

**RFP: 13-23**

**Description: Demolition and replacement of employee workstations at Public Safety Facility**

Montgomery County  
Request for Proposal  
Demolition and replacement of employee workstations  
200 Clark Drive  
Fultonville, NY 12072

Intent:

It is the intent of this bid proposal to solicit bids for demolition and replacement of employee workstations, countertops, desktops and filing compartments in the Montgomery County Jail Intake Area.

Scope:

Work performed under this bid proposal must include all materials, labor, machinery and equipment required to complete the project.

Qualifications of Bidder:

When requested by the Commissioner of Public Works, the bidder must present evidence of experience, ability and financial standing.

Special Conditions:

The bidder is informed that a portion of work described in this RFP may be required to be completed after facility hours of 3:30 P.M. and/or on weekends as directed by the Jail Administrator. Additionally, all work described must be done solely by the contractor. The contractor will not subcontract for any of the services outlined in the work described. Furthermore, due to the nature of the job location being within a Correctional Facility, Contractors and their employees MAY be subject to a background check.

Mandatory Site Visit:

All bidders are required to attend a MANDATORY site visit on Thursday, July 13, 2023 at 10 A.M. at 200 Clark Drive, Fultonville, NY 12072 with the Montgomery County Commissioner of Public Works and Jail staff to have any questions or concerns answered as well as familiarize the bidder with the project. Any bids received by contractors who did NOT attend the mandatory site visit will be considered invalid and not accepted.

Davis Bacon Act:

The bidder is informed that they are required to follow the Federal Davis Bacon Act, which requires bidders to pay prevailing wage rate and fringe benefits established by the New York State Department of Labor at the time the work is completed. The bidder will be required to submit a certified payroll indicating prevailing wage has been paid before any payment will be released by Montgomery County.

Insurance:

The bidder will be required to submit General Liability Insurance and Worker's Compensation Insurance with limits not less than \$1,000,000.00. All insurance certificates submitted must name Montgomery County, 20 Park Street, Fonda, NY 12068 as the additional insured.

Work to be performed:

- Demolition and removal of approximately 180 sq. ft. of work space including solid surface tops, filing cabinets and drawers
- Removal and replacement of raised plywood floor area approximately 200 sq. ft.
- Installation of 4 new workstations to include but not limited to
  - 16 file drawers – to be standard letter size
  - 4 pull out drawers
  - (6) 36" cabinet doors
- All cabinet sides to be constructed using ¾" plywood
- All cabinet bottoms & partitions to be constructed using ½" plywood
- Drawer sides to be ½" plywood & drawer bottoms to be ¼" plywood
- Drawer slides to be full extension
- Countertops to be constructed with ¾" plywood with laminate top
- All colors to be chosen by owner, contractor to supply color charts
- All finish hardware to be chosen by owner, contractor to supply samples
- All electrical work within the work stations to be performed by contractor

All request for proposal must be submitted to Montgomery County Department of Public Works, c/o Purchasing Department, Montgomery County Annex Building, 20 Park Street, Fonda, NY 12068, no later than July 27, 2023 at 2P.M., sealed and marked RFP 13-23, at which time all bids will be opened and read aloud. Montgomery County has the right to reject any and all bids received.