



**Office for People With
Developmental Disabilities**

ANDREW M. CUOMO
Governor

THEODORE KASTNER, MD, MS
Commissioner

**OPWDD Contract Management Unit
on behalf of:**

**Finger Lakes Developmental Disabilities State
Operations Office**

**2020-2025 Heating (Furnace, Boiler, Hot Water)
Services in Chemung, Livingston, Monroe,
Ontario, Schuyler, Seneca, Steuben, Wayne,
Wyoming, and Yates Counties**

FL 103019

Invitation for Bid

Invitation for Bid

BID CONTENTS

1.	INTRODUCTION	3
2.	DESIGNATED CONTACT PERSON(S) FOR INQUIRIES & SUBMISSION	3
3.	TIMETABLE OF PROPOSAL DUE DATES	3
4.	OBJECTIVE OF THIS IFB	3
5.	GENERAL DESCRIPTION OF SERVICES	4
6.	SITE INSPECTIONS	4
7.	NOTICE TO POTENTIAL BIDDERS	4
8.	TERM OF THE CONTRACT	4
9.	PAYMENT	4
10.	WAGE AND HOURS PROVISIONS	5
11.	SUBCONTRACTING	5
12.	INSURANCE	5
13.	SUBMISSION OF PROPOSALS	6
A.	SUBMISSION REQUIREMENTS	6
B.	REFERENCES	7
C.	LATE BIDS	7
14.	PROCUREMENT INFORMATION, MANDATORY REQUIREMENTS	7
A.	PROCUREMENT LOBBYING LAW REQUIREMENTS PURSUANT TO STATE FINANCE LAW §§ 139-J AND 139-K	7
B.	QUESTIONS REGARDING THIS PROCUREMENT	8
C.	OPWDD RIGHTS	8
D.	INCURRED COSTS	9
E.	CONTENT OF PROPOSALS	9
F.	PERIOD OF VALIDITY	9
G.	NOTICE OF AWARD, DEBRIEFING AND BID PROTESTS	9
H.	PUBLIC INFORMATION REQUIREMENTS / CONFIDENTIALITY / PUBLICATION RIGHTS	10
I.	AFFIRMATIVE ACTION	11
J.	PRIME CONTRACTOR'S RESPONSIBILITY	11
K.	PUBLIC OFFICER'S LAW REQUIREMENTS	12
L.	OMNIBUS PROCUREMENT ACT	12
M.	CONTRACT EXECUTION	12
N.	VENDOR RESPONSIBILITY QUESTIONNAIRE	12
O.	HEALTH INFORMATION PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)	13
P.	GENERAL DUTIES AND ADDITIONAL RESPONSIBILITIES	13
Q.	NYS INFORMATION SECURITY BREACH AND NOTIFICATION ACT (NYS TECHNOLOGY LAW, § 208)	13
R.	NONDISCRIMINATION IN EMPLOYMENT IN NORTHERN IRELAND: MACBRIDE FAIR EMPLOYMENT PRINCIPLES	14
S.	BIDDER'S CERTIFICATION OF COMPLIANCE WITH STATE FINANCE LAW § 139-K (5)	14
T.	BIDDER'S AFFIRMATION OF UNDERSTANDING AND AGREEMENT PURSUANT TO STATE FINANCE LAW § 139-J (3) AND § 139-J (6)(B)	14
U.	BIDDER DISCLOSURE OF PRIOR NON-RESPONSIBILITY DETERMINATIONS	14
V.	NON-COLLUSIVE BIDDING CERTIFICATION	15
W.	PUBLIC OFFICERS LAW CERTIFICATION	16
X.	BIDDER'S AFFIRMATION OF UNDERSTANDING PURSUANT TO STATE LABOR LAW § 201-G	16
15.	CONSUMER SAFETY INFORMATION	16
16.	CONSULTANT DISCLOSURE	17
17.	EVALUATION CRITERIA: METHOD OF AWARD	17
	QUALIFICATIONS & SCOPE OF WORK	18
	COST PROPOSAL FORM	24
	NO-BID FORM	48

ADDITIONAL REQUIRED FORMS (MUST BE SUBMITTED WITH BID OR WITHIN 3 BUSINESS DAYS OF REQUEST BY OPWDD. FAILURE TO SUBMIT THESE FORMS WILL RESULT IN BID DISQUALIFICATION):

ATTACHMENT 1: References

ATTACHMENT 2: Vendor Responsibility Questionnaire

REFERENCE MATERIAL

Contract Template with Appendix A & Supplement

1. Introduction

The New York State Office for People with Developmental Disabilities (hereinafter "OPWDD") has the authority to provide care, treatment, rehabilitation, education, training and support services to developmentally disabled persons. OPWDD is also empowered to take all actions necessary, desirable, and proper to carry out its purposes and objectives within budgetary amounts made available by appropriations. Finger Lakes Developmental Disabilities State Operations Office (hereinafter "OPWDD") is an agency of OPWDD serving Chemung, Livingston, Monroe, Ontario, Schuyler, Seneca, Steuben, Wayne, Wyoming, and Yates Counties.

OPWDD contracts with numerous organizations to provide these required services and other physical benefits. Such contracts may be with not-for-profit or for-profit organizations as well as with other governmental organizations.

2. Designated Contact Person(s) For Inquiries & Submission

Jennifer Vallely, CMS I for
 Laura Pushkarsh, CMS 2
 OPWDD Contract Management Unit
 26 Center Circle
 Wassaic, New York 12592-2637
 Phone: 845-877-6821 x3333 Fax: 845-877-3004
eny.nyc.li.contracthub@opwdd.ny.gov

3. Timetable of Proposal Due Dates

IFB Release Date	23 September 2019
Final Date for Receipt of Questions	7 October 2019
Official Responses to Questions By	16 October 2019
Proposal Due Date – Bid Opening	2:00pm, Wednesday, 30 October 2019
Evaluation & Selection	8 November 2019
Notification of Awards	12 November 2019
Contract start date (subject to change)	01 January 2020

OPWDD has sole discretion to change the above dates

4. Objective of this IFB

The purpose of this IFB is to contract with responsive and responsible vendors interested in performing the tasks and services described within the section of this IFB identified as "Qualifications & Scope of Work."

5. General Description of Services

This IFB is for interested bidders to submit a bid for Heating (Furnace, Boiler, Hot Water) Services for OPWDD sites, according to the specifications, terms and conditions as enumerated in "Scope of Work" of this IFB.

6. Site Inspections

It is the Bidders obligation to visit any and all sites they wish to bid on. OPWDD will make **no allowance or concession** to the Bidder for any alleged misunderstanding or deception because of quality, character, location, or other conditions. It is the responsibility of the bidder to know the site(s) requirements based upon the service being requested. The telephone number for each site has been provided. It is the Bidders responsibility to set up an appointment with each House Manager to determine the specific requirements of all aspects of the sites in relation to the service to be provided.

7. Notice to Potential Bidders

Receipt of these bid documents does not indicate OPWDD has pre-determined any vendor qualifications to receive a contract award. Such determination will be made after the bid opening and will be based upon an evaluation of all bid submissions and compared to the specific requirements and qualifications contained in these bid documents.

8. Term of the Contract

The term of this contract will be defined in the Contract Agreement, but is anticipated to be a five year contract, unless an amendment is mutually agreed upon by both parties and approved by the Office of the State Comptroller (OSC).

9. Payment

Prices are to remain constant for the initial year of the contract. Approaching every contract anniversary date, the Contractor may request, or OPWDD give notice of, an annual price adjustment for the subsequent year. The request or notice must be submitted in writing between 30 days and 60 days prior to the contract anniversary date. OPWDD has the sole discretion in determining the rate to be approved. The adjustment shall be based upon the most recently available, "CPI-U" (Consumer Price Index – Urban Wage Earners), not seasonally adjusted, Northeast urban - Size Class B/C, all items, with the adjustment calculated on a 12-month percent change based on the month 60 days prior to the contract anniversary. Any price adjustment shall not exceed 3.0% per annum.

10. Wage and Hours Provisions

If this is a public work contract covered by Article 8 of the Labor Law or a building service contract covered by Article 9 thereof, neither Contractor's employees nor the employees of its subcontractors may be required or permitted to work more than the number of hours or days stated in said statutes, except as otherwise provided in the Labor Law and as set forth in prevailing wage and supplement schedules issued by the State Labor Department.

Pursuant to § 9 (A), Contractor and its subcontractors must pay at least the prevailing wage rate and pay or provide the prevailing supplements, including the premium rates for overtime pay, as determined by the State Labor Department in accordance with the Labor Law.

Pursuant to § 9 (A), Contractor and its subcontractors must provide OPWDD with a certified payroll when submitting an invoice for payment.

11. Subcontracting

No Subcontracting of services is allowed with this IFB without written permission of OPWDD. For further information, please see section 14 J.

12. Insurance

The Contractor agrees that without expense to the State, insurance will be maintained during the period of the proposal and contract, insurance of the kinds and in the amounts indicated, with insurance companies authorized to do such business in the State of New York, covering all operations under this proposal and contract.

A. The Contractor shall furnish to OPWDD a Certificate or Certificates in a form satisfactory to the Agency, showing compliance with the requirements of this section. The State of New York Office for People with Developmental Disability will be expressly named as additional insured on each policy in accordance with above. Certificates of insurance should be forwarded to the OPWDD with the signed agreement and thereafter annually on the contract anniversary date. Certificates shall state the policies shall not be changed or cancelled until 30 days written notice has been given to OPWDD. Required insurances are:

- (1) A policy covering the obligations of the successful bidder in accordance with the Workers' Compensation Law. The contract shall be void and of no effect unless the successful bidder procures such policy and maintains it during the period of the contract. The Workers Compensation Board website can be found here: www.wcb.ny.gov/
- (2) Policies covering bodily injury, liability and property damage of the types hereinafter specified, each with limits of liability not less than \$1,000,000.00 for all damages arising out of bodily injury, including death at any time resulting there from, sustained by one person in any one accident, and subject to that limit for that person, and not less than \$2,000,000.00

Invitation for Bid

for all damages arising out of bodily injury, including death at any time resulting there from, sustained by two or more persons in any accident and not less than \$2,000,000.00 for all damages arising out of injury or destruction of property.

- a. Contractor's liability insurance issued to and covering the liability of the successful bidder with respect to all work performed by them under the proposal and the contract.
- b. Protective liability insurance issued to and covering the liability of the people of the State of New York with respect to all operations under this proposal and the contract, by the successful bidder, including omissions and supervisory acts of the State.

13. Submission of Proposals

A. Submission Requirements

One (1) original Bidder Cost Proposal Form is required to submit a bid. All proposals in response to this IFB must be received by OPWDD no later than the proposal due date and time.

One (1) original of each additional required form, as listed on page 2 (References and Vendor Responsibility Questionnaire), must be received either by the proposal due date or within 3 business days of request by OPWDD. It is strongly recommended that these additional forms are submitted by the proposal due date. Failure to submit the forms as specified above will result in the bid being disqualified.

- (1) **Overnight delivery can take a minimum of two (2) business days to be received by OPWDD. Bidders mailing their responses must allow sufficient mail delivery time to ensure receipt of their proposals by the Bid Opening Date listed on the cover page. Do not depend upon an expedited, "early AM," or similar delivery service to timely deliver to OPWDD.**
- (2) All proposals should be submitted in a sealed envelope with *the following information clearly displayed on the exterior of the packaging: **Bidder's name and address; "Sealed Bid" with the IFB title; Proposal Due Date***
- (3) Proposals should be **mailed** or **hand delivered** to the following address:

OPWDD
Contract Management Unit – **IFB: FL 103019**
C/O Jennifer Vallely, CMS 1
26 Center Circle, Building 58, Service Building
Wassaic, New York, 12592-2637

All proposals and accompanying documentation become the property of OPWDD and ordinarily will not be returned.

