

# *Itemized Proposal, Special Provisions and Contract*

**Bids will not be accepted unless the bid package is downloaded directly from [www.erie.gov/environment](http://www.erie.gov/environment) and contact information is captured.**

*Erie County Parks Signage Phase 2*

*Project Number CAP-SIGNS2-25*

*Erie County, New York*

**BIDS RECEIVED: March 20, 2025  
At: 3:00 PM Local Time  
Department of Environment and Planning  
95 Franklin Street – 10<sup>TH</sup> Floor, Room 1004  
Buffalo, New York 14202**

**Troy Schinzel  
Commissioner of Parks, Recreation and Forestry**

**Erie County Department of Environment and Planning  
95 Franklin Street – 10<sup>th</sup> Floor  
Buffalo, New York**

*Erie County Parks Signage Phase 2*

*Project Number CAP-SIGNS2-25*

*Erie County, New York*

Type of Construction – Construction of Park Identification and Wayfinding Signs

Standard Sheets – 619-02, 619-10, 619-11, 619-12, 619-20, 619-60, 645-01, 645-03

Completion Date – May 31, 2026

Deposit Required – \$25,000.00

Pre-Bid Meeting – February 26, 2025 at 2:00 PM at 95 Franklin Street, Room 1004, Buffalo, NY 14202

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## **NOTICE**

Project manuals, drawings and construction documents are intended specifically for the preparation of Bid Proposals and for construction related activity. By accepting these documents and drawings, the individual, company or agency acknowledges that these documents and drawings relate to facilities wherein sensitive and secure governmental activities are conducted. The individual's, company's or agency's misuse of these documents and drawings may threaten the safety and security of governmental operations. By accepting these documents and drawings, the individual, company or agency, agrees that it shall restrict dissemination of such materials to recognized, legitimate sub-contractors, suppliers and material meant solely for their use in preparation of quotes, bids or participation in actual construction activity. Further, by accepting these documents and drawings, the individual, company or agency assumes full responsibility for and liability for said individual's, company's or agency's negligence and for its careless or wrongful distribution of Erie County project manuals, drawings and construction documents.

## **INFORMATION FOR BIDDERS**



## **INFORMATION FOR BIDDERS**

Persons desiring to make a proposal shall use the accompanying proposal form. The proposal shall be submitted in accordance with the STANDARD SPECIFICATIONS OF THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION dated JANUARY 1, 2025, including all Addenda in effect on the date of advertisement for receipt of bids and the Highway Law. The STANDARD SPECIFICATIONS are to be considered as and shall form a part of the agreement. The time for which proposals shall be received will be found in the published notice calling for proposals. Detailed plans of the work may be examined at the Office of the Commissioner of Parks, Recreation and Forestry, 95 Franklin Street, Buffalo, New York, 14202.

Whenever in the Specifications, reference is made to Section 38 of the Highway Law, the term "Commissioner of Transportation" as used in said section shall mean "Commissioner of Parks, Recreation and Forestry" or "Deputy Commissioner of Parks, Recreation and Forestry" and wherever reference is made, therein, to the "Commissioner of Taxation and Finance" it shall mean the "Commissioner of Finance" of the County of Erie.

**PROPOSALS.** Proposals must be made upon the blank form provided. The blank places in the proposals must be filled in, as noted, and no change shall be made in the phraseology of the proposal or in the items mentioned, therein. Proposals are an integral part of this book and shall not be removed therefrom.

Proposals that are illegible or that contain any omissions, erasures, alterations, additions, or items not called for in the itemized proposal, or that contain irregularities of any kind, may be rejected as informal.

**PROPOSALS SHALL SPECIFY GROSS SUM.** Each proposal shall specify the correct gross sum, in the manner hereafter described, for which the work will be performed according to the plans and specifications, together with a unit price for each of the separate items as called for. The lowest bid shall be determined by the Commissioner of Parks, Recreation and Forestry on the basis of the gross sum for which the entire work will be performed, arrived at by a correct computation of all the items specified in the proposal therefore at the unit prices stated in the proposal. The Commissioner of Parks, Recreation and Forestry reserves the right to reject any proposal in which unit bid prices appear, in his judgment, to constitute an unbalanced bid for the work.

Any proposal shall be deemed informal which does not contain prices set opposite each of the several items for which there is a quantity exhibited in the itemized proposal, or which shall in any manner fail to conform to the conditions of the published notice inviting proposals. The unit prices and gross sum bid shall be indicated in words and by figures. In case the amount shown in words and its equivalent in figures do not agree, the written word may, in the discretion of the Commissioner of Parks, Recreation and Forestry be considered binding.

**NO MISUNDERSTANDING.** The attention of persons intending to make proposals is specifically called to ARTICLE 3 of the CONTRACT AGREEMENT wherein the bidder agrees that he has examined the contract documents and the site of the work and has fully informed himself from his personal examination of the same regarding the quantities, character, location and other conditions affecting the work to be performed, including the existence of poles, wires, pipes, ducts, conduits, and other facilities and structures of municipal and other public service corporations, on, over or under the site and that he will make no claim against the County of Erie by officer or agent of the County of Erie with respect to the work to be performed under the contract. Particular attention is called to the proposal forms that may contain special notes and special specifications at variance with standard plans and specifications.

The Contractor shall be responsible to perform all the work within scope of this contract and, for all

liabilities that arise therefrom.

**SUBSURFACE INFORMATION.** Boring logs and other subsurface information made available for the inspection of bidders were obtained with reasonable care and recorded in good faith by the Division.

The soil and rock descriptions shown are as determined by a visual inspection of the samples from the various explorations unless otherwise noted. The observed water levels and/or water conditions indicated thereon are as recorded at the time of the exploration. These levels and/or conditions may vary considerably, with time, according to the prevailing climate, rainfall and other factors.

The locations of utilities or other underground man-made features were ascertained with reasonable care and recorded in good faith from various sources, including the records of municipal and other public service corporations, and therefore the location of known utilities may only be approximate.

Subsurface information is made available to bidders in good faith so that they may be aware of the information utilized by the County for design and estimating purposes. By doing so, the County and the Contractor mutually agree and understand that the same is a voluntary act and not in compliance with any legal or moral obligation on the part of the Division. Furthermore, insofar as such disclosure is made, the Division makes no representations or warranties, express or implied, as to the completeness or accuracy of this information or data, nor is such disclosure intended as a substitute for personal investigations, interpretations, and judgment of the bidder.

**WITHDRAWAL OF PROPOSAL.** Permission will not be given to modify or explain, by letter, telegram, telephone, or otherwise, any proposal or bid after it has been deposited with the Commissioner of Parks, Recreation and Forestry. No proposal shall be withdrawn or cancelled after the time designated for opening such proposals publicly, except to exercise the option as provided herein.

Any bidder or his duly authorized agent who has submitted proposals on more than one project of any one letting may, at his option and upon written request, withdraw any or all of his additional proposals after the person who opens and reads the bids has announced that such bidder has submitted the lowest proposal on a project for which bids have last been read. When this option is exercised, the proposals for other projects in the letting will be returned to the bidder unopened. No returned proposals will be considered after the bidder has exercised his privilege to withdraw the same. No proposals will be considered which have not been deposited with the Commissioner of Parks, Recreation and Forestry prior to the time indicated in the advertisement. Any bidder exercising the privilege of so withdrawing his bid or bids waives all claims that may arise should it be found that his opened proposal is informal or, for any other reason, is unacceptable to the Commissioner of Parks, Recreation and Forestry. The Commissioner of Parks, Recreation and Forestry will open and read proposals in the order in which they are drawn and not in the order in which the projects are advertised.

If the proposal is made by a firm, the name and place of residence of each member of the firm shall be given. If made by a corporation, the names of the president, secretary and treasurer shall be given. If made by a partnership, the names of the partners shall be given.

Pursuant to the provisions of Section 38, Subdivision 7 of the Highway Law, as amended, relating to "foreign contractors", if the successful bidder is a foreign contractor, no certificate approving or authorizing the first partial payment, or in the event there shall be no first partial payment, then no certificate approving or authorizing any final payment shall be made to a foreign contractor unless such contractor shall furnish satisfactory proof that all taxes due by such contractor under the provisions of Articles 9, 9a, 12a, 16, 16a, 21, 22, 23, 28, 29 and 30 of the Tax Law have been paid. The certificate of the State Tax Commission to the effect that all such taxes have been paid shall be conclusive proof of the payment of such taxes.



The term "foreign contractor" as used in the preceding paragraph means, in the case of an individual, a person who is a legal resident of another state or foreign country, in the case of a firm or co-partnership, one having one or more partners who is a legal resident of another state or a foreign country; and in the case of a corporation, one having its principal place of business in another state or foreign country.

The certificate of the State Tax Commission to the effect that all such taxes have been paid by the Contractor shall be placed on file with the Commissioner of Parks, Recreation and Forestry in his office, 95 Franklin Street, Buffalo, New York 14202.

DEPOSIT. Every proposal must be accompanied by a bank cashiers check or certified check payable to the County of Erie for the sum specified in the proposal and in the advertisement for proposals. The retention and disposition of such bank cashiers check or certified check shall be in conformity with Subdivision No. 2 of Section 38 of the Highway Law, as amended. This shall be attached inside the front cover.

AWARD OF CONTRACT. Award of contract will be made only to the lowest responsible bidder whose proposals shall comply with all the provisions required to render it formal and in accordance with Section 126 of the Highway Law. The County Legislature reserves the right to reject any or all proposals if, in its opinion, the best interests of the County will, thereby, be promoted.

The bidder must be prepared, if requested by the County Legislature and/or the Commissioner of Parks, Recreation and Forestry, to present evidence of experience, ability and financial standing, as well as a statement as to plant and machinery.

EXECUTION OF CONTRACT. The person or persons whose proposal is accepted will be required to execute the contract and to comply in all respects with the statutory provisions relating to the contract within ten days of the date of the delivery of the contract form by the Commissioner of Parks, Recreation and Forestry. In case of failure or refusal on the part of the bidder to deliver the duly executed contract to the Commissioner of Parks, Recreation and Forestry within the ten day period, herein mentioned, the amount of the deposit made will be forfeited and will be paid to the Commissioner of Finance of Erie County.

The Contractor agrees that he will conduct his operations in compliance with all the laws and regulations of the United States, State of New York and Public Authorities and the ordinances of any city, village, town or county and the lawful direction of the officers, agents or representatives of the United States, The State of New York, the Public Authorities or of said city, village, town or county. All costs due to compliance with the above described laws, regulations and ordinances shall be included in the prices bid for contract items unless otherwise provided for in the contract.

The Contractor specifically agrees that the contract shall be deemed executory only to the extent of the monies available and no liability shall be incurred by the County beyond the monies available for the purposes.

The Contractor's attention is directed to those portions of the Labor Law, that appear with the labor wage rate schedules.

#### INSURANCE REQUIREMENTS

1. The Contractor shall obtain, at his own cost and expense, the following insurance coverage's with insurance companies licensed in the State of New York and shall provide a certificate of insurance as evidence of such coverage's on The Erie County Standard Insurance Certificate.

- A. Comprehensive General Liability - with a minimum combined single limit of liability for Bodily Injury and Property Damage of \$2,000,000. per occurrence and annual aggregate. The coverage shall include:
- Premises and Operations
  - Products and Completed Operations
  - Independent Contractors
  - Contractual Liability (sufficient to cover all liability assumed under contracts with Erie County)
  - Broad Form Property Damage including completed operations.
  - Explosion, Collapse and Underground Hazards (x, c, u)
- B. Automobile Liability - with a minimum combined single limit of liability for Bodily Injury and Property Damage of \$1,000,000. each occurrence. The coverage shall include Owned, Hired, and Non-Owned Autos (Symbol "1" should be designated for Liability coverage on the Business Auto Policy).
- C. Excess "Umbrella" Liability - with a minimum limit of \$5,000,000. each occurrence/\$5,000,000. aggregate.
- D. Workers' Compensation and Employers' Liability providing statutory coverage in compliance with the Workers' Compensation Law of the State of New York. (Form C-105.2)
- E. Disability Benefits - providing statutory coverage in compliance with the New York State Disability Benefits Law. (Forms DB-120.1 or DB-155)

Failure to maintain coverage hereunder shall constitute a material breach of this contract and the Contractor shall suspend all work immediately upon such lapse in coverage.

2. Comprehensive General Liability, Automobile Liability, and Excess Umbrella Liability shall name the County of Erie and any Board, Bureau, Commission, or Agency thereof as additional insured.
3. All certificates of insurance shall be approved by the Erie County Department of Law prior to the inception of any work.
4. The "ACORD" form certificate may be used in place of the Erie County Standard Insurance Certificate, provided that all of the requirements set forth in the instructions for the Erie County Standard Insurance Certificate are incorporated into the "ACORD" form certificate.

AMOUNT OF BOND. A bond will be required for the faithful performance of the contract and further guaranteeing prompt payment of monies due to all persons supplying the Contractor, or its sub-contractor with labor and materials employed and used in carrying out the contract. The amount of security therein shall be 100 per cent of the amount of the contract.

FORM OF PERFORMANCE, LABOR, AND MATERIALS BOND. The form of the performance, labor and material bond shall be the County's form, exhibit "PB 1" as set forth on the following page number IB 6, for the total amount payable by the terms of the contract.

The bond shall be issued by a duly qualified surety corporation authorized to do business in the State of New York, shall be executed by the appropriate office of the surety whose authority shall be supported by executed

powers of attorney where applicable, shall be executed by the Contractor receiving the award of the contract hereunder, all of which shall be satisfactory to the County.

Notwithstanding any provision of law, the requirement of a performance, labor and material bond in compliance with the specifications herein and in form "PB 1" shall not be waivable, and the failure to provide such bond as otherwise provided herein shall be cause to rescind an award of the Contract, together with the forfeiture of security posted with the bid hereunder, as set forth on page IB 4 under "Execution of Contract."

Copies of the Erie County Standard Insurance Certificate and Form PB 1 are available at the Office of the Deputy Commissioner of Parks, Recreations and Forestry, 95 Franklin Street, Buffalo, New York 14202.

EXHIBIT "PB 1"



COUNTY OF ERIE  
DEPARTMENT OF PARKS, RECREATIONS AND FORESTRY

95 FRANKLIN STREET  
BUFFALO, NY 14202

PERFORMANCE, LABOR, AND MATERIAL BOND

BOND NO. \_\_\_\_\_

KNOW ALL MEN BY THESE PRESENTS, that we, \_\_\_\_\_ of  
\_\_\_\_\_ (hereinafter called PRINCIPAL) and the \_\_\_\_\_  
\_\_\_\_\_ a corporation of the State of \_\_\_\_\_  
\_\_\_\_\_ having its principal office in the City of \_\_\_\_\_ and authorized to do business in the State  
of New York (hereinafter called SURETY) and held and firmly bound into the \_\_\_\_\_ New  
York (hereinafter called OBLIGEE), in the amount of \$ \_\_\_\_\_ Dollars, lawful money of the United states  
of America, for the payment of which the PRINCIPAL and the SURETY hereby bind themselves, their heirs, executors, administrators,  
successors and assigns jointly and severally, firmly by these presents.

WHEREAS, the above bounden PRINCIPAL has by written agreement dated \_\_\_\_\_ entered into a contract  
with the OBLIGEE for \$ \_\_\_\_\_ which contract and documents included therein is by reference is by reference  
made a part hereof (hereinafter called CONTRACT), covering the following project. \_\_\_\_\_  
(project title/description)

NOW, THEREFORE, the condition of the obligation is such that if the PRINCIPAL shall:

1. Well and truly perform and fulfill all the undertakings, covenants, terms, conditions and agreements of said Contract during the original term of said Contract and any extensions thereof that may be granted by the OBLIGEE, with or without notice to the SURETY, and during the life of any guarantee required under the Contract, and shall also well and truly perform and fulfill all the undertakings, covenants, terms, conditions and agreements of any and all modifications of said Contract that may hereafter be made, with or without notice to the SURETY.
2. Promptly make payment to all persons having a direct Contract with the PRINCIPAL or with a subcontractor of the PRINCIPAL supplying labor and material in the prosecution of the work provided for in said Contract and any and all modifications of said Contract that may hereinafter be made, notice of which modifications to the SURETY being hereby waived; then this obligation shall be void, otherwise to remain in full force and effect:

PROVIDED, HOWEVER, and this bond is executed and accepted upon the following express conditions:

1. That all persons who have supplied labor and material as aforesaid shall have a direct right of action hereunder against the PRINCIPAL and the SURETY, subject, however, to the prior right of the OBLIGEE to recover hereunder on account of any loss or damage caused to it by the failure of the PRINCIPAL to perform the Contract as aforesaid.
2. The SURETY for value received hereby stipulates and agrees, if requested to do so by the OBLIGEE, to fully perform and complete the work and furnish the materials mentioned and described in said Contract pursuant to terms, conditions and covenants thereof, if for any cause said PRINCIPAL fails or neglects to so fully perform said work; the said SURETY further agrees to commence said work of completion twenty (20) days after notice thereof from the OBLIGEE.
3. That the OBLIGEE shall notify the SURETY by registered letter addressed and mailed to its Home Office, of any breach of said Contract within sixty (60) days after such breach shall have come to the knowledge of the OBLIGEE. (Owner)
4. That the SURETY shall not be liable hereunder for any damage or compensation recoverable under any Worker's Compensation or Employer's Liability Statute.
5. That no suit, action or proceeding for loss or damage caused by a breach of any of the conditions of this bond shall be brought against the SURETY by the OBLIGEE after one (1) year from the day of final acceptance of the work by the Owner.
6. That no suit, action or proceeding for loss caused by the failure of the PRINCIPAL to pay all persons supplying labor and material in the prosecution of the work under said Contract shall be brought against the SURETY after six (6) months from the day on which final payment of the Contract is made.

