



**Office for People With  
Developmental Disabilities**

**KATHY HOCHUL**  
Governor

**KERRI E. NEIFELD**  
Commissioner

**WILLOW BAER**  
Executive Deputy Commissioner

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

**Western NY Developmental Disabilities State  
Operations Office**

**2025-2030 Seasonal Community Lawn Care and  
Maintenance in Cattaraugus, Chautauqua, Erie,  
Genesee, Niagara, and Orleans Counties**

**WN 070924**

**Invitation for Bid**

Invitation for Bid

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**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. Western NY Developmental Disabilities State Operations Office (hereinafter “OPWDD”) is an agency of OPWDD serving Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, and Orleans 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

**Katelyn Johnson, CMS 1 for**  
**Zachary Guida, CMS 2**  
**Laura Pushkarsh, CMS 2**  
**Deborah Grieco, CMS 3**  
**OPWDD Contract Management Unit**  
**26 Center Circle**  
**Wassaic, New York 12592-2637**  
**Phone: 845-877-6821 x3411      Fax: 845-877-3004**  
[eny.nyc.li.contracthub@opwdd.ny.gov](mailto:eny.nyc.li.contracthub@opwdd.ny.gov)

## 3. Timetable of Proposal Due Dates

IFB Release Date	30 May 2024
Final Date for Receipt of Questions	13 June 2024
Official Responses to Questions By	24 June 2024
<b>Proposal Due Date – Bid Opening*</b>	<b>3:00 PM, 9 July 2024</b>
Evaluation & Selection	30 July 2024
Notification of Awards	30 July 2024
Contract start date (subject to change)	25 March 2025

\*Bid Opening to be via Web Ex. Please see page 6, Section 13.A. (4) for details.

**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 Seasonal Community Lawn Care and Maintenance 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", not seasonally adjusted, Northeast Region, 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/](http://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 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: WN 070924**  
Katelyn Johnson, CMS 1  
26 Center Circle, Building 58, Service Building  
Wassaic, New York, 12592-2637

- (4) Bid Opening will be done via Web Ex following standard formal bid opening procedures. If bidders wish to "attend", they may do so by calling: **1-518-549-0500 at**

**3:00 PM, 09 July 2024.** Bidders will be asked for an ATTENDEE CODE. Enter **161 140 4191 followed by the # sign.**

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 or its principals have at least two (2) 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 listed in Section 2, 'Designated Contact Person(s) For Inquiries & Submission' of this solicitation. 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 & Submission'** of this solicitation. Questions that are emailed must be submitted via email address to [eny.nyc.li.contracthub@opwdd.ny.gov](mailto: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 & Submission'**, of such error and request clarification, correction or modification to this document via email address [eny.nyc.li.contracthub@opwdd.ny.gov](mailto: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;



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- 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 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.
- (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, 3<sup>rd</sup> 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

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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.
- (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.
- (7) The Contractor agrees that no brochure, news/media/press release, public announcement, memorandum, or other information of any kind regarding the Contract shall be disseminated in any way to the public, nor shall any presentation be given regarding the Contract without the prior written approval of the OPWDD, which written approval shall not be unreasonably withheld or delayed provided, however, that Contractor shall be authorized to provide copies of the Contract and answer any questions relating thereto to any State or federal regulators or, in connection with its financial activities, to financial institutions for any private or public offering.

**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: mwbecertification@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](http://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 § 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**

### **A. Contract Award**

OPWDD will select the responsible and responsive Bidder that will provide the lowest Total Combined Cost Per Season for each Cluster. There are 25 Clusters; each Cluster will be evaluated separately. Bidders 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. All bids must be submitted on an original Cost Proposal Form (pages 32-41). In the event of a tie bid, the award will be made by random selection.

**B. Right to Reject**

Only proposals judged to be responsive to the submission requirements set forth in this IFB will be evaluated. An incomplete Cost Proposal Form or any alteration to the Cost Proposal Form may result in your bid not being considered. OPWDD reserves the right to reject any and all offers.

**C. Mathematical Errors**

If the Bidder submits a Cost Proposal which contains mathematical errors, the Total Combined Cost Per Season will be calculated using the Seasonal Price Per Site.

**D. Confirmation of Ability to Provide Service**

OPWDD reserves the right to confirm any Bidder has the qualifications, experience, ability, and financial standing to perform services as outlined in the scope of work. This may include requesting information regarding equipment, workforce, suppliers, etc.

## Qualifications & Scope of Work

### COMMUNITY LAWN CARE AND MAINTENANCE

Western New York DDSOO (hereinafter "OPWDD") is an agency of the Office for People With Developmental Disabilities. The sites are residences and day programs of a developmentally disabled population including some individuals who are medically or physically disabled, as well as some who are confined to wheelchairs. The following specifications cover Community Lawn Care and Maintenance for OPWDD sites throughout Cattaraugus, Chautauqua, Erie, Genesee, Niagara, and Orleans counties as listed in Exhibit A – Site Listing.

Community Lawn Care and Maintenance services detailed in this Scope of Work will be paid by **one seasonal price**, spread out over six (6) equal installments as further detailed in Section VII. ACCOUNTING.

#### **Detailed Specifications:**

The Contractor will provide lawn maintenance and related services. All labor, materials, and equipment necessary to professionally complete the service are to be supplied by the Contractor. All equipment used in this service must meet manufacturer's safety requirements and be properly installed and functional. All equipment must be operated in a safe manner.

The Contractor is required to meet with the House Manager or designee prior to each lawn care season. Spring clean-up is to be completed no later than one week prior to Memorial Day of each year. Lawn Care Maintenance services (section II. B.) are to be provided approximately April 1<sup>st</sup> through November 1<sup>st</sup> for each year of the contract, with fall clean-up to be provided in November after the majority of the leaves have fallen.

#### **I. SCHEDULING OF SERVICES**

The Contractor awarded a contract to provide lawn care and maintenance must negotiate a timetable/schedule for when the services are to be performed with the House Manager or designee prior to each lawn care season. OPWDD understands that service dates may change due to weather conditions.

#### **II. SERVICES REQUIRED**

##### **A. Spring Clean-Up (one per year)**

The House Manager or designee will be required to inspect and approve the spring clean-up. This service will include the following:

1. A thorough clean-up of the entire lawn including raking of leaves, sticks, and debris.
2. Trimming of hedges, shrubs, and bushes. This is also to include trimming of vines from around trees.
3. Leveling out, raking, and reseeding (as needed) area around roadways or parking areas.

4. Spot thatch and seeding of lawn as needed or indicated by the House Manager or designee.
5. Removal of all clippings, leaves, branches, and debris.
6. Weeding of flower beds, raised beds, and other intentionally planted areas. Weeds will be pulled from the roots.