B. References

All bidders must submit at least three (3) work references that will verify that the bidder has at least three (3) years of relevant experience to complete the work as listed in Qualifications and Scope of Work.

C. Late Bids

Any Bid received at the specified location after the time specified will be considered a late Bid. A late Bid shall not be considered for award unless: (i) no timely Bids meeting the requirements of the Bid Documents are received or, (ii) in the case of a multiple award, an insufficient number of timely Bids were received to satisfy the multiple award; and acceptance of the late Bid is in the best interests of the Authorized Users. Delays in United States mail deliveries or any other means of transmittal, including couriers or agents of the Authorized User shall not excuse late Bid submissions. Similar types of delays, including but not limited to, bad weather or security procedures for parking and building admittance shall not excuse late Bid submissions. Determinations relative to Bid timeliness shall be at the sole discretion of OPWDD. **No late proposals will be considered if the delay in submission results from the fault of the bidder or from any factor within the direct or indirect control of the bidder.**

14. Procurement Information, Mandatory Requirements

A. Procurement Lobbying Law Requirements pursuant to State Finance Law §§ 139-j and 139-k

Effective January 1, 2006: Pursuant to State Finance Law §§ 139-j and 139-k, this solicitation includes and imposes certain restrictions on communications between OPWDD and Bidder during the procurement process. A Bidder is restricted from making contact from the earliest Notice of Intent to Solicit Offers through final award and approval of the Procurement Contract by OPWDD and, if applicable, the Office of the State Comptroller (OSC), to other than designated staff unless it is a contact that is included among certain statutory exceptions set forth in State Finance Law § 129-j (3)(a). Designated staff, as of the date hereof, is (are) identified in this solicitation.

The designated contact person is Laura Pushkarsh, CMS 2, Laura.x.Pushkarsh@opwdd.ny.gov. The Restricted Period for this procurement begins with the date of the advertisement in the NYS Contract Reporter and will end when the NYS Office of the State Comptroller has approved the contract. All contact during the Restricted Period regarding this procurement must be made with the OPWDD designated contact person.

OPWDD 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. In the event of two findings within a four-year period, the Bidder is debarred from obtaining governmental Procurement Contracts. Bidders will be informed in writing of any preliminary OPWDD finding of non-responsibility and will be afforded administrative due process prior to a final determination being made.

B. Questions Regarding this Procurement

All questions regarding this procurement must be submitted in writing, by fax, mail, or e-mail to the contact person listed in **Section 2, 'Designated Contact Person(s) For Inquiries & Submissions'** of this solicitation. Questions that are emailed must be submitted via email address to eny.nyc.li.contracthub@opwdd.ny.gov, and should reference the IFB title name and number in the subject line of the email.

OPWDD will post official answers to the questions to the Contract Reporter and the OPWDD website by the date indicated in **Section 3, 'Timetable of Proposal Due Date'**.

If a bidder discovers a possible error in this IFB, immediately notify the contact person indicated in **Section 2 'Designated Contact Person(s) for Inquiries & Submissions'**, of such error and request clarification, correction or modification to this document via email address eny.nyc.li.contracthub@opwdd.ny.gov. All inquiries concerning corrections must reference the IFB title and number in the subject line of the email, and cite the particular bid section and paragraph number in the body of the email. Prospective Bidders should note that any such notice must be given, and all clarification and exceptions including those relating to the term and conditions are to be resolved prior to the proposal submission deadline. If there is a substantial error, the entire bidders list will be notified and the IFB change will be posted on the Contract Reporter, as well as e-mail replies to all bidders. OPWDD shall make IFB modifications, provided that such modification would not materially benefit or disadvantage any particular bidder.

C. OPWDD Rights

- (1) OPWDD reserves the right to use any and all ideas presented in any response to the IFB. Selection or rejection of any proposal does not affect this right. OPWDD shall also have unlimited rights to disclose or duplicate, for any purpose whatsoever, all information or other work product developed, derived, documented or furnished by the Bidder under any agreement resulting from this IFB.
- (2) In the event of contract award, all documentation produced as part of the contract will become the exclusive property of OPWDD. OPWDD reserves a royalty free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use such documentation and to authorize others to do so.
- (3) OPWDD reserves the right to:
 - a. Reject any or all proposals received in response to this IFB (Invitation for Bid);
 - b. Withdraw the IFB at any time, at the agency's sole discretion;
 - c. Make an award under the IFB in whole or in part;
 - d. Disqualify any Bidder whose conduct or proposal fails to conform to the requirements of this IFB. Selection may also include such issues as past performance;
 - e. Seek clarifications and revisions of proposals;
 - f. Use proposal information obtained through site visits, management interviews and the State's investigation of a bidder's qualifications, experience, ability or financial standing, and any material or information submitted by the bidder in response to

Invitation for Bid

- the agency's request for clarifying information in the course of evaluation and/or selection under the IFB;
- g. Bidders are cautioned to verify their Bids before submission, as amendments to Bids or requests for withdrawal of Bids received by the Commissioner after the time specified for the Bid opening, may not be considered;
 - h. *Prior to the bid opening*, amend the IFB specifications to correct errors or oversights, or to supply additional information, as it becomes available;
 - i. *Prior to the bid opening*, direct bidders to submit proposal modifications addressing subsequent IFB amendments;
 - j. Change any of the scheduled dates, including start dates, stated herein upon notice to the Bidders;
 - k. Eliminate any mandatory, non-material specifications that cannot be complied with by all of the prospective bidders;
 - l. Waive any requirements that are not material;
 - m. Negotiate with the successful bidder within the scope of the IFB in the best interests of the state;
 - n. Conduct contract negotiations with the next responsible bidder, should the agency be unsuccessful in negotiating with the selected bidder;
 - o. Utilize any and all ideas submitted in the proposals received;
 - p. Unless otherwise specified in the solicitation, every offer is firm and not revocable for a period of 60 days from the bid opening; and,
 - q. Require clarification at any time during the procurement process and/or require correction of arithmetic or other apparent errors for the purpose of assuring a full and complete understanding of a bidders proposal and/or to determine a bidders compliance with the requirements of the solicitation.

D. Incurred Costs

The State of New York shall not be liable for any costs incurred by a Bidder in the preparation and production of a proposal. Any work performed prior to the issuance of a fully executed contract or delivery of an order by OPWDD to the Contractor will be done only to the degree the Contractor voluntarily assumes the risk of nonpayment.

E. Content of Proposals

To be considered responsive, a Bidder should submit complete proposals that satisfy all the requirements stated in this IFB. Proposals that do not include the listed required forms may be rejected as nonconforming.

F. Period of Validity

Each Bidder's Proposal must include a statement as to the period during which the provisions of the proposal will remain valid. All elements of the bid and proposal shall remain in effect for a minimum of 180 days.

G. Notice of Award, Debriefing and Bid Protests

- (1) The successful Bidder or its agent shall not make any news releases or any other disclosure relating to this contract award without the explicit approval of OPWDD.

Invitation for Bid

- (2) OPWDD will notify all unsuccessful Bidders, at or about the time of bid award, of the fact that their proposals were not selected. Each unsuccessful Bidder may at that time request a debriefing by OPWDD as to why its proposal was not selected. The scope of such debriefings will ordinarily be limited to the strengths and weaknesses of the individual Bidder's proposal unless the contracts resulting from this procurement have been approved by OSC.
- (3) Bidders wishing to file protest of the awarding of a bid(s) must notify OPWDD, in writing, of their intent to protest the award within ten (10) working days of their receipt of notice of non-award. The protest should identify the name and number of the IFB and the award date; indicate the bidder's interpretation as to why they feel they were denied the award (i.e., summarize the deficiencies identified during the debriefing) and state their justification for the bid protest. Bid protests must be mailed to NYS OPWDD, Contract Management Unit, 44 Holland Avenue, 3rd Floor, Albany, New York 12229-0001.

H. Public Information Requirements / Confidentiality / Publication Rights

- (1) All the proposals upon submission will become the property of OPWDD. Materials / documents produced by the Contractor in the fulfillment of its obligations under contract with OPWDD become the property of OPWDD unless prior arrangements have been made with respect to specific documents.
- (2) OPWDD will have the right to disclose all or any part of a proposal to public inspection based on its determination of what disclosure will serve the public interest. Upon approval of the contract by OSC, all terms of the contract become available to the public.
- (3) Prospective Bidders are further advised that, except for trade secrets and certain personnel information (both of which OPWDD has reserved the right to disclose), all parts of proposals must ultimately be disclosed to those members of the general public making inquiry under the New York State Freedom of Information Law (NYS Public Officers Law article 6) although proposal contents cannot ordinarily be disclosed by OPWDD prior to bid award.
 - a. Should a Bidder wish to request exception from public access to information contained in its proposal, the Bidder must specifically identify the information and explain in detail why public access to the information would be harmful to the Bidder. Use of generic trade secret legends encompassing substantial portions of the proposal or simple assertions of trade secret interest without substantive explanation of the basis therefore will be regarded as non-responsive requests for exception from public access will not be considered by OPWDD in the event of a Freedom of Information request for proposal information is received
- (4) The bidder and OPWDD agree that all communications, until the effective date of the contract, shall be made in confidence, shall be used only for purposes of the contract, and that no information shall be disclosed by the recipient party except as required by Federal or State law.

Invitation for Bid

- (5) The bidder shall treat all information, in particular information relating to OPWDD service recipients and providers, obtained by it through its performance under contract, as confidential information, to the extent that confidential treatment is provided under New York State and Federal law, and shall not use any information so obtained in any manner except as necessary to the proper discharge of its obligations and securement of its rights hereunder. Bidder is responsible for informing its employees of the confidentiality requirements of this agreement.
- (6) The Contractor may not utilize any information obtained via interaction with OPWDD in any public medium (media-radio, television), (electronic-internet), (print-newspaper, policy paper, journal/ periodical, book, etc.) or public speaking engagement without the official prior approval of OPWDD Senior Management. Contractors bear the responsibility to uphold these standards rigidly and to require compliance by their employees and subcontractors. Requests for exemption to this policy shall be made in writing, at least 14 days in advance, to OPWDD Contract Management Unit, 44 Holland Avenue (3rd Floor), Albany, New York 12229.

I. Affirmative Action

- (1) OPWDD is in full accord with the aims and effort of the State of New York to promote equal opportunity for all persons and to promote equality of economic opportunity for minority group members and women who own business enterprises, and to ensure there are no barriers, through active programs, that unreasonably impair access by Minority and Women-Owned Business Enterprises (M/WBE) to State contracting opportunities. OPWDD encourages business that are minority or woman owned, to become certified with Empire State Development.
- (2) Prospective Bidders to this IFB are subject to the provisions of Executive Law article 15-A and regulations issued there under.
- (3) Any contract in the amount of \$25,000 or more which is awarded as a result of this IFB will be subject to all applicable State and Federal regulations, laws, executive orders and policies regarding affirmative action and equal employment opportunities.
- (4) All awardees are required to comply with OPWDD's Minority and Woman-Owned Business Enterprises (M/WBE) policy. For details on requirements and procedures, including documentation required for this solicitation, please refer to the Appendix A-Supplement.

J. Prime Contractor's Responsibility

In the event the selected Bidder's proposal includes services provided by another firm, it shall be mandatory for the selected Bidder to assume full responsibility for the delivery for such items offered in the proposal. In any event, OPWDD will contract only with a Bidder, not the Bidder's financing institution or subcontractors. OPWDD reserves the right to review and approve all potential subcontractors. For subcontracts valued at \$100,000 and over, the subcontractors must demonstrate financial integrity and stability. In these instances, the subcontractor must complete and execute a Vendor Responsibility

Questionnaire. OPWDD shall consider the selected Bidder to be the sole responsible contact with regard to all provisions of the contract resulting from this IFB.

