shall protect the tenants and general public while performing such work.
5. **PREVAILING RATE OF WAGES** – The successful bidder will be required to pay each laborer, workman or mechanic employed by the contractor or subcontractor not less than the New York State Department of Labor prevailing rate of wages.
6. **CONTRACTOR'S RESPONSIBILITY** - These specifications shall not be construed as placing the work under the specific direction or control of NIIC or relieving the contractor from liability as an independent contractor and, as such, the contractor shall be solely responsible for the method, manner and means by which the work shall be performed, including, but not limited to supervision and control of their employed personnel and

scheduling of the work required to insure proper and timely performance and shall exercise due care to prevent bodily injury and damage to property in the prosecution of the work required.

7. **PROSECUTION OF WORK** – The contractor shall give personal attention to the work while in progress and shall provide competent reliable employees at all times. Any discrepancies or questions pertaining to the extent of the work shall be submitted immediately to Mike Dudley, Project Manager. If the contractor fails to begin the work within the time specified, or fails to perform the work with adequacy or performs the work unsuitable or does not carry the work in an acceptable manner, the NIIC shall give notice in writing to the contractor of such and the NIIC shall have full power and authority without violating contract to terminate the agreement.
8. **PAYMENT** – The contractor shall furnish to the NIIC a complete itemized bill. The NIIC will make payment within thirty (30) days after the completion of the work.
9. **WORKING CONDITION** – The contractor shall not leave equipment on site without approval of the NIIC. The contractor shall be responsible for any damages to the NIIC property. The contractor shall secure the work site against possible injury or harm to others.
10. **SCHEDULE COORDINATION** - All work will be coordinated with the Property Manager.
11. **SPECIFICATIONS**

Specification for Interior Wall Construction at 2055 Niagara Falls Blvd.

1. Wall at Main entrance. One wall east side approximately 9' x 14'. Metal studs 3-5/8". 5/8" drywall both sides, insulate with R15, tape and finish. Ready for paint.
2. Wall at Main entrance. One wall west side approximately 9' x 14' metal studs 3-5/8". 5/8" drywall both sides, insulate with R15, tape and finish. Ready for paint.

3. Close off hallway east side metal studs up to grid ceiling 3-5/8" drywall both sides, insulate with R15, tape and finish. Ready for paint.
4. Remove 2 doors in new office. Remove metal jambs, install studs and drywall, insulate with R15 to match existing.
5. Construct new wall in warehouse approximately 37' x 21'. 3-5/8" metal studs 16" on center with wall stiffeners. Double 5/8" fire code drywall both sides. Drywall to extend to roof deck. Match existing wall. Install fire tape and compound on warehouse wall only. Level #2. Wrap metal column with double 5/8" fire code drywall to match existing. Fire caulk all penetrations as required. Contractor will cover all existing carpet with floor protector. Contractor will remove debris and broom sweep floors. Insulate walls with R15

NIAGARA INDUSTRIAL INCUBATOR COMPANY
INTERIOR WALL CONSTRUCTION

INSURANCE REQUIREMENTS - The successful bidder shall furnish the NIIC certificates of insurance indicating the type, amount, class of operations, coverage effective dates and expiration dates of such policies. Such certificates shall also contain substantially the following statement. "The insurance covered by this certificate will not be cancelled or materially altered except (a) after ten (10) days written notice has been received by Niagara Industrial Incubator Company and (b) the Unlimited Indemnity shown in the contract documents is included." NIIC shall be named as "additional insured".

Insurance requirements are as follows:

Minimum Limits of Insurance

		MINIMUM LIMITS OF LIABILITY	
<u>Type of Insurance</u>		<u>Each Occurrence</u>	<u>Aggregate</u>
<u>COMMERCIAL GENERAL LIABILITY</u>	Bodily Injury and Property Damage Combined	\$500,000.00	\$500,000.00
<u>EXCESS LIABILITY</u>	Bodily Injury and Property Damage Combined		\$500,000.00
Umbrella Form			
Other than Umbrella Form			
<u>WORKERS COMPENSATION</u>	Statutory State of New York		

NIAGARA INDUSTRIAL INCUBATOR COMPANY
INTERIOR WALL CONSTRUCTION

REFERENCES – Bidders are to submit three (3) references based on projects of a similar nature.

COMPANY _____

ADDRESS _____

PHONE # _____

CONTACT NAME _____

COMPANY _____

ADDRESS _____

PHONE # _____

CONTACT NAME _____

COMPANY _____

ADDRESS _____

PHONE # _____

CONTACT NAME _____

NON-COLLUSION 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 penalty of perjury, that to the best of knowledge and belief:

1. The prices in 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 other competitor;
2. Unless otherwise required by law, the prices which have been bid have not knowingly been 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 other competitor;
3. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition; and
4. Except for inquiries within the purview of the bidding process, each bidder and each signing on behalf of any bidder certifies it has not communicated with any officer, employee, agent or consultant of NIIC regarding this bid for the purpose of securing unto itself a favorable advantage.