Signed, sealed and dated this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
(PRINCIPAL)

\_\_\_\_\_  
(PRINCIPAL)

By: \_\_\_\_\_  
President, Vice President, Secretary-Treasurer

\_\_\_\_\_  
(SURETY) (Seal)

ESTIMATES AND PAYMENT. In computing amounts in estimates of work done, the unit prices bid will be used. In making up the final estimate the linear measurement made along the axis of the surface of the finished work will be considered the length of the work.

All estimates, including the final, will be made for actual quantities of work performed and materials in place as determined by the measurements of the Engineer, and the resulting quantities involved in any contract shall be accepted as final, conclusive and binding upon the Contractor.

For computation of the quantities to be paid for under the various items of the contract, it is agreed that the planimeter shall be considered an instrument of precision, and quantities computed from areas obtained by its use shall be accepted by all parties, hereto, as accurate. Arithmetical computations shall not be precluded by reference to the planimeter.

FINAL ADDITIONS OR DEDUCTIONS. Upon the completion of the required work, as shown in the plans and specifications, should the final estimate of quantities show either an increase or decrease from the approximate estimate of quantities, then such variations will be computed at the contract unit prices and an agreement will be made, respectively adding or deducting this amount from the gross sum bid.

PAYMENTS ON CONTRACT. Payments to the Contractor for work satisfactorily performed will be made monthly as prescribed by Subdivision 7 Section 38 of the Highway Law, as amended. No monthly estimate will be rendered unless the value of the work done equals five per cent of the contract amount and in no case shall such estimate be made in an amount less than one thousand dollars. Semi-monthly estimates may be rendered provided the value of the work performed, in a two-week period interval is in excess of fifty thousand dollars (\$50,000) or if, in the opinion of the Commissioner of Parks, Recreation and Forestry, it is to the best interest of the County to do so.

The attention of persons intending to make proposals is specifically called to the provisions of Section 70 and 71 of the Lien Law and Section 1302-C of the Penal Law that apply to funds being received by a Contractor for a public improvement. These provisions declare that the funds received by the Contractor shall constitute trust funds in the hands of the Contractor and shall be applied first to the payment of certain claims.

ENGINEERING CHARGES. When the work embraced in the contract is not completed on or before the date specified, therein, engineering and inspection expenses incurred by the County, upon the work from the completion date originally fixed in the contract to the final date of completion of the work, may be charged to the Contractor and be deducted by the Commissioner of Parks, Recreations and Forestry from any monies due the Contractor.

Before assessing such charges, the Department will give due consideration to factors attributing to such delay due to extenuating circumstances beyond the control of the Contractor limited to the following:

1. The work or the presence on the contract site of any third party, including but not limited to that of other contractors or personnel employed by the County, by other bodies, by railroad, transportation or utility companies or corporations, or by private enterprises, or any delay in progressing such work.
2. The existence of any facility or appurtenance owned, operated, or maintained by any third party.
3. The act, or failure to act, of any public or governmental body including, but not limited to, approvals, permits, restrictions, regulations or ordinances.

4. Restraining orders, injunctions, or judgments issued by a court.
5. Any industry-wide labor boycotts, strikes, picketing or similar situations, as differentiated from jurisdictional disputes or labor actions affecting a single or small group of contractors or suppliers.
6. Any industry-wide shortage of supplies or materials required by the contract work, as differentiated from delays in delivery by a specific or small group of suppliers.
7. Unusually severe storms of extended duration or impact, other than heavy storms or climatic conditions which could generally be anticipated by the bidders, as well as floods, droughts, tidal waves, fires, hurricanes, earthquakes, landslides, or other catastrophes.
8. Determinations by the Department to open certain sections of the project to traffic before the entire work is completed.
9. Major unanticipated additional work which significantly affects the scheduled completion of the contract.
10. Failure of the County to provide individual rights-of-way parcels for an extended period of time beyond that indicated by the contract if such unavailability, as determined by the Commissioner, significantly affects the scheduled completion of the contract.

Such charges will be assessed, however, in cases where the work has been unduly delayed by the Contractor because of unwarranted reasons, inefficient operation, or for any other reason for which the Commissioner of Parks, Recreation and Forestry determines the Contractor to be liable. Reasonable time necessary for reviews by the County or its agents of shop drawings, for changes or additions to the work to meet field conditions which do not significantly affect the scheduled completion of the contract, delays incurred by seasonal and weather limitations, localized labor actions and shortages of supplies and materials, and other situations which should be anticipated are neither compensatory nor eligible for extensions of time without the assessment of engineering and inspection charges.

**DAMAGE.** All damage, direct or indirect, of whatever nature resulting from the performance of the work or resulting to the work during its progress from whatever cause, including omissions and supervisory acts of the County, shall be borne and sustained by the Contractor, and all work shall be solely at his risk until it has been finally inspected and accepted by the County. The Contractor, however, shall not be responsible for damages resulting from faulty designs, as shown by the plans and specifications, nor the damages resulting from willful acts of Department officials or employees.

The Contractor shall indemnify save harmless, and defend the County from suits, actions, damages and costs of every name and description resulting from the work under his contract during the prosecution and until the acceptance, thereof, and the County may retain such monies from the amount due the Contractor as may be necessary to satisfy any claim for damages recovered against the County. The Contractor's obligations under this paragraph shall not be deemed waived by the failure of the County to retain the whole or any part of such monies due the Contractor, nor shall such obligation be deemed limited or discharged by the enumeration or procurement of any insurance for liability for damages imposed by law upon the Contractor, sub-contractor or the County.

The work, under this contract, shall be under the direct supervision of the Commissioner of Parks, Recreation and Forestry of Erie County, New York, or his representative who is retained to layout, supervise and inspect the work under construction.

SPECIFICATIONS. In general, the work of this contract will be carried out in accordance with the STANDARD SPECIFICATIONS dated JANUARY 1, 2025, of the New York State Department of Transportation, Office of Engineering, with subsequent modifications, and as modified within this document under SPECIAL SPECIFICATIONS, insofar as same apply to this work.

Wherever in the SPECIFICATIONS the terms "Commissioner of Transportation", "Regional Director", or other Officials of the New York State Department of Transportation is used, it shall mean "Commissioner of Parks, Recreation and Forestry", or "Deputy Commissioner of Parks, Recreation and Forestry" of the County of Erie.

#### ACCOUNTABILITY

The Contractor shall be fully accountable for its performance under this contract and agrees to answer under oath all questions relevant to the performance, thereof, and to any transaction, act, or omission had, done or omitted in connection, therewith, if called before any Judicial, County, or State Officer or Agency empowered to investigate the contract or its performance.

#### QUALIFICATION OF BIDDERS

- a. All prospective bidders are hereby notified that they must prove to the satisfaction of the Owner that they are a responsible bidder and have the skill and experience, as well as the necessary facilities, organization, and general reliability to do the work to be performed under the provisions of the contract in a satisfactory manner and within the time specified. An Experience Questionnaire is included at back of the Itemized Proposal, that will provide this information and must be filled out and submitted with the bid.
- b. Within forty-eight (48) hours after the opening of the proposals, the lowest three bidders, if requested, must submit to the Owner a statement in duplicate setting forth the following information:
  1. A current financial statement certified to be true and correct by a certified public accountant or an officer or principal of the bidder.
  2. Each bidder must be prepared to show to the satisfaction of the Owner that he has sufficient liquid assets available for the project upon which he is bidding. The Owner does not regard credit, borrowed money, equity in real estate, life insurance, reserves representing pre-payment of taxes and life insurance, and other expenses, deposits held as security for other contracts, capital of proposed subcontractors, capital stock of the contractor, and similar items, as liquid assets available for the work to be performed under the contract.
- c. A bidder must also be prepared to prove to the satisfaction of the Owner that he has successfully completed a contract of similar work in an amount of not less than 50 percent of the amount of the proposed contract.
- d. Each bidder must comply promptly with all requests by the Owner for information and must actively cooperate with the Owner in its efforts to determine whether the bidder is qualified.

- e. The award of the contract shall not be construed as a guarantee by the Owner that the plant, equipment and the general scheme of operations and other data submitted by the bidder with or after his proposal is either adequate or suitable for the satisfactory performance of the work.

#### PREVENTION OF DELAY

The contractor agrees that there will be no interruption in the performance of the work under this agreement due to labor strife or unrest. The contractor and his subcontractors will not employ on the work, any labor, materials, or means whose employment or utilization during the course of this contract may tend to or in any way cause or result in strikes, work stoppages, delays, suspension of work, or similar troubles by workmen employed by the contractor or his subcontractors or by any of the trades working in or about the buildings and premises where work is being performed under this contract, or by other contractors or their subcontractors pursuant to other contracts, or on any other building or premises owned or operated by the County of Erie. Any violation by the contractor of this requirement will be considered proper and sufficient cause for the County, through the Commissioner of Parks, Recreation and Forestry to consider such interruption a breach of the agreement and to cancel the contract without any penalty to the County, and to recover any damages from the contractor that may have been caused by labor strife and unrest.

#### SALES TAX EXEMPTION

- a. The Owner is an exempt organization under the Law and is exempt from payment of Sales and Compensating Use Taxes of the State of New York and cities and counties of the State on all materials sold to the Owner pursuant to the provisions of the Contract. These taxes are not to be included in bids.
- b. 1) Section 1115 (a) (15) of the Tax Law provides that tangible personal property sold to a Contractor for use in erecting a structure or constructing a highway for an exempt organization is exempt from the Sales and Compensating Use Tax of the State of New York and of cities and counties integral component part of such structure, building or real property and 2) is to be resold to such organization as tangible personal property before it has become a part of such structure, building or real property. There is no exemption from the Sales or Use Tax on series or charges to a Contractor or subcontractor for the purchase or lease of supplies, machinery, equipment, tools, services, etc. used or consumed by him in the completion of the Contract. The Contractor and his sub- contractors shall be responsible for and pay any and all applicable taxes including Sales and Compensating Use Taxes on such items.



**SPECIAL INSTRUCTIONS TO THE CONTRACTOR**



## SPECIAL INSTRUCTIONS TO THE CONTRACTOR

### **THIS PROJECT IS AN ERIE COUNTY CAPITAL PROJECT, FEMA FUNDED PROJECT OR A BRIDGENY PROJECT (CULVERT ONLY)**

Bidder shall use **BLACK INK** when filling in **PROPOSAL SHEETS** and **SIGNATURES**. The Proposal forms an integral part of this book and **SHALL NOT BE REMOVED**.

A. The Contractor shall perform each of the following:

- 1. ERIE COUNTY EXECUTIVE ORDER #18:** The project contemplated by these Bid Specifications may be subject to Erie County Executive Order #18 (“EO #18”) which is attached hereto along with its Rules and Regulations for reference as Exhibit 1 (SI-34-SI-39). The Erie County Department or Division letting the contract will advise the successful bidder if it must comply with EO #18 at the time of award. All bids must include a verified attestation of intent to comply and statement of work force. Such attestation and statement is attached hereto as Exhibit 2. Any bids received which do not include such attestation or include an incomplete attestation will be deemed non-compliant and will not be considered for award. Should it be determined that the project is subject to EO #18, Contractor must provide County with a fully executed and verified Local and Disadvantaged Worker Compliance Certification prior to final execution of an award agreement. For informational purposes only, such Certification is attached hereto as Exhibit 3. An EO #18 compliance program will be implemented on all projects determined to be subject to such Order. Again, for informational purposes only, compliance documentation is attached hereto as Exhibit 4.

As part of the implementation of Executive Order 18, Erie County is requiring the use of LCP Tracker software for tracking Contractor employee utilization / demographics and prevailing wage compliance on Erie County Construction Contracts. The successful low bidder will be required to utilize LCP Tracker for this construction project. Once the project is awarded and the contractor’s information is entered into LCP Tracker by the County, the contractor will then be able to log into LCP Tracker and access online training and input required project information. Any questions regarding the implementation of LCP Tracker should be directed to:

Mr. Andrew McLaren, Director  
County of Erie  
Division of Equal Employment Opportunity Diversity and Inclusion  
95 Franklin Street, Room 625  
Buffalo, New York 14202  
716.858.7542  
[Andrew.McLaren@erie.gov](mailto:Andrew.McLaren@erie.gov)

**2. a) AFFIRMATIVE ACTION PROGRAM**

The Contractor's attention is directed to the special conditions of the Erie County Affirmative Action Program which must be complied with in its entirety. Information may be obtained by calling Erie County Equal Employment Opportunity Office at 858-7542.

1) **WORKFORCE GOAL PARTICIPATION:**

<u>Capital/FEMA</u>
Minority - 13.2%
Women - 6.9%

<u>BridgeNY (Culverts)</u>
Minority - 7.7%
Women - 6.9%

2) **REQUIRED RECORDS**

- A) The Contractor shall designate a responsible official to monitor all employment related activity to ensure that the Contractor's equal employment opportunity policy is being carried out and to keep records. The records shall include the name, address, telephone number, construction trade, union affiliation if any, employee identification number when assigned, social security number, race, sex, status (e.g., mechanic, apprentice, trainee, helper or laborer), dates of changes in status, hours worked per week in the indicated trade, rate of pay, and locations at which the work was performed for each employee. Records shall be maintained in an understandable and retrievable form. To the extent that records kept by the Contractor for other purposes satisfy the requirements of this paragraph, the Contractor need not maintain separate records.
- B) The Contractor shall submit monthly employee utilization reports to the Engineer on New York State Department of Transportation Monthly Employment Utilization Report Form AAP 33d. Records of the total employee utilization, from the start of the contract up to and including the month being reported, shall be submitted with each monthly report. For the purpose of these reports, the hours of female employment and training and the hours of minority employment and training shall be separately calculated. All females, whether minority or non-minority, shall be calculated within the hours of female employment and minority females shall not be used in the calculation of hours of minority employment.
- C) For the purpose of the reports required above, the employment and training hours worked by each person may only be used once in any one month and the Contractor is cautioned that it may not discriminate against minority females in connection with attaining its affirmative action goals under these requirements.

D) All records required by this Section must be retained for a period of three years following completion of the contract work and shall be available at reasonable times and places for inspection by authorized representatives of the Erie County Equal Employment Opportunity Office.

**b) MINORITY/WOMEN BUSINESS ENTERPRISE  
& SERVICE-DISABLED VETERAN-OWNED BUSINESS**

The Contractor's attention is directed to the fact that Erie County has passed a local law requiring that prime contractors make positive efforts to subcontract and/or purchase supplies from: Minority owned business enterprises. The details of this requirement may be found on Pages SI-20 through SI-24. Effective August 1, 2023 the Service-Disabled Veterans Utilization Act was enacted by Erie County. This local law provides for the inclusion of state-certified Service-Disabled Veteran Owned Business (SDVOB) with a good faith effort equating to 6% of the County Contract. Within these contract documents are certain forms for each of these groups which must be filled out. All bidders shall submit Part A to the Office of the Commissioner of Parks, Recreation and Forestry, Division of Highways, with the bid. CONTRACTOR'S BID SHALL NOT BE CONSIDERED WHERE A CONTRACTOR FAILS TO COMPLY WITH THIS REQUIREMENT.

If this is a **BridgeNY (Culvert) Project**, special WBE/MBE participation goals are required. The WBE goal for this Project is 15%. The MBE goal for this Project is 10%. Service-Disabled Veteran-Owned Business goal is 6% for this project.

**c) REGARDING OVERTIME DISPENSATION**

All bidders, in submitting their bids, should base their bids and work progression on the assumption that Labor Dispensation pursuant to Articles 8 and 8A of the New York State Labor Law, for any workmen, laborers and mechanics to work more than 8 hours in any one calendar day or more than five days in any one week will not be granted for any operation for the contract duration. Subsequent to award, where it is determined to be in the best interest of the public, the Department may process, for approval by the New York State Department of Labor, Overtime Dispensation on certain specific operations and, in the event, approval is granted, there shall be no adjustment therefore in any bid prices.