## B. Lawn Maintenance

1. **Mowing:** Mowing of all lawn areas on property or as identified by the House Manager or designee. If a site borders a road, the roadside ditch is considered part of the lawn and is to be maintained. Survey/boundary markers are not to be removed by the Contractor. Grass will be maintained at 2 ½ - 3 ½ inches as conditions dictate. Central Air conditioning units will be kept free of grass clippings. Clippings must be removed from all paved, marked, or specifically identified surfaces after each mowing. Trimming around trees, hedges, generators, mailboxes, fuel/propane tanks, signs, fences, parking bumpers, fire hydrants, curbs, streetlight poles, transformers-light poles, foundations, etc., and anything else not identified in this section within the areas identified to be mowed will be the Contractor's responsibility. Trimming must be done in a manner that does not damage the fence and fence posts. Litter is to be removed prior to mowing and any moveable piece of furniture equipment, i.e., picnic tables, grills, etc. must be moved, the lawn cut, and the furniture or equipment replaced each time the lawn is cut.
2. **Grass and Debris Removal:** Grass clippings are to be collected and removed from lawn, driveways, walkways, patios, etc. Debris including pinecones and needles, leaves, sticks, and branches are also to be removed. Contractor will be responsible for pickup of limbs up to 3" in diameter. Anything over 3" in diameter the Contractor must notify the Business Office for assistance. The Contractor will pick up all limbs and debris prior to mowing of the parcels. Mowing up or over of limbs in an effort to "mulch" them into the lawn will not be allowed.
3. **Rake, when necessary:** Any failure on the Contractor's part to maintain the lawn as specified above which causes the lawns to not appear in a presentable condition at all times, e.g., wait too long between mowing which causes the lawns to appear ragged with clumps of grass, will require the Contractor to rake those sites each time and make them presentable at no additional cost to this contract.
4. **Hedge/Bush Trimming:** Trimming is to be provided as needed to maintain a neat appearance. Trimming must be done so that windows, exits, fire department connections, security lighting, electric meters, gas meters, generators, and walkways are not blocked. Trimming must be done in a manner that does not damage the siding and gutters. Shrubbery, hedges, etc. are to be maintained so that they are not rubbing against the house, garage, or any other structures on the premises. Contractor is responsible for removing trimming and debris from site on the same day of service.

5. **Weeding:** Shrubbery beds, hedges, and the area around trees will be kept weed free. Weeds may be mechanically trimmed rather than pulled by the roots, utilizing caution around plants and flowers.

### C. Fall Clean-Up (one per year)

This will be the last clean-up service of the season and is to be completed after the majority of leaves have fallen. The House Manager or designee will be required to inspect and approve the fall clean-up.

1. A thorough clean-up of the entire lawn including raking of leaves, sticks, and debris. Vacuuming or equipment mounted devices may be used for fall clean-up.
2. Trimming/pruning of hedges and bushes. This is also to include trimming of vines from around trees.
3. Removal of all clippings, leaves, branches, and debris from site.
4. Spot thatch, seed, and repair any damaged areas where needed.

### III. SITE & SERVICE CHANGES

OPWDD reserves the right to eliminate sites from the contract at any time with notice. The price of the contract will be decreased by the amount of the price for the site eliminated, pro-rated for the number of months remaining in the season. OPWDD will not add any additional sites to this contract.

OPWDD will not add any additional services to the contract other than the lawn care maintenance services mentioned in these specifications.

### IV. SERVICES NOT TO BE PERFORMED

“Services not to be performed” are **not** to be provided without prior authorization. Usage of chemicals is not included in this Scope of Work and is not to be provided without prior authorization. “Extra Services” such as: usage of chemicals; cutting down and removal of trees, bushes, shrubs, hedges, ornamental trees; brush hogging and/or trimming of brush; maintenance of flower and vegetable gardens; tree trimming; lawn seeding; or major wind or storm damage clean-up may be requested by OPWDD. Contractor may provide a price quotation for these “Extra Services” upon request. “Extra Services” are not included in this contract. A purchase order authorizing services will be issued prior to commencement of services. OPWDD reserves the right to obtain additional proposals from vendors.

## V. DAMAGES

Damages to lawns, gardens, lawn fixtures, vehicles, or damages to any real or personal property resulting from Contractor's service, equipment or employees is the sole responsibility of the Contractor to be repaired or replaced to their original state. The Contractor must notify the House Manager or designee immediately if damages occur.

The Contractor is responsible to have corrective action done in a timely fashion on any and all damage caused during the course of this contract to any and all New York State property within the areas specified by the contract, if it was caused by the Contractor. This includes, but is not limited to, damage to trees, shrubs, or roadways within and leading to and from the property included in this specification, as well as lawns, fences, vehicles, other equipment, and any and all other items not specifically identified. This also includes damage done to New York State or personally owned vehicles of employees working at OPWDD. The Contractor will be responsible to report the damage to their private insurance company and exchange insurance information with the staff person, if it was a personal vehicle.

**Additionally, it will be considered that the Contractor caused the damage if it happens within the areas identified by this contract unless the Contractor makes immediate notification of the finding to the House Manager or designee.**

## VI. ADDITIONAL REQUIREMENTS

The Contractor will perform all services associated with this specification to the satisfaction of OPWDD. The quality of service will be subject to inspection by OPWDD. If the quality of service is not satisfactory, and it be deemed that the Contractor is not meeting the requirements of this specification, the Contractor will be notified in writing of those deficiencies and it will be the Contractor's responsibility to make the necessary corrections within ten (10) days after receipt of such notice. In the event the Contractor does not correct the deficiencies within that period, OPWDD may terminate the contract, and employ another Contractor to complete the work. The existing Contractor will be liable to OPWDD for such costs and any costs over and above the contracted price.

The Contractor must cooperate with site managers and staff. The Contractor will comply with safety and security requirements imposed by the site. The Contractor will adhere to all policies and regulations of OPWDD, including but not limited to smoking, parking, etc. The Contractor is to adhere to local/state noise control ordinances/laws. The Contractor must be able to show that they have adequate staff and equipment to perform services for sites under contract.

All operations will be performed weekdays between the hours of 8:00 a.m. and 7:00 p.m. unless otherwise requested by the House Manager or designee. The Contractor may work on weekends only with prior approval by the House Manager or designee. Arrangements for access will be made via the House Manager or designee.

Any conditions found that prevent the Contractor from completing the work identified in this specification need to be discussed with the House Manager or designee.

## Invitation for Bid

The Contractor must provide a phone number for accepting calls 24 hours a day, seven days a week. The Western NY DDSOO Business Officer or their designee must be notified immediately of any phone number changes.

The Contractor must possess and provide, at no cost to the State, appropriate licenses and permits associated with the provision of lawn care and maintenance services.

