

Inc. Village of Northport  
224 Main Street  
Northport, NY 11768

March 6, 2020

**BID #2020-06A:  
FACILITY MAINTENANCE PROPOSAL FOR ELECTRICAL REPAIRS FOR THE VILLAGE OF NORTHPORT**

The purpose and intent of this proposal is to procure pricing for the facility maintenance for electrical repairs for the Inc. Village of Northport. All labor must comply with the requirements set forth in Article 8 of the New York State Labor Laws.

Sealed bids will be received by the Inc. Village of Northport, 224 Main Street, Northport, NY 11768 until 11:00am prevailing time, Friday, March 13, 2020, when they will be publicly opened and read aloud.

**Item #1:**

Furnish a licensed electrician on an hourly basis to provide various electrical services regarding Village facilities. Prices submitted for electrician will be valid until February 28, 2022.

**Item #2:**

Furnish a licensed electrician on an hourly basis to provide emergency electrical services regarding Village facilities. Prices submitted for electrician will be valid until February 28, 2022.

**Materials:**

Materials shall be paid for on the basis of the contractor's cost, including all discounts, plus 15% percent for overhead and profit. Requisitions to the Village must include a copy of the invoice from the supplier.

**Contract Renewal:**

Two-year contract; this contract for service may be renewed for a one-year period by mutual agreement.

**Notes:**

The right is reserved by the Village to waive any informalities in, to reject any or all bids submitted, or to accept the bid and award the contract to the lowest, responsible formal bidder, in the best interests of the Village, pursuant to Section 103 of General Municipal Law.

A proposal submitted by a bidder who is not in full compliance with the provisions of the Village of

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Northport's Village Code at the time of submission will be denied.

**Requirements:**

The regular work day will be from 8:00am-4pm with a half hour for lunch. The Contractor is expected to be at Village Hall at 8:00am with all necessary equipment in good working order and fully fueled to await instruction from the Village Administrator. The Village will attempt to schedule working days as far in advance as possible, but the Contractor should understand that emergencies could arise at any time, and the Village expects the Contractor to respond as soon as possible.

**Insurance:**

The Village requires the contractor to show proof of insurance, including workman's compensation and disability, as per the next two attached pages.

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## Insurance Requirements For Independent Contractors/Sub-Contractors

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The independent contractor /Vendor shall maintain at a minimum the following insurance giving evidence of same to Incorporated Village of Northport on **the form of Certificates of Insurance, copies of the General Liability Declaration Page and copy of the Additional Insured Endorsement, providing 30 days notice of cancellation, non-renewal or material change.** New York State licensed carrier is preferred; any non-licensed carriers will be accepted at the Municipalities discretion. The insurance carrier must have an A.M. Best Rating of at least A- IX. All subcontractors must adhere to the same insurance requirements.

Certificate Holder for all policies: Incorporated Village of Northport  
224 Main Street  
P.O. Box 358  
Northport, NY 11768

#### I. Workers Compensation and NYS Disability

Coverage	Statutory
Extensions	Voluntary Compensation; All States Coverage Employers Liability - Unlimited

#### II. Commercial General Liability

Coverage and Limits	Occurrence - 1988 ISO or equivalent
	General Aggregate \$2,000,000
	Products & Completed Operations \$2,000,000
	Personal & Advertising Injury \$1,000,000
	Per Occurrence Limit \$1,000,000
	Fire Damage \$ 50,000
	Medical Expense \$ 5,000

Additional Insured Incorporated Village of Northport, all elected and appointed officials, employees and volunteers using ISO Form CG2026 or equivalent including products and completed operations coverage.

Extension – Mandatory Aggregate Limits to apply per project.

Full Contractual Liability extending to Hold Harmless.  
Contractual Liability Insurance is afforded per the definition of “insured contract” as defined in Form CG0001 with no endorsements that amend or restrict the definition of “insured contract”.

The general liability is to be primary and non-contributory and does not include any exclusion, limitation or restriction pertaining to exterior work height or “action over” type claims.

Waiver of Subrogation is the favor of the additional insured.

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**Insurance Requirements For Independent Contractors/Sub-Contractors**  
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**Pollution Liability**

If contract involves environmentally regulated substances or hazardous material exposure(s) and/or the disposal of waste or other hazardous substance from the worksite, the contractor shall maintain Contractor's Pollution Liability including Pollution Legal Liability insurance in the amount of at least \$5,000,000. per occurrence for 3<sup>rd</sup> party liability and clean-up. This coverage is to remain in effect for a minimum of (5) five years following the completion of work. If written on a claims made basis, the retroactive date must pre-date the inception of the contract or agreement.

III. **Automobile Insurance**

Limit \$1,000,000. Combined Single Limit  
Additional Insured Incorporated Village of Northport, all elected and appointed officials, employees and volunteers.

IV. **Umbrella Liability (if requested by Village)**

Coverage Umbrella Form or Excess Follow Form of primary general liability and auto liability  
Minimum Limit \$1,000,000.  
Additional Insured Incorporated Village of Northport, all elected and appointed officials, employees and volunteers.

**INDEMNIFICATION/HOLD HARMLESS AGREEMENT**

The Vendor/Contractor shall indemnify and hold harmless the Incorporated Village of Northport, its officers, employees, and/or agents from any and all liability, damage, loss, claims, demands and actions of any nature whatsoever, for any reason whatsoever, foreseeable or unforeseeable, which arises out of or is connected with, or is claimed to arise out of to be connected with, any undertaking, product, goods, merchandise, products, services sold and/or work supplied, furnished or performed by the Vendor/Contractor or its agents, liability, damages, loss, claims, attorneys and adjusting fees, demands and actions on account of personal injury, death or property loss to the Incorporated Village of Northport its officers, employees, agents or to any other persons, third parties, or property, but shall not include claims resulting from the gross negligence or willful misconduct of the Incorporated Village of Northport. This indemnity and hold harmless is intended to be as broad as is permitted by law and to include claims of every kind and nature – for tort, under contract, for strict liability or other liability without fault, under statute, rule, regulation or order, and otherwise.

IN WITNESS WHEREOF, the undersigned has duly executed this Agreement the \_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Address

\_\_\_\_\_  
Contractor's Signature

\_\_\_\_\_  
(Please Print Name and Title)

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**BID FORM – FACILITY MAINTENANCE PROPOSAL FOR ELECTRICAL REPAIRS  
FOR THE VILLAGE OF NORTHPORT**

Bidder's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Contact Person Name & Phone No.: \_\_\_\_\_

**Item #1:**

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\$ \_\_\_\_\_/hour

Optional one-year extension (March 1, 2022 until February 28, 2023):

\$ \_\_\_\_\_/hour

**Item #2:**

Furnish a licensed electrician on an hourly basis to provide emergency electrical services regarding Village facilities. Prices submitted for electrician will be valid from March 1, 2020 until February 28, 2022.

\$ \_\_\_\_\_/hour

Optional one-year extension (March 1, 2022 until February 28, 2023):

\$ \_\_\_\_\_/hour

Submitted by: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

Dated: \_\_\_\_\_