

**TOWN OF YORKTOWN
SERVICES AND PUBLIC WORKS CONTRACTS BID
INSTRUCTIONS TO BIDDERS**

NOTICE IS HERE GIVEN that sealed bids will be received by the Town Clerk, Town of Yorktown, Yorktown, NY until 11:00 A.M. on Friday, June 2nd, 2017 at Town Hall, 363 Underhill Avenue, Yorktown Heights, N.Y. 10598 for Town of Yorktown Parks and Recreation Granite Knolls Sports & Recreation Complex Project. Copies of the Bid Documents will be available in the office of the Town of Yorktown Town Clerk located at 363 Underhill Avenue, Yorktown Heights, NY 10598. A completed Bid Proposal Form must be returned to the Town Clerk, 363 Underhill Avenue, Yorktown Heights, NY10598, marked: “**Bid: Granite Knolls Sports & Recreation Complex Project.**”

Special Note” All prospective bidders shall be required to attend one mandatory Pre-Bid Meeting at the Granite Knolls Park. The Town will conduct two pre-bid meetings on Monday, May 15, 2017 at 10:00 am and Friday, May 19, 2017 at 2:00 pm at the site.

The Bid Documents consists of the following documents:

1. **Instructions to Bidders**
2. **Part One** Bid Proposal Form
Non-Collusive Bidding Certificate
Bid Bond
Certificate of Surety
Itemized Proposal & Project Bid Sheet (Sheets 1-8 of 8)
3. **Part Two** General Terms and Conditions of Bid
4. **Part Three** Technical Specifications
5. **Part Four** Addenda, if any
6. **Non-Collusive Bidding Certificate**

Wherever in the Bid Documents any section or paragraph is stamped "VOID", only the section(s) or paragraph(s) so stamped are void. All other sections(s) and paragraph(s) remain in full force and effect.

A submitted bid will consist of

1. One original completed **Bid Proposal Form**, signed on behalf of Bidder with information for all blanks supplied, and a detailed listing of any exceptions taken by Bidder; and
2. A signed and notarized Non-Collusive Bidding Certificate.
3. Bid Bond
4. Certificate of Surety
5. Itemized Proposal & Project Bid Form (Sheet IP1- 8)

Diana L. Quast
Town Clerk