



Village of Saranac Lake
39 Main Street, 2nd Floor Suite 9
Saranac Lake, NY 12983
Phone: (518)891-4150
www.saranaclakeny.gov

PUBLIC NOTICE INVITATION TO BID

Sealed bids are hereby solicited under Section 103 of the General Municipal Law by the Board of Trustees for:

DELIVERY OF HEATING FUEL OIL TO EIGHT (8) LOCATIONS, KEROSENE TO ONE (1) LOCATION, AND PROPANE TO THREE(3) LOCATIONS.

All sealed bids to be opened on Wednesday, October 18, 2023 at 2:30 PM in the Village Board Room, located at 39 Main Street, Saranac Lake, NY 12983.



Village of Saranac Lake

39 Main Street Suite 9
Saranac Lake, NY 12983
Phone (518) 891-4150
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INVITATION TO BID

SEALED BIDS ARE HEREBY SOLICITED UNDER SECTION 103 OF THE GENERAL MUNICIPAL LAW BY THE VILLAGE BOARD OF THE VILLAGE OF SARANAC LAKE FOR THE DELIVERY OF HEATING FUEL OIL AND PROPANE .

- 1 - Bids are to be addressed to the Village Clerk and the SEALED ENVELOPE SHOULD BE PLAINLY MARKED WITH THE NAME OF THE ITEM TO BE BID AND THE DATE OF THE BID OPENING.
- 2 - Bids must be detailed categorically in the same order as specification to facilitate reading and study.
- 3 - The bidder must be a duly authorized representative of the company he represents for a period of at least one year.
- 4 - If the bidder proposes to modify a product or service as to make it conform to the requirements of the Invitation for Bids, he shall (a) include in his bid a clear description of such proposed modifications, and (b) clearly mark any descriptive material to show the proposed modifications.
- 5 - Modifications proposed after bid opening to make a product or service conform to the specifications will not be considered.
- 6 - A non-collusion statement must accompany the bid(s).
- 7 - The Village reserves the right to reject, in its sole discretion, any apparent low bid on the ground that the bidder is not a responsible bidder, based on objective criteria, including but not limited to proper capabilities, experience, equipment, qualifications and other factors.
- 8 - The Village reserves the right to reject any and all bids if, in its' opinion, such action is in the best interest of The Village.
- 9 - All items in the following specifications shall be deemed to include the words "or approved equal". The bidder must submit with bid, detailed specifications, circulars, and all necessary data on supplies, and services he proposes to furnish. If supplies or services offered differ from the provisions contained in this specification, such differences must be explained in detail, and bid will receive careful consideration that such deviations do not depart from the intent of these specifications and are to the best interests of the Village Board.

All federal and state taxes will be excluded. Tax exemption certificates will be furnished to the successful bidder.

Description of Bid Items:

BASE BID is to include the costs for on heating fuel oil to eight (8) locations, kerosene to one (1) location and propane to three (3) locations in the Village of Saranac Lake NY. Estimated quantities are based off the previous three (3) years of usage.

