

ADVERTISEMENT FOR BIDS - SHORT FORM CONTRACT

Sealed bids for Project No. *, * Work, * (* County), NY, will be received by the Office of General Services (OGS), Design & Construction Group (D&C), Contract Administration, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY, 12242, on behalf of the * until 2:00 p.m. on Wednesday, * when they will be publicly opened and read. Each bid must be prepared and submitted in accordance with the Instructions to Bidders.

The value of the Contract is estimated to be under \$50,000.

Pursuant to State Finance Law §139-j and §139-k, this solicitation includes and imposes certain restrictions on communications between OGS D&C and a bidder during the procurement process. A bidder is restricted from making contacts from the earliest notice of intent to solicit offers through final award and approval of the Procurement Contract by OGS D&C and Office of the State Comptroller ("restricted period") to other than designated staff unless it is a contact that is included among certain statutory exceptions set forth in State Finance Law §139-j(3)(a). Designated staff are Frank Peris in the Bureau of Contract Awards, telephone (518) 474-0203, fax (518) 473-7862 and John Lewycky, Director of Contract Administration, telephone (518) 474-0201, fax (518) 486-1650. OGS D&C employees are also required to obtain certain information when contacted during the restricted period and make a determination of the responsibility of the bidder pursuant to these two statutes. Certain findings of non-responsibility can result in rejection for contract award and in the event of two findings within a 4 year period, the bidder is debarred from obtaining governmental Procurement Contracts. Bidders responding to this Advertisement must familiarize themselves with the new Legislative and State Finance Law requirements and will be expected to affirm that they understand and agree to comply on the bid form. Further information about these requirements can be found within the project manual or at <http://www.ogs.state.ny.us> and go to About OGS, Rules Regulations and Policy, Advisory Council on Procurement Lobbying.

The completion date for this project is * days after the Agreement is approved by the Comptroller.

It is the policy of the State and the Office of General Services to encourage minority business enterprise participation in this project by contractors, subcontractors and suppliers, and all bidders are expected to cooperate in implementing this policy.

The Office of General Services reserves the right to reject any or all bids.

Phone the office of *, (*) * for an appointment a minimum of 24 hours in advance of site visit.

The Bidding and Contract Documents for this Project are available on compact disc (CD) only, and may be obtained for an \$8.00 deposit per set, plus a \$2.00 per set shipping and handling fee. Contractors and other interested parties can order CD's on-line through a secure web interface available 24 hours a day, 7 days a week. Please use the following link at the OGS website for ordering and payment instructions: <http://www.ogs.state.ny.us/bu/dc/esb/acquirebid.asp>.

For questions about purchase of bid documents, please send an e-mail to D&C.Plans@ogs.state.ny.us, or call toll free at 1-877-647-7526.

For additional information on this project, please use the following link: <http://www.ogs.state.ny.us/bu/dc>.

James M. Davies, AIA
Deputy Commissioner
Design and Construction