OPWDD will not be responsible for damage caused to the Contractor's equipment during the course of this contract unless it can be shown that OPWDD was notified of a condition not covered under this contract and did not make arrangements to correct it in a timely fashion.

## VII. ASSIGNMENTS/SUB-CONTRACTING

The Contractor will not assign or sub-contract all or any part of said work without the express written permission of OPWDD's Contract Management Unit.

## VIII. ACCOUNTING

Community Lawn Care and Maintenance is based on seasonal pricing. The seasonal price for each cluster will be paid in six (6) equal installments. The first invoice each year is to be dated June 1<sup>st</sup> and subsequent invoices (July through November) are to be dated on the first of each month. Payment will be made after receipt of invoices as detailed in section VIII.

ACCOUNTING Part C. INVOICES. The sixth and final payment each year will be processed once the final invoice is received and the fall clean-up is completed and any damages that may have been caused by the Contractor are satisfactorily repaired as detailed in Section IV. DAMAGES.

### A. JOB TICKETS:

Job Tickets are not required; however, OPWDD reserves the right, at the discretion of the OPWDD Business Office, to implement the use of Job Tickets. If implemented, the Contractor would be required to complete a Job Ticket every time they are at any or all sites on the contract, have a site staff person sign off, and provide as directed to the OPWDD Business Office for payment to be made.

### B. PREVAILING WAGES:

Prevailing Wages apply to this contract. The prevailing wage number is 2024900187. A copy of Contractor's certified payroll is required to be submitted with invoices prior to payment for services rendered.

### C. INVOICES:

Invoices must indicate seasonal payment invoice # \_ of 6, PO# OPD01- , contract number, the name of the site, the dates of service, and the type of service rendered. One itemized monthly invoice must be submitted for all sites within thirty (30) days of service to:

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**Invitation for Bid**

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OPWDD Western New York DDSOO  
Unit ID: 3660242  
C/O NYS OGS Business Services Center  
Bldg. 5, 5<sup>th</sup> Floor  
1220 Washington Av.  
Albany, New York 12226-1900

When submitting invoices electronically, please send to: [accountspayable@ogs.ny.gov](mailto:accountspayable@ogs.ny.gov)  
eInvoicing information may be found at: <https://bsc.ogs.ny.gov/nys-vendors>

**D. PAYMENT**

Payment for invoices submitted by the Contractor will only be rendered electronically unless payment by paper check is expressly authorized by the head of the State Agency, in the sole discretion of the head of such State Agency, due to extenuating circumstances. Such electronic payment will be made in accordance with OSC's procedures and practices to authorize electronic payment. Payments will be made based on actual services rendered.



## Invitation for Bid

## Exhibit A – Site Listing

<b>Cluster 1</b>					
Site	Street	City	Zip Code	Phone	County
Dale Road IRA	6228 Dale Road	Newfane	14108	716-778-6015	Niagara
Lockport-Olcott Road IRA	3392 Lockport-Olcott Road	Lockport	14094	716-778-0372	Niagara
Sunset Drive IRA	4551 Sunset Drive	Lockport	14094	716-434-2750	Niagara

<b>Cluster 2</b>					
Site	Street	City	Zip Code	Phone	County
East High Street IRA	699 East High Street	Lockport	14094	716-439-8699	Niagara
High Street IRA	211 High Street	Lockport	14094	716-433-8133	Niagara
Beattie Ave	5937 Beattie Ave	Lockport	14094	716-433-2491	Niagara
Corwin Drive IRA	6253 Corwin Road	Lockport	14094	716-439-0724	Niagara
Dysinger Road IRA	6574 Dysinger Road	Lockport	14094	716-434-4499	Niagara
Lincoln Avenue IRA	7486 Lincoln Avenue	Lockport	14094	716-433-7760	Niagara

<b>Cluster 3</b>					
Site	Street	City	Zip Code	Phone	County
Mapleton Road IRA	3965 Mapleton Road	Wheatfield	14120	716-731-4576	Niagara
Witmer Road	159 Witmer Road	North Tonawanda	14120	716-692-4801	Niagara
Remington IRA	979 Remington Drive	North Tonawanda	14120	716-693-6132	Niagara
D'Angelo Drive IRA	1322 D'Angelo Drive	Tonawanda	14150	716-692-7455	Erie
Fletcher Street IRA	173 Fletcher Street	Tonawanda	14150	716-694-5862	Erie

<b>Cluster 4</b>					
Site	Street	City	Zip Code	Phone	County
Enez Drive IRA	324 Enez Drive	Depew	14043	716-681-4765	Erie
Borden Road IRA	1475 Borden Road	Depew	14043	716-681-4405	Erie
Como Park Boulevard IRA	1587 Como Park Boulevard	Depew	14043	716-681-2839	Erie
Lemans Drive IRA	90 Lemans Drive	Depew	14043	716-668-1854	Erie
Conway IRA	65 Conway Avenue	Depew	14043	716-683-8938	Erie
Walden Avenue IRA	3650 Walden Avenue	Lancaster	14086	716-651-0455	Erie
Steinfeldt IRA	81 Steinfeldt Road	Lancaster	14086	716-681-2463	Erie
Bowen Road IRA	3736 Bowen Road	Lancaster	14086	716-685-8909	Erie
Transit Road Day Hab	6221 Transit Road	Depew	14043	716-681-4311	Erie

## Invitation for Bid

<b>Cluster 5</b>					
Site	Street	City	Zip Code	Phone	County
South Park IRA	1769 South Park Avenue	Buffalo	14220	716-823-3022	Erie
Coolidge Road IRA	140 Coolidge Road	Buffalo	14220	716-825-7870	Erie
Center Road IRA	331 Center Road	West Seneca	14224	716-674-6528	Erie
Bernadette Terrace IRA	97 Bernadette Terrace	West Seneca	14224	716-822-3097	Erie
Dover Drive IRA	83 Dover Drive	West Seneca	14224	716-674-3097	Erie
Velore Avenue IRA	200 Velore Avenue	Orchard Park	14127	716-825-2617	Erie
Southwestern Blvd IRA	3699 Southwestern Blvd	Orchard Park	14127	716-662-0230	Erie

<b>Cluster 6</b>					
Site	Street	City	Zip Code	Phone	County
East & West Road 1278	1278 East & West Road	West Seneca	14224	716-674-4360	Erie
Leydecker Road 854 ICF	854 Leydecker Road	West Seneca	14224	716-674-3386	Erie
Leydecker Road 540 ICF	540 Leydecker Road	West Seneca	14224	716-675-4522	Erie
Leydecker Road 648 ICF	648 Leydecker Road	West Seneca	14224	716-675-0367	Erie
Leydecker Road 650 ICF	650 Leydecker Road	West Seneca	14224	716-675-1631	Erie
Leydecker Road 880 ICF	880 Leydecker Road	West Seneca	14224	716-674-3262	Erie
Bullis Road IRA	199 Bullis Road	West Seneca	14224	716-674-2836	Erie
Seneca Street IRA	5240 Seneca Street	West Seneca	14224	716-674-0746	Erie
Leydecker Road 510 ICF	510 Leydecker Road	West Seneca	14224	716-674-1172	Erie
Leydecker Road 710	710 Leydecker Road	West Seneca	14224	716-674-0259	Erie

