

## Village of Malone

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343 West Main St. - Malone, NY 12953 ~ Phone: 518-483-4570 ~ Fax: 518-481-6737

**SUMMARY OF WORK FOR GENERAL CONTRACTOR**  
**Malone Civic Center Warming Hut Roof Replacement and Alterations**  
**Bid Due: September 15, 2022 by 3:00 PM**

**1. General Scope of Work**

A. The work at 64 State Street consists of:

The complete roof replacement and suggested alterations to existing Warming Hut at Malone Civic Center per architectural recommendation.

**2. Time of Completion:**

A. Commence work as soon as possible AFTER award is made.

**3. Existing Building:**

The existing warming hut roof needs replacement and alterations to modify slope of existing building roof.

**4. Detailed Scope of Work:**

**Scope of Services:** The scope of services shall be as outlined herein, and shall be performed in accordance with all applicable building codes, standards and material specifications.

The successful Contractor shall provide all equipment, materials, labor and incidentals to perform the following work:

1. Replace roof and make recommended alterations to existing Malone Civic Center Warming Hut in accordance to NY State Code.

Architectural drawings of proposed roof replacement and alterations is on file and may be obtained or viewed at the Village of Malone office at 343 West Main Street, Malone, NY 12953.

Potential Bidders are welcome to visit the site and/or speak with the Village Code officer.

**5. Other Particular Information:**

A. **Insurance Requirements:** Copies of Workers' Compensation and Employer's Liability Insurance and General Liability Insurance provided by Contractor at their own expense.

**B. Prevailing Wage must be used with this project.**

**Link:** PRC# 2022009515 - Civic Center Warming Roof – Franklin County  
<https://apps.labor.ny.gov/wpp/publicViewProject.do?method=showIt&id=1537300>

C. The successful Contractor shall coordinate access to job site and all work activities with a representative from the Village Offices.

D. The successful Contractor shall field verify all dimensions **PRIOR** to comencing work.

E. Contractor shall clean all work areas each day. Contractor shall remove and legally dispose of all construction debris.

F. Contractor shall be responsible for all site staging and safety operations, as well as complete restoration of any disturbed areas to the satisfactions of the Village representative.

G. Contractor shall comply with all necessary OSHA regulations and standards, including but not limited to "PART 1926 SAFETY and HEALTH REGULATIONS for CONSTRUCTION."

**H. Once bid is awarded, the successful contractor will need to obtain a Building Permit from the Village of Malone Code Office.**

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**Bid Form/Signature Page  
Malone Civic Center Warming Hut Roof Replacement and Alterations  
64 State Street**

Malone Civic Center Warming Hut  
Roof Replacement and  
Alterations Bid Amount: \$ \_\_\_\_\_

By: Name and Title (please print) \_\_\_\_\_

Signature \_\_\_\_\_

Vendor Address \_\_\_\_\_

\_\_\_\_\_

Contact (please print) \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

E-mail \_\_\_\_\_

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**Bid Instructions**  
**Malone Civic Center Warming Hut Roof Replacement and Alterations**  
**64 State Street**

1. Complete Bid Form/Signature Page
2. Include Worker's Compensation Certificate
3. Include Employer's Liability Insurance
4. Include General Liability Insurance
5. Include Non-Collusion Statement
6. Include Iran Divestment Affidavit

If delivered via mail or in person, vendor shall include items 1-6 in a sealed envelope. All bids should be clearly labeled on the outside of the envelope: "Bid: Warming Hut Roof.

Bids should be mailed or delivered in person to:

Village of Malone  
Attn: Rebahka Scaccia  
343 West Main Street  
Malone, NY 12953

**Bids must be received no later than 3:00 PM on September 15, 2022**