In compliance with this invitation for bids and subject to the conditions thereof, the undersigned offers and agrees, if this bid is accepted within forty-five (45) days from the date of the opening, to furnish any and all items or services upon which prices are submitted.

SIGNATURE

BUSINESS NAME

PRINT NAME

ADDRESS

TITLE

CITY, STATE & ZIP CODE

DATE

TELEPHONE #

EMPLOYER TAX ID OR SOCIAL SECURITY

EMAIL

YOU MUST SIGN AND RETURN THIS SHEET WITH YOUR BID

**OFFERER’S AFFIRMATION OF UNDERSTANDING OF
AND
AGREEMENT PURSUANT TO STATE FINANCE LAW 139-j(6)(b)**

BACKGROUND:

State Finance Law 139-j(6)(b) provides that:

Every Governmental Entity (including NIAGARA INDUSTRIAL INCUBATOR COMPANY (“NIIC”) shall seek written affirmations from all Offerers as to the Offerer’s understanding of, and agreement to comply with NIIC’s procedures relating to permissible contracts during a Governmental Procurement pursuant to State Finance Law 139-j(3).

INSTRUCTIONS:

In connection with all proposals, bids, RFP’s, etc., NIIC must obtain the following affirmation of understanding and agreement to comply with procedures on procurement lobbying restrictions regarding permissible contacts in the Restricted Period for a Procurement Contract in accordance with State Finance Law 139-j and 139-k;

Offerer affirms that it understands and agrees to comply with State Finance Law 139-j(3) and 139-j(6)(b).

**OFFERER CERTIFICATION OF COMPLIANCE WITH
STATE FINANCE LAW 139-K(5)**

NIIA shall obtain the following Offerer certification in connection with all proposals, bids, RFP's, etc.:

I certify that all information provided to NIIC with respect to State Finance Law 139-K is complete, true and accurate.

Signature

NIAGARA INDUSTRIAL INCUBATOR COMPANY

Request for Proposals

OFFERER/BIDDER DISCLOSURE OF PRIOR NON-RESPONSIBILITY DETERMIANTION AND AFFIRMATION/CERTIFICATION IN ACCORDANCE WITH NYS FINANCE LAW 139-J AND 139-K

Name of Individual or Entity Seeking to Enter into the Procurement Contract:

Address:

Name & Title of Person Submitting this Form:

Contract Procurement Number: _____

Date: _____

1. Has any Government Entity made a finding of non-responsibility regarding the individual or entity seeking to enter into the Procurement Contract in the previous four years?
(Circle One): Yes No

If yes, answer the next questions

2. Was the basis for the finding of non-responsibility due to a violation of State Finance Law 139-J? (Circle One): Yes No

3. Was the basis for the finding of non-responsibility due to the intentional provision of false or incomplete information to a Government Entity? (Circle One): Yes No

4. If you answered yes to any of the above questions, provide details regarding the finding of non-responsibility below.

Government Entity: _____

Date of Finding of Non-Responsibility: _____

Basis of Finding of Non-Responsibility: _____

(Add additional pages as necessary)

5. Has any Governmental Entity or other governmental agency terminated or withheld a Procurement Contract with the above-named individual or entity due to the intentional provision of false or incomplete information? (Circle One): Yes No

6. If yes, please provide details below:

Governmental Entity: _____

Date of Termination or Withholding of Contract: _____

Basis of Termination or Withholding: _____

(Add additional pages as necessary)

Offerer certifies that all information provided to Niagara Industrial Incubator Company with respect to State Finance Law 139-K is complete, true and accurate.

BY: _____ DATE: _____

SIGNATURE: _____

NIAGARA INDUSTRIAL INCUBATOR COMPANY
INTERIOR WALL CONSTRUCTION
BID SHEET

Services for:
2055 Niagara Falls Boulevard
Niagara Falls, NY 14304

BIDDER NAME: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

DATE: _____

TOTAL BID AMOUNT \$ _____

The undersigned understands and agrees to comply with and be bound by instructions to bidders issued for this work. Prices for these services include all labor, equipment, fuel, materials, surcharges and incidentals.

This bid shall remain valid for a period of forty-five (45) days from the date of the bid opening.

BIDDER: _____
(Legal Name of Bidder)

(Name & Title of Principle Acknowledging Bid)

(Signature of Principal)

MAIL TO: Niagara Industrial Incubator Company
6311 Inducon Corporate Drive, Suite One
Sanborn, New York 14132
Attention: Mike Dudley