<b>Cluster 7</b>					
Site	Street	City	Zip Code	Phone	County
Barnett Street IRA	34 Barnett Street	West Seneca	14224	716-674-6626	Erie
Heather Hill Drive IRA	24 Heather Hill Drive	West Seneca	14224	716-675-5063	Erie
Baker Road IRA	3212 Baker Road	Orchard Park	14127	716-667-7119	Erie
Milestrip Road 6566 IRA	6566 Milestrip Road	Orchard Park	14127	716-667-7582	Erie
Milestrip Road 7847 IRA	7847 Milestrip Road	Orchard Park	14127	716-667-1889	Erie
Quaker Road IRA	785 Quaker Road	East Aurora	14052	716-655-5913	Erie

<b>Cluster 8</b>					
Site	Street	City	Zip Code	Phone	County
Big Tree Road IRA	4888 Big Tree Road	Hamburg	14075	716-649-6012	Erie
California Road IRA	4504 California Road	Orchard Park	14127	716-667-1909	Erie
Philson Drive IRA	104 Philson Drive	Orchard Park	14127	716-662-2190	Erie
Bayview Rd IRA	5281 Bayview Road	Hamburg	14075	716-648-0517	Erie
Loran Avenue IRA	4250 Loran Avenue	Hamburg	14075	716-649-5687	Erie
Sowles Road IRA	4118 Sowles Road	Hamburg	14075	716-648-4616	Erie
Dartmouth IRA	3702 Dartmouth	Hamburg	14075	716-646-6115	Erie
Ontario Avenue IRA	5388 Ontario Avenue	Hamburg	14075	716-646-1236	Erie

## Invitation for Bid

<b>Cluster 9</b>					
Site	Street	City	Zip Code	Phone	County
Dover Road IRA	5891 Dover Road	Lake View	14085	716-627-0008	Erie
Lakeview Road 2065 IRA	2065 Lakeview Road	Lake View	14085	716-627-1202	Erie
Lakeview Road 2240 IRA	2240 Lakeview Road	Lake View	14085	716-627-6616	Erie
Sturgeon Point IRA	1055 Sturgeon Point Road	Derby	14047	716-947-5274	Erie
Stellane Drive IRA	9 Stellane Drive	Angola	14006	716-549-6239	Erie
Evans IES	1669 Eden Evans Center Road	Angola	14006	716-549-3530	Erie
Lake Street IRA	772 Lake Street	Angola	14006	716-549-6073	Erie

<b>Cluster 10</b>					
Site	Street	City	Zip Code	Phone	County
Taylor Road IRA	6717 Taylor Road	Hamburg	14075	716-646-9221	Erie
Schreiner Road IRA	8197 Schreiner Road	Eden	14057	716-992-2485	Erie
Florence Avenue IRA	2816 Florence Avenue	Eden	14057	716-992-3866	Erie
George Street IRA	2918 George Street	Eden	14057	716-992-9702	Erie
Orchard Place IRA	2003 Orchard Place	North Collins	14111	716-337-2905	Erie
Sherman Avenue IRA	2075 Sherman Avenue	North Collins	14111	716-337-2364	Erie
Lakeview Road 3727 IRA	3727 Lakeview Road	Hamburg	14075	716-649-6073	Erie
Sisson Highway IRA	10693 Sisson Highway	Eden	14057	716-337-3474	Erie

<b>Cluster 11</b>					
Site	Street	City	Zip Code	Phone	County
Crump Road IRA	10158 Crump Road	Glenwood	14069	716-592-9397	Erie
Legion Drive IRA	60 Legion Drive	Holland	14080	716-537-2960	Erie
Olean Road RT 16 IRA	12389 Olean Road	Chaffee	14030	716-496-8890	Erie

<b>Cluster 12</b>					
Site	Street	City	Zip Code	Phone	County
New Road IRA	371 New Road	East Amherst	14051	716-688-5217	Erie
Haussauer Road IRA	25 Haussauer Road	Getzville	14068	716-639-8769	Erie
Maple Road IRA	117 Maple Road	Amherst	14226	716-632-9986	Erie
Cheshire Lane IRA	125 Cheshire Lane	East Amherst	14051	716-688-7822	Erie
Hopkins Road IRA	86 Hopkins Road	Williamsville	14221	716-633-0970	Erie

## Invitation for Bid

<b>Cluster 13</b>					
Site	Street	City	Zip Code	Phone	County
Delaware Road IRA	186 Delaware Road	Kenmore	14217	716-875-9460	Erie
Parker Boulevard IRA	1153 Parker Boulevard	Buffalo	14223	716-836-3527	Erie
Hendricks Boulevard IRA	163 Hendricks Boulevard	Amherst	14226	716-834-2521	Erie
Carmel Road	123 Carmel Road	Buffalo	14214	716-834-2349	Erie
Minnesota Drive IRA	185 Minnesota Avenue	Buffalo	14214	716-836-5410	Erie
Highgate Ave IRA	358 Highgate Avenue	Buffalo	14215	716-833-9840	Erie
Treehaven Road IRA	200 Treehaven Road	Cheektowaga	14225	716-838-9739	Erie

<b>Cluster 14</b>					
Site	Street	City	Zip Code	Phone	County
Madison Street IRA	393 Madison Street	Buffalo	14212	716-842-1472	Erie
Erskine Drive IRA	77 Erskine Drive	Buffalo	14215	716-833-7367	Erie
Floss Avenue IRA	217 Floss Avenue	Buffalo	14215	716-896-0561	Erie
Peace Street IRA	62 Peace Street	Buffalo	14211	716-891-5619	Erie
Victoria Boulevard IRA	3 Victoria Boulevard	Cheektowaga	14225	716-892-1237	Erie
Heritage Court IRA	23 Heritage Court	Cheektowaga	14225	716-894-5607	Erie
Floral Place IRA	1 Floral Place	Cheektowaga	14225	716-632-4358	Erie
Vern Lane IRA	139 Vern Lane	Cheektowaga	14225	716-891-5195	Erie

<b>Cluster 15</b>					
Site	Street	City	Zip Code	Phone	County
Alden IRA	13140 West Main Street	Alden	14004	716-937-3133	Erie
Westcott Avenue IRA	1515 Westcott Avenue	Alden	14004	716-937-4827	Erie
Girdle Road IRA	2520 Girdle Road	Elma	14059	716-655-1301	Erie