**d) REVIEW THE SITE**

The Contractor is advised to make a site visit prior to the bid to become familiar with the scope of work and component quantities required to complete the work. The Contractor acknowledges that he/she has satisfied himself/herself as to the nature and location of the work, the general and local conditions, particularly those bearing on transportation, disposal, handling and storage of materials, availability of labor, water, electric power, roads, and uncertainties involving weather, groundwater table or similar physical conditions at the site, the formation and condition of the ground, the character, quality and quantity of surface and subsurface materials to be

encountered, the character of equipment and facilities needed prior to and during the prosecution of the work and all other matters which can in any way affect the work or the cost thereof under this Contract. Any failure by the Contractor to acquaint himself/herself with all of the available information concerning these conditions will not relieve him/her of the responsibility for estimating properly the difficulty or cost of successfully performing the work.

**The Contractor's attention is drawn to the following items:**

e) **BID SUBMITTAL ITEMS:**

The Contractor is hereby notified that the following items SHALL be submitted with his/her bid otherwise the bid SHALL NOT be considered:

**REQUIRED FOR ALL PROJECTS:**

- Certified Check for the bid deposit required. Attach to inside of front cover.
- Completed Attestation of Workforce Certificate (EO # 18) (Exhibit 2)
- Completed New York State vendor responsibility questionnaire FOR-PROFIT construction (CCA-2), Attachment A, Attachment B and Attachment C
- Project Construction Schedule, with description of tasks as detailed on SI-8, SI-9, SI-17 AND SI-18. Attach to inside of back cover.
- Identify the proposed Project Superintendent on the Project Schedule.
- Completed Form DA-1, Acknowledgement of Drug and Alcohol Testing Program Compliance.
- Completed Itemized Proposal Including:
  - Fill in IP Pages **IP-1 through IP-6**
  - Execute the proposal by signing on **IP-9 and completing IP-10**
- Completed Apprenticeship Training Program form.
- Apprenticeship Utilization Certification for Final Payment
- Completed Pay Equity Certification
- Supply Minority/Women Business Enterprise forms as required on SI-2 and SI-20 through SI-24 and MBE 1-7, as applicable. The Contractor shall submit Part A of the Erie County Minority/Women Business Enterprise Utilization Report with the bid. **CONTRACTOR'S BID SHALL NOT BE CONSIDERED WHERE A CONTRACTOR FAILS TO COMPLY WITH THIS REQUIREMENT.**

**f) SPECIAL NOTES:**

- 1) The Contractor is advised to make a site visit prior to the bid to familiarize himself with the scope of work and component quantities required to complete the work.
- 2) The Contractor shall give particular attention and care to protect from damage all existing vegetation, including turf, trees, ornamental plantings, etc. which is not within the actual construction limits. Every attempt shall be made to protect and save the vegetation that is near construction limits according to the instructions of the Engineer.
- 3) In addition to requirements and/or explanations contained in the NYSDOT Standard Specifications, the Contractor is advised of the following:
  - The Contractor shall satisfy himself/herself as to the exact location of utility lines and shall protect and support in a suitable manner all utilities encountered during the proposed work. The Contractor shall make good any damage to those utilities caused by his/her operations. If the nature of the damage is such as to endanger the satisfactory operations of the utilities, and the necessary repairs are not immediately made by the Contractor, the work may be done by the respective owning companies and the cost thereof charged against the Contractor.
  - The Contractor shall notify Dig Safely New York at 1-800-962-7962 or 811, two days before any underground work is initiated.
- 4) The Contractor is to note that **NO** estimate will be processed without the following, submitted with, or prior to, the estimate for payment:
  - “Contractor’s Payment Certificate” form (CP-1), one for each estimate along with one for each subcontractor that has worked within the estimate period.
  - The filing of certified payroll records, up to the estimate period, for both the Contractor and any subcontractors is a condition of payment. Per the SPOTA Bill, the individual designated as the person responsible to collect certified payroll is the engineer in charge of the project. A contractor that willfully fails to file payroll records shall be guilty of a Class E felony and subject to a civil penalty of up to \$1,000 per day. Willful underpayments can be punished as a criminal offense ranging from a Class A misdemeanor for an underpayment less than \$25,000 to a Class C felony where the amount exceeds \$500,000. Second violators within a 5 year period would be required to surrender their profits and would forfeit their right to receive further payment on the project.
  - All EEO and/or MBE/WBE/SDVOB/DBE records required under this contract supplied by the Contractor or subcontractors shall be up to date prior to the estimate being paid.
  - Letter on Contractor letterhead requesting payment of current estimate.

- 5) All costs associated with the compliance of all laws, regulations and ordinances shall be included in the prices bid for the respective contract items involved unless otherwise provided for in the contract.
- 6) Roadway Permits – All necessary permits not herein included are the responsibility of the Contractor to obtain.
- 7) Access will be required and must be maintained for all driveways. The cost for means for maintaining driveway access shall be included in the price bid for Item 619.01.
- 8) If the project includes a Storm Water Pollution Prevention Plan (SWPPP) the Contractor shall be required to review the site specific SWPPP for this Project. The Contractor shall be required to review the site-specific Stormwater Pollution Prevention Plan (SWPPP) for this project. The Narrative Report of the SWPPP is included in this proposal as pages SI-N/A through SI-N/A. The Contractor shall post a copy of this plan in a conspicuous location for the entire duration of the project. The Contractor shall submit the signed Certification Statement (see page SI-N/A) to the County at the Pre-Construction Meeting. Before undertaking any construction activity at the site identified in the SWPPP, all Subcontractors performing such work shall sign a Certification Statement and submit such statement to the County for inclusion in the SWPPP.
- 9) Basic Work Zone Traffic Control shall be provided in accordance with Section 619 of the NYSDOT Standard Specifications, the National Manual of Uniform Traffic Control Devices, all applicable NYSDOT Engineering Instructions (EI), Engineering Bulletins (EB), and Engineering Directives, and any provisions contained in the plans and/or proposal for this project. Item 619.01 includes, but is not limited to, pavement delineation, temporary ramping or patching, and driveway access.
- 10) Guide rail shall not be removed from any locations where traffic is being maintained until the Contractor or Subcontractor is prepared to fully install new section of rail and its terminals. The Contractor shall schedule operations to replace all rail on the same day as removed unless subsequent construction operations make it impractical to do so. Installation of the new rail shall begin as soon as practical after removal of the existing rail. Installation work on any individual location shall continue until all the railing at that location has been installed. When guide rail cannot be replaced on the same day as removed, the work area shall be delineated using the methods approved by the Engineer.
- 11) The Contractor's affidavit and subcontractor's certification, with regard to compliance with schedules of wages and supplemental benefits, must be submitted to the Deputy Commissioner's office with the final payment request. The Contractor's affidavit and Details of these requirements along with the necessary forms can be found on pages WR-1 through WR-3A.
- 12) All claims or notices of claims shall be initiated within three weeks from the start of the claimed activity. It is the Contractor's responsibility to notify the Resident Inspector, in writing, in order for the claim to be considered.
- 13) Apprenticeship Program: The Contractor shall comply with Local Law 3-2018



and the enclosed Roles and Regulations of the Commissioner of Public Works found on pages SI-25 through SI-31.

- 14) Five (5) percent shall be retained from each progress payment or estimate, with the exception of the BridgeNY (Culvert) Projects, until the entire Contract work has been completed and accepted. No retainage will be held on the BridgeNY (Culvert) Projects.
- 15) The Contractor shall be aware that the local laws regarding minority, women and service-disabled veteran business enterprises and utilization requirements may change during the course of this contract. In that instance, the Contractor shall follow the most stringent requirements, as applicable.

**16) Liquidated Damages**

- The Contractor agrees to be liable for liquidated damages and shall pay to the County an agreed upon fixed sum of \$400.00 per day as Liquidated Damages for each calendar day beyond the stated Contract Completion date.
- Calendar days of the delay shall be counted until the work is complete.
- The Contractor agrees to be liable for Liquidated Damages provided the right of the Contractor to proceed has not been terminated.
- The Contractor shall not be charged with Liquidated Damages because of delays in the completion of the work due to causes demonstrated to be beyond the control of the Contractor.
- The Contractor, by the submission of the bid proposal and the execution of the contract, hereby agrees that the Liquidated Damages appearing in both the bid and contract documents are reasonable given the circumstances and necessities of the contract.
- The Contractor agrees that no payment or compensation of any kind shall be due to the Contractor because of hindrance or delay from any cause in the progress of the work, whether such delay is avoidable or unavoidable. An extension of the roadway re-opening date or contract completion date shall be the only remedy granted to the Contractor for any such hindrance or delay. This extension of time shall only be granted by the Commissioner of Parks, Recreation and Forestry or by the Deputy Commissioner of Parks, Recreation and Forestry.

**SPECIAL NOTES:**

1. The US Dept of Labor counts a minority female towards both Minority and Woman goals. Therefore, the calculation of minority participation on this capital project may actually be higher if any female in the workforce is a minority.
2. Buy America provisions of the NYSDOT Standard Specifications are to be adhered to, for these Projects, and will be strictly enforced!

## **PROJECT SPECIFIC NOTES:**

1. Bids will not be accepted unless the bid package is downloaded directly from [www.erie.gov/environment](http://www.erie.gov/environment) and contact information is captured.
2. Liquidated Damages for Deficiencies in Maintenance and Protection of Traffic: Calendar days during which there are substantial deficiencies in compliance with the requirements of Maintenance and Protection of Traffic will be considered deficient days for Maintenance and Protection of Traffic. CONTRACTOR shall pay OWNER \$400.00 per day for each calendar day determined to be substantially deficient by the ENGINEER.
3. Project Identification Signs are not required for this project.
4. A Pre-Bid Meeting will be held on February 26, 2025 at 2:00 PM at 95 Franklin Street, 10<sup>th</sup> Floor, Room 1004, Buffalo, NY 14202.
5. Deadline for Requests for Information shall be February 28, 2025 at 4:00 PM.
6. Final addenda, if required, shall be issued prior to March 3, 2025 at 4:00 PM.

- 2-1. Be aware of the conditions of Paragraph C, Special Instructions, and take every precaution to protect to the best of his ability those utility facilities above and below ground.
- 3. Time is of the essence and award of this contract shall be, consistent with the requirements of General Municipal Law, Section 103, based on a Contractor who can show an ability to timely and properly complete the project.

The Contractor shall demonstrate this ability by submitting the following with his bid proposal:

- a. The name of a qualified Superintendent selected by the Contractor who has a proven ability to complete projects on time, in accordance with Contract terms, and has a minimum of at least one year's experience as a Superintendent on a similar type and size of project. The Superintendent's name shall be indicated on the construction schedule.

The Superintendent shall be maintained on the work full time and give efficient supervision to the work until its completion. The Superintendent shall have full authority to act on behalf of the Contractor, and all directions given to the Superintendent shall be considered given to the Contractor. In general, the Engineer's instructions shall be confirmed in writing and always upon written request from the Contractor. The Superintendent shall attend all scheduled project meetings. (These may be scheduled weekly, bi-weekly, monthly or as scheduled by the Engineer.)

- b. A construction schedule which shall list the various operations to be performed and indicate the time period during which the work will be accomplished.

The construction operations shall include as applicable, but are not limited to:

- |                                   |                      |
|-----------------------------------|----------------------|
| Survey                            | Base, Binder and Top |
| Construction Signs                | Sidewalk             |
| Close Road/Bridge                 | Topsoil              |
| Clearing and Grubbing             | Seed                 |
| Excavation                        | Guide Rail           |
| Utilities                         | Bridge Rail          |
| Drainage                          | Traffic Signal       |
| Gutter and Curbs                  | Pavement Markings    |
| Subbase                           | Signs                |
| Asphalt Pavement and<br>Shoulders | Milling              |

Additionally, the schedule shall state the manpower to be used for each operation. This shall include the number of men required for each operation for each day (maximum, minimum, and average manpower per day). Also, a short description of the tasks involved in each operation is required, i.e. under Clearing and Grubbing, define what section of project is to be worked on (North side of road between Sta. \_\_ to Sta. \_\_).

For sample schedule and description of tasks see pages SI-17 and SI-18.

The purpose of this schedule is to provide assurance that this project will be completed on time and it shall not be deemed to shift responsibility for the performance of the Contract from the Contractor to the County.

- c. The construction schedule, along with the list of operations, shall be attached to the inside of the back cover of the proposal.
  - d. The Commissioner reserves the right to waive all informalities.
4. The Contractor shall not disturb the existing pavement in a manner that will interfere with snow removal or vehicular movement during the winter months. It is, therefore, entirely the Contractor's liability to maintain a smooth riding pavement should he elect to construct the necessary cross culverts and/or the foundation course.
  5. Remove, store and protect from loss or harm the Owner's chattels, viz., road signs, directional signs, posts, rails, barricades, pipes, etc., and replace in accordance with Item 619.01.
  6. The Contractor shall prepare and erect project identification signs that conform to the layout on page SI-19 of this document. The placement of the signs shall be as ordered by the Engineer. The cost of the signs shall be included in the price for Item 619.01. Failure to provide signs as detailed on this drawing or as requested by the Engineer will result in a deduction of N/A per sign from the price bid for Item 619.01.
  7. The Contractor's attention is directed to Section 107-01 of the New York State Department of Transportation Standard Specifications requiring procurement of all necessary licenses and permits not at the Owner's expense; further it requires the Contractor to observe all federal, state and local laws and regulations which may affect the Contractor's operations on this project. This information is provided as a convenience to bidders and contractors. It is not intended to be all-inclusive and does not relieve the Contractor of his responsibility to determine which federal, state and local laws and regulations apply to his operations on this contract and to comply with them. A partial list of some of the most recent requirements follows:
    - a. Article 23, Title 27 of the Environmental Conservation Law, known as the "New York State Mined Land Reclamation Law," regulates borrow pits and aggregate sources outside state project areas where more than one thousand tons of minerals are removed from the earth within any twelve successive

calendar months. Applications for permits to operate such facilities must be made to the New York State Department of Environmental Conservation.

- b. Industrial Code Rule No. 53, as amended, issued by the State of New York Department of Labor, Board of Standards and Appeals, regulates the reporting of construction, excavation and demolition operations at or near underground facilities.
- c. Article 24 - Freshwater Wetland Act, an Act amending the Environmental Conservation Law, in relation to the regulation, management, protection and conservation of the freshwater wetlands of the State. This Act would require the Contractor to secure a permit from the clerk of the local government having jurisdiction or the State Department of Environmental Conservation if he wishes to undertake any regulated activities (such as excavation of borrow or disposal of soil material) upon freshwater wetlands as designated by the Commissioner of Environmental Conservation.
- d. Chapter 418 of the Laws of 1975 added a new Section 380-a to the Vehicle and Traffic Law requiring covering of vehicles transporting loose material except under certain circumstances. The New York State Department of Transportation has promulgated rules and regulations concerning the covering of loose cargo which may be found in 17 NYCRR, Part 158.
- e. When work is specified within the right-of-way of a New York State Highway, a New York State Highway Work Permit is required.
- f. All costs associated with the compliance of all laws, regulations and ordinances shall be included in the prices bid for the respective contract items involved unless otherwise provided for in the contract.

#### 8. SUBLETTING OR ASSIGNING THE CONTRACT

The Contractor shall perform with "his own organization", contract work amounting to not less than 30 percent of the original total contract price, except that any items designated by the County as "Specialty Items" so performed shall be deducted from the original total contract price before computing the amount of work required to be performed by the Contractor with his own organization.

- a. "His own organization" shall be construed to include only workmen employed and paid directly by the Contractor and equipment owned or rented by him, with or without operators.
- b. "Specialty Items" shall be construed to be limited to work that requires specialized knowledge, craftsmanship or equipment not ordinarily available in contracting organizations qualified to bid on the contract as a whole and, in general, are to be limited to minor components of the overall contract.

The following list of "Specialty Items" are items of work which require special skills and comprise work which is not relevant to the general type of construction contained in this contract:

<u>ITEM NUMBER</u>	<u>ITEM DESCRIPTIONS</u>
690.01000125	Type A-1 Park Identification Sign, Sign Panel
690.01000225	Type A-2 Park Identification Sign, Sign Panel
690.01000305	Type B-1 Park Identification Sign
690.01000405	Type C-1 Park Identification Sign
690.01000505	Type D-1 Vehicular Directional Sign
690.01000605	Type D-2 Vehicular Directional Sign
690.01000705	Type F-1 Primary Orientation Sign

9. The Contractor shall water seeded and sodded areas and the cost of such watering shall be included in the prices bid for these items.
- B. VACANT - COFFERDAMS
- C. Utilities: The various utility companies which have installations in the contract area shall be notified by the Contractor when he is ready to start work. He shall cooperate with utility companies in the relocation of their facilities and in protecting such services and appurtenances as may be exposed to hazard during his work.
- The Contractor is cautioned that the location of utilities shown on the Contract Plans is not guaranteed, nor is there any guarantee that all such lines within the Contract limits have been shown on the plans. It will be the Contractor's responsibility to satisfy himself as to the exact condition and at his own expense to protect and support by sheeting, if necessary, all utilities encountered.
- D. The Contractor shall furnish for use of the field Engineers an approved waterproof building. This building shall be erected at a location to be selected by the Engineer and shall be separated from any building used by the Contractor. All the requirements of Item 637.N/A Engineer's Office N/A shall apply and payment shall be made under the respective item.
- E. Clearing and grubbing shall include work as ordered by the Engineer on the entire area between the right-of-way lines.
- F. The Contractor shall mow all grass and weeds to a minimum height of six inches on all areas between right-of-way lines before final acceptance of the project.
- G. County Roads in the vicinity of this project are not capable of sustaining the traffic of heavy loads under certain conditions of weather and moisture. The Contractor's attention is specifically called to the fact that the Deputy Commissioner-Highways will cause any road that is being damaged by heavy loads to be posted to a restricted loading. This limited loading restriction will not be removed for the hauling of road materials to the contract site without a suitable guarantee by the Contractor that he will repair the damaged sections of the roads at his own expense. The Contractor, in accepting this contract, will hold the County free from any liability because of the added cost. No loads will be accepted on the contract site if the loads transported exceed the limits of Article 10 of the Vehicle and Traffic Law.