K. Public Officer's Law Requirements

All Bidders and their employees must be aware of and comply with the requirements of the New York State Public Officers Law, and all other appropriate provisions of New York State Law and all resultant codes, rules and regulations from State laws establishing the standards for business and professional activities of State employees and governing the conduct of employees of firms, associations and corporations in business with the State, and for applicable Federal laws and regulations of similar intent. In signing the proposal, each Bidder guarantees knowledge and full compliance with those provisions for any dealings, transactions, sales, contracts, services, offers, relationships, etc. involving the State and/or State employees. Failure to comply with those provisions may result in disqualification from the bidding process and in other civil or criminal proceedings as may be required or permitted by law. Public Officers' Law § 73 bars former State officers and employees from appearing, practicing, or rendering any services for compensation in relation to any matter before their former State agency for a period of two years from their date of termination. Additionally, there is a permanent bar against any such activity before any state agency in relation to any case, application, proceeding or transaction with which such officer or employee was directly concerned and personally participated or which was under his/her active consideration.

L. Omnibus Procurement Act

It is the policy of New York State to maximize opportunities for the participation of New York State business enterprises, including minority and women-owned business enterprises as bidders, subcontractors, and suppliers on its procurement contracts.

Information on the availability of New York State subcontractors and suppliers is available from the Department of Economic Development, Division for Small Business, Albany, New York 12245, Tel. 518.292.5100, Fax: 518.292.5884, email: opa@esd.ny.gov.

A directory of certified minority and women-owned business enterprises is available from the NYS Department of Economic Development, Minority and Women's Business Development Division, 633 Third Avenue, New York, New York 10017, Tel. 212.803.2414, email: mwbcertification@esd.ny.gov
website: <http://esd.ny.gov/MWBE/directorySearch.html>

M. Contract Execution

Awards are not final and the resultant contract is not considered executed and binding until approved by the New York State's Attorney General and Office of State Comptroller (OSC).

N. Vendor Responsibility Questionnaire

State agencies are required under State Finance Law § 163 (3) (a) (ii), to ensure that contracts are awarded to responsible vendors. Such requirements include, but are not limited to, the Bidder's qualifications, financial stability, and integrity. The Vendor Responsibility

Questionnaire is required for contracts \$100,000 and over. OPWDD will require a complete Vendor Responsibility Questionnaire with your bid proposal if the contract resulting from this procurement is valued at \$100,000 and over. Vendors/not-for-profit provider agencies are able to file the Vendor Responsibility Questionnaire (VRQ) online via the New York State VendRep System or may choose to complete and submit a paper questionnaire. To enroll in and use the New York State VendRep System, see the www.osc.state.ny.us/vendrep.

O. Health Information Portability and Accountability Act (HIPAA)

The Federal Department of Health and Human Services (HHS) established HIPAA Standards for Privacy of Individually Identifiable Health Information (The Privacy Rule). The Privacy Rule (45 CFR Part 160 and Subparts A and E of Part 164) provides the first comprehensive federal protection for the privacy of health information. The Privacy Rule is carefully balanced to provide strong privacy protections that do not interfere with patient access to, or the quality of, health care delivery. HIPAA has an impact upon how OPWDD and contractors will deal with protected health information of our consumers. Likewise, State Mental Hygiene Law § 33.13 requires disclosure of clinical records to be limited to that information necessary for health care providers to administer treatment.

P. General Duties and Additional Responsibilities

Maintain a level of cooperation with OPWDD necessary for the proper performance of all contractual responsibilities. Agree that no aspect of bidder performance under the Agreement will be contingent upon State personnel, or the availability of State resources, with the exception of all proposed actions of the bidder specifically identified in the Agreement as requiring OPWDD's approval, policy decisions, policy approvals, exceptions stated in the Agreement or the normal cooperation which can be expected in such a contractual relationship or the equipment agreed to by OPWDD as available for the project completion. Cooperate fully with any other contractor that may be engaged by OPWDD. Agree to meet periodically with OPWDD representatives to resolve issues and problems. Recognize and agree that any and all work performed outside the scope of the Agreement or without consent of OPWDD shall be deemed by OPWDD to be gratuitous and not subject to charge by the bidder.

Q. NYS Information Security Breach and Notification Act (NYS Technology Law, § 208)

"Contractor shall comply with the provisions of New York State Information Security Breach and Notification Act (General Business Law § 889-aa; State Technology Law § 208). Contractor's negligent or willful acts or omissions, or the negligent or willful acts or omissions of Contractor's agents, officers, employees, or subcontractors."

The "New York State Information Security Breach and Notification Act" requires entities that conduct business with New York State and own or license "private" data to notify state residents affected by any security breach that results in unauthorized acquisition of the data. "Private" data is defined as unencrypted computerized information that can identify the individual, combined with one of the following data elements: (a) social security number, (b) driver's license or non-driver identification number" or (c) financial account information such as credit card or debit cards numbers in combination with access codes or PIN

numbers. (Private data is considered unencrypted when either identifying information or the data element is not encrypted or is encrypted with a key that has been acquired).

The Act authorizes the State Attorney General to sue a business violating the statute in order to recover damages for actual costs or losses, including consequential financial losses incurred by persons entitled to notification. If a business engages in knowing or reckless violations, the court can impose a civil penalty of the greater of \$5,000 or \$10 per instance of failed notification up to \$150,000. The remedies provided by this section shall be addition to any lawful remedy available, possibly permitting private actions.

R. Nondiscrimination in Employment in Northern Ireland: MacBride Fair Employment Principles

In accordance with State Finance Law § 165, the bidder, by submission of this bid, certifies that it or any individual or legal entity in which the bidder holds a 10% or greater ownership interest, or any individual or legal entity that holds a 10% or greater ownership in the bidder interest has no business operations in Northern Ireland. If the bidder or any of its aforementioned affiliations has business operations in Northern Ireland, then they shall take lawful steps in good faith to conduct any business operations that it has in Northern Ireland in accordance with the MacBride Fair Employment Principles relating to nondiscrimination in employment and freedom of workplace opportunity regarding such operations in Northern Ireland, and shall permit independent monitoring of their compliance with such Principles.

S. Bidder's Certification of Compliance with State Finance Law § 139-k (5)

In accordance with New York State Finance Law § 139-k (5), the bidder, by submission of this bid, certifies that they are subject to the provisions of State Finance Law §§ 139-k and 139-j and all information provided to OPWDD with respect to State Finance Law § 139-k is complete, true, and accurate.

T. Bidder's Affirmation of Understanding and Agreement pursuant to State Finance Law § 139-j (3) and § 139-j (6)(b)

The bidder, by submission of this bid, certifies that it understands and agrees to comply with the procedures of OPWDD as it relates to permissible contracts as required by State Finance Law 139-j (3) and 139-j (6)(b).

U. Bidder Disclosure of Prior Non-Responsibility Determinations

New York State Finance Law § 139-k (2) obligates the Office for People With Developmental Disabilities (OPWDD) to obtain specific information regarding prior non-responsibility determinations with respect to State Finance Law §139-j. This information must be collected in addition to the information that is separately obtained pursuant to State Finance Law §163(9). In accordance with State Finance Law § 139-k, bidders must disclose whether there has been a finding of non-responsibility made within the previous four (4) years by any Governmental Entity due to: (a) a violation of State Finance Law § 139-j or (b) the intentional provision of false or incomplete information to a Governmental Entity. State Finance Law §

Invitation for Bid

139-j sets forth detailed requirements about the restrictions on contacts during the procurement process. A violation of State Finance Law §139-j includes, but is not limited to, an impermissible contact during the restricted period (e.g., contacting a person or entity other than the designated contact person(s), when such contact does not fall within one of the exemptions).

As part of its responsibility determination, State Finance Law § 139-k (3) mandates consideration of whether a bidder fails to timely disclose accurate or complete information regarding the above non-responsibility determination. In accordance with law, no Procurement Contract shall be awarded to any bidder that fails to timely disclose accurate or complete information under this section, unless a finding is made that the award of the Procurement Contract to the bidder is necessary to protect public property or public health safety, and that the bidder is the only source capable of supplying the required Article of Procurement within the necessary timeframe.

The bidder, by submission of its bid certifies that no government entity has made a finding of non-responsibility regarding the individual or entity seeking to enter into this procurement contract. If the individual or entity has had a finding of non-responsibility due to a violation of State Finance Law 139-j or due to the intentional provision of false or incomplete information submitted to a government entity, then the said individual or entity must provide a detailed statement regarding the finding.

Additionally, the bidder by submission of its bid certifies that no government entity has ever terminated or withheld a procurement contract from the individual or entity seeking to enter into this procurement contract due to the intentional provision of false or incomplete information. If the individual or entity has been terminated or withheld from a procurement contract, then said individual or entity must provide a detailed statement regarding the finding.

V. Non-Collusive Bidding Certification

In accordance with State Finance Law § 139-d, the bidder by submission of this bid certifies that they and each person signing on behalf of the bidder certifies, and in the case of joint proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief:

1. The prices in this proposal have been arrived at independently, without collusion, consultation, communication, or agreement, for the purposes of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor, and
2. Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
3. No attempt has been made or will be made by the bidder to induce any other person, partnership, or corporation to submit or not to submit a proposal for the purpose of restricting competition.

W. Public Officers Law Certification

In accordance with Public Officers Law § 73(4)(a)(i) no State employees shall sell any goods or services having a value in excess of twenty-five dollars to any State agency, unless such goods and services are provided pursuant to an award or contract letter after public notice and competitive bidding.

By submission of this bid, the bidder certifies that no employee, owner or individual otherwise associated with the bidder was ever a New York State officer or employee, or if they were ever or currently a New York State officer or employee, their organization pursued and awarded this contract through a competitive bidding process in compliance with the Public Officers Law 73(4)(a)(i).

Public Officers Law § 73(8)(a)(i) provides that no person who has served as a State officer or employee shall, within a period of two years after termination of such service or employment, appear or practice before such State agency or receive compensation for any services rendered by such former officer or employee on behalf of any person, firm, corporation, or association in relation to any case, proceeding, or application or other matter before such agency.

By submission of this bid, the bidder certifies that no employee, owner or individual otherwise associated with the bidder was ever a New York State officer or employee, or they are formerly a New York State officer or employee and any past employment with the State occurred prior to the two-year prohibition period and as a result their organization is in compliance with the Public Officers Law (8)(a)(i).

X. Bidder's Affirmation of Understanding Pursuant to State Labor Law § 201-g

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that the bidder has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all its employees. Such policy shall, at a minimum, meet the requirements of Labor Law § 201-g.

15. Consumer Safety Information

OPWDD provides services to individuals exhibiting Pica, which is a medical disorder characterized by an appetite for largely non-nutritive substances, e.g., cigarette butts, paper, gum, etc. Attention to the sanitation and cleanliness of the areas surrounding OPWDD's state operated program sites and residential buildings is very important to the health and safety of those we serve. Please ensure care is taken to properly dispose of cigarette butts and rubbish while on OPWDD property.

OPWDD property has special receptacles for cigarette butt disposal. Contractor and subcontractor employees shall use these receptacles and throw trash in garbage cans or dumpsters. Compliance with this policy is appreciated.

16. Consultant Disclosure

Effective June 19, 2006, contractors doing business with the State of New York in a “consulting” capacity will be required to file forms disclosing, by employment category, the number of persons employed by them and their subcontractors (if any) as a consulting firm or an individual consultant; the number of hours worked; and the monetary compensation received from the State of New York for work performed by these employees. Reporting will be required via the utilization of two separate forms – “Form A” and “Form B”.