<b>Cluster 16</b>					
Site	Street	City	Zip Code	Phone	County
East Avenue IRA	200 East Avenue	Springville	14141	716-592-5198	Erie
West Main Street 510 IRA	510 West Main Street	Springville	14141	716-592-2447	Erie
Concord IRA	5866 Route 39	Springville	14141	716-592-4003	Erie
School Street IRA	14300 School Street	Collins	14034	716-532-0511	Erie
Unger Road IRA	15396 Unger Road	Gowanda	14070	716-532-0071	Cattaraugus
Buffalo Street IRA	328 Buffalo Street	Gowanda	14070	716-532-4922	Cattaraugus
South Quaker Road IRA	15329 South Quaker Road	Gowanda	14070	716-532-0350	Cattaraugus
South Chapel IRA	69 South Chapel Street	Gowanda	14070	716-532-0319	Cattaraugus
Erie Ave IRA	41 Erie Avenue	Gowanda	14070	716-532-5795	Cattaraugus
Danna Drive IRA	2044 Danna Drive	Collins	14034	716-532-5001	Cattaraugus

## Invitation for Bid

<b>Cluster 17</b>					
Site	Street	City	Zip Code	Phone	County
Cottage Road IRA	12645 Cottage Road	South Dayton	14138	716-532-5488	Cattaraugus
Route 62 IRA	9262 Route 62	Dayton	14041	716-532-0148	Cattaraugus
Coon Road IRA	9606 Coon Road	Gowanda	14070	716-532-0327	Cattaraugus
Villanova IRA	8370 Route 83, Box 152A	South Dayton	14138	716-988-5092	Cattaraugus
East Leon Road IRA	11920 East Leon Road	South Dayton	14138	716-988-3411	Cattaraugus
Cherry Creek IRA	835 Southside Avenue	Cherry Creek	14723	716-296-5998	Chautauqua

<b>Cluster 18</b>					
Site	Street	City	Zip Code	Phone	County
Gail Drive IRA	47 Gail Drive	Cattaraugus	14719	716-257-5367	Cattaraugus
Kidney Road IRA	7067 Kidney Road	Little Valley	14755	716-938-9491	Cattaraugus
Route 353 IRA	5877 Route 353	Little Valley	14755	716-938-9330	Cattaraugus
The Heights IRA	315 The Heights	Little Valley	14755	716-938-6374	Cattaraugus
Little Valley Day Hab	501 Fair Oak Street	Little Valley	14755	716-938-6499	Cattaraugus
Jefferson Street (Ellicottville) IRA	6187 Jefferson Street	Ellicottville	14731	716-699-2025	Cattaraugus
Donlen Drive IRA	6520 Donlen Drive	Ellicottville	14731	716-699-8212	Cattaraugus

<b>Cluster 19</b>					
Site	Street	City	Zip Code	Phone	County
Woodridge Lane IRA	9296 Pidgeon Valley Road	Little Valley	14755	716-938-6967	Cattaraugus
Fuss Road IRA	9523 Fuss Hill Road	Little Valley	14755	716-938-6945	Cattaraugus
Lower Edgar Road IRA	4817 Lower Edgar Road	Little Valley	14755	716-938-6715	Cattaraugus
Spring Street (East Randolph) IRA	195 Spring Street	East Randolph	14772	716-358-4129	Cattaraugus
Jamestown Street IRA	129 Jamestown Street	Randolph	14772	716-358-5104	Cattaraugus
Coldspring Street IRA	3 Coldspring Street	Randolph	14772	716-358-9031	Cattaraugus

<b>Cluster 20</b>					
Site	Street	City	Zip Code	Phone	County
North Road Day Hab	10714 North Road	Perrysburg	14129	716-532-1049	Cattaraugus
Perrysburg IRA	12387 Route 39	Perrysburg	14129	716-532-2590	Cattaraugus
Pinecrest IRA	11897 Main Street	Perrysburg	14129	716-532-2077	Cattaraugus
J. N. Adam Day Program	12234 Route 39	Perrysburg	14129	716-532-1268	Cattaraugus
North Road IRA	10804 North Road	Perrysburg	14129	716-532-4632	Cattaraugus
Lower Peck Hill IRA	10420 Peck Hill	Perrysburg	14129	716-532-3048	Cattaraugus
Upper Peck Hill IRA	10380 Peck Hill	Perrysburg	14129	716-532-3103	Cattaraugus
East Main Street IRA	12095 Main Street	Perrysburg	14129	716-532-2621	Cattaraugus

## Invitation for Bid

<b>Cluster 20 - Continued</b>					
Site	Street	City	Zip Code	Phone	County
Central Main Street IRA	12111 Main Street Route 39	Perrysburg	14129	716-532-2905	Cattaraugus
West Main Street IRA 12129	12129 Main Street	Perrysburg	14129	716-532-4202	Cattaraugus

<b>Cluster 21</b>					
Site	Street	City	Zip Code	Phone	County
Mt. Pleasant Avenue IRA	17 Mt. Pleasant Avenue	Franklinville	14737	716-676-3119	Cattaraugus

<b>Cluster 22</b>					
Site	Street	City	Zip Code	Phone	County
West Center Street IRA	303 West Center Street	Medina	14103	585-798-2471	Orleans
King Street IRA	115 King Street	Albion	14411	585-589-2121	Orleans
North Main Street IRA	257 North Main Street	Albion	14411	585-589-7712	Orleans

<b>Cluster 23</b>					
Site	Street	City	Zip Code	Phone	County
Maple Avenue 39 IRA	39 Maple Avenue	Oakfield	14125	585-948-5720	Genesee
Bank Street IRA	118 Bank Street	Batavia	14020	585-344-1500	Genesee
New York Place IRA	2 New York Place	Batavia	14020	585-343-3628	Genesee
Ross Street IRA	22 Ross Street	Batavia	14020	585-343-4170	Genesee
Clinton Park IRA	4 Clinton Park	Batavia	14020	585-344-4129	Genesee

<b>Cluster 24</b>					
Site	Street	City	Zip Code	Phone	County
Allegany Road IRA	12561 County Route 95	Silver Creek	14136	716-934-7792	Chautauqua
Hanover Road IRA	11768 Hanover Road	Silver Creek	14136	716-934-7100	Chautauqua
Quarry Road IRA	10761 Quarry Road	Forestville	14062	716-965-4112	Chautauqua
Pearl Street IRA	19 Pearl Street	Forestville	14062	716-965-2232	Chautauqua
South Roberts Road IRA	2805 South Roberts Road	Forestville	14062	716-679-3410	Chautauqua