LOCATION TANK SIZE	ESTIMATED GALLONS	ADDRESS	UNIT BID PRICE	BID AMOUNT
DPW GARAGE 550 GALLON TANK 1	5,100 +/-	95 VANBUREN STREET SARANAC LAKE NY 12983		
CENTRAL GARAGE 2 500 GALLON TANK 2 & 3	3,000+/-	95 VANBUREN STREET SARANAC LAKE NY 12983		
WWTP 5,000 GALLON	5800+/-	680 NYS ROUTE 3 SARANAC LAKE NY 12983		
WWTP PROPANE 2000 GALLON	200+/-	680 NYS ROUTE 3 SARANAC LAKE NY 12983		
WTP PROPANE 2000 GALLON	1500+/-	680 NYS ROUTE 3 SARANAC LAKE NY 12983		
BLOOMINGDALE LIFT STATION 700 GALLON	1700+/-	680 NYS ROUTE 3 SARANAC LAKE NY 12983		
FIRE HOUSE 550 GALLON	4700+/-	100 BROADWAY SARANAC LAKE NY 12983		
OLD WTP 550 GALLON	3300+/-	17 MAIN STREET SARANAC LAKE NY 12983		
POLICE STATION 2000 GALLON BURIED	3800+/-	3 MAIN STREET SARANAC LAKE NY 12983		
MT. PISGAH 500 GALLON 330 GALLON 3-420 GALLON PROPANE	2400+/-	92 MT PISGAH DRIVE SARANAC LAKE NY 12983		
HEAD START BUILDING 275 GALLON KEROSENE	300+/-	24 DEPOT STREET SARANAC LAKE NY 12983		
BEACH HOUSE 275 GALLON	200+/-	4 MOIR ROAD SARANAC LAKE NY 12983		

***SPECIAL NOTE 1: THE QUANTITIES ABOVE ARE AN ASSUMED PAST HISTORY UNIT PRICE. THE VILLAGE OF SARANAC LAKE RESERVES THE RIGHT TO INCREASE OR DECREASE THE QUANTITIES (BASED ON THE ACTUAL UNIT BID PRICE) WITH NO CHANGE TO THE ACTUAL BID PRICE.**

***SPECIAL NOTE 2: ALL POTENTIAL BIDDERS MUST BE WILLING TO DELIVER TO THE LISTED LOCATIONS MONDAY THRU FRIDAY EXCLUDING FEDERAL HOLIDAY BETWEEN THE HOURS OF 7:00 AM AND 3:00 PM. SCHEDULING DELIVERIES WILL BE THE RESPONSIBILITY OF THE POTENTIAL BIDDER.**

***SPECIAL NOTE 3: All POTENTIAL BIDDERS MUST BE WILLING TO DELIVER WITHIN 24 HOURS OF NOTICE OF LOW FUEL LEVELS UNLESS INSTRUCTED OTHERWISE.**

***SPECIAL NOTE 4: BIDS WILL BE GOOD FOR ONE YEAR FROM THE DATE THE BID IS AWARDED.**

***SPECIAL NOTE 5: THE VILLAGE RESERVES THE RIGHT TO ADD OR REMOVE AREAS FOR DELIVERY.**

ALL BID QUESTIONS ARE TO BE DIRECTED TO THE DEPARTMENT OF PUBLIC WORKS SUPERINTENDENT DUSTIN MARTIN AT 518-891-4160 BETWEEN THE HOURS OF 7:00 AM AND 3:00 PM MONDAY THRU FRIDAY.

SEALED BIDS TO BE OPENED AT 2:30 PM ON WEDNESDAY OCTOBER 18TH, 2023 IN THE BOARD ROOM OF THE VILLAGE OFFICE AT 39 MAIN STREET, 2ND FLOOR SUITE 9, SARANAC LAKE, NY 12983

Published: _____

Name of bidder: _____

Address: _____

TO THE BOARD OF TRUSTEES, VILLAGE OF SARANAC LAKE, NEW YORK

NON-COLLUSIVE BIDDING CERTIFICATION

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 hereto certifies as to its own organization under penalty of perjury, that to the best of his knowledge and belief:

- 1 - The prices in this bid have been arrived at independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition as to any matter relating to such prices with any other bidder or competitor.

- 2 - Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly 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 bid for the purpose of restricting competition.

WE, THE UNDERSIGNED, PROPOSE TO FURNISH ALL MATERIALS CALLED FOR IN FULL ACCORDANCE WITH THE SPECIFICATIONS AND INSTRUCTIONS IN THE ATTACHED BID, OR PROPOSAL, AND AGREE TO ALL CONDITIONS THEREIN.

FIRM: _____

ADDRESS: _____

PHONE NUMBER: _____

SIGNED BY: _____

TITLE _____