In general, however, Form A is to be completed once upon initial contract award and is used to report “planned employment”. Form B is required annually and reports on “actual employment figures” for the preceding state fiscal year. The New York State fiscal year commences on April 1st and concludes on March 31st.

17. Evaluation Criteria: Method of Award

There are Thirteen (13) Clusters; each cluster will be evaluated separately. OPWDD will select the responsible and responsive Bidder(s) that will provide the lowest Total Estimated Combined Cost per cluster.

Total Estimated Combined Cost for each cluster will be calculated by adding the sum of: (A) Total Annual Service Inspections, (B) the Total Estimated Annual Maintenance/Emergency Repairs, and (C) Total Estimated Annual Parts with Markup.

Record all Total Estimated Combined Costs per Cluster, for which you are bidding, on page 47 of the Cost Proposal.

Repair hours are estimated as detailed on each cluster’s Cost Proposal Form. Normal working hours are Monday-Friday 8am-5pm. Overtime Hours are: Monday-Friday 5:01pm-7:59am and all day Saturday and Sunday. Holidays are listed in the Qualifications & Scope of Work.

Parts are based on an estimated dollar amount (that varies per cluster) plus markup percentage.

In the event of mathematical errors, calculations will be done using Annual Service Inspection rates per site, Hourly Labor Rates, and Parts Mark Up percentages.

Vendors may bid on one or multiple clusters and multiple contracts may be awarded. All sites included in a cluster are to be serviced by the bidder who is awarded the contract for that cluster. Only proposals judged to be responsive to the submission requirements set forth in this IFB will be evaluated. OPWDD reserves the right to reject any and all offers.

In the event of a tie bid, the award will be made by random selection.

Qualifications & Scope of Work

Furnace, Boiler, and Hot Water Heater Inspections, Start Up, and/or Maintenance Service

Statement of Work

The Contractor shall provide Furnace, Boiler, and Hot Water Heater Inspections, Start Up, and/or Maintenance and Repair Service to each of the community sites operated by the Finger Lakes DDSOO as listed on the Cost Proposal Form.

Upon award of contract, Contractor will have 60 days to schedule and complete annual service inspections

ALL ANNUAL SERVICE INSPECTIONS MUST BE COMPLETED
BY SEPTEMBER 30TH OF EACH YEAR, AFTER INITIAL
CONTRACT AWARD.

FAILURE TO COMPLETE THE INSPECTIONS BY THE ABOVE
SAID DATE MAY RESULT IN TERMINATION OF CONTRACT.

Annual Service Inspections are to occur between August 1st and September 30th each contract year. The Contractor must schedule a visit for annual service inspections & start up with each House Manager (HM), prior to service to ensure access to the residence.

A schedule of annual service inspections must be submitted in writing to the Plant Superintendent at the beginning of the contract. The day of the service visit must have appropriate temperatures to enable service provision.

Contractor shall utilize preventive maintenance directions, which indicate task functions to be performed on each scheduled service call.

As work is due, the Contractor shall issue to his mechanic on the job the necessary and appropriate recommended maintenance procedures and a listing of any special lubricants, tools, etc., which are required for proper maintenance of the apparatus concerned.

All miscellaneous materials and supplies necessary to provide preventative maintenance (PM) shall be supplied by the Service Company and shall be included in the cost of the service program (lubricants, belts, tools, test instruments, meters, filters, etc.)

During the course of the service program, the Contractor shall advise and assist in the determination of improvements to the mechanical system that shall conserve energy and minimize utility expenditures.

Detailed Specifications**I. Air Handling System**

1. Inspect all ductwork for loose or missing insulation, where necessary, repair and/or replace. When this is discovered, contact the Physical Plant Services office for approval of work outside contract amount.
2. Inspect all ductwork for loose duct tape or access panels (that would allow air leakage); repair or replace as needed.
3. Check operation of supply fan making any adjustments and performing any lubrication and/or fan belt adjustment or replacement, if applicable.
4. Check proper operation of outside/return air mixing dampers and associated controls and wiring.
5. Check operation of volume dampers, balance system as necessary.
6. Check air supply output at each grill making sure CFM equates to room size.
7. Check condensate drain and pump for proper operation, clean if necessary.
8. Check operation of thermostat fan switch and all interfaced control systems for proper fan operation.

II. Furnace Inspections and Start Up Service

1. Check and inspect all electrical circuits and thermostats for proper operations.
2. Inspect and clean heat exchanger.
3. Check and inspect spark igniter system for proper operations.
4. Inspect and replace furnace filter. All air filters clean and spares available on site. Spare filters to be one set for each air handler. Sets are to be supplied by the Contractor. Filters should have a MERV 8 rating or better.
5. Check gas valve for proper operation.
6. Inspect and clean pilot burner.
7. Check and lubricate blower motor and spiral cage for proper operation.
8. Test run unit for proper operation.
9. Test all safety circuits for proper operation.
10. Clean spiral cage on blower.
11. Clean and inspect barometric damper and flue piping.
12. Combustion efficiency, smoke and CO2 test unit.

III. Boiler Inspections and Start Up Service

1. Inspect combustion chamber and clean.
2. Test all safety circuits for proper operations and functions.
3. Check gas valve for proper operation and pressure.
4. Inspect and clean pilot and burner, adjust as required.
5. Inspect expansion tank and circulators for proper operations.
6. Clean and inspect barometric damper and flue piping.
7. Check and test all thermostats for proper calibration and operations.
8. Ensure all boiler passages are brushed, cleaned and vacuumed.

Additional service required for oil-fired boiler and furnace:

1. Clean and adjust electrodes.
2. Clean and inspect burner assembly.
3. Lubricate burner motor.
4. Install new oil nozzle.
5. Install new oil filter.
6. Inspect fire-matic valves for proper operation.
7. Inspect oil storage tank and vent for proper condition.
8. Test run unit and check all pressures for proper operations.
9. Combustion efficiency, smoke and CO2 test unit.
10. Ensure all boiler passages are brushed, cleaned and vacuumed.

IV. Hot Water Heater Inspections and Maintenance**A. Oil - Hot Water Heaters:**

1. Replace oil nozzle, oil filter, and pump strainer.
2. Remove vent pipe, clean flue, and vent passages.
3. Remove burner and vacuum out combustion chamber.
4. Clean and dust electrodes; reset as needed.
5. Adjust burners to proper efficiency.
6. Test all safeties and limits.
7. Cycle burner to test unit.
8. Manually flush hot water tanks (through boiler drain).
9. Check hot water safety solenoid and aqua stat.

B. Gas - Hot Water Heater:

1. Remove gas burner and vacuum out chamber and clean pilot.
2. Remove and clean vent pipe and inspect passage.
3. Change thermo-couple if applicable.
4. Check all safeties.
5. Test run unit.
6. Manually flush hot water tanks (through boiler drain).
7. Check hot water safety solenoid and aqua stat.

C. Electric – Hot Water Heater:

1. Inspect and clean heating element if necessary
2. Test the thermostats
3. Check all safeties.
4. Test run unit.
5. Manually flush hot water tanks (through boiler drain).
6. Check hot water safety solenoid and aqua stat.

V. Reports

1. An Inspection, Start Up and/or Maintenance Service Report must be generated noting that the inspection and maintenance were completed for each unit (furnace and/or hot water heater).
2. The report must indicate the system's manufacturer and the model and/or serial number of the unit(s) serviced and record combustion efficiency test results. Any defects found must be indicated along with a quotation for repairs.
3. A copy of this report must be left at the residence and a copy provided to the Work Control Center **WITHIN 48 HOURS** to the following fax: **(585) 461-8690**.

VI. Miscellaneous Repair Service

1. Authorization to repair or replace systems or components over \$1,000 must be authorized by the Work Control Center Plant Superintendent or designee.
2. If an emergency repair is needed the technician is to contact **(585) 461-8700**. Emergency repairs may be authorized by phone.
3. Notification & cost estimate of needed non-emergency repairs beyond the inspection and/or maintenance must be faxed to the Work Control Center Plant Superintendent or designee at (585) 461-8690 within 24 hours for approval, prior to making additional repairs.
4. Inspections and start-up service are not covered by Article 8 of the New York State Labor Law. However, if a unit was to be repaired, replaced, or modified, it would be covered by Article 8 and Prevailing Wages would apply.
5. All parts and materials needed for repair will be the supplied by the contractor.

VII. Working Hours

1. The maintenance work to be performed under these specifications shall be performed during the normal working hours of 8:00 am to 5:00 pm, Monday to Friday.
2. All repair work is to be performed during working hours unless specifically authorized in writing by the DDSOO.
3. Overtime Labor hours are Monday through Friday, 5:01 pm – 7:59 am and all day Saturday and Sunday.
4. Holiday Labor hours are on the calendar Holiday, not necessarily the observed day.

Recognized Holidays are:

- New Year's Day
- Birthday of Martin Luther King, Jr.
- Washington's Birthday
- Memorial Day
- Independence Day
- Labor Day
- Columbus Day
- Veterans Day
- Thanksgiving Day
- Christmas Day

VIII. Call Back Service

The Contractor shall provide call back service within four (4) hours after receipt of a request for such service by telephone or otherwise from the DDSOO. Call back service shall be performed as part of this contract without additional charge. The Contractor shall provide the Work Control Center Supervisor with names and telephone numbers of persons to be contacted.

IX. Emergency Service:

The Contractor shall provide emergency service within four (4) hours after receipt of a request for such service by telephone or otherwise from the DDSOO. The DDSOO agrees to pay the Contractor for emergency service repairs at the rate set forth in the Cost Proposal. Travel charges will not be paid. Payment for services shall apply only to the hours of service while at the site and not from the time of departure from the contractor's office to the time of return to the contractor's office. One billable hour of labor may be charged for any emergency repair/service that takes less than one hour to complete.

X. OTHER INFORMATION

The CONTRACTOR'S employees will adhere to all policies and regulations of the DDSOO, including but not limited to smoking, parking, etc.

XI. ACCOUNTING**A. JOB TICKETS**

Job Tickets are to be presented to the House Manager upon completion of service. It is advised that the Job Ticket be a three part form. House Manager or designee will sign Job Tickets if service is satisfactory. The following information is to be recorded on each Job Ticket:

1. The Name of the Site
2. The type of service completed
3. The date of service
4. The Signature of House Manager or designee.

One copy of the Job ticket is to remain at the Site serviced. One copy of the signed Job Ticket is to accompany the invoice for services. The signed ticket acts as verification of services, a requirement for payment. One copy is for your files.

B. PREVAILING WAGES: Prevailing Wage will be applicable to all maintenance repairs, replacements, and modifications provided under this contract. The PRC number for this contract is PRC# 2019010566. A copy of Contractors certified payroll is required to be submitted with invoices, where prevailing wages are applicable, prior to payment for services rendered. Inspections and start-up service are not covered by Article 8 of the New York State Labor Law.

B. INVOICES

Invoices must indicate Invoice number, PO# OPD01- , Contract number, the name of the site, the date of service and the type of service rendered. An invoice may be submitted for a single site or multiple sites; as long as each site is itemized on the invoice. All invoices must have a signed Job Ticket attached. Invoices are to be submitted for payment within thirty (30) days of service to:

OPWDD Finger Lakes DDSOO
Unit ID: 3660235
C/O NYS OGS BSC Accounts Payable
Building 5, Fifth Floor
1220 Washington Ave.,
Albany, NY 12226-1900

The State of New York may require the Contractor to submit billing invoices electronically.