<b>Cluster 25</b>					
Site	Street	City	Zip Code	Phone	County
McKinley Avenue IRA	710 McKinley Avenue	Dunkirk	14048	716-366-6281	Chautauqua
Seel Street IRA	86 Seel Street	Dunkirk	14048	716-366-4337	Chautauqua
Fredonia Day Hab	258 East Main St	Fredonia	14063	716-672-3400	Chautauqua
Temple Street IRA	116 Temple Street	Fredonia	14063	716-673-1814	Chautauqua
Berry Road IRA	215 Berry Road	Fredonia	14063	716-679-9890	Chautauqua
Matteson Street IRA	54 Matteson Avenue	Fredonia	14063	716-673-1827	Chautauqua

## Invitation for Bid

<b>Cluster 25 - Continued</b>					
Site	Street	City	Zip Code	Phone	County
Pomfret IRA	5263 West Lake Road	Dunkirk	14048	716-679-9898	Chautauqua
Highland Avenue IRA	8746 Highland Avenue	Brocton	14716	716-792-4132	Chautauqua

## Cost Proposal Form

Directions: Entries must be legible. Bidders may choose one or as many Clusters as they wish to bid on, however, they must include a Seasonal Price Per Site for each site in each Cluster they are interested in.

The **Total Combined Cost Per Season** is calculated by adding each Seasonal Price Per Site within a Cluster. Transfer the **Total Combined Cost Per Season** for each Cluster you wish to bid on to the Cost Proposal Summary & Signature page (page 41). Sign the Cost Proposal Summary & Signature Page (pages 32-41), along with the completed mandatory bid documents.

The Seasonal Price Per Site to include the cost of furnishing all said services, travel time, mileage, materials, equipment, supplies, labor, fees, and all other ancillary costs to the satisfaction of the agency and the performance of all work.

**Any alterations to the cost proposal form could result in your bid being disqualified.**

Cluster 1			
County	Site	Address	Seasonal Price Per Site
Niagara	Dale Road IRA	6228 Dale Road, Newfane, NY 14108	
Niagara	Lockport-Olcott Road Ira	3392 Lockport-Olcott Road, Lockport, NY 14094	
Niagara	Sunset Drive IRA	4551 Sunset Drive, Lockport, NY 14094	
<b>Total Combined Cost Per Season:</b>			

Cluster 2			
County	Site	Address	Seasonal Price Per Site
Niagara	East High Street IRA	699 East High Street, Lockport, NY 14094	
Niagara	High Street IRA	211 High Street, Lockport, NY 14094	
Niagara	Beattie Ave	5937 Beattie Ave, Lockport, NY 14094	
Niagara	Corwin Drive IRA	6253 Corwin Road, Lockport, NY 14094	
Niagara	Dysinger Road IRA	6574 Dysinger Road, Lockport, NY 14094	
Niagara	Lincoln Avenue IRA	7486 Lincoln Avenue, Lockport, NY 14094	
<b>Total Combined Cost Per Season:</b>			



## Invitation for Bid

Cluster 3			
County	Site	Address	Seasonal Price Per Site
Niagara	Mapleton Road IRA	3965 Mapleton Road, Wheatfield, NY 14120	
Niagara	Witmer Road	159 Witmer Road, North Tonawanda, NY 14120	
Niagara	Remington IRA	979 Remington Drive, North Tonawanda, NY 14120	
Erie	D'Angelo Drive IRA	1322 D'Angelo Drive, Tonawanda, NY 14150	
Erie	Fletcher Street IRA	173 Fletcher Street, Tonawanda, NY 14150	
<b>Total Combined Cost Per Season:</b>			

Cluster 4			
County	Site	Address	Seasonal Price Per Site
Erie	Enez Drive IRA	324 Enez Drive, Depew, NY 14043	
Erie	Borden Road IRA	1475 Borden Road, Depew, NY 14043	
Erie	Como Park Boulevard IRA	1587 Como Park Boulevard, Depew, NY 14043	
Erie	Lemans Drive IRA	90 Lemans Drive, Depew, NY 14043	
Erie	Conway IRA	65 Conway Avenue, Depew, NY 14043	
Erie	Walden Avenue IRA	3650 Walden Avenue, Lancaster, NY 14086	
Erie	Steinfeldt IRA	81 Steinfeldt Road, Lancaster, NY 14086	
Erie	Bowen Road IRA	3736 Bowen Road, Lancaster, NY 14086	
Erie	Transit Road Day Hab	6221 Transit Road, Depew, NY 14043	
<b>Total Combined Cost Per Season:</b>			

Cluster 5			
County	Site	Address	Seasonal Price Per Site
Erie	South Park IRA	1769 South Park Avenue, Buffalo, NY 14220	
Erie	Coolidge Road IRA	140 Coolidge Road, Buffalo, NY 14220	
Erie	Center Road IRA	331 Center Road, West Seneca, NY 14224	
Erie	Bernadette Terrace IRA	97 Bernadette Terrace, West Seneca, NY 14224	
Erie	Dover Drive IRA	83 Dover Drive, West Seneca, NY 14224	
Erie	Velore Avenue IRA	200 Velore Avenue, Orchard Park, NY 14127	
Erie	Southwestern Blvd IRA	3699 Southwestern Blvd, Orchard Park, NY 14127	
<b>Total Combined Cost Per Season:</b>			

## Invitation for Bid

Cluster 6			
County	Site	Address	Seasonal Price Per Site
Erie	East & West Road 1278	1278 East & West Road, West Seneca, NY 14224	
Erie	Leydecker Road 854 ICF	854 Leydecker Road, West Seneca, NY 14224	
Erie	Leydecker Road 540 ICF	540 Leydecker Road, West Seneca, NY 14224	
Erie	Leydecker Road 648 ICF	648 Leydecker Road, West Seneca, NY 14224	
Erie	Leydecker Road 650 ICF	650 Leydecker Road, West Seneca, NY 14224	
Erie	Leydecker Road 880 ICF	880 Leydecker Road, West Seneca, NY 14224	
Erie	Bullis Road IRA	199 Bullis Road, West Seneca, NY 14224	
Erie	Seneca Street IRA	5240 Seneca Street, West Seneca, NY 14224	
Erie	Leydecker Road 510 ICF	510 Leydecker Road, West Seneca, NY 14224	
Erie	Leydecker Road 710	710 Leydecker Road, West Seneca, NY 14224	
<b>Total Combined Cost Per Season:</b>			

Cluster 7			
County	Site	Address	Seasonal Price Per Site
Erie	Barnett Street IRA	34 Barnett Street, West Seneca, NY 14224	
Erie	Heather Hill Drive IRA	24 Heather Hill Drive, West Seneca, NY 14224	
Erie	Baker Road IRA	3212 Baker Road, Orchard Park, NY 14127	
Erie	Milestrip Road 6566 IRA	6566 Milestrip Road, Orchard Park, NY 14127	
Erie	Milestrip Road 7847 IRA	7847 Milestrip Road, Orchard Park, NY 14127	
Erie	Quaker Road IRA	785 Quaker Road, East Aurora, NY 14052	
<b>Total Combined Cost Per Season:</b>			

