

**ADVERTISEMENT FOR BIDS
CITY OF PORT JERVIS
ORANGE COUNTY, NEW YORK
GLASS STREET RETAINING WALL PROJECT**

General Notice

City of Port Jervis (Owner) is requesting Bids for the construction of the following Project:

GLASS STREET RETAINING WALL PROJECT

Bids for the construction of the Project will be received at the **City of Port Jervis Clerk's office** located at **20 Hammond Street, Port Jervis, NY** until Tuesday **April 22, 2025 at 2:00 PM** local time. At that time the Bids received will be **publicly** opened and read.

The Project includes the following Work:

Construction of a cast-in-place concrete cantilever retaining wall along an existing canal.

Bids will be received for the following Contract:

Contract GC-1 – General Construction

Obtaining the Bidding Documents

The Issuing Office for the Bidding Documents is:

**MHE Engineering, D.P.C.
111 Wheatfield Drive, Suite 1
Milford, PA 18337**

Prospective Bidders may obtain or examine the Bidding Documents at the Issuing Office on Monday through Friday between the hours of **8:30 am and 5:00 pm** and may obtain copies of the Bidding Documents from the Issuing Office as described above and becoming available on **March 25, 2025**.

Partial sets of Bidding Documents will not be available from the Issuing Office. Neither Owner nor Engineer will be responsible for full or partial sets of Bidding Documents, including addenda, if any, obtained from sources other than the Issuing Office. Only those persons whose name and address are on record of having obtained the Contract Documents will be permitted to bid and issued the Addendums, if any.

Digital copies of the contract documents may be obtained online as a download by a secured electronic link for a non-refundable fee of fifty dollars (\$50.00) upon payment with a check made payable to MHE Engineering, D.P.C. by contacting the Issuing Office at (570) 296-2765 or by email at mhepa@mhepc.com.

Hard copies of the contract documents may be obtained from MHE Engineering, D.P.C. by special request for an additional fee.

Each bid shall be accompanied by an acceptable form of Bid Guarantee in an amount equal to at least five (5) percent of the amount of the Bid payable to the **City of Port Jervis** as a guarantee that if the Bid is

accepted, the Bidder will, within fifteen (15) days after the award of the Contract, execute the Contract and file acceptable Performance and Labor and Material Payment Bonds and Certificate(s) of Insurance.

Pre-Bid Conference

A pre-bid conference for the Project will be held on **Tuesday, April 8, 2025 at 11:00 AM** at the **project site, Glass Street, Port Jervis, NY 12771**. Attendance at the pre-bid conference is encouraged, but not required.

OWNERS RIGHTS RESERVED: **City of Port Jervis**, hereinafter called the Owner, reserves the right to reject any or all Bids and to waive any informality or technicality in any Bid in the interest of the Owner.

No bidder may withdraw his bid within forty-five (45) days after the actual date of the opening thereof.

The Owner shall be exempt from payment of sales and compensating use taxes of the State of New York and cities and counties on all materials supplied to the Owner pursuant to this contract.

City of Port Jervis, an equal opportunity employer and affirmative action employer, hereby notifies all bidders that it will affirmatively ensure that in regard to any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the ground of race, gender, color or national origin in consideration of an award.

This Advertisement is issued by:

Owner: **City of Port Jervis**
By: **Dominic M. Cicalese**
Title: **Mayor**
Date: **March 25, 2025**