Cost Proposal Form

Cluster 1 - Chemung County

LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATE
Big Flats IRA 419 Sing Sing Rd. Horseheads, NY 14845 607-739-1923	Utica	Hot Water Boiler	Gas	Weil Mclain	40 gal	Gas	\$
Chemung IRA 671 Wyncoop Creek Rd. Chemung, NY 14825 607-529-3929	Lochnivar	Hot Water Boiler	Oil	Squire	80 gal	Propane	\$
Pine City IRA 1503 Pennsylvania Ave. Pine City, NY 14871 607-733-5634	Goodman Rudd	Hot Air Furnace Hot Air Furnace	Gas Gas	Whirlpool AO Smith	40 gal 100 gal	Gas Gas	\$
Van Etten IRA 117 Langford Creek Rd Vanetten, NY 14889 607-589-6866	Lochnivar	Hot Water Boiler	Oil	AO Smith AO Smith	119 gal 80 gal	Electric Electric	\$
Veteran IRA 45 Hancock Dr. Horseheads, NY 14843 607-739-5740	Goodman (2)	Hot Air Furnace	Gas	AO Smith Richmond Whirlpool	98 gal 75 gal 40 gal	Gas Gas Gas	\$
Total Annual Service Inspections Cluster 1 (A) =							\$

Maintenance/Emergency Repair Hourly Rates

Monday-Friday 8am - 5pm	\$	X Estimated 10 Hours =	\$
O/T Hours: Mon-Fri 5:01pm-7:59am & Sat/Sun 12:00am-11:59pm	\$	X Estimated 8 Hours =	+\$
Federal Holiday	\$	X Estimated 8 Hours =	+\$
Total Estimated Annual Maintenance/Emergency Repairs Cluster 1 (B) =			\$

Parts with Mark Up

**Parts Mark Up is capped at 20%*

Parts Mark Up	%	X \$1,500.00 (Estimated Annual Parts) =	\$
		Estimated Annual Parts =	+\$1,500.00
Total Estimated Annual Parts with Mark Up Cluster 1 (C) =			\$

**Total Estimated Combined Cost
Cluster 1 (A + B + C)=**

\$

Invitation for Bid

Cluster 2 - West Livingston County

LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
Autumn Lane IRA 29 Fiddler Rd. Mt. Morris, NY 14510 585-658-3884	Luxaire (3)	Hot Air Furnace	Propane	AO Smith AO Smith	50 gal 70 gal	Propane Propane	\$
Avon CR 107 East Main St. Avon, NY 14414 585-226-6547	Crown	Hot Water Boiler	Gas	AO Smith AO Smith	74 gal 40 gal	Gas Gas	\$
Bellamy IRA 6220 Fiddler Rd. Mt. Morris, NY 14510 585-658-9750	Luxaire (3)	Hot Air Furnace	Oil	John Wood Boch	50 gal 70 gal	Oil Oil	\$
Caledonia IRA 328 Grand Circle Ave. Caledonia, NY 14423 585-538-2600	Goodman	Hot Air Furnace	Gas	State AO Smith	75 gal 30 gal	Gas Gas	\$
Creekside ICF 35 South State St. Nunda, NY 14517 585-468-2525	Camus (2)	Hot Water Boiler	Gas	AO Smith AO Smith (2)	75 gal 100 gal	Gas Gas	\$
East Avon CR 5243 East Main St. Avon, NY 14414 585-226-3432	Weil McLain	Hot Water Boiler	Oil	AO Smith (2) AO Smith	80 gal 40 gal	Electric Electric	\$
Geneseo IRA 40 Avon Rd. Geneseo, NY 14510 585-243-0143	Carrier (2)	Hot Air Furnace	Gas	AO Smith AO Smith	40 gal 100 gal 200 gal	Gas Gas Electric	\$
Keating IRA 3 Keating Lane Nunda, NY 14517 585-468-5727	Heil (3)	Hot Air Furnace	Gas	State AO Smith AO Smith	75 gal 75 gal 40 gal	Gas Gas Gas	\$
Nunda SOCR 30 South Church St. Nunda, NY 14517 585-468-2370	Goodman Rheem	Hot Air Furnace Hot Air Furnace	Gas Gas	State Rheem	40 gal 40 gal	Gas Gas	\$
Walnut IRA 8 Walnut St. Nunda, NY 14517 585-468-5915	Payne (3)	Hot Air Furnace	Gas	AO Smith GE State	75 gal 75 gal 40 gal	Gas Gas Gas	\$
Total Annual Service Inspections Cluster 2 (A) =							\$

Cluster 2 - West Livingston County (cont.)

Maintenance/Emergency Repair Hourly Rates			
Monday-Friday 8am - 5pm	\$	X Estimated 20 Hours =	\$
O/T Hours: Mon-Fri 5:01pm-7:59am & Sat/Sun 12:00am-11:59pm	\$	X Estimated 16 Hours =	+ \$
Federal Holiday	\$	X Estimated 8 Hours =	+ \$
Total Estimated Annual Maintenance/Emergency Repairs Cluster 2 (B) =			\$

Parts with Mark Up			
<i>*Parts Mark Up is capped at 20%</i>			
Parts Mark Up	%	X \$3,000.00 (Estimated Annual Parts) =	\$
		Estimated Annual Parts =	+ \$3,000.00
Total Estimated Annual Parts with Mark Up Cluster 2 (C) =			\$

Total Estimated Combined Cost Cluster 2 (A + B + C) =	\$
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Invitation for Bid

Cluster 3 - East Livingston County and Northwest Steuben County

LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
Cedar Court IRA 50 Morse St. Dansville, NY 14437 585-335-2264	York Stellair	Hot Air Furnace Hot Air Furnace	Gas Gas	American American	100 gal 76 gal	Gas Gas	\$
Conesus IRA 5398 South Livonia Rd. Conesus, NY 14435 585-346-9519	Carrier (3)	Hot Air Furnace	Propane	AO Smith AO Smith	100 gal 50 gal	Propane Propane	\$
Dansville SOCR 60 Elizabeth St Dansville, NY 14437 585-335-6660	Weil McLain	Hot Water Boiler	Gas	AO Smith AO Smith	40 gal 80 gal	Gas Gas	\$
Derby IRA 29 Applin Way Dansville, NY 14437 585-335-6916	Luxaire (3)	Hot Air Furnace	Gas	American (2)	75 gal	Gas	\$
Jefferson IRA 9 West Jefferson St. Extn Dansville, NY 14437 585-335-6918	Luxaire (3)	Hot Air Furnace	Gas	Richmond American	50 gal 75 gal	Gas Gas	\$
Lima CR 1858 Rochester St. Lima, NY 14485 585-582-1020	Weil McLain	Hot Water Boiler	Gas	AO Smith AO Smith	75 gal 30 gal	Gas Gas	\$
Livonia CR 6807 Richmond Hills Rd. Livonia CTR, NY 14485 585-346-5092	Weil McLain	Hot Water Boiler	Oil	AO Smith AO Smith Bradford White	80 gal 80 gal 30 gal	Electric Electric Electric	\$
24 Main St IRA 24 Main St. Dannsville, NY 14437 585-335-8832	Trane	Hot Water Boiler	Gas	Universal State Pro Line	48 gal 41.48 gal	Gas Gas	\$
Springwater CR 7430 Howe Ave Springwater, NY 14560 585-669-2570	HB Smith	Hot Water Boiler	Oil	AO Smith AO Smith	40 gal 80 gal	Electric Electric	\$
West Sparta IRA 4846 Stoner Hill Rd Dansville, NY 14437 585-335-2652	NO SERVICE REQUIRED		Electric	American American	40 gal 75 gal	Electric Electric	\$
Witter IRA 48 Morse St Dansville, NY 14437 585-335-5030	Rheem (2)	Hot Air Furnace	Gas	AO Smith AO Smith	86 gal 100 gal	Gas Gas	\$
Cohocton IRA 37 South Main St Cohocton, NY 14826 585-384-5939	NO SERVICE REQUIRED		Electric	State State	50 gal 80 gal	Electric Electric	\$
LaRue IRA 105 Charles St. Wayland, NY 14572 585-728-3419	Luxaire (3)	Hot Air Furnace	Gas	AO Smith (2) State	100 gal 50 gal	Gas Gas	\$

Cluster 3 - East Livingston County and Northwest Steuben County (cont.)

LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
Southview IRA 25 Southview Dr. Wayland, NY 14572 585-728-3421	Luxaire (3)	Hot Air Furnace	Gas	Service Star AO Smith	40 gal 100 gal	Gas Gas	\$
Total Annual Service Inspections Cluster 3 (A) =							\$

Maintenance/Emergency Repair Hourly Rates			
Monday-Friday 8am - 5pm	\$	X Estimated 28 Hours =	\$
O/T Hours: Mon-Fri 5:01pm-7:59am & Sat/Sun 12:00am-11:59pm	\$	X Estimated 20 Hours =	+\$
Federal Holiday	\$	X Estimated 8 Hours =	+\$
Total Estimated Annual Maintenance/Emergency Repairs Cluster 3 (B) =			\$

Parts with Mark Up <i>*Parts Mark Up is capped at 20%</i>			
Parts Mark Up	%	X \$4,200.00 (Estimated Annual Parts) =	\$
		Estimated Annual Parts =	+\$4,200.00
Total Estimated Annual Parts with Mark Up Cluster 3 (C) =			\$

Total Estimated Combined Cost Cluster 3 (A + B + C) =	\$
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Invitation for Bid

Cluster 4 - Monroe County							
LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
Birch Lane IRA 264 Birch Lane West Webster, NY 14580 585-671-4624	Carrier Bard	Hot Air Furnace Hot Air Furnace	Gas Gas	AO Smith AO Smith	40 gal 100 gal	Gas Gas	\$
Brooklawn Dr IRA 31 Brooklawn Dr. Rochester, NY 14618 585-271-2221	Goodman	Hot Air Furnace	Gas	AO Smith AO Smith	40 gal 72 gal	Gas Gas	\$
Chi Mar IRA 32 Chi Mar Dr. Rochester, NY 14624 585-426-7338	Janitrol	Hot Air Furnace	Gas	Hydrojet AO Smith	75 gal 50 gal	Gas Gas	\$
Chili IRA 19 Chili Ave. Scottsville, NY 14546 585-889-8362	Goodman Goodman Allied	Hot Air Furnace Hot Air Furnace Hot Air Furnace	Gas Gas Gas	AO Smith AO Smith AO Smith	72 gal 73 gal 72 gal	Gas Gas Gas	\$
Crittenden IRA 1310 Crittenden Rd Rochester, NY 14623 585-424-4429	Carrier Goodman	Hot Air Furnace Hot Air Furnace	Gas Gas	AO Smith	72 gal	Gas	\$
Culver Rd IRA 1633 Culver Rd. Rochester, NY 14609 585-288-5872	Weil McLain	Hot Water Boiler	Gas	AO Smith AO Smith	40 gal 74.5 gal	Gas Gas	\$
Elmwood 2325 Elmwood Ave Rochester, NY 14618 585-244-5423	Trane (2)	Hot Air Furnace	Gas	AO Smith AO Smith	50 gal 50 gal	Gas Gas	\$
Firestone IRA 77 Firestone Rd Rochester, NY 14624 585-426-7980	Rheem	Hot Air Furnace	Gas	State GE	50 gal 75 gal	Gas Gas	\$
Greenbriar Dr. IRA 44 Greenbriar Dr. Rochester, NY 14624 585-426-4410	Teledyne Laars	Hot Water Boiler	Gas	AO Smith AO Smith	40 gal 75 gal	Gas Gas	\$
Hatch Rd IRA 1331 Hatch Rd Webster, NY 14580 585-671-6331	Trianco Heatmaker	Hot Air Furnace	Gas	Amtrol	Heated by boiler	Gas	\$
Hilltop Dr IRA 8 Hilltop Dr Pittsford, NY 14534 585-381-2228	Bard Goodman	Hot Air Furnace Hot Air Furnace	Gas Gas	AO Smith AO Smith AO Smith	50 gal 77 gal 40 gal	Gas Gas Gas	\$
Hilton IRA 761 East Ave Hilton, NY 14468 585-392-2400	Teledyne Laars	Hot Water Boiler	Gas Gas	Bradford White AO Smith	30 gal 74.5 gal	Gas Gas	\$
Keyel Dr. IRA 108 Keyel Dr Rochester, NY 14625 585-586-4981	Carrier Rheem	Hot Air Furnace Hot Air Furnace	Gas Gas	AO Smith	74.5 gals	Gas	\$

Invitation for Bid

Cluster 4 - Monroe County (cont.)

LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
Larkspur IRA 130 Larkspur Lane Rochester, NY 14622 585-266-8205	Carrier	Hot Air Furnace	Gas	Bradford White AO Smith	75 gal 40 gal	Gas Gas	\$
1401 Latta IRA 1401 Latta Rd Rochester, NY 14612 585-621-2680	Lochinvar	Hot Water Boiler	Gas	AO Smith State	40 gal 50 gal	Gas Gas	\$
2380 Latta IRA 2380 Latta Rd Rochester, NY 14612 585-723-5710	Weil McLain	Hot Water Boiler	Gas	AO Smith	76.8 gal	Gas	\$
Lettington IRA 63 Lettington Rd. Rochester, NY 14624 585-235-7750	Teledyne Laars	Hot Water Boiler	Gas	AO Smith AO Smith	40 gal 70 gal	Gas Gas	\$
Long Acre IRA 198 Long Acre Rd Rochester, NY 14621 585-544-3950	Nordyne	Hot Air Furnace	Gas	Bradford White AO Smith	30 gal 75 gal	Gas Gas	\$
Long Pond IRA 1138 1/2 Long Pond Rd Rochester, NY 14626 585-225-3740	Peerless	Hot Water Boiler	Gas	Bradford White Standard	75 gal 40 gal	Gas Gas	\$
Metro DT 220 Metro Park Rochester, NY 14623 585-272-3050	Trane (4)	Hot Air Furnace Roof Top	Gas	Bradford White	145 gal	Gas	\$
Middle Road IRA 1678 Middle Road Rush, NY 14543 585-533-2210	Goodman	Hot Air Furnace	Gas	AO Smith AO Smith	50 gal 50 gal	Gas Gas	\$
Peck Road IRA 481 Peck Road Spencerport, NY 14559 585-392-7344	York	Hot Air Furnace	Gas	State State	50 gal 50 gal	Gas Gas	\$
2088 Penfield IRA 2088 Penfield Rd. Penfield, NY 14526 585-388-7333	York	Hot Air Furnace	Gas	AO Smith	40 gal	Gas	\$
Penfield N IRA 2301 Penfield Rd Penfield, NY 14526 585-388-0095	Trane (2)	Hot Air Furnace	Gas	AO Smith AO Smith	50 gal 50 gal	Gas Gas	\$
Penfield S IRA 2303 Penfield Rd Penfield, NY 14526 585-388-8223	Trane (2)	Hot Air Furnace	Gas	AO Smith AO Smith	50 gal 50 gal	Gas Gas	\$

Invitation for Bid

Cluster 4 - Monroe County (cont.)

LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
2900 Penfield IRA 2900 Penfield Rd. Macedon, NY 14502 585-388-5150	Hydrotherm Weil McLain	Hot Water Boiler Hot Water Boiler	Gas Gas	AO Smith	40 gal	Gas	\$
Pierce St IRA 30 Pierce St. Webster, NY 14580 585-872-6270	Weil McLain	Hot Air Furnace	Gas	AO Smith AO Smith	75 gal 40 gal	Gas Gas	\$
Pine Trail IRA 80 Pine Trail Dr. Honeoye Falls, NY 14472 585-582-1786	Goodman	Hot Air Furnace	Gas	AO Smith AO Smith AO Smith	119 gal 72 gal 40 gal	Gas Gas Gas	\$
Rush IRA 1070 Rush Scottsville Rd. Rush, NY 14543 585-533-1695	Goodman (2)	Hot Air Furnace	Gas	AO Smith AO Smith	40 gal 72 gal	Gas Gas	\$
Scottsville IRA 724 North Rd. Scottsville, NY 14546 585-889-7220	Rheem (2)	Hot Air Furnace	Gas	AO Smith AO Smith	40 gal 40 gal	Gas Gas	\$
4519 St. Paul IRA 4519 St. Paul Blvd. Rochester, NY 14617 585-342-1179	Carrier	Hot Air Furnace	Gas	AO Smith Bradford White	50 gal 50 gal	Gas Gas	\$
2068 St. Paul IRA 2068 St. Paul Blvd. Rochester, NY 14621 585-266-5266	RPJ	Hot Air Furnace	Gas	AO Smith Bradford White	86 gal 40 gal	Gas Gas	\$
Telephone Rd IRA 275 Telephone Rd. West Henrietta, NY 14586 585-359-1330	Corsiare (2)	Hot Air Furnace	Gas	AO Smith	73 gal	Gas	\$
Terrain Dr. IRA 19 Terrain Dr. Rochester, NY 14618 585-241-0130	Airtemp	Hot Air Furnace	Gas	AO Smith (3)	50 gal	Gas	\$
Tobey Rd IRA 222 Tobey Rd Pittsford, NY 14534 585-249-0320	Goodman	Hot Air Furnace	Gas	AO Smith AO Smith	48 gal 40 gal	Gas Gas	\$
3 Whittier IRA 3 Whittier Rd Rochester, NY 14624 585-594-9414	Rheem	Hot Air Furnace	Gas	Bradford White AO Smith	75 gal 40 gal	Gas Gas	\$
331 Whittier IRA 331 Whittier Rd Rochester, NY 14624 585-594-1255	Carrier	Hot Air Furnace	Gas	Bradford White Kenmore	75 gal 40 gal	Gas Gas	\$

Invitation for Bid

Cluster 4 - Monroe County (cont.)

LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
Wilder Road 433 IRA 433 Wilder Rd Hilton, NY 14468 585-392-5445	Carrier	Hot Air Furnace	Gas	American AO Smith	80 gal 75 gal	Gas Gas	\$
Wilder Road 435 IRA 435 Wilder Rd Hilton, NY 14468 585-392-5445	Amana	Hot Air Furnace	Gas	State (3)	50 gal	Gas	\$
Total Annual Service Inspections Cluster 4 (A) =							\$

Maintenance/Emergency Repair Hourly Rates			
Monday-Friday 8am - 5pm	\$	X Estimated 78 Hours =	\$
O/T Hours: Mon-Fri 5:01pm-7:59am & Sat/Sun 12:00am-11:59pm	\$	X Estimated 62 Hours =	+\$
Federal Holiday	\$	X Estimated 24 Hours =	+\$
Total Estimated Annual Maintenance/Emergency Repairs Cluster 4 (B) =			\$

Parts with Mark Up <i>*Parts Mark Up is capped at 20%</i>			
Parts Mark Up	%	X \$11,700.00 (Estimated Annual Parts) =	\$
		Estimated Annual Parts =	+\$11,700.00
Total Estimated Annual Parts with Mark Up Cluster 4 (C) =			\$

Total Estimated Combined Cost Cluster 4 (A + B + C) =	\$
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Invitation for Bid

Cluster 5 - West Ontario County							
LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
Buffalo St IRA 182 Buffalo St. Canandaigua, NY 14424 585-394-1170	Goodman Gibson Luxaire	Hot Air Furnace Hot Air Furnace Hot Air Furnace	Gas Gas Gas	AO Smith (2) Richmond	74.5 gal 40 gal	Gas Gas	\$
Canadaigua IRA 152 Gibson St Canandaigua, NY 14424 585-394-5070	Weil-McLain	Hot Water Boiler	Gas	State State AO Smith	50 gal 50 gal 80 gal	Gas Gas Electric	\$
Gibson IRA 338 Gibson St Canandaigua, NY 14424 585-396-2952	Carrier (3)	Hot Air Furnace	Gas	Reliance State State	50 gal 75 gal 75 gal	Gas Gas Gas	\$
Martz IRA 5700 Martz Rd Farmington, NY 14502 315-986-4373	Williamson (2) Aire-Flo	Hot Air Furnace Hot Air Furnace	Gas Gas	AO Smith (2) AO Smith	119 gal 81 gal	Electric Electric	\$
Middle Chesire IRA 4301 Middle Chesire Rd Canandaigua, NY 14424 585-396-9230	Luxaire Gibson York	Hot Air Furnace Hot Air Furnace Hot Air Furnace	Gas Gas Gas	AO Smith (2) Bradford White	98 gal 50 gal	Gas Gas	\$
Naples IRA 7814 Gulick Rd. Naples, NY 14512 585-374-6179	Lenox (2)	Hot Air Furnace	Propane	Bradford White AO Smith	75 gal 75 gal	Propane Propane	\$
South Ave IRA 49 South Ave Bloomfield, NY 14469 585-657-8178	Carrier	Hot Air Furnace	Gas	Reliance AO Smith Aero	30 gal 45 gal 80 gal	Gas Gas Gas	\$
South Bristol IRA 6860 Gulick Rd. Naples, NY 14512 585-374-5512	NO SERVICE REQUIRED		Electric	AO Smith	100 gal	Electric	\$
Sunray Crest IRA 6489 Sunray Crest Dr. Victor, NY 14564 585-924-4568	Payne Luxaire (2)	Hot Air Furnace Hot Air Furnace	Gas Gas	State AO Smith Richmond	75 gal 74 gal 50 gal	Gas Gas Gas	\$
Victor IRA 220 West Main St. Victor, NY 14564 585-924-4382	Crown	Hot Water Boiler	Gas	State Bradford White Bradford White	75 gal 40 gal 80 gal	Gas Gas Gas	\$
Weigert IRA 869 Weigert Rd. Farmington, NY 14425 585-924-0767	Mueller	Hot Air Furnace	Oil	AO Smith AO Smith AO Smith AO Smith	80 gal 112 gal 120 gal 60 gal	Electric Electric Electric Electric	\$
Wells Curtice IRA 5580 Wells Curtice Rd Canandaigua, NY 14424 585-394-7428	Carrier Comfort Aire	Hot Air Furnace Hot Air Furnace	Oil Oil	AO Smith (3) AO Smith	120 gal 40 gal	Electric Electric	\$
Total Annual Service Inspections Cluster 5 (A) =							\$

Cluster 5 - West Ontario County (cont.)