Cluster 8			
County	Site	Address	Seasonal Price Per Site
Erie	Big Tree Road IRA	4888 Big Tree Road, Hamburg, NY 14075	
Erie	California Road IRA	4504 California Road, Orchard Park, NY 14127	
Erie	Philson Drive IRA	104 Philson Drive, Orchard Park, NY 14127	
Erie	Bayview Rd IRA	5281 Bayview Road, Hamburg, NY 14075	
Erie	Loran Avenue IRA	4250 Loran Avenue, Hamburg, NY 14075	
Erie	Sowles Road IRA	4118 Sowles Road, Hamburg, NY 14075	
Erie	Dartmouth IRA	3702 Dartmouth, Hamburg, NY 14075	
Erie	Ontario Avenue IRA	5388 Ontario Avenue, Hamburg, NY 14075	
<b>Total Combined Cost Per Season:</b>			

## Invitation for Bid

Cluster 9			
County	Site	Address	Seasonal Price Per Site
Erie	Dover Road IRA	5891 Dover Road, Lake View, NY 14085	
Erie	Lakeview Road 2065 IRA	2065 Lakeview Road, Lake View, NY 14085	
Erie	Lakeview Road 2240 IRA	2240 Lakeview Road, Lake View, NY 14085	
Erie	Sturgeon Point IRA	1055 Sturgeon Point Road, Derby, NY 14047	
Erie	Stellane Drive IRA	9 Stellane Drive, Angola, NY 14006	
Erie	Evans IES	1669 Eden Evans Center Road, Angola, NY 14006	
Erie	Lake Street IRA	772 Lake Street, Angola, NY 14006	
<b>Total Combined Cost Per Season:</b>			

Cluster 10			
County	Site	Address	Seasonal Price Per Site
Erie	Taylor Road IRA	6717 Taylor Road, Hamburg, NY 14075	
Erie	Schreiner Road IRA	8197 Schreiner Road, Eden, NY 14057	
Erie	Florence Avenue IRA	2816 Florence Avenue, Eden, NY 14057	
Erie	George Street IRA	2918 George Street, Eden, NY 14057	
Erie	Orchard Place IRA	2003 Orchard Place, North Collins, NY 14111	
Erie	Sherman Avenue IRA	2075 Sherman Avenue, North Collins, NY 14111	
Erie	Lakeview Road 3727 IRA	3727 Lakeview Road, Hamburg, NY 14075	
Erie	Sisson Highway IRA	10693 Sisson Highway, Eden, NY 14057	
<b>Total Combined Cost Per Season:</b>			

Cluster 11			
County	Site	Address	Seasonal Price Per Site
Erie	Crump Road IRA	10158 Crump Road, Glenwood, NY 14069	
Erie	Legion Drive IRA	60 Legion Drive, Holland, NY 14080	
Erie	Olean Road RT 16 IRA	12389 Olean Road, Chaffee, NY 14030	
<b>Total Combined Cost Per Season:</b>			

## Invitation for Bid

Cluster 12			
County	Site	Address	Seasonal Price Per Site
Erie	New Road IRA	371 New Road, East Amherst, NY 14051	
Erie	Haussauer Road IRA	25 Haussauer Road, Getzville, NY 14068	
Erie	Maple Road IRA	117 Maple Road, Amherst, NY 14226	
Erie	Cheshire Lane IRA	125 Cheshire Lane, East Amherst, NY 14051	
Erie	Hopkins Road IRA	86 Hopkins Road, Williamsville, NY 14221	
<b>Total Combined Cost Per Season:</b>			

Cluster 13			
County	Site	Address	Seasonal Price Per Site
Erie	Delaware Road IRA	186 Delaware Road, Kenmore, NY 14217	
Erie	Parker Boulevard IRA	1153 Parker Boulevard, Buffalo, NY 14223	
Erie	Hendricks Boulevard IRA	163 Hendricks Boulevard, Amherst, NY 14226	
Erie	Carmel Road	123 Carmel Road, Buffalo, NY 14214	
Erie	Minnesota Drive IRA	185 Minnesota Avenue, Buffalo, NY 14214	
Erie	Highgate Ave IRA	358 Highgate Avenue, Buffalo, NY 14215	
Erie	Treethaven Road IRA	200 Treethaven Road, Cheektowaga, NY 14225	
<b>Total Combined Cost Per Season:</b>			

Cluster 14			
County	Site	Address	Seasonal Price Per Site
Erie	Madison Street IRA	393 Madison Street, Buffalo, NY 14212	
Erie	Erskine Drive IRA	77 Erskine Drive, Buffalo, NY 14215	
Erie	Floss Avenue IRA	217 Floss Avenue, Buffalo, NY 14215	
Erie	Peace Street IRA	62 Peace Street, Buffalo, NY 14211	
Erie	Victoria Boulevard IRA	3 Victoria Boulevard, Cheektowaga, NY 14225	
Erie	Heritage Court IRA	23 Heritage Court, Cheektowaga, NY 14225	
Erie	Floral Place IRA	1 Floral Place, Cheektowaga, NY 14225	
Erie	Vern Lane IRA	139 Vern Lane, Cheektowaga, NY 14225	
<b>Total Combined Cost Per Season:</b>			

## Invitation for Bid

## Cluster 15

Cluster 15			
County	Site	Address	Seasonal Price Per Site
Erie	Alden IRA	13140 West Main Street, Alden, NY 14004	
Erie	Westcott Avenue IRA	1515 Westcott Avenue, Alden, NY 14004	
Erie	Girdle Road IRA	2520 Girdle Road, Elma, NY 14059	
<b>Total Combined Cost Per Season:</b>			

## Cluster 16

Cluster 16			
County	Site	Address	Seasonal Price Per Site
Erie	East Avenue IRA	200 East Avenue, Springville, NY 14141	
Erie	West Main Street 510 IRA	510 West Main Street, Springville, NY 14141	
Erie	Concord IRA	5866 Route 39, Springville, NY 14141	
Erie	School Street IRA	14300 School Street, Collins, NY 14034	
Cattaraugus	Unger Road IRA	15396 Unger Road, Gowanda, NY 14070	
Cattaraugus	Buffalo Street IRA	328 Buffalo Street, Gowanda, NY 14070	
Cattaraugus	South Quaker Road IRA	15329 South Quaker Road, Gowanda, NY 14070	
Cattaraugus	South Chapel IRA	69 South Chapel Street, Gowanda, NY 14070	
Cattaraugus	Erie Ave IRA	41 Erie Avenue, Gowanda, NY 14070	
Cattaraugus	Danna Drive IRA	2044 Danna Drive, Collins, NY 14034	
<b>Total Combined Cost Per Season:</b>			