The maximum legal loadings are hereby stipulated:

- (a) Maximum gross load - per axle = 11 tons
  - (b) Maximum gross load - two axles = 18 tons
  - (c) Maximum gross load - more than two axles = 35 1/2 tons
- Variations of (b) and (c):

(b) Variations of this restriction include (1) tandem rear axles less than forty-six (46) inches apart being deemed as a single axle; (2) consecutive axles being less than ten (10) feet apart.

(c) Variations of this restriction include tractor-trailers, whereby seventeen (17) tons plus the distance between the outermost axles times one thousand (1000) equals gross weight which shall not exceed thirty-five and one-half (35 1/2) tons.

#### H. DRAINAGE

Plugging - Where existing drainage structures are removed, the outlet pipe is to be removed and plugged at the structure, and/or plugged at the main, as ordered by the Engineer.

No direct payment will be made for this work. The cost to be included in the price bid for the drainage items in the Contract.

Tap-ins - Where the Contractor is required to break into existing structures or pipes for the proper installation of the storm drain system, no separate payment will be made for this work, but the cost thereof, shall be included in the price bid for the pipe items.

Temporary - The Contractor shall provide all temporary drainage facilities required to insure the satisfactory drainage of the entire project during construction. Unless specified otherwise, no direct payment will be made for temporary pipes, structures, ditches, channels and special grading, but the cost shall be included in the price bid for all the items of this contract.

#### I. USGA, USC & GS - BENCH MARKS OR OTHER GOVERNMENT MARKS

Whenever the Contractor encounters, in his work, any Government bench or reference mark, he shall report same to the Engineer in Charge who will instruct the Contractor in the procedure to be followed to provide the necessary protection and/or survey work required to transfer and reference the mark so it can be reestablished or relocated.

The Contractor will be responsible for the protection of the "mark", and it is noted that anyone who disturbs a Government "mark" is subject to both fine and imprisonment if proper arrangements are not made before the mark is disturbed.

#### J. NOTIFICATION OF FIRE, POLICE AND POSTAL AUTHORITIES

The Fire, Police and Postal Authorities for the areas concerned in this contract shall be notified in advance of the beginning of construction of the proposed schedule and shall be kept apprised of progress of the work in order to coordinate and maintain sufficient Fire

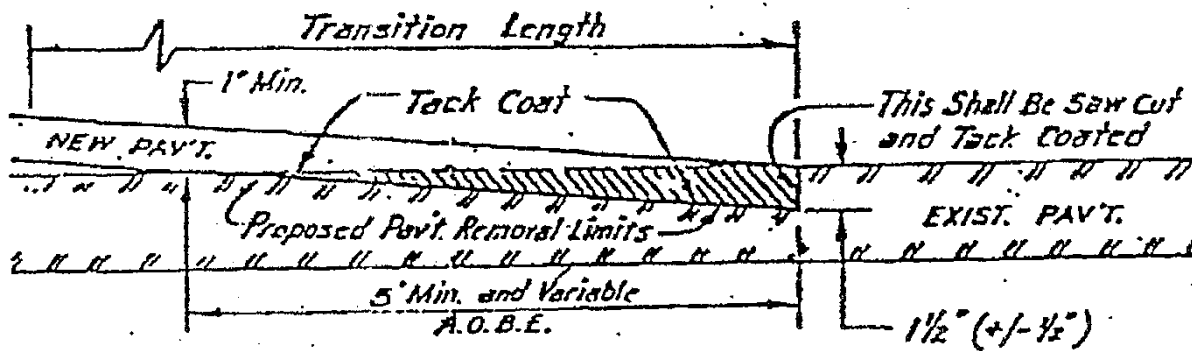
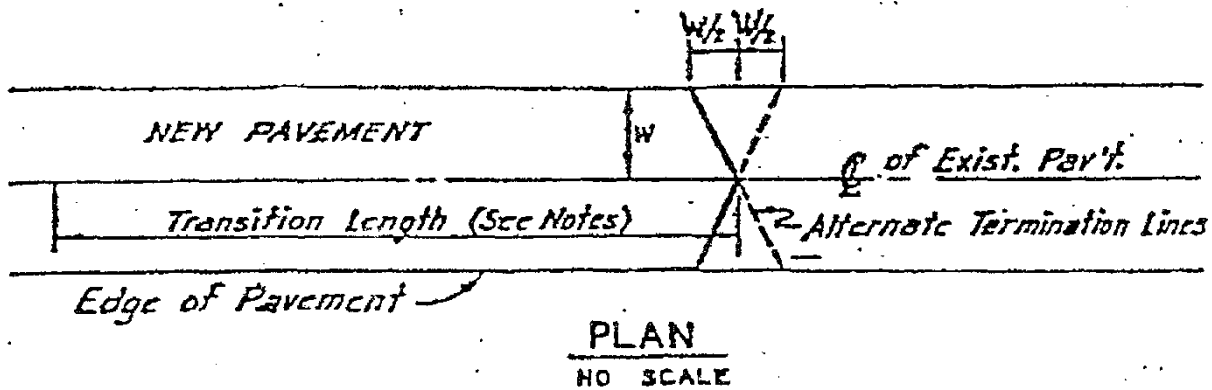
and Police protection and Postal service.

The Contractor shall file with the above agencies a list of the names, addresses and telephone numbers of the principals or their authorized representatives who can be contacted at any time in the event of an emergency. The Contractor shall also provide the Engineer with a copy of the list noted above.

K. "BUTT" JOINTS FOR ASPHALT CONCRETE TRANSITIONS

Butt Joints will be required on the main line at the junction of the new and existing pavements, at major intersections or A.O.B.E. to provide a smooth riding pavement transition. "BUTT" JOINTS FOR ASPHALT CONCRETE TRANSITIONS

The following sketch shall be used as a guideline for constructing the transitions:



NOTES: The length of transition will be determined by existing gradients, depth of new asphalt courses and A.O.B.E. Areas that are over excavated or rough cut shall be brought up to "Proposed Pavement Removal Limits" with an acceptable leveling course. Tack coats shall meet the requirements of Subsection 702-3401.

When cement concrete finished pavement is to be resurfaced with asphalt concrete, the



Contractor may prefer to remove pavement to its full depth within the joint slot area to construct the "Butt" joint. This area will be regraded and the pavement replaced with Asphalt Concrete in a manner acceptable to the Engineer.

Payment for excavation, disposal, sawing pavement, tack coats and regrading subbase courses within the slotted areas shall be included in the prices bid for the various asphalt concrete items in the Contract.

L. DRIVEWAYS AND ENTRANCES

Driveways and entrances will be re-established where ordered by the Engineer with material in the Contract matching as near as possible the original construction or as shown on the plans or as ordered by the Engineer. These materials will be paid for under the appropriate contract items.

Driveways and Entrances beyond the right-of-way will be re-established upon request of the abutting property owner affected, in accordance with Section 118, Sub.Paragraph 6 of the Highway Law.

M. REMOVAL OF EXISTING PAVEMENT, DRIVEWAYS AND SIDEWALKS

Where existing concrete or bituminous pavement, sidewalk and driveway courses are to be removed, they shall be saw cut to prevent irregular breakage and removed in such a way that the edge of the adjoining course to remain will be straight and cleanly cut.

Care should be used to prevent damage to underground facilities. The breaking up of existing pavement by means of dropping a heavy weight, known as a "head buster" or pavement breaker, will NOT be permitted.

All costs incidental to such work shall be included in the price bid for those items which require this procedure.

N. GUIDE RAIL

The Contractor's attention is directed to the fact that the practice of erecting guide rail, mall barrier and median barrier on their respective posts overnight and on weekends and holidays without completely bolting the beam splices will not be permitted. All rail and barrier in place during these times shall be structurally complete.

O. DRUG AND ALCOHOL PROGRAM

The Contractor will be required to comply with the drug and alcohol program as set forth under Federal Law CFR, Title 49, Part 40 and 382. Therefore, the Contractor must complete the "Acknowledgement of Drug and Alcohol Testing Program Compliance" form (DA-1) included herein and submit it with the bid.

P. Every worker employed in the performance of a public work contract shall be certified as having completed an OSHA 10 safety training course.

All contractors and sub-contractors must attach a copy of proof of completion of the OSHA 10 course to the first certified payroll submitted to the contracting agency and on each succeeding payroll where any new employee is first listed.

Proof of completion may include but not limited to:

- copies of bona fide course completion card;
- training roster, attendance record of other documentation from the certified trainer pending issuance of the card.

A certification by the employer attesting that all employees have completed such course is not sufficient proof that the course has been completed.

Any questions regarding the statute may be directed to the New York State Department of Labor, Bureau of Public Work at 518-485-5696.

Q. SPDES GENERAL PERMIT COMPLIANCE

The Contractor shall not cause or contribute to the Erie County Department of Public Works, Division of Highways (“Division”) violating any of the terms, conditions, or requirements of the New York State Pollutant Discharge Elimination System (“SPDES”) General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (“MS4s”), Permit No. GP-0-08-002, as amended or revised (“SPDES MS4 Permit”) and the Contractor shall not violate any of the terms, conditions, or requirements of the SPDES General Permit for Stormwater Discharges from Construction Activity, Permit No. GP-0-08-001, as amended or revised (“SPDES Construction Permit”).

1. *Illicit Discharge Prohibition.* In accordance with the terms of the SPDES MS4 Permit, the Contractor shall not discharge or allow to be discharged any materials other than stormwater into the municipal separate storm sewer system, which shall be deemed to include any roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm sewers, any of the foregoing of which are owned or operated by a publicly funded entity, including a City, Town, Village, or County in New York State; are designed or used for collecting or conveying stormwater; are not a combined sewer; and are not part of a Publicly Owned Treatment Works, as defined at 40 CFR § 122.2, except as provided in the SPDES MS4 Permit. In addition, the Contractor shall not cause or contribute to a violation of an applicable water quality standard.
2. *SWPPP Requirement.* In accordance with the terms of the SPDES Construction Permit, if the work to be performed in accordance with this Itemized Proposal, Special Provisions, and Contract (“Contract”) disturbs one (1) acre or more of land, or less than one acre that is part of a larger common plan of development or sale disturbing one (1) acre or more of land in the aggregate (“Land Disturbance Activity”), then the Stormwater Pollution Prevention Plan (“SWPPP”) prepared for the project by a professional engineer or landscape architect licensed in the State of New York shall be attached to this Contract.
3. *Contractor and Subcontractor Certification.* The Contractor shall sign and date a copy of the following certification statement before undertaking any Land Disturbance

Activity and shall ensure that any subcontractor who will be involved in soil disturbance and/or stormwater management practice installation shall also sign such certification statement: "I hereby certify that I understand and agree to comply with the terms and conditions of the Stormwater Pollution Prevention Plan and agree to implement any corrective actions identified by the qualified inspector during a site inspection. I also understand that the owner or operator must comply with the terms and conditions of the New York State Pollutant Discharge Elimination System ("SPDES") general permit for stormwater discharges from construction activities and that it is unlawful for any person to cause or contribute to a violation of water quality standards. Furthermore, I understand that certifying false, incorrect or inaccurate information is a violation of the referenced permit and the laws of the State of New York and could subject me to criminal, civil and/or administrative proceedings." Such certification statement shall include the name and title of the individual providing the signature, the address and telephone number of the Contractor or subcontractor, the address (or other identifying description) of the construction site, and the date the certification is made. A copy of all such certification statements shall be attached to and become a part the SWPPP.



# ***SAMPLE***

## **DESCRIPTION OF OPERATION TASKS**

**Project Number**

**Project Title**

**Bid Date**

**Erie County**

1) Survey

The staffing for this operation will range from a maximum of 3 workers to a minimum of one surveyor, with an average of 2 workers. The first operation will be to run the baseline, and from that he will run the centerline, then progress with the daily operations of the project.

2) Construction Signs

Construction signs will be installed the day after the award. A four-man crew will install these signs. Upon completion and acceptance of the project, the signs will be removed with a similar crew.

3) Clearing and Grubbing

Clearing and grubbing will be performed by a subcontractor. His crew will consist of an average of 2 workers. The subcontractor will start as soon as the award is granted. All work will be done under the direction of the general contractor.

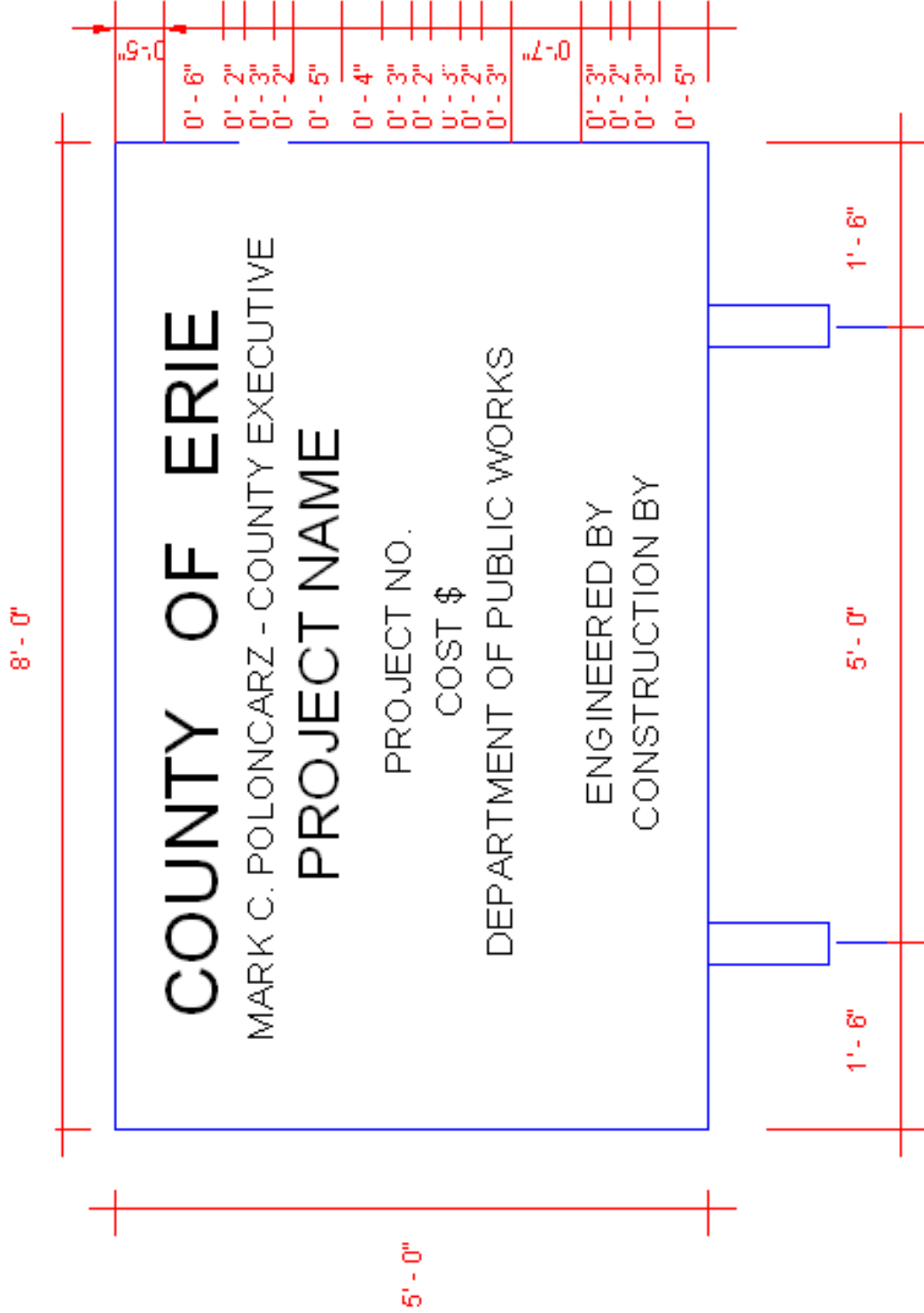
...