Maintenance/Emergency Repair Hourly Rates			
Monday-Friday 8am - 5pm	\$	X Estimated 24 Hours =	\$
O/T Hours: Mon-Fri 5:01pm-7:59am & Sat/Sun 12:00am-11:59pm	\$	X Estimated 16 Hours =	+ \$
Federal Holiday	\$	X Estimated 8 Hours =	+ \$
Total Estimated Annual Maintenance/Emergency Repairs Cluster 5 (B) =			\$

Parts with Mark Up			
<i>*Parts Mark Up is capped at 20%</i>			
Parts Mark Up	%	X \$3,600.00 (Estimated Annual Parts) =	\$
		Estimated Annual Parts =	+ \$3,600.00
Total Estimated Annual Parts with Mark Up Cluster 5 (C) =			\$

Total Estimated Combined Cost Cluster 5 (A + B + C) =	\$
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Invitation for Bid

Cluster 6 - East Ontario County							
LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
Eagle St IRA 32 Eagle St Phelps, NY 14532 315-548-7613	Goodman (2)	Hot Air Furnace	Gas	AO Smith Bradford White AO Smith	98 gal 75 gal 120 gal	Gas Gas Gas	\$
East Main St. IRA 83 East Main St Clifton Springs, NY 14432 315-462-7032	Carrier (3)	Hot Air Furnace	Gas	Reliance Reliance State	50 gal 100 gal 100 gal	Gas Gas Gas	\$
Geneva DT 3660 Pre-Emption Rd. Geneva, NY 14456 315-781-0132	Weil McLain	Hot Water Boiler	Gas	American Bock	100 gal 119 gal	Gas Gas	\$
Gorham St. IRA 8 Gorham St. Rushville, NY 14544 585-554-5294	Payne Goodman Carrier	Hot Air Furnace Hot Air Furnace Hot Air Furnace	Gas	State AO Smith (2)	75 gal 100 gal	Gas Gas	\$
Hopewell IRA 3226 Route 5 & 20 Canandaigua, NY 14424 585-394-2289	Carrier	Hot Air Furnace	Propane	AO Smith State AO Smith	50 gal 80 gal 120 gal	Electric Electric Electric	\$
Port Gibson IRA 112 Field St. Port Gibson, NY 14537 315-331-6774	Mueller	Hot Water Boiler	Gas	Richmond Bradford White (2)	40 gal 75 gal	Gas Gas	\$
Reed Corners IRA 3777 Reed Corners Rd. Canandaigua, NY 14424 585-396-2390	Heil (3)	Hot Air Furnace	Propane	AO Smith (2) AO Smith	98 gal 40 gal	Propane Propane	\$
Route #488 IRA 1505 Route 488 Phelps, NY 14532 315-548-8027	Carrier (2)	Hot Air Furnace	Gas	AO Smith AO Smith AO Smith	119 gal 100 gal 89 gal	Gas Gas	\$
Shortsville IRA 50 West Main St. Shortsville, NY 14548 585-289-3701	Carrier	Hot Air Furnace	Gas	AO Smith	74 gal	Gas	\$
Summit Parkway IRA 4517 Summit Parkway Canandaigua, NY 14424 585-554-3503	Beckett Comfort Aire	Hot Air Furnace Hot Air Furnace	Oil Oil	State (3) Whirlpool	120 gal 50 gal	Electric Electric	\$
Wabash IRA 5133 Wabash Rd Geneva, NY 14456 585-526-4400	Luxaire (3)	Hot Air Furnace	Oil	American (2)	100 gal	Gas	\$
West Lake Road IRA 4146 West Lake Rd Geneva, NY 14456 315-781-3246	Luxaire (3)	Hot Air Furnace	Gas	AO Smith (2) AO Smith	100 gal 75 gal	Gas Gas	\$
Total Annual Service Inspections Cluster 6 (A) =							\$

Cluster 6 - East Ontario County (cont.)

Maintenance/Emergency Repair Hourly Rates			
Monday-Friday 8am - 5pm	\$	X Estimated 24 Hours =	\$
O/T Hours: Mon-Fri 5:01pm-7:59am & Sat/Sun 12:00am-11:59pm	\$	X Estimated 16 Hours =	+ \$
Federal Holiday	\$	X Estimated 8 Hours =	+ \$
Total Estimated Annual Maintenance/Emergency Repairs Cluster 6 (B) =			\$

Parts with Mark Up <i>*Parts Mark Up is capped at 20%</i>			
Parts Mark Up	%	X \$3,600.00 (Estimated Annual Parts) =	\$
		Estimated Annual Parts =	+ \$3,600.00
Total Estimated Annual Parts with Mark Up Cluster 6 (C) =			\$

Total Estimated Combined Cost Cluster 6 (A + B + C) =	\$
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Invitation for Bid

Cluster 7 - Schuyler County							
LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
Montour Falls IRA 243 North Genesee St. Montour Falls, NY 14865 607-535-7655	Dunkirk	Hot Water Boiler	Gas	State AO Smith	50 gal 50 gal	Gas Gas	\$
Watkins Glen IRA 706 North Porter Ave Watkins Glen, NY 14891 607-535-4686	Williamson Goodman	Hot Water Boiler Hot Air Furnace	Gas Gas	Brock State	75 gal 40 gal	Gas Gas	\$
Total Annual Service Inspections Cluster 7 (A) =							\$

Maintenance/Emergency Repair Hourly Rates			
Monday-Friday 8am - 5pm	\$	X Estimated 8 Hours =	\$
O/T Hours: Mon-Fri 5:01pm-7:59am & Sat/Sun 12:00am-11:59pm	\$	X Estimated 4 Hours =	+ \$
Federal Holiday	\$	X Estimated 4 Hours =	+ \$
Total Estimated Annual Maintenance/Emergency Repairs Cluster 7 (B) =			\$

Parts with Mark Up <i>*Parts Mark Up is capped at 20%</i>			
Parts Mark Up	%	X \$600.00 (Estimated Annual Parts) =	\$
		Estimated Annual Parts =	+ \$600.00
Total Estimated Annual Parts with Mark Up Cluster 7 (C) =			\$

Total Estimated Combined Cost Cluster 7 (A + B + C) =	\$
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Invitation for Bid

Cluster 8 - Seneca County							
LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
Fayette IRA 2747 Route 96 Waterloo, NY 13165 315-539-8493	Force	Hot Water Boiler	Oil	Bradford White State	75 gal 40 gal	Gas Gas	\$
Interlaken IRA 8278 North Main St. Interlaken, NY 14847 607-532-4870	Dunkirk	Hot Water Boiler	Oil	State State	80 gal 40 gal	Propane Propane	\$
Marshall Rd IRA 1519 Marshal Rd. Waterloo, NY 13165 315-539-8203	Gibson (2) Trane	Hot Air Furnace Hot Air Furnace	Gas Gas	Bradford White (2) State	75 gal 50 gal	Gas Gas	\$
Myderse IRA 119 Mynderse St. Seneca Falls, NY 13148 315-568-4431	Goodman Trane Luxaire	Hot Air Furnace Hot Air Furnace Hot Air Furnace	Gas Gas Gas	AO Smith (2)	100 gal	Gas	\$
North Road IRA 1750 North Road Waterloo, NY 13165 315-539-5646	Goodman (2) Carrier	Hot Air Furnace Hot Air Furnace	Gas Gas	AO Smith AO Smith (2)	80 gal 120 gal	Electric Electric	\$
Ovid IRA 7186 N. Main St. Ovid, NY 14521 607-869-5106	Dunkirk	Hot Water Boiler	Oil	AO Smith AO Smith	50 gal 80 gal	Oil Oil	\$
Peterman Rd IRA 27 Peterman Rd. Seneca Falls, NY 13148 315-568-4464	Luxaire (3)	Hot Air Furnace	Gas	AO Smith	82 gal	Gas	\$
Romulus IRA 2090 Cayuga St. Romulus, NY 14541 607-869-9844	NO SERVICE REQUIRED		Electric	AO Smith (2) AO Smith	50 gal 100 gal	Gas Gas	\$
Route 96 IRA 1545 North Rd. Waterloo, NY 13165 315-539-5040	Goodman (2) Carrier	Hot Air Furnace Hot Air Furnace	Gas Gas	AO Smith AO Smith Bradford White	100 gal 120 gal 50 gal	Gas Gas Gas	\$
Total Annual Service Inspections Cluster 8 (A) =							\$

Maintenance/Emergency Repair Hourly Rates			
Monday-Friday 8am - 5pm	\$	X Estimated 20 Hours =	\$
O/T Hours: Mon-Fri 5:01pm-7:59am & Sat/Sun 12:00am-11:59pm	\$	X Estimated 16 Hours =	+ \$
Federal Holiday	\$	X Estimated 8 Hours =	+ \$
Total Estimated Annual Maintenance/Emergency Repairs Cluster 8 (B) =			\$

Cluster 8 - Seneca County (cont.)

<i>Parts with Mark Up</i> <i>*Parts Mark Up is capped at 20%</i>			
Parts Mark Up	%	X \$2,700.00 (Estimated Annual Parts) =	\$
		Estimated Annual Parts =	+ \$2,700.00
Total Estimated Annual Parts with Mark Up Cluster 8 (C) =			\$

Total Estimated Combined Cost Cluster 8 (A + B + C) =	\$
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Invitation for Bid

Cluster 9 - Steuben County							
LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
Campbell IRA 8761 Route 415 Campbell, NY 14821 607-527-8331	Buderus	Hot Water Boiler	Oil	John Wood Weil McLain	50 gal 36 gal	Oil Oil	\$
Corning IRA 3209 Gordon Rd. Corning, NY 14830 607-936-4335	Heil Goodman	Hot Air Furnace Hot Air Furnace	Gas Gas	State (3)	50 gal	Gas	\$
Painted Post IRA 1 Reservoir Rd. Painted Post, NY 14870 607-936-6662	Goodman (2)	Hot Air Furnace	Gas	Rheem State	40 gal 75 gal	Gas Gas	\$
Savona IRA 6119 Route 415 Savona, NY 14879 607-583-2140	Buderus	Hot Water Boiler	Oil	Richmond Reliance	40 gal 119 gal	Electric Electric	\$
Total Annual Service Inspections Cluster 9 (A) =							\$

Maintenance/Emergency Repair Hourly Rates			
Monday-Friday 8am - 5pm	\$	X Estimated 8 Hours =	\$
O/T Hours: Mon-Fri 5:01pm-7:59am & Sat/Sun 12:00am-11:59pm	\$	X Estimated 6 Hours =	+ \$
Federal Holiday	\$	X Estimated 6 Hours =	+ \$
Total Estimated Annual Maintenance/Emergency Repairs Cluster 9 (B) =			\$

Parts with Mark Up <i>*Parts Mark Up is capped at 20%</i>			
Parts Mark Up	%	X \$1,200.00 (Estimated Annual Parts) =	\$
		Estimated Annual Parts =	+ \$1,200.00
Total Estimated Annual Parts with Mark Up Cluster 9 (C) =			\$

Total Estimated Combined Cost Cluster 9 (A + B + C) =	\$
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Invitation for Bid

Cluster 10 - West Wayne County							
LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
522 Church St IRA 522 Church St Newark, NY 14513 315-331-7220	Weil McLain	Hot Water Boiler	Gas	State State	40 gal 75 gal	Gas Gas	\$
508 Church St IRA 508 Church St Newark, NY 14513 315-331-7619	Dunkirk	Steam Boiler	Gas	Reliance AO Smith Craftmaster State	40 gal 75 gal 52 gal 85 gal	Gas Gas Electric Gas	\$
507 Church St IRA 507 Church St Newark, NY 14513 315-331-6730	Weil McLain	Hot Water Boiler	Gas	Reliance (2)	50 gal	Gas	\$
Cobblestone #101 101 Cobblestone Terrace Newark, NY 14513 315-331-3322	Utica	Hot Water Boiler	Gas	AO Smith AO Smith	75 gal 100 gal	Gas Gas	\$
Cobblestone #102 102 Cobblestone Terrace Newark, NY 14513 315-331-9461	Utica	Hot Water Boiler	Gas	AO Smith AO Smith	75 gal 120 gal	Gas Gas	\$
Cobblestone #103 103 Cobblestone Terrace Newark, NY 14513 315-331-0895	Utica	Hot Water Boiler	Gas	AO Smith AO Smith	75 gal 120 gal	Gas Gas	\$
Cobblestone #104 104 Cobblestone Terrace Newark, NY 14513 315-331-1583	Utica	Hot Water Boiler	Gas	Bradford AO Smith	100 gal 120 gal	Gas Gas	\$
Cobblestone #105 105 Cobblestone Terrace Newark, NY 14513 315-331-5478	Utica	Hot Water Boiler	Gas	AO Smith AO Smith	75 gal 120 gal	Gas Gas	\$
Cobblestone #106 106 Cobblestone Terrace Newark, NY 14513 315-331-3229	Utica	Hot Water Boiler	Gas	AO Smith AO Smith	75 gal 120 gal	Gas Gas	\$
Cobblestone #107 107 Cobblestone Terrace Newark, NY 14513 315-331-1806	Utica	Hot Water Boiler	Gas	State AO Smith	75 gal 120 gal	Gas Gas	\$
Cobblestone #108 108 Cobblestone Terrace Newark, NY 14513 315-331-2208	Utica	Hot Water Boiler	Gas	Bradford AO Smith AO Smith	100 gal 75 gal 120 gal	Gas Gas Gas	\$
205 Cuyler IRA 205 Cuyler St. Newark, NY 14513 315-331-6448	Weil McLain	Hot Water Boiler	Gas	AO Smith	75 gal	Gas	\$
209 Cuyler IRA 209 Cuyler St. Newark, NY 14513 315-331-4912	Weil McLain	Hot Water Boiler	Gas	Richmond Richmond	40 gal 50 gal	Gas Gas	\$

Invitation for Bid

Cluster 10 - West Wayne County (cont.)

LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
213 Cuyler IRA 213 Cuyler St. Newark, NY 14513 315-331-6747	Weil McLain	Hot Water Boiler	Gas	Rudd Richmond	67 gal 40 gal	Gas Gas	\$
Marion IRA 4082 North Main St Marion, NY 14505 315-926-5070	Weil McLain Borg Warner	Hot Water Boiler Hot Air Furnace	Gas Gas	State (2) AO Smith	40 gal 119 gal	Gas Gas	\$
Newark IRA 314 Madison St. Newark, New York 14513 315-331-6765	Weil McLain	Hot Water Boiler	Gas	Rheem Defender Defender	40 gal 40 gal 50 gal	Electric Gas Gas	\$
Ontario IRA 2420 Trimble Rd. Ontario, NY 14519 315-524-1970	Thermal Pride	Hot Air Furnace	Oil	Reliant State	82 gal 40 gal	Electric Electric	\$
Palmyra IRA 255 Cuyler St. Palmyra, NY 14522 315-597-4484	Richmond Weil McLain	Hot Water Boiler	Gas Gas	Reliant State	50 gal 40 gal	Gas Gas	\$
Slocum IRA 6121 Slocum Rd. Ontario, NY 14519 315-587-4531	Heil Rheem	Hot Air Furnace Hot Air Furnace	Gas Gas	AO Smith Richmond	74 gal 40 gal	Gas Gas	\$
Vienna 407 407 Vienna St. Newark, NY 14513 315-365-3285	Weil McLain	Hot Water Boiler	Gas	Reliant Reliant	82 gal 30 gal	Gas Gas	\$
Vienna 545 545 Vienna St. Newark, NY 14513 315-524-4577	Weil McLain	Hot Water Boiler	Gas	Craftmaster Reliance	40 gal 50 gal	Gas Gas	\$
Walworth IRA 4500 Ontario-Center Rd. Walworth, NY 14568 315-524-3010	Utica	Hot Water Boiler	Gas	AO Smith Richmond	98 gal 40 gal	Gas Gas	\$
Williamson IRA 4080 Circle Dr. Williamson, NY 14589 315-589-8811	York	Hot Water Boiler	Gas	Bradford White Richmond	50 gal 80 gal	Electric Electric	\$
Total Annual Service Inspections Cluster 10 (A) =							\$

Cluster 10 - West Wayne County (cont.)

Maintenance/Emergency Repair Hourly Rates			
Monday-Friday 8am - 5pm	\$	X Estimated 46 Hours =	\$
O/T Hours: Mon-Fri 5:01pm-7:59am & Sat/Sun 12:00am-11:59pm	\$	X Estimated 24 Hours =	+\$
Federal Holiday	\$	X Estimated 16 Hours =	+\$
Total Estimated Annual Maintenance/Emergency Repairs Cluster 10 (B) =			\$

Parts with Mark Up			
<i>*Parts Mark Up is capped at 20%</i>			
Parts Mark Up	%	X \$6,900.00 (Estimated Annual Parts) =	\$
		Estimated Annual Parts =	+\$6,900.00
Total Estimated Annual Parts with Mark Up Cluster 10 (C) =			\$

Total Estimated Combined Cost Cluster 10 (A + B + C) =	\$
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Invitation for Bid

Cluster 11 - East Wayne County							
LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
Alton IRA 5493 Route 14 Sodus, NY 14551 315-483-6687	National	Hot Water Boiler	Gas	Mono-Flow	40 gal	Gas	\$
Huron IRA 6370 Clapper Rd. Wolcott, NY 14590 315-594-2452	Luxaire (3)	Hot Air Furnace	Oil	AO Smith (2) Bradford White	119 gal 40 gal	Electric Electric	\$
Rose IRA 4288 Lovers Lane Rose, NY 14516 315-587-4531	NO SERVICE REQUIRED		Electric	Rheem State	80 gal 80 gal	Electric Electric	\$
Savannah IRA 1591 Wellington Ave Savannah, NY 13146 315-365-3285	Burnham	Hot Water Boiler	Oil	John Wood Richmond	50 gal 50 gal	Oil Electric	\$
Wolcott IRA 11894 West Main St Wolcott, NY 14590 315-594-2461	Weil McLain	Steam Boiler	Gas	State	74 gal	Gas	\$
Total Annual Service Inspections Cluster 11 (A) =							\$

Maintenance/Emergency Repair Hourly Rates			
Monday-Friday 8am - 5pm	\$	X Estimated 10 Hours =	\$
O/T Hours: Mon-Fri 5:01pm-7:59am & Sat/Sun 12:00am-11:59pm	\$	X Estimated 8 Hours =	+\$
Federal Holiday	\$	X Estimated 8 Hours =	+\$
Total Estimated Annual Maintenance/Emergency Repairs Cluster 11 (B) =			\$

Parts with Mark Up <i>*Parts Mark Up is capped at 20%</i>			
Parts Mark Up	%	X \$1,500.00 (Estimated Annual Parts) =	\$
		Estimated Annual Parts =	+\$1,500.00
Total Estimated Annual Parts with Mark Up Cluster 11 (C) =			\$

Total Estimated Combined Cost Cluster 11 (A + B + C) =	\$
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Invitation for Bid

Cluster 12 - Wyoming County							
LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
Koscielniak IRA 22 Handley St. Perry, NY 14530 585-237-6730	Luxaire (3)	Hot Air Furnace	Gas	John Wood AO Smith	40 gal 76 gal	Gas Gas	\$
Lakeview ICF 3660 Walker Rd. Perry, NY 14530 585-237-6742	Luxaire (3)	Hot Air Furnace	Gas	AO Smith (2) Richmond	76 gal 40 gal	Gas Gas	\$
North Maple IRA 179 North Maple St. Warsaw, NY 14513 585-786-2129	Luxaire (3)	Hot Air Furnace	Gas	State State	66 gal 100 gal	Gas Gas	\$
Perry ICF 344 South Main St. Perry, NY 14530 585-237-2221	AO Smith (2)	Hot Water Boiler	Gas	AO Smith AO Smith	50 gal 200 gal	Gas Gas	\$
Silver Lake DT 7059 Standpipe Rd. Perry, NY 14530 585-237-2230	Natural	Hot Water Boiler	Gas	Natural	100 gal	Gas	\$
Total Annual Service Inspections Cluster 12 (A) =							\$

Maintenance/Emergency Repair Hourly Rates			
Monday-Friday 8am - 5pm	\$	X Estimated 10 Hours =	\$
O/T Hours: Mon-Fri 5:01pm-7:59am & Sat/Sun 12:00am-11:59pm	\$	X Estimated 8 Hours =	+ \$
Federal Holiday	\$	X Estimated 8 Hours =	+ \$
Total Estimated Annual Maintenance/Emergency Repairs Cluster 12 (B) =			\$

Parts with Mark Up <i>*Parts Mark Up is capped at 20%</i>			
Parts Mark Up	%	X \$1,500.00 (Estimated Annual Parts) =	\$
		Estimated Annual Parts =	+ \$1,500.00
Total Estimated Annual Parts with Mark Up Cluster 12 (C) =			\$

Total Estimated Combined Cost Cluster 12 (A + B + C) =	\$
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Invitation for Bid

Cluster 13 - Yates County							
LOCATION/ CONTACT INFO	FURNACE BRAND	HEATING TYPE	FUEL	HOT WATER HEATER BRAND	CAPACITY	FUEL	ANNUAL SERVICE INSPECTION RATES
Dresden IRA 109 Seneca St Dresden, NY 14441 315-536-0722	Goodman (2) Payne	Hot Air Furnace Hot Air Furnace	Gas Gas	Bradford White AO Smith	75 gal 100 gal	Gas Gas	\$
Jerusalem IRA 2448 Potter Rd. Penn Yan, NY 14527 315-536-7577	Carrier	Hot Air Furnace	Propane	State Reliant	50 gal 120 gal	Propane	\$
Vine Valley IRA 6166 S. Vine Valley Rd. Middlesex, NY 14507 585-554-3911	Carrier	Hot Air Furnace	Gas	Reliant State	100 gal 100 gal	Gas Gas	\$
South Main St. IRA 80 South Main St Rushville, NY 14544 585-554-6888	Gibson Payne	Hot Air Furnace Hot Air Furnace	Gas Gas	AO Smith AO Smith Bradford White	120 gal 75 gal 75 gal	Gas Gas Gas	\$
Total Annual Service Inspections Cluster 13 (A) =							\$

Maintenance/Emergency Repair Hourly Rates			
Monday-Friday 8am - 5pm	\$	X Estimated 8 Hours =	\$
O/T Hours: Mon-Fri 5:01pm-7:59am & Sat/Sun 12:00am-11:59pm	\$	X Estimated 6 Hours =	+\$
Federal Holiday	\$	X Estimated 6 Hours =	+\$
Total Estimated Annual Maintenance/Emergency Repairs Cluster 13 (B) =			\$

Parts with Mark Up <i>*Parts Mark Up is capped at 20%</i>			
Parts Mark Up	%	X \$1,200.00 (Estimated Annual Parts) =	\$
		Estimated Annual Parts =	+\$1,200.00
Total Estimated Annual Parts with Mark Up Cluster 13 (C) =			\$

Total Estimated Combined Cost Cluster 13 (A + B + C) =	\$
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Invitation for Bid

Cluster	Total Estimated Combined Cost
Cluster 1	\$
Cluster 2	\$
Cluster 3	\$
Cluster 4	\$
Cluster 5	\$
Cluster 6	\$
Cluster 7	\$
Cluster 8	\$
Cluster 9	\$
Cluster 10	\$
Cluster 11	\$
Cluster 12	\$
Cluster 13	\$

_____ Bidder Signature _____ Print Name & Title

This bid is valid for _____ days (Bids shall be valid for not less than 180 days)

Name of Company: _____

Address: _____

Federal ID Number: _____ Telephone: _____

Date: _____ Fax: _____

No-Bid Form

Bidders choosing not to bid are requested to complete and return only this form.

- We do not provide the requested services. Please remove our firm from your mailing list.
- We are unable to bid at this time because:

- Please retain our firm on your mailing list.

(Firm Name)

(Signature)

(Date)

(Print Name)

(Title)

(E-mail)

(Telephone)

Failure to respond to bid invitations may result in your firm being removed from our mailing lists.