## Cluster 17

Cluster 17			
County	Site	Address	Seasonal Price Per Site
Cattaraugus	Cottage Road IRA	12645 Cottage Road, South Dayton, NY 14138	
Cattaraugus	Route 62 IRA	9262 Route 62, Dayton, NY 14041	
Cattaraugus	Coon Road IRA	9606 Coon Road, Gowanda, NY 14070	
Cattaraugus	Villanova IRA	8370 Route 83, Box 152A, South Dayton, NY 14138	
Cattaraugus	East Leon Road IRA	11920 East Leon Road, South Dayton, NY 14138	
Chautauqua	Cherry Creek IRA	835 Southside Avenue, Cherry Creek, NY 14723	
<b>Total Combined Cost Per Season:</b>			

## Invitation for Bid

Cluster 18			
County	Site	Address	Seasonal Price Per Site
Cattaraugus	Gail Drive IRA	47 Gail Drive, Cattaraugus, NY 14719	
Cattaraugus	Kidney Road IRA	7067 Kidney Road, Little Valley, NY 14755	
Cattaraugus	Route 353 IRA	5877 Route 353, Little Valley, NY 14755	
Cattaraugus	The Heights IRA	315 The Heights, Little Valley, NY 14755	
Cattaraugus	Little Valley Day Hab	501 Fair Oak Street, Little Valley, NY 14755	
Cattaraugus	Jefferson Street (Ellicottville) IRA	6187 Jefferson Street, Ellicottville, NY 14731	
Cattaraugus	Donlen Drive IRA	6520 Donlen Drive, Ellicottville, NY 14731	
<b>Total Combined Cost Per Season:</b>			

Cluster 19			
County	Site	Address	Seasonal Price Per Site
Cattaraugus	Woodridge Lane IRA	9296 Pidgeon Valley Road, Little Valley, NY 14755	
Cattaraugus	Fuss Road IRA	9523 Fuss Hill Road, Little Valley, NY 14755	
Cattaraugus	Lower Edgar Road IRA	4817 Lower Edgar Road, Little Valley, NY 14755	
Cattaraugus	Spring Street (East Randolph) IRA	195 Spring Street, East Randolph, NY 14772	
Cattaraugus	Jamestown Street IRA	129 Jamestown Street, Randolph, NY 14772	
Cattaraugus	Coldspring Street IRA	3 Coldspring Street, Randolph, NY 14772	
<b>Total Combined Cost Per Season:</b>			

Cluster 20			
County	Site	Address	Seasonal Price Per Site
Cattaraugus	North Road Day Hab	10714 North Road, Perrysburg, NY 14129	
Cattaraugus	Perrysburg IRA	12387 Route 39, Perrysburg, NY 14129	
Cattaraugus	Pinecrest IRA	11897 Main Street, Perrysburg, NY 14129	
Cattaraugus	J. N. Adam Day Program	12234 Route 39, Perrysburg, NY 14129	
Cattaraugus	North Road IRA	10804 North Road, Perrysburg, NY 14129	
Cattaraugus	Lower Peck Hill IRA	10420 Peck Hill, Perrysburg, NY 14129	
Cattaraugus	Upper Peck Hill IRA	10380 Peck Hill, Perrysburg, NY 14129	
Cattaraugus	East Main Street IRA	12095 Main Street, Perrysburg, NY 14129	
Cattaraugus	Central Main Street IRA	12111 Main Street Route 39, Perrysburg, NY 14129	
Cattaraugus	West Main Street IRA 12129	12129 Main Street, Perrysburg, NY 14129	
<b>Total Combined Cost Per Season</b>			

## Invitation for Bid

## Cluster 21

County	Site	Address	Seasonal Price Per Site
Cattaraugus	Mt. Pleasant Avenue IRA	17 Mt. Pleasant Avenue, Franklinville, NY 14737	
<b>Total Combined Cost Per Season:</b>			

## Cluster 22

County	Site	Address	Seasonal Price Per Site
Orleans	West Center Street IRA	303 West Center Street, Medina, NY 14103	
Orleans	King Street IRA	115 King Street, Albion, NY 14411	
Orleans	North Main Street IRA	257 North Main Street, Albion, NY 14411	
<b>Total Combined Cost Per Season:</b>			

## Cluster 23

County	Site	Address	Seasonal Price Per Site
Genesee	Maple Avenue 39 IRA	39 Maple Avenue, Oakfield, NY 14125	
Genesee	Bank Street IRA	118 Bank Street, Batavia, NY 14020	
Genesee	New York Place IRA	2 New York Place, Batavia, NY 14020	
Genesee	Ross Street IRA	22 Ross Street, Batavia, NY 14020	
Genesee	Clinton Park IRA	4 Clinton Park, Batavia, NY 14020	
<b>Total Combined Cost Per Season:</b>			

## Cluster 24

County	Site	Address	Seasonal Price Per Site
Chautauqua	Allegany Road IRA	12561 County Route 95, Silver Creek, NY 14136	
Chautauqua	Hanover Road IRA	11768 Hanover Road, Silver Creek, NY 14136	
Chautauqua	Quarry Road IRA	10761 Quarry Road, Forestville, NY 14062	
Chautauqua	Pearl Street IRA	19 Pearl Street, Forestville, NY 14062	
Chautauqua	South Roberts Road IRA	2805 South Roberts Road, Forestville, NY 14062	
<b>Total Combined Cost Per Season:</b>			

## Invitation for Bid

Cluster 25			
County	Site	Address	Seasonal Price Per Site
Chautauqua	McKinley Avenue IRA	710 McKinley Avenue, Dunkirk, NY 14048	
Chautauqua	Seel Street IRA	86 Seel Street, Dunkirk, NY 14048	
Chautauqua	Fredonia Day Hab	258 East Main St, NY 14063	
Chautauqua	Temple Street IRA	116 Temple Street, Fredonia, NY 14063	
Chautauqua	Berry Road IRA	215 Berry Road, Fedonia, NY 14063	
Chautauqua	Matteson Street IRA	54 Matteson Avenue, Fredonia, NY 14063	
Chautauqua	Pomfret IRA	5263 West Lake Road, Dunkirk, NY 14048	
Chautauqua	Highland Avenue IRA	8746 Highland Avenue, Brocton, NY 14716	
<b>Total Combined Cost Per Season:</b>			



### Summary and Signature Page

Cluster	Total Combined Cost Per Season
1	
2	
3	
4	
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8	
9	
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Cluster	Total Combined Cost Per Season
14	
15	
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23	
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25	

\_\_\_\_\_ 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: \_\_\_\_\_

Email: \_\_\_\_\_

### 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:

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- 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.