18) Asphalt Pavement Base

Base pavement will be installed as soon as subbase is fine graded. The operation will begin on the northbound lanes(s) from sta.\_\_\_\_ to sta.\_\_\_\_. The operation will be continuous until completed, and then repeated for the southbound lane(s). The duration for the operation, per lane(s) will be approximately \_\_\_ days/weeks.

...Continue describing operations as applicable.

**NOT REQUIRED FOR THIS PROJECT**



**Project Sign**

2 Required

Payment for signs to be included in bid price for 619  
 Black letters stenciled on white background (freehand lettering not allowed)

**The following section does not apply to BridgeNY (Culvert) Projects:**

**Minority/Women's Business Utilization and Service Disable Veteran Owned Business Commitments**

Erie County's Minority and Women's business Utilization Local Law No.1, 1987 requires all prime contractors awarded construction contracts let by the County of Erie to exemplify Affirmative Action and subcontract to minority and women's business enterprises MBE/WBE. For the purpose of these regulations, the term "Minority Business Enterprise" refers to a business at least fifty-one percent (51%) of which is owned and controlled by minority group members. Minority group members are citizens of the United States who are Blacks, Hispanics, Asian Americans, American Indians, Eskimos and Aleuts. MBE's must be certified by the Erie County and/or the Erie County City of Buffalo Joint Certification Committee.

For the purpose of these regulations, the term "Women's Business Enterprise" refers to a business at least fifty-one percent (51%) of which is owned and controlled by women. WBE's must be certified by Erie County and/or the Erie County City of Buffalo Joint Certification Committee.

Be it further understood that in order for a Minority and/or Women's Business to be certified as such by Erie County and/or the Erie County City of Buffalo Joint Certification Committee and the proposed business is incorporated, that the MBE/WBE must own and control 51% of the stock authorized to be issued by the corporation. Such authorization is made in the Certificate of Incorporation.

The County of Erie has determined that a goal of ten percent (10%) of the total contract value represents a fair share of minority business utilization and two percent (2%) of the total contract value represents a fair share of women's business utilization on each construction contract awarded.

This local law requires that positive efforts be made by recipients of Erie County construction contracts to utilize minority and women owned business sources for supplies, services and professional services, allowing these sources the maximum feasible opportunity to compete for contracts, subcontracts and third-tier contracts to be performed.

All prime contractors awarded Erie County contracts estimated to exceed \$100,000 are to take positive steps to afford fair opportunities to MBE's and WBE's. Positive steps shall include but not be limited to:

- A. Utilizing a source list of bonafide minority and women's business enterprises;
- B. Solicitations of bids from MBE's and WBE's particularly of those located in Erie, Niagara, Cattaraugus and Chautauqua Counties;

**The following section does not apply to BridgeNY (Culvert) Projects:**

- C. Giving minority and women firms sufficient time to submit proposals in response to solicitations; and
- D. Maintaining records showing minority and women business enterprises and specific efforts to identify and award contracts to these companies.

Each contractor bidding on a County of Erie Contract is to contact MBE's and WBE's and solicit bids for various aspects of each project. The contractor is to supply the County MBE/WBE office with information regarding contracts for services and products with minority and women business enterprises and the dollar amount of each contract on the Minority Business Utilization Report.

- E. Where the MBE or WBE is a supplier, a credit of one hundred percent (100%) of the dollar value of the subcontract between the MBE or WBE and the contractor shall be awarded toward the fulfillment of the appropriate goal.
  - 1. For purposes of this Section, an MBE or a WBE will be considered a supplier when it:
    - a. Assumes actual or contractual responsibility to furnish supplies and/or materials and is the manufacturer of those supplies and/or materials; or
    - b. Is recognized by the manufacturer involved as a distributor of its supplies and/or materials; and
    - c. Owns or leases a warehouse, yard, building or other facility which is necessary and customary to carry out the purported function of the business; and
    - d. Distributes, delivers, and services the supplies and/or materials with its own staff.
- F. Where an MBE or WBE performs a sales function, which is customarily performed as a distinct and necessary part of the supply process, a credit of twenty-five percent (25%) of the dollar value of the subcontract between the MBE or WBE, the contractor will be awarded toward the fulfillment of the appropriate goal;
- G. Where the MBE or WBE performs a function or service which is commercially unnecessary, such as acting as a passive conduit in the supply process of duplicating a service provided by others in the same chain of supply from manufacturer to purchaser, no credit will be granted toward the appropriate goal;



**The following section does not apply to BridgeNY (Culvert) Projects:**

H. The qualifications set forth in subsections E, F, and G, above of this Action shall be certified by the Erie County Equal Employment Opportunity Office.

All bidders shall submit to Erie County the Minority Business Enterprise & Service-Disabled Veteran Owned Business Utilization Report Part A with the Bid. Part A includes a list of MBE's and WBE's and state certified SDVOB's from whom the contractor has solicited bids, or with whom the contractor has signed a binding contractual agreement or with whom the contractor is presently negotiating an agreement. A contractor's bid shall not be considered where the contractor fails to submit this report or where an examination of the report evidences failure by the contractor to comply with the Affirmative Action requirements of the contract.

In the event of a joint venture participating in this MBE/WBE Program, the Joint Venture Disclosure Affidavit must be submitted with Part A by all parties involved. Only to the extent that a minority and/or women's business enterprise contributes to and is paid for its participation in a Joint Venture will that dollar amount be credited towards the 10% and/or 2% respectively goal of minority/women's participation in the County of Erie MBE/WBE Program.

MBE's and WBE's must be certified before their participation may be credited toward the respective 10% and 2% goal. There the proposed MBE and/or WBE is not certified by Erie County or the Erie County/City of Buffalo Joint Certification Committee, the appropriate Certification Disclosure Affidavit must be filed with the appropriate Erie County/City of Buffalo Department. Forms and lists of certified MBE's/WBE's may be obtained by calling 858-7542

Service-Disabled Veteran Owned Businesses are to be a state certified SDVOB under the New York State Service-Disabled Veteran-Owned Business Act.

A Minority/Women's Business Enterprise & Service-Disabled Veteran Owned Business Waiver Request must be completed and submitted with the Utilization Report Part A to the County of Erie along with the bid. Waivers shall be granted only where the availability of MBE's and/or WBE's in the market area of the project is less than the respective 10% and 2% goal.

Sufficient information must be provided on the Minority and/or Women's Business Enterprise Utilization and Service-Disabled Veteran-Owned Business Waiver Request to ascertain whether a waiver should be approved, conditionally approved or rejected by the Department of Public Works or the Department of Environment and Planning on the advice of the EEO Office.

A waiver approval limits the contractor's obligation to solicit MBE's and/or WBE's and/or SDVOB's for a particular project only. It does not relieve the contractor of MBE/WBE/SDVOB utilization for any other County of Erie project on which he submits a bid.

Conditional approval of the waiver request makes it necessary for the contractor to continue soliciting MBE's/WBE's/SDVOB's for contracting purposes, after he has been declared the low bidder.

**The following section does not apply to BridgeNY (Culvert) Projects:**

An MBE/WBE/SDVOB Utilization Waiver Request will be rejected if the contractor:

1. Fails to provide information on the Minority and/or Women's Business Enterprise and the Service-Disabled Veteran Owned Business Utilization Report at the time of the bid opening.
2. Provides fraudulent information on the MBE/WBE/SDVOB reports.
3. Fails to make an honest, good faith effort to recruit and contact with MBE's/WBE'/SDVOB's; or
4. Takes any other action which is contrary to the spirit and intent of the law.

The information provided on the MBE/WBE/SDOB Waiver Request and the MBE/WBE/SDVOB Utilization Report will be considered concurrently to determine if a waiver should be approved, conditionally approved or rejected.

The successful low bidder shall submit to the Erie County MBE/WBE/SDVOB Office within 15 business days of the bid opening, a schedule for minority/women's business enterprise participation, listing the minority/women's business enterprise with whom the contractor intends to subcontract, specifying the agreed price to be paid for such work, and identifying in detail the contract item(s) or parts to be performed by each minority/women's business enterprise.

A letter of intent to enter into a subcontract or purchase agreement, contingent upon contract award, indicating the agreed upon price and scope of work, shall be provided, signed by both the contractor and the minority/women's business enterprise. The prime contractor shall not substitute or delete the listed minority and/or women's business enterprise without the written consent of Erie County.

In the event that the MBE/WBE/SDVOB goal for the contract is not met, the contractor shall provide sufficient documentation to establish that every positive effort was made to identify, solicit and negotiate with MBE's, WBE's and SDVOB's in pursuit of the goal. Such documentation includes, but is not limited to advertisement in minority-focus media, written contact with minority contractors' associations and community groups, and copies of direct solicitation of individual minority businesses indicating sufficient time to prepare quotations. Where an MBE/WBE/SDVOB is rejected due to price, the contractor shall provide documentation of the successful bidder's price along with evidence showing the work to be performed in the same, and not a reduced portion thereof.

The contractor shall provide to the Erie County MBE/WBE/SDVOB Office copies of all subcontracts and/or purchase agreements with minority/women's business enterprise within 15 days of contract award. A Notice to Proceed with construction shall not be issued until acceptance documentation is received.

**The following section does not apply to BridgeNY (Culvert) Projects:**

When the project is 30% complete, the contractor shall submit to the EEO Office the Minority Business Enterprise & Service-Disable Veteran Owned Business Utilization Report Part B. Part B lists the MBE's/WBE's/SDVOB's on the project, the dollar amounts paid to that date and the estimated amount remaining to be paid.

The Minority Business Enterprise & Service-Disable Veteran Owned Business Utilization Report Part C certifies the actual dollar amount expended to MBE's/WBE's/SDVOB's. Part C must be completed by the prime contractor and submitted to the Erie County EEO office at the 75% project completion level.

The Final Minority Business Enterprise & Service-Disable Veteran Owned Business Utilization Report Part D certifies the total dollar amount expended to MBE's/WBE's/SDVOB's. Part D and all cancelled checks payable to the MBE's/WBE's/SDVOB's on the project is to be submitted to the Erie County EEO office with the request for final payment.

In the event a contractor fails to comply with these provisions, Erie County may:

1. Summon the contractor to a hearing.
2. Withhold progress payments in part or in full.
3. Cancel the contract.
4. Bar award of future contracts until the contractor can demonstrate that he will comply.

It is, hereby, the County of Erie's commitment to assure that on all contracts awarded prime contractors expend a fair share of the contract with bonafide minority and women owned business enterprises in accordance with the goals set forth in the Minority Business Utilization Local Law, No.1, 1987; Local Law No. 5; Local Law No. 9, 2005.

Failure to comply with the provisions of the law shall constitute a break of contract subject to all remedies available to Erie County.

The Prime contractor and all minority and women owned business subcontractors are bound by all requirements as put forth in the County of Erie Standard General Conditions and all modifications thereto contained in these Contract Specifications.

**THE ERIE COUNTY WORKFORCE DEVELOPMENT AND DIVERSIFICATION  
NEW YORK STATE CERTIFIED WORKER TRAINING PROGRAM**

1. County of Erie Local Law No. 3-2018

**COUNTY OF ERIE**  
LOCAL LAW INTRO NO. 3 – 2018  
Local Law No. 3-2018

A LOCAL LAW in relation to a requirement for New York State Certified Worker Training Programs by contractors and subcontractors under construction contracts, as defined herein, with the County of Erie.

**BE IT ENACTED BY THE ERIE COUNTY LEGISLATURE AS FOLLOWS:**

Section 1. Legislative Intent.

The Erie County Legislature hereby finds, declares and determines that:

- A. New York Labor Law Section 816-b specifically authorizes this Local Law.
- B. There has been a long and productive history of partnership between labor and management in the training of workers in New York State.
- C. New York State Certified Worker Training Programs are valuable educational and training tools for the local workforce by reducing reliance on out-of-area labor for construction projects.
- D. New York State Certified Worker Training Programs provide opportunities to residents in this area through training and education for skilled jobs.
- E. These skilled jobs allow us to reinvest our taxpayer dollars spent on local construction projects so that local workers and local tax dollars remain within the local community.
- F. It would be valuable to encourage labor and business/industry to participate in New York State Certified Worker Training Programs to meet the increased need for trade persons while providing residents the means to earn a better living and fostering the local and regional economies.
- G. It is valuable for local government to encourage broad participation in such New York State Certified Worker Training Programs by the residents of Erie County and to foster the equal opportunity of men and women of all races and backgrounds to participate in order to enhance workforce development and diversification, and to prevent exclusionary practices which have historically excluded women and minorities.
- H. The New York State Department of Labor sets objective standards and provides oversight for New York State Certified Worker Training Programs. These Programs are important because they require on-the-job training and classroom training, and provide objective industry standards. In effect these programs lead to a standardized, cost effective and skilled local workforce.
- I. Nothing in this Local Law should be read to abrogate the duty of Erie County with respect to its MBE/WBE requirements.

Section 2. Short Title.

This Local Law shall be known as "The Erie County Workforce Development and Diversification New York State Certified Worker Training Program."

Section 3. Definitions.

- A. "New York State Certified Worker Training Program" shall mean: a state registered and regulated apprenticeship program through the New York State Department of Labor that has been approved by the New York State Commissioner of Labor in accordance with Article 23 of the New York Labor Law, that includes the following standards:
- i. An organized, written plan in place that embodies the terms and conditions of employment, and the training and supervision of one or more workers;
  - ii. A schedule of wages to be paid to the worker consistent with the skills required and approved by the New York State Department of Labor;
  - iii. Equal opportunity and affirmative action plans;
  - iv. Workforce development and diversification goals to ensure that the contractor will diligently work toward a minority workforce goal of 30% minority and female participation combined in project personnel including trades people, trainees, journeymen, apprentices and supervisory staff;
  - v. A minimum of ten percent (10%) of the total construction workers. Trades people, trainees, journeymen, and apprentices employed at any given time on a particular project by any and all contractors or subcontractors must be consist of persons participating in a New York State Certified Worker Training Program.
  - vi. In all cases, such Certified Apprenticeship Training Program must be specific to the type and scope of work which is being performed and must have a graduation rate of at least thirty percent (30%) as determined by the New York State Department of Labor.**
- B. "Commissioner" shall mean the Commissioner of the Erie County Department of Public Works.
- C. "Construction contract" shall mean projects with a value in excess of \$250,000 where Erie County is a direct or indirect party to the contract which includes more than an incidental amount of construction type activity intended to benefit the public, including all work which is necessary, incidental or connected with the execution of the contract which is performed by construction workers. A public entity need not be party to the construction contract. A construction contract includes: projects that Erie County funds directly, projects that Erie County funds indirectly by providing funds to a separate entity to perform the construction type activity; privately financed construction projects specifically built with the intent of leasing them to any Department of Erie County government; and construction projects built under Erie County's direction and later paid for with Erie County funds.
- D. "Construction subcontract" shall mean any subcontract between a contractor who has a construction contract as defined in Section 3, subdivision C above.
- E. "Contractor" or "subcontractor" shall mean a contractor or subcontractor that directly employs construction workers, as defined below, under a construction contract or construction subcontract, as defined herein, for which a New York State Certified Worker Training Program is required.
- F. "Construction worker" shall mean an individual directly involved in the construction, reconstruction, improvement, rehabilitation, installation, alteration, renovation, demolition or otherwise providing for any building, facility, roads, highways, bridges, or physical structure of any kind, but does not include professional services employees or those construction workers for which a New York State Certified Worker Training Program does not exist.

Section 4. Requirements.

- A. Any contractor, prior to entering into a construction contract as set forth in section 3 (C) above, or any

subcontractor entering into a construction subcontract with a contractor who has a construction contract with the County of Erie is required to have in place and provide written proof of same at the time of bid a New York State Certified Worker Training Program, either internally to the contractor or subcontractor and/or through an organization servicing several contractors or subcontractors, appropriate for the type and scope of work to be performed.

B. Any contractor or subcontractor, as defined herein, shall strive to meet the minimum workforce development and diversification goals set forth in section 3(A) (iv) above. Such contractors and/or subcontractors shall provide the Commissioner or designated compliance officer with the following:

- i. A monthly workforce census and such other employment and/or payroll records necessary to verify an attempt to achieve the workforce development and diversification goals set forth in Section 3(A)(iv) above.
- ii. Access to and cooperation with the project compliance officer to review records on-site and/or at worksite premises to validate attempts to achieve the workforce development and diversification goals set forth in Section 3(A)(iv) above.
- iii. With bid submission, a statement committing to providing apprenticeship training opportunities to workers, as well as details of workforce diversification recruiting program directed at attracting candidates to fill positions to meet the minimum workforce development and diversification goals set forth in Section 3(A)(iv) above.

#### Section 5. Rules & Regulations.

As of the date this Local Law becomes effective, the Commissioner of the Erie County Department of Public Works shall promulgate such rules and regulations that are lawful, necessary and appropriate to implement, enforce or otherwise carry out the purposes of this Local Law, provided that the Legislature, by simple majority, has not voted to disapprove such rule or regulation within sixty (60) days from the Commissioner's written notice to the Legislature that such rule or regulation has been promulgated.

#### Section 6. Equal Employment Monitoring.

There shall be an Independent Monitor to report on the compliance of each County contractor and subcontractor with this Local Law's workforce development and diversification goals. The Commissioner of DPW shall develop regulations that provide for the compensation of the Independent Monitor.

The Monitor shall monitor and review every facet of construction to report what percentage of the goals that are established for minority and female participation are met or exceeded. The Monitor shall report to the Equal Employment Opportunity Office on the compliance of each contractor and subcontractor with the workforce development and diversification goals.

The Monitor shall file monthly reports with the Equal Employment Opportunity Office regarding the actual workforce development and diversification goals, including reporting all instances of non-compliance; make appropriate recommendations to the Equal Employment Opportunity Office when non-compliance is evident with supportive documentation; develop a database of the workforce of each contractor and subcontractor to provide a visual format of each contractor's workforce, both monthly and year-to-date cumulative totals on each construction contract.

#### Section 7. Compliance.

The Director of Erie County Division of Equal Employment shall ensure that all contractors and subcontractors entering into a construction contract as it is defined herein, maintain records which prove that each construction worker as it is defined herein, signs in and out at the beginning and end of each day, listing next to his or her name his or her craft, and status as journeyman or apprentice, if applicable.

Section 8. Penalties.

Violation of any provision of this Local Law shall constitute cause, grounds or other legal justification for termination of any contractual agreement with any contractor or subcontractor engaged in a construction contract or construction subcontract with the County, in accordance with County and state laws, rules and regulations governing the termination of such contractual agreements.

Section 9. Severability.

If any clause, sentence, paragraph, subdivision, section or part of this Local Law or the application thereof, to any person, individual, corporation, firm, partnership, entity or circumstance, shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional such order of judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part of this Local Law or in its application to the person, individual, corporation, firm, partnership, entity, or circumstance directly involved in the controversy in which such judgment or order shall be rendered.

Section 10. Applicability.

**This Local Law shall apply to construction contracts advertised for bids on or after the effective date with the following condition:**

**Apprenticeship agreements currently in place as of the effective date of this Local Law which are still in probationary status or apprenticeship agreements which were in probationary status during the period preceding the specific trade's program length as set forth in the New York State Prevailing Wage Schedule, shall be exempt from the 30% apprenticeship graduation requirement specified in Section 3 (A) (vi) for the period measured from the date the apprenticeship program is registered with the New York State Department of Labor plus the specific trade's program length plus two years.**

Section 11. Effective Dates.

This Local Law shall take effect 30 days after the filing with the Secretary of State, in accordance with Section 27 of the New York State Municipal Home Rule Law.

SPONSORS:     PATRICK BURKE  
                  APRIL N.M. BASKIN  
                  JOHN BRUSSO

10.02 Rules and Regulations Adopted by the Erie County Commissioner of Public Works Regarding Local Law No. 2-2006

**RULES AND REGULATIONS ADOPTED BY THE  
ERIE COUNTY COMMISSIONER OF PUBLIC WORKS  
PROMULGATED FOR LOCAL LAW 2-2006 AND STILL BEING USED FOR THE PURPOSES OF:  
COUNTY OF ERIE  
LOCAL LAW NO. 3-2018**

A LOCAL LAW in relation to a requirement for New York State Certified Worker Training Programs by contractors and subcontractors under construction contracts, as defined herein, with the County of Erie.

Pursuant to Section 5 of Erie County Local Law No. 2-2006, "the Commissioner of the Erie County Department of Public Works shall promulgate such rules and regulations that are lawful, necessary and appropriate to implement, enforce or otherwise carry out the purposes of this Local Law..." Such rules and regulations are as follows:

**1. Definitions.**

“Bidders” – an individual or entity which submits a formal Bid for a Construction Contract, as hereinafter defined.

“Bids” – formal bids submitted for a Construction Contract, as hereinafter defined, in accordance with New York General Municipal Law.

“Commissioner” – Erie County Commissioner of Public Works

“Construction Contract” – a contract for a Project which includes more than an incidental amount of construction-type activity performed by persons in trades or careers for which there exists an NYSCATP, as hereinafter defined.

“Contracting Agency” – a department, division, board, agency or office of the County, an entity undertaking a Project that Erie County funds indirectly, or an entity undertaking a Project with the specific intent of leasing the completed Project to the County, which solicits and receives Bids for a Construction Contract.

“Local Law” – Erie County Local Law 2-2006

“Monitoring Agency” – the Erie County Equal Employment Opportunity Office

“New York State Certified Apprentice Training Program” or “NYSCATP” - a state registered and regulated apprenticeship program(s) approved by the Commissioner of the New York State Department of Labor in accordance with Article 23 of the Labor Law and the Rules and Regulations thereto.

“Prime Contractor” – the party with whom the Contracting Agency contracts with on a Project.

“Project” – the construction, reconstruction, improvement, rehabilitation, installation, alteration, renovation, demolition or otherwise of any building, facility, roads, highways, bridges, or physical structure of any kind, estimated by the Contracting Agency as having a cost to complete in excess of \$250,000, for which the County is a direct or indirect party to a Construction Contract. Projects include those: that Erie County funds directly, either in whole or in part; that Erie County funds indirectly, either in whole or in part, by providing funds to a separate entity to perform the construction-type activity; privately financed construction projects specifically built with the intent of leasing the completed project to Erie County; and construction projects built under Erie County’s direction and later paid for with Erie County funds.

“Rules” – these rules and regulations promulgated by the Commissioner pursuant to the Local Law.

“Subcontractor” – A subcontractor to a Prime Contractor.

“Workforce” – the total worker hours anticipated on the Construction Contract to be undertaken by workers in careers



or trades for which there exists an NYSCATP.

## **2. Rules and Regulations.**

- A. Each Contracting Agency shall include in its bid specifications provisions for the implementation of the Local Law and these Rules. Bids shall demonstrate a Bidder's ability to comply with the Local Law and these Rules and in the event that Bidder is a successful Prime Contractor on a Construction Contract.
- B. Bidder shall submit as part of the Bid a copy of the certification of approval of the NYSCATP by the New York State Department of Labor which will be used by the Bidder in connection with the Construction Contract. Such NYSCATP shall be a NYSCATP registered by the NYS Commissioner of Labor which will be utilized by the Bidder on the Construction Contract by the Bidder as a Prime Contractor or by the Bidder's Subcontractor(s).
- C. As part of its' Bid, Bidder shall provide a written plan demonstrating how apprentices will be utilized by the Bidder as Prime Contractor or by Subcontractor(s) to the Bidder as Prime Contractor. Such plan shall include at a minimum, but not be limited to the following:
  - i. An organized, written plan in place that embodies the terms and conditions of employment, training and supervision of one or more apprentices;
  - ii. A schedule of wages to be paid to the apprentices consistent with the skills required and approved by the New York State Department of Labor;
  - iii. Equal employment opportunity and affirmative action plans.
  - iv. Demonstration that ten percent (10%) of the Workforce of the Prime Contractor (inclusive of the workforce utilized by any Subcontractor(s) to the Bidder) shall consist of persons participating in New York State Certified Apprentice Training Programs.
- D. In the alternative Bidder may provide a statement as to the inapplicability of apprenticeship participation on the Prime Contract and the related subcontracts due to the lack of career opportunities in NYSCATP approved by New York State Department of Labor Commissioner or that the magnitude of the Construction Contract would make use of apprentices impracticable. In the event that Bidder provides a statement that there is a lack of such career opportunities or the use of apprentices on the Construction Contract is impracticable, said Bidder may not be deemed non-responsive by virtue of the submission of such a statement, as determined by the Monitoring Agency. Applicability of this section will be viewed within the total Workforce of each Prime Contract and not as a function of each subcontract of the Construction Contract as a whole.
- E. As part of its' Bid, Bidder shall provide affirmation of its commitment toward acceptable achievement or progress towards the County of Erie workforce development and diversification goal in all construction contracts of thirty percent (30%) minority and female participation combined in project personnel including trades people, trainees, journeymen, apprentices and supervisory staff.
- F. Contracting Agency may determine prior to the advertisement of bids for the Project or prior to the award of Bids that the nature of the Construction Contract does not provide an adequate opportunity for the use of NYSCATP for such reasons including, but not limited to, that:
  - i. 75% or more of the value of the Construction Contract involves material, equipment and/or supplies; or
  - ii. There is a lack of NYSCATP approved by the Department of Labor for at least 75% of the work hours anticipated to be spent on construction-type activity involved in the Construction Contract; or
  - iii. The Construction Contract is in response to an emergency condition; or
  - iv. The Project is estimated to cost less than \$250,000 or the Bid amount is less than \$250,000; or

- v. None of the bids received were from Bidders who had an NYSTACP.
- G. All Bids shall be reviewed by the Monitoring Agency within 10 business days of delivery of the Bids by the Contracting Agency to the Monitoring Agency. A Contracting Agency shall not reject any Bid as being non-responsive to the requirements of the Local Law and these Rules, unless the Monitoring Agency, within 10 business days of receipt of Bids from the Contracting Agency, provides the Contracting Agency with a written report recommending non-responsiveness of the Bidder and the reasons therefore. Determination of a Bidder's compliance with the Local Law and these Rules shall be the responsibility of the Monitoring Agency.
- H. The Contracting Agency is permitted to require within the Bid specifications for a Project, a reasonable fee for the Prime Contractor to hire an independent monitor to review and report on the diversification goals of the Local Law

### **3. Effect**

These Rules and Regulations shall become effective immediately. No Rule or Regulation promulgated herein shall be disapproved by the Erie County Legislature unless and until such time as the public, following 10 days advertised notice, is given the opportunity to comment upon such rule or regulation.

## **Pay Equity Certification on County Contracts**

During the term of this Contract, the Awardee shall comply with Executive Order 13 (2014), and the Awardee shall make such records available, upon request, to the County's Division of Equal Employment Opportunity for review. The County shall have the right, upon reasonable notice and at reasonable times, to inspect the books and records of the Awardee, its offices and facilities, for the purpose of verifying information supplied in the Erie County Equal Pay Certification and for any other purpose reasonably related to confirming the Awardee's compliance with Erie County Executive Order No. 13 (2014). Violation of the provisions of Executive Order 13 (2014), which is attached hereto and made a part hereof, can constitute grounds for the immediate termination of this contract and may constitute grounds for determining that a bidder is not qualified to participate in future county contracts.

# **Executive Order #013**

## **Pay Equity Certification on County Contracts**

**WHEREAS**, federal law, including the Equal Pay Act of 1963, Title VII of the Civil Rights Act of 1964 and Federal Executive Order 11246 of September 24, 1965 (Equal Employment Opportunity) (together "Federal Equal Pay Law"), requires that men and women in the same workplace be given equal pay for equal work; and

**WHEREAS**, Section 194 of New York State Labor Law ("NYS Equal Pay Law") prohibits compensating men and women differently for the same work; and

**WHEREAS**, on average, a full-time working woman in New York State earns just 85 cents for every dollar that a man earns and the pay gap is even greater for African-American and Latina women; and

**WHEREAS**, females make up nearly fifty-two percent of Erie County's population; and

**WHEREAS**, women make up nearly half of the U.S. labor force and are a growing number of breadwinners in their families; and

**WHEREAS**, this pay differential shortchanges women and their families by thousands of dollars a year, and potentially hundreds of thousands of dollars over a lifetime, presenting a lifelong threat to those families' economic security and reducing their earnings through Social Security and other post retirement plans; and

**WHEREAS**, poverty is recognized as a leading cause of or contributing factor to many social problems, including but not limited to substance abuse, domestic violence, child abuse, improper nutrition, obesity, improper health care and criminal conduct; and

**WHEREAS**, the impact of pay differentials is exacerbated as workers age, causing underpaid workers to disproportionately rely upon various forms of public support in their retirement years; and

**WHEREAS**, pay inequity can significantly impact the County, necessitating the provision of various public subsidies for low income residents and leading to the lack of receipt of income by women residents which would be spent in our local economy; and


**WHEREAS**, through the enforcement of current state and federal laws that ban unequal pay for equal work, Erie County can help ameliorate the many negative consequences of pay inequality, thereby improving the

lives of those who might otherwise be underpaid, strengthening families and protecting children, and reducing the demand for public services, all positively impacting county, state and federal budgets.

**NOW, THEREFORE, I MARK C. POLONCARZ**, Erie County Executive, by virtue of the authority vested in me by the Erie County Charter § 302, do hereby order as follows:

1. It is ordered that on and after January 1, 2015, all Erie County offices, departments and administrative units, including but not limited to the Division of Purchase, fully implement a requirement in all bids, requests for proposals and other contract solicitations that the contractor submit an Erie County Equal Pay Certification which certifies the contractor's compliance with Federal Equal Pay Law and New York State Equal Pay Law (together, the "Equal Pay Laws"). Such certification shall be required prior to execution of the contract; and it is,
2. Further ordered that such certification shall include a representation by the contractor that it has not been the subject of an adverse finding under the Equal Pay Laws within the previous five years and shall include disclosure of any currently pending claims against the contractor; and it is,
3. Further ordered that violation of any provision of the Equal Pay Laws during the effective period of such a contract or the filing of a false or misleading Erie County Equal Pay Certificate may constitute grounds for immediate termination of such a contract; and it is,
4. Further ordered that violation of any provision of the Equal Pay Laws during the effective period of such a contract or the filing of a false or misleading Erie County Equal Pay Certificate may constitute grounds for determining a bidder or responder is not qualified to participate in future County contracts; and it is,
5. Further ordered that the Law Department prepare an Erie County Equal Pay Certification for use by Erie County offices, departments and administrative units and assure compliance with this Executive Order in the contract approval process; and it is,
6. Further ordered that the County Division of Equal Employment Opportunity ("EEO") establish a procedure for compliance monitoring and periodic auditing of certification records; and it is,

**GIVEN**, under my hand and the Privy Seal of the County of Erie in the City of Buffalo this 28<sup>th</sup> day of October, in the year two thousand fourteen.

COUNTY OF ERIE  
BY:   
MARK C. POLONCARZ  
ERIE COUNTY EXECUTIVE



**Executive Order #018**  
**Erie County Construction Project Bid Documents Shall Include**  
**Local and Disadvantaged Worker Requirements**

**Whereas**, Erie County annually appropriates over \$25,000,000 in tax dollars for expenditures related to public works construction projects;

**Whereas**, Erie County awards contracts to private firms to provide the construction services associated with budgeted projects;

**Whereas**, while unemployment in Erie County as a whole is comparable to other metropolitan regions in the United States, the unemployment rate within certain zip codes located in Erie County is as high as 21.7% and the poverty rate as high as 44.7%;

**Whereas**, there are 182,200 working age individuals in the region who are either unemployed or underemployed and seeking work;

**Whereas**, low-income or otherwise disadvantaged individuals residing in Erie County experience higher rates of unemployment compared to other individuals;

**Whereas**, the purpose of this order is to foster construction employment opportunities for qualified local residents, underemployed individuals or otherwise disadvantaged workers on those construction projects located within the geographic boundaries of Erie County which are bid by the County of Erie ("Erie County construction project(s)").

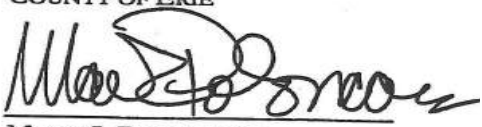
**Now, Therefore, I, Mark C. Poloncarz**, Erie County Executive, by virtue of the authority vested in me by Erie County's Charter Sections 301 and 302, do hereby order as follows:

1. It is ordered that on and after April 30, 2018, all bids for Erie County construction projects initiating out of the Erie County Department of Environment and Planning Division of Sewerage Management and on and after October 1, 2017, all other bids for Erie County construction projects wherever so initiated, and all associated contracts involving an expenditure of \$250,000 or greater which utilize not less than three workers to complete the project shall require that:
  - a) Entirely 100% of work hours performed by residents of New York State on an Erie County construction project will be worked by residents of the Local Labor Area (Erie County, Niagara County, Chautauqua County, Cattaraugus County, Allegany County, Wyoming County, Genesee County, Orleans County).
  - b) At least 70% of total work hours performed by residents of New York State on an Erie County construction project will be worked by residents of the County of Erie.
  - c) For the remainder of the calendar year subsequent to the effective date of this Order as specified above in Section 1, and for the entirety of the calendar year that follows, at least 20% of total work hours performed by residents of New York State, which percentage may be wholly or partly included within the hourly requirement contained in sub-section (b) above, used on an Erie County construction project will be worked by residents of Erie County who reside in zip codes with a poverty rate of 20% or higher, and/or, in any ratio, disadvantaged workers who

reside in Erie County. A disadvantaged worker is a resident who has a household income below 50% of the Area Median Income (“AMI”); or has been released from prison within the last 10 years; or participates in the Temporary Assistance for Needy Families program; or participates in the Supplemental Nutrition Assistance Program; or has been unemployed for at least 12 consecutive months.

- d) On the first day of the second full calendar year from such effective date and continuing thereafter, the applicable percentage of total work hours performed referenced in this subsection above will move upward from 20% to 30%. The applicable zip codes as referenced above will be determined annually by the Erie County Division of Equal Employment Opportunity and will be provided to potential contractors in all request for bids documents; and
2. It is further ordered that work hours performed by individuals residing outside of New York State will not be included in the requirements set forth above; and
3. It is further ordered that where an Erie County construction project is funded in whole or in part with Federal Highway Administration monies, those projects are exempt from the requirements specified above to avoid conflict with federal law or regulation; and
4. It is further ordered that failure to adhere to the requirements herein, as further delineated in all formal construction contracts and any rules and regulations promulgated pursuant to Section 5 below, will constitute grounds for immediate termination of the underlying contract and will further result in the Contractor being deemed a non-responsible bidder for a period of twelve months. Once grounds for immediate termination are established, actual contract termination will be at the discretion of Erie County; and
5. It is further ordered that the Erie County Department of Law must promulgate, and update annually where necessary, separate formal rules and regulations with respect to implementation of the requirements contained herein as applied respectively and distinctly to Erie County construction projects initiating out of the Erie County Department of Environment and Planning Division of Sewerage Management and to Erie County construction projects wherever else so initiated. The Erie County Department of Law must also assure compliance with this Executive Order within the contract approval process; and
6. It is further ordered that the Erie County Division of Equal Employment Opportunity establish a procedure for compliance monitoring and periodic auditing of construction contractor hiring rates.

**Given**, under my hand and the Privy Seal of the County of Erie in the City of Buffalo this twenty seventh day of September, in the year two thousand seventeen.

COUNTY OF ERIE  
BY:   
MARK C. POLONCARZ  
ERIE COUNTY EXECUTIVE

**RULES AND REGULATIONS IMPLEMENTING  
ERIE COUNTY EXECUTIVE MARK C. POLONCARZ ORDER #18  
SPECIFIC TO THOSE ERIE COUNTY CONSTRUCTION PROJECTS NOT INITIATED  
IN THE ERIE COUNTY DEPARTMENT OF ENVIRONMENT AND PLANNING  
DIVISION OF SEWERAGE MANAGEMENT**

**PURPOSE**

The Erie County Attorney's Office promulgates these Rules and Regulations pursuant to Section 5 of Erie County Executive Mark C. Poloncarz Order #18 dated September 27, 2017 ("EO #18"). These Rules and Regulations are intended to articulate guidelines for implementing the provisions of EO #18 as they relate to those Erie County construction projects not initiated in the Erie County Department of Environment and Planning Division of Sewerage Management ("DSM").

**DEFINITIONS**

1. **ERIE COUNTY CONSTRUCTION PROJECT** shall mean construction projects bid by Erie County, excluding those that are initiated by the DSM, and located within the geographic boundaries of Erie County which involve an expenditure of \$250,000 or more and which utilize not less than three construction workers to complete the project.
2. **CONSTRUCTION SUBCONTRACT** shall mean any subcontract entered into by a contractor working on an Erie County Construction Project which, by its terms, engages such subcontractor to provide work hours on an Erie County Construction Project.
3. **CONTRACTOR OR SUBCONTRACTOR** shall mean a contractor or subcontractor that directly employs construction workers who provide work hours on an Erie County Construction Project.
4. **CONSTRUCTION WORKER** shall mean a laborer, workman or mechanic who resides in the local labor area (Erie County, Niagara County, Chautauqua County, Cattaraugus County, Allegany County, Wyoming County, Genesee County, Orleans County) and is directly involved in the construction, reconstruction, improvement, rehabilitation, installation, alteration, renovation, demolition or otherwise providing for any building, facility, roads, highways, bridges, or physical structure of any kind, but does not include professional services employees.

**APPLICATION**

All Erie County Construction Projects ("Project" or "Projects") as defined above are subject to the provisions of EO #18. The Commissioner or his/her Designee or the Division Head or his/her Designee of the Erie County Department or Division who solicits a bid for an Erie County Construction project ("the Commissioner") must, with the aid of the County Attorney when

necessary, determine on a case by case basis the applicability of EO #18 to a given project. In order for a project to be subject to EO #18, the Commissioner must make the following findings:

1. **Location:** The Commissioner must find that work on a project will take place solely within the geographic boundaries of Erie County.
  
2. **Monetary Threshold:** The Commissioner must find that the cost of a project meets or exceeds \$250,000. In determining whether a project meets the expenditure threshold of \$250,000, the Commissioner shall calculate the total cost of the project based on the successful bidder's final bid submission. A project previously exempt because it did not meet the monetary threshold of \$250,000 may become subject to EO #18 because an amendment, modification, renewal, or extension increases the total cost of the project. In that case, the Commissioner will have the authority to unilaterally amend the project contract(s) to include the standard EO #18 contract language and certification specifically delineated below.
  
3. **Work Force Threshold:** The Commissioner must find that no less than three construction workers will be utilized by contractor and/or subcontractor for the completion of the project. In determining whether a project utilizes at least three construction workers to complete the Project, the Commissioner shall rely on the statement of work force contained within the attestation required by the mandatory request for bid language specifically delineated below. A project previously exempt because it did not meet the work force threshold may become subject to EO #18 because of an increase in work force during the course of work on the project. In that case, the Commissioner shall have the authority to unilaterally amend the project contract(s) to include the standard EO #18 contract language and certification specifically delineated below.

## **WAIVER PROCESS**

When a Commissioner determines that a project is subject to the provisions of EO #18, he/she shall notify the successful bidder of such determination at the time of award. The successful bidder shall then have the opportunity to submit a partial waiver request to the Erie County Division of Equal Employment Opportunity for consideration. Waiver requests shall be made in writing and directed to the Erie County Division of Equal Employment Opportunity at 95 Franklin Street, Room 625, Buffalo, NY 14202 "Attention Director". In order to prevent undue project delays, any such request shall be made as soon as the successful bidder is aware that it cannot meet the full requirements of EO #18. Should a partial waiver be requested such request shall state which EO #18 requirement(s) cannot be met and shall further indicate how the successful bidder intends to partially comply. All waiver requests shall contain a narrative of the efforts employed by the successful bidder in attempting to comply with EO #18 by recruiting construction workers to work on the subject project and the reasons why such efforts were only partially successful. At a minimum, these efforts must include and the narrative must state the following:

- 1) Where a successful bidder has, through collective bargaining agreements or other legally binding agreements, any exclusive hiring arrangements with local unions such successful



bidder must attempt to meet the mandates of EO #18 by following the hiring process outlined in their respective exclusivity agreements. The narrative provided in connection with any waiver request will describe the process followed and the results of those efforts. Where a successful bidder has no exclusive hiring agreements in place or where a successful bidder is unable to comply with EO #18 after following their exclusive hire process, such successful bidder must proceed to follow steps 2 through 4 below.

- 2) Posting the job opening(s) for construction worker(s) on or with each of the following:
  - A) The New York State Department of Labor Database used by the Buffalo and Erie County Workforce System ([www.jobzone.ny.gov](http://www.jobzone.ny.gov))
  - B) The People United for Sustainable Housing located at 429 Plymouth Avenue, Suite 1, Buffalo, New York 14213
  - C) At least one private staffing firm to aid Contractor in locating qualified candidates
  - D) Any other staffing organization or web site if so directed by the Erie County Commissioner of Public Works
- 3) All job opening(s) posted pursuant to Section one above must be posted for a period of at least ten (10) consecutive calendar days. Proof of publication must be included in all waiver requests.
- 4) The narrative provided with a waiver request shall state the number of candidates found via the job postings that would aid Contractor in meeting the requirements of EO #18, the number of those candidates that were subsequently interviewed for the opening(s), and if such candidates were not hired, the narrative shall include the reason(s) why the candidates were found to be unsuitable for the position(s).
- 5) A copy of the waiver request shall be sent to the Project Manager/Point of Contact in the Erie County Department of Public Works located at 95 Franklin Street, 14<sup>th</sup> Floor, Buffalo, NY 14202

If the Erie County Division of Equal Employment Opportunity determines that a successful bidder has demonstrated a good faith effort to comply in whole with the provisions of EO #18, and yet for reasons delineated in its request still cannot do so, a partial waiver shall be granted to the successful bidder.

## **SPECIALIZED WORK EXEMPTION**

Certain Erie County Construction Projects require the use of workers who possess specialized skills, training, or formal certification/licensing in order to complete the contemplated work. When a Commissioner or Director of an Erie County Department or Division believes that there are an insufficient number of construction workers that meet EO#18 requirements and possess the

unique qualifications necessary to complete such specialized work, he/she may request a specialized work exemption from the Erie County Division of Equal Employment Opportunity. Where granted, a specialized work exemption removes the mandates of EO #18 in whole or in part for a given project.

A request for a specialized work exemption shall be made in writing by the commissioner or director bidding the subject project. The request shall be directed to the Erie County Division of Equal Employment Opportunity at 95 Franklin Street, Room 625, Buffalo, NY 14202 "Attention Director" and must include a narrative describing what the specialized work involves, what portion of the project such specialized work is needed for, the particular skills, training, or formal certification/licensing needed to perform the work, and the steps taken to determine if workers meeting EO #18 requirements have the necessary expertise. Upon receipt of a specialized work exemption request, the Equal Employment Opportunity Director shall form an ad hoc committee, and select its members, in order to review the request and either grant or deny the specialized work exemption.

The specialized work exemption committee shall consist of four members to include the commissioner or director of the department or division bidding the project, the involved project manager, and one respective representative from the Erie County Department of Law and the Erie County Division of Equal Employment Opportunity. The committee shall convene as soon as practicable to consider the specialized work exemption request. In making a determination, the committee shall consider all information presented to it and shall solicit further information from any source available in order to aid in its deliberations. A determination as to whether or not to grant the specialized work exemption shall be made within a reasonable time so as not to frustrate the bidding process for the contemplated project. The committee's determination shall be memorialized in writing and shall include its specific findings and the information upon which such findings were made.

Where the committee finds that a specialized work exemption is warranted, a notice to bidders shall be included in the project bid specifications which shall clearly indicate what portion of the project is exempt from the provisions of EO #18 and shall further indicate that the remaining work, if any, may still be subject to EO #18. Where there is work remaining outside of the granted exemption, the attestation of work force must be completed to include that portion of work which falls outside of the exemption.

## **COMPLIANCE**

The Director of the Erie County Division of Equal Employment Opportunity shall ensure that all contractors and subcontractors working on a Project as defined herein are in compliance with EO #18 or are in compliance with the provisions of any duly granted partial waiver or have been granted a full waiver.

## **PENALTY FOR NONCOMPLIANCE**

Any failure to adhere to Erie County Executive Order #18 or the Rules and Regulations contained herein shall cause Contractor to be deemed noncompliant. Such noncompliance shall constitute grounds for immediate termination of the underlying contract and shall further result in the Contractor being deemed a non-responsible bidder for a period of twelve months. Once grounds for immediate termination are established, actual contract termination will be at the discretion of Erie County.

### **First Source Policy Targeted Zip Codes – Erie County Zip Codes with 20% Poverty Rate or Higher:**

<b>Zip Code</b>	<b>Area</b>
14201	Buffalo – Peace Bridge to Chippewa
14203	Buffalo – Downtown and the Outer Harbor
14204	Buffalo – Fruit Belt to the Old First Ward
14206	Cheektowaga
14207	Buffalo
14208	Buffalo
14209	Buffalo
14210	Buffalo
14211	Buffalo, Cheektowaga and Sloan – Kensington and Bailey
14212	Buffalo and Cheektowaga – Central Terminal and Broadway
14213	Buffalo – Peace Bridge to Buffalo State
14214	Buffalo – Delaware Park to UB (East Side)
14215	Buffalo and Cheektowaga – Intersection of Bailey Ave. and Route 33
14218	City of Lackawanna
14061	Farnham
14169	Wales Center

## **SPECIAL SPECIFICATIONS**



## **ITEM 690.010001X5 – TYPE A-1 PARK IDENTIFICATION SIGN**

### **DESCRIPTION:**

This work shall consist of furnishing and installing Type A-1 Park Identification Sign in accordance with the plans and specifications and as directed by the Engineer.

Work under this item includes, but is not limited to, excavation, construction of foundations and sign support systems, fabrication and installation of sign panel systems, and restoration of site disturbed by construction activities accordance with the plans and specifications and as directed by the Engineer.

### **MATERIALS:**

Where appropriate, the following sections of the NYSDOT Standard Specifications shall apply:

Section 203-2 – Excavation and Embankment  
Section 501-2 – Portland Cement Concrete  
Section 701 – Hydraulic Cements  
Section 703 – Aggregates  
Section 704 – Masonry Units  
Section 705 – Joint Materials  
Section 709 – Reinforcing Steel  
Section 711 – Concrete Curing Materials and Admixtures  
Section 712 – Water  
Section 713 – Landscape Development Materials  
Section 729 – Temporary Traffic Control Devices  
Section 730 – Signs and Delineators  
Section 733 – Earthwork Materials

### General:

The materials required to satisfactorily furnish a Type A-1 Park Identification Sign under this pay item shall be in accordance with the requirements found on the drawings and as specified. The drawings and specifications will include information on the Type A-1 Park Identification Sign material, finishes, mounting/embedment hardware and concrete excluding reinforcement.

### Submittals:

Submit shop drawings and/or manufacturer's cut sheets/specifications for each Type A-1 Park Identification Sign to be installed using this specification. The following information shall be included:

- Manufacturer's name and address,
- Sign type, name and/or catalog/reference number,
- Sign material and finish,
- Sign dimensions, and
- Sign anchor details including mounting/embedment type with hardware.

Submit delegated design sealed by a NY Licensed Professional Engineer for concrete foundations, including reinforcing, and wind load calculations.

## **ITEM 690.010001X5 – TYPE A-1 PARK IDENTIFICATION SIGN**

### **CONSTRUCTION DETAILS:**

Type A-1 Park Identification Sign shall be constructed in accordance with this specification, the contract documents, instructions provided by the manufacturer, and as directed by Engineer.

Assembly of sign panel components shall be performed in strict accordance with manufacturer's recommendations for installation if applicable. All work shall be free of blemishes or defects, which can affect durability, strength, safety or appearance. Sign panels or parts that are received chipped, scratched, bent, dented, stained, or damaged or are damaged during installation as determined by the Engineer will not be accepted and shall be removed immediately from the project site and replaced with new sign panels or parts, which are free from all defects.

The contractor shall set the sign panel plumb to the height indicated in the contract documents or as directed by the Engineer.

The contractor shall protect all parts of the Type A-1 Park Identification Sign and maintain it in an undamaged condition until completion and acceptance of the contract. Any sections damaged at any time prior to final acceptance shall be repaired or replaced at the contractor's expense.

Contractor shall remove all excavated materials, debris, and trash from the work site. Pavements shall be left in broom clean condition.

Disturbed landscape areas shall be restored as follows, exclusive of measurement and payment:

- Topsoil – Roadside; Install minimum 3-inch depth.
- Turf Establishment – Roadside
- The Contractor shall perform the initial watering and shall spread straw uniformly in a continuous blanket to hide the soil from view.
- The Contractor shall water, mow, and weed the turf establishment areas for the duration of the contract or until turf areas are accepted. Areas will be accepted when free from thin or bare ground greater than one foot in diameter; at least 80 percent of the ground surface is covered with established specified permanent turf grass species and they exhibit healthy green color.

### **METHOD OF MEASUREMENTS:**

This work will be measured as the number of Type A-1 Park Identification Sign satisfactorily furnished and installed at the locations shown on the plans or ordered by the Engineer.

### **BASIS OF PAYMENT:**

The unit price bid for each Type A-1 Park Identification Sign, Foundation shall include the cost of furnishing all labor, materials and equipment necessary to complete the work, including but not limited to excavation, concrete foundation, masonry work and site restoration.

The unit price bid for each Type A-1 Park Identification Sign, Sign Panel shall include the cost of furnishing all labor, materials and equipment necessary to complete the work, including but not limited to fabrication and installation of sign panel system.

<b>Pay Item</b>	<b>Description</b>	<b>Unit</b>
690.01000115	Type A-1 Park Identification Sign, Foundation	EA
690.01000125	Type A-1 Park Identification Sign, Sign Panel	EA

## **ITEM 690.010002X5 – TYPE A-2 PARK IDENTIFICATION SIGN**

### **DESCRIPTION:**

This work shall consist of furnishing and installing Type A-2 Park Identification Sign in accordance with the plans and specifications and as directed by the Engineer.

Work under this item includes, but is not limited to, excavation, construction of foundations and sign support systems, fabrication and installation of sign panel systems, and restoration of site disturbed by construction activities accordance with the plans and specifications and as directed by the Engineer.

### **MATERIALS:**

Where appropriate, the following sections of the NYSDOT Standard Specifications shall apply:

Section 203-2 – Excavation and Embankment  
Section 501-2 – Portland Cement Concrete  
Section 701 – Hydraulic Cements  
Section 703 – Aggregates  
Section 704 – Masonry Units  
Section 705 – Joint Materials  
Section 709 – Reinforcing Steel  
Section 711 – Concrete Curing Materials and Admixtures  
Section 712 – Water  
Section 713 – Landscape Development Materials  
Section 729 – Temporary Traffic Control Devices  
Section 730 – Signs and Delineators  
Section 733 – Earthwork Materials

### General:

The materials required to satisfactorily furnish a Type A-2 Park Identification Sign under this pay item shall be in accordance with the requirements found on the drawings and as specified. The drawings and specifications will include information on the Type A-2 Park Identification Sign material, finishes, mounting/embedment hardware and concrete excluding reinforcement.

### Submittals:

Submit shop drawings and/or manufacturer's cut sheets/specifications for each Type A-2 Park Identification Sign to be installed using this specification. The following information shall be included:

- Manufacturer's name and address,
- Sign type, name and/or catalog/reference number,
- Sign material and finish,
- Sign dimensions, and
- Sign anchor details including mounting/embedment type with hardware.

Submit delegated design sealed by a NY Licensed Professional Engineer for concrete foundations, including reinforcing, and wind load calculations.



## ITEM 690.010002X5 – TYPE A-2 PARK IDENTIFICATION SIGN

### CONSTRUCTION DETAILS:

Type A-2 Park Identification Sign shall be constructed in accordance with this specification, the contract documents, instructions provided by the manufacturer, and as directed by Engineer.

Assembly of sign panel components shall be performed in strict accordance with manufacturer's recommendations for installation if applicable. All work shall be free of blemishes or defects, which can affect durability, strength, safety or appearance. Sign panels or parts that are received chipped, scratched, bent, dented, stained, or damaged or are damaged during installation as determined by the Engineer will not be accepted and shall be removed immediately from the project site and replaced with new sign panels or parts, which are free from all defects.

The contractor shall set the sign panel plumb to the height indicated in the contract documents or as directed by the Engineer.

The contractor shall protect all parts of the Type A-2 Park Identification Sign and maintain it in an undamaged condition until completion and acceptance of the contract. Any sections damaged at any time prior to final acceptance shall be repaired or replaced at the contractor's expense.

Contractor shall remove all excavated materials, debris, and trash from the work site. Pavements shall be left in broom clean condition.

Disturbed landscape areas shall be restored as follows, exclusive of measurement and payment:

- Topsoil – Roadside; Install minimum 3-inch depth.
- Turf Establishment – Roadside
- The Contractor shall perform the initial watering and shall spread straw uniformly in a continuous blanket to hide the soil from view.
- The Contractor shall water, mow, and weed the turf establishment areas for the duration of the contract or until turf areas are accepted. Areas will be accepted when free from thin or bare ground greater than one foot in diameter; at least 80 percent of the ground surface is covered with established specified permanent turf grass species and they exhibit healthy green color.

### METHOD OF MEASUREMENTS:

This work will be measured as the number of Type A-2 Park Identification Sign satisfactorily furnished and installed at the locations shown on the plans or ordered by the Engineer.

### BASIS OF PAYMENT:

The unit price bid for each Type A-2 Park Identification Sign, Foundation shall include the cost of furnishing all labor, materials and equipment necessary to complete the work, including but not limited to excavation, concrete foundation, masonry work and site restoration.

The unit price bid for each Type A-2 Park Identification Sign, Sign Panel shall include the cost of furnishing all labor, materials and equipment necessary to complete the work, including but not limited to fabrication and installation of sign panel system

<b>Pay Item</b>	<b>Description</b>	<b>Unit</b>
690.01000215	Type A-2 Park Identification Sign, Foundation	EA
690.01000225	Type A-2 Park Identification Sign, Sign Panel	EA

## **ITEM 690.01000305 – TYPE B-1 PARK IDENTIFICATION SIGN**

### **DESCRIPTION:**

This work shall consist of furnishing and installing Type B-1 Park Identification Sign in accordance with the plans and specifications and as directed by the Engineer.

Work under this item includes, but is not limited to, excavation, construction of foundations and sign support systems, fabrication and installation of sign panel systems, and restoration of site disturbed by construction activities accordance with the plans and specifications and as directed by the Engineer.

### **MATERIALS:**

Where appropriate, the following sections of the NYSDOT Standard Specifications shall apply:

Section 203-2 – Excavation and Embankment  
Section 501-2 – Portland Cement Concrete  
Section 701 – Hydraulic Cements  
Section 703 – Aggregates  
Section 709 – Reinforcing Steel  
Section 711 – Concrete Curing Materials and Admixtures  
Section 712 – Water  
Section 713 – Landscape Development Materials  
Section 729 – Temporary Traffic Control Devices  
Section 730 – Signs and Delineators  
Section 733 – Earthwork Materials

### General:

The materials required to satisfactorily furnish a Type B-1 Park Identification Sign under this pay item shall be in accordance with the requirements found on the drawings and as specified. The drawings and specifications will include information on the Type B-1 Park Identification Sign material, finishes, mounting/embedment hardware and concrete excluding reinforcement.

### Submittals:

Submit shop drawings and/or manufacturer's cut sheets/specifications for each Type B-1 Park Identification Sign to be installed using this specification. The following information shall be included:

- Manufacturer's name and address,
- Sign type, name and/or catalog/reference number,
- Sign material and finish,
- Sign dimensions, and
- Sign anchor details including mounting/embedment type with hardware.

Submit delegated design sealed by a NY Licensed Professional Engineer for concrete foundations, including reinforcing, and wind load calculations.

**ITEM 690.01000305 – TYPE B-1 PARK IDENTIFICATION SIGN**

**CONSTRUCTION DETAILS:**

Type B-1 Park Identification Sign shall be constructed in accordance with this specification, the contract documents, instructions provided by the manufacturer, and as directed by Engineer.

Assembly of sign panel components shall be performed in strict accordance with manufacturer’s recommendations for installation if applicable. All work shall be free of blemishes or defects, which can affect durability, strength, safety or appearance. Sign panels or parts that are received chipped, scratched, bent, dented, stained, or damaged or are damaged during installation as determined by the Engineer will not be accepted and shall be removed immediately from the project site and replaced with new sign panels or parts, which are free from all defects.

The contractor shall set the sign panel plumb to the height indicated in the contract documents or as directed by the Engineer.

The contractor shall protect all parts of the Type B-1 Park Identification Sign and maintain it in an undamaged condition until completion and acceptance of the contract. Any sections damaged at any time prior to final acceptance shall be repaired or replaced at the contractor’s expense.

Contractor shall remove all excavated materials, debris, and trash from the work site. Pavements shall be left in broom clean condition.

Disturbed landscape areas shall be restored as follows, exclusive of measurement and payment:

- Topsoil – Roadside; Install minimum 3-inch depth.
- Turf Establishment – Roadside
- The Contractor shall perform the initial watering and shall spread straw uniformly in a continuous blanket to hide the soil from view.
- The Contractor shall water, mow, and weed the turf establishment areas for the duration of the contract or until turf areas are accepted. Areas will be accepted when free from thin or bare ground greater than one foot in diameter; at least 80 percent of the ground surface is covered with established specified permanent turf grass species and they exhibit healthy green color.

**METHOD OF MEASUREMENTS:**

This work will be measured as the number of Type B-1 Park Identification Sign satisfactorily furnished and installed at the locations shown on the plans or ordered by the Engineer.

**BASIS OF PAYMENT:**

The unit price bid for each Type B-1 Park Identification Sign shall include the cost of furnishing all labor, materials and equipment necessary to complete the work.

<b>Pay Item</b>	<b>Description</b>	<b>Unit</b>
690.01000305	Type B-1 Park Identification Sign	EA

## **ITEM 690.01000405 – TYPE C-1A PARK IDENTIFICATION SIGN**

### **DESCRIPTION:**

This work shall consist of furnishing and installing Type C-1A Park Identification Sign in accordance with the plans and specifications and as directed by the Engineer.

Type C-1A Park Identification Signs are attached to existing structures.

Work under this item includes, but is not limited to, sign support systems, fabrication and installation of sign panel systems, and restoration of site disturbed by construction activities accordance with the plans and specifications and as directed by the Engineer.

### **MATERIALS:**

Where appropriate, the following sections of the NYSDOT Standard Specifications shall apply:

Section 730 – Signs and Delineators

#### General:

The materials required to satisfactorily furnish a Type C-1A Park Identification Sign under this pay item shall be in accordance with the requirements found on the drawings and as specified. The drawings and specifications will include information on the Type C-1A Park Identification Sign material, finishes, mounting/embedment hardware.

#### Submittals:

Submit shop drawings and/or manufacturer's cut sheets/specifications for each Type C-1A Park Identification Sign to be installed using this specification. The following information shall be included:

- Manufacturer's name and address,
- Sign type, name and/or catalog/reference number,
- Sign material and finish,
- Sign dimensions, and
- Sign anchor details including mounting/embedment type with hardware.

### **CONSTRUCTION DETAILS:**

Type C-1A Park Identification Sign shall be constructed in accordance with this specification, the contract documents, instructions provided by the manufacturer, and as directed by Engineer.

Assembly of sign panel components shall be performed in strict accordance with manufacturer's recommendations for installation if applicable. All work shall be free of blemishes or defects, which can affect durability, strength, safety or appearance. Sign panels or parts that are received chipped, scratched, bent, dented, stained, or damaged or are damaged during installation as determined by the Engineer will not be accepted and shall be removed immediately from the project site and replaced with new sign panels or parts, which are free from all defects.

The contractor shall set the sign panel plumb to the height indicated in the contract documents or as directed by the Engineer.

**ITEM 690.01000405 – TYPE C-1A PARK IDENTIFICATION SIGN**

The contractor shall protect all parts of the Type C-1A Park Identification Sign and maintain it in an undamaged condition until completion and acceptance of the contract. Any sections damaged at any time prior to final acceptance shall be repaired or replaced at the contractor's expense.

Contractor shall remove all debris, and trash from the work site. Pavements shall be left in broom clean condition.

**METHOD OF MEASUREMENTS:**

This work will be measured as the number of Type C-1A Park Identification Sign satisfactorily furnished and installed at the locations shown on the plans or ordered by the Engineer.

**BASIS OF PAYMENT:**

The unit price bid for each Type C-1A Park Identification Sign shall include the cost of furnishing all labor, materials and equipment necessary to complete the work.

<b>Pay Item</b>	<b>Description</b>	<b>Unit</b>
690.01000405	Type C-1A Park Identification Sign	EA

## **ITEM 690.01000505 – TYPE D-1 VEHICULAR DIRECTIONAL SIGN**

### **DESCRIPTION:**

This work shall consist of furnishing and installing Type D-1 Vehicular Directional Sign in accordance with the plans and specifications and as directed by the Engineer.

Work under this item includes, but is not limited to, excavation, construction of foundations and sign support systems, fabrication and installation of sign panel systems, and restoration of site disturbed by construction activities accordance with the plans and specifications and as directed by the Engineer.

### **MATERIALS:**

Where appropriate, the following sections of the NYSDOT Standard Specifications shall apply:

Section 203-2 – Excavation and Embankment  
Section 501-2 – Portland Cement Concrete  
Section 701 – Hydraulic Cements  
Section 703 – Aggregates  
Section 705 – Joint Materials  
Section 709 – Reinforcing Steel  
Section 711 – Concrete Curing Materials and Admixtures  
Section 712 – Water  
Section 713 – Landscape Development Materials  
Section 729 – Temporary Traffic Control Devices  
Section 730 – Signs and Delineators  
Section 733 – Earthwork Materials

### General:

The materials required to satisfactorily furnish a Type D-1 Vehicular Directional Sign under this pay item shall be in accordance with the requirements found on the drawings and as specified. The drawings and specifications will include information on the Type D-1 Vehicular Directional Sign material, finishes, mounting/embedment hardware and concrete excluding reinforcement.

### Submittals:

Submit shop drawings and/or manufacturer's cut sheets/specifications for each Type D-1 Vehicular Directional Sign to be installed using this specification. The following information shall be included:

- Manufacturer's name and address,
- Sign type, name and/or catalog/reference number,
- Sign material and finish,
- Sign dimensions, and
- Sign anchor details including mounting/embedment type with hardware.

Submit delegated design sealed by a NY Licensed Professional Engineer for concrete foundations, including reinforcing, and wind load calculations.

**ITEM 690.01000505 – TYPE D-1 VEHICULAR DIRECTIONAL SIGN**

**CONSTRUCTION DETAILS:**

Type D-1 Vehicular Directional Sign shall be constructed in accordance with this specification, the contract documents, instructions provided by the manufacturer, and as directed by Engineer.

Assembly of sign panel components shall be performed in strict accordance with manufacturer’s recommendations for installation if applicable. All work shall be free of blemishes or defects, which can affect durability, strength, safety or appearance. Sign panels or parts that are received chipped, scratched, bent, dented, stained, or damaged or are damaged during installation as determined by the Engineer will not be accepted and shall be removed immediately from the project site and replaced with new sign panels or parts, which are free from all defects.

The contractor shall set the sign panel plumb to the height indicated in the contract documents or as directed by the Engineer.

The contractor shall protect all parts of the Type D-1 Vehicular Directional Sign and maintain it in an undamaged condition until completion and acceptance of the contract. Any sections damaged at any time prior to final acceptance shall be repaired or replaced at the contractor’s expense.

Contractor shall remove all excavated materials, debris, and trash from the work site. Pavements shall be left in broom clean condition.

Disturbed landscape areas shall be restored as follows, exclusive of measurement and payment:

- Topsoil – Roadside; Install minimum 3-inch depth.
- Turf Establishment – Roadside
- The Contractor shall perform the initial watering and shall spread straw uniformly in a continuous blanket to hide the soil from view.
- The Contractor shall water, mow, and weed the turf establishment areas for the duration of the contract or until turf areas are accepted. Areas will be accepted when free from thin or bare ground greater than one foot in diameter; at least 80 percent of the ground surface is covered with established specified permanent turf grass species and they exhibit healthy green color.

**METHOD OF MEASUREMENTS:**

This work will be measured as the number of Type D-1 Vehicular Directional Sign satisfactorily furnished and installed at the locations shown on the plans or ordered by the Engineer.

**BASIS OF PAYMENT:**

The unit price bid for each Type D-1 Vehicular Directional Sign shall include the cost of furnishing all labor, materials and equipment necessary to complete the work.

<b>Pay Item</b>	<b>Description</b>	<b>Unit</b>
690.01000505	Type D-1 Vehicular Directional Sign	EA

## **ITEM 690.01000605 – TYPE D-2 VEHICULAR DIRECTIONAL SIGN**

### **DESCRIPTION:**

This work shall consist of furnishing and installing Type D-2 Vehicular Directional Sign in accordance with the plans and specifications and as directed by the Engineer.

Work under this item includes, but is not limited to, excavation, construction of foundations and sign support systems, fabrication and installation of sign panel systems, and restoration of site disturbed by construction activities accordance with the plans and specifications and as directed by the Engineer.

### **MATERIALS:**

Where appropriate, the following sections of the NYSDOT Standard Specifications shall apply:

Section 203-2 – Excavation and Embankment  
Section 501-2 – Portland Cement Concrete  
Section 701 – Hydraulic Cements  
Section 703 – Aggregates  
Section 705 – Joint Materials  
Section 709 – Reinforcing Steel  
Section 711 – Concrete Curing Materials and Admixtures  
Section 712 – Water  
Section 713 – Landscape Development Materials  
Section 729 – Temporary Traffic Control Devices  
Section 730 – Signs and Delineators  
Section 733 – Earthwork Materials

### General:

The materials required to satisfactorily furnish a Type D-2 Vehicular Directional Sign under this pay item shall be in accordance with the requirements found on the drawings and as specified. The drawings and specifications will include information on the Type D-2 Vehicular Directional Sign material, finishes, mounting/embedment hardware and concrete excluding reinforcement.

### Submittals:

Submit shop drawings and/or manufacturer's cut sheets/specifications for each Type D-2 Vehicular Directional Sign to be installed using this specification. The following information shall be included:

- Manufacturer's name and address,
- Sign type, name and/or catalog/reference number,
- Sign material and finish,
- Sign dimensions, and
- Sign anchor details including mounting/embedment type with hardware.

Submit delegated design sealed by a NY Licensed Professional Engineer for concrete foundations, including reinforcing, and wind load calculations.



**ITEM 690.01000605 – TYPE D-2 VEHICULAR DIRECTIONAL SIGN**

**CONSTRUCTION DETAILS:**

Type D-2 Vehicular Directional Sign shall be constructed in accordance with this specification, the contract documents, instructions provided by the manufacturer, and as directed by Engineer.

Assembly of sign panel components shall be performed in strict accordance with manufacturer’s recommendations for installation if applicable. All work shall be free of blemishes or defects, which can affect durability, strength, safety or appearance. Sign panels or parts that