

# **TOWN OF SULLIVAN**

## **Chittenango, New York**

*Provide Janitorial Services*  
*The Town of Sullivan Parks & Recreation Department*  
*(707 Legion Drive, Chittenango, NY)*

### **ADVERTISEMENT FOR PROPOSALS/BIDS**

Sealed Proposals/Bids to *Provide Janitorial Services at the Town of Sullivan Parks & Recreation Department, 707 Legion Drive, Chittenango, NY* will be received by the **Town of Sullivan**, at the office of the **Town Clerk** until 9:00 a.m. local time on February 21, 2024 at which time the Proposals/Bids received will be publicly opened and read aloud. The Town Board reserves the right to delay the Proposal/Bid Award for up to 30 days or longer.

The services are to be provided at the **Town of Sullivan Parks & Recreation Department, 707 Legion Drive, Chittenango, New York**. The scope of work is set forth in the project documents which can be found at the Town of Sullivan Parks & Recreation Department, 707 Legion Drive, Chittenango, New York, and includes the provision of janitorial services to the Town of Sullivan Parks & Recreation Department, including but not limited to: the Community Room, offices, kitchen facilities, bathrooms (including Legion bathroom), etc.

*A separate Proposal/Bid amount is requested for janitorial services for the adjacent Legion Room with associated bathroom.*

The Proposal/Bid Documents may be examined beginning January 25, 2024 at the following locations:

***Town of Sullivan Town Hall, 7507 Lakeport Road, Chittenango, New York***

Copies of the Proposal/Bid Documents (including specifications) may be obtained starting January 25, 2024 at the issuing office:

***Town of Sullivan Town Hall, 7507 Lakeport Road, Chittenango, New York***  
***(315) 687-9190.***

Proposal/Bid security in the form of a Bid Bond, Certified Check, Bank Cashier/Teller/Treasurer's Check payable to the "Town of Sullivan" in the amount of 5% of the total Proposal/Bid amount, based upon one (1) month of service, must accompany each Proposal/Bid as a guarantee that if the proposal is accepted, a contract will be entered into.

All Proposals/Bids must be accompanied by a Non-Collusion Bidding Certificate executed pursuant to Section 103-d of the General Municipal Law of the State of New York. Be further advised that the Town Board may consider any Proposal/Bid which provides the Town with the "best value" as determined under Local Law No. 1 of 2015.

Proposers/Bidders' attention is referred particularly to all state and local governing laws and regulations, including any applicable Affirmative Action Requirements, Equal Employment Opportunity, and Minimum Wage Rate Requirements to be paid under the Contract, and Prevailing Wage Rate Requirements to be paid under this Contract, if applicable.

Any Contract awarded shall be on an annual basis and subject to review and renewal by the Town of Sullivan Town Board.

The Town reserves the right to waive any and all irregularities, and to reject any and all Proposals/Bids, or to rebid the services solely at the Town Board's discretion.

Contact: Hon. Thomas G. Daviau, Town of Sullivan Supervisor, (315) 687-5032  
Ms. Beth Ellis, Town of Sullivan Comptroller, (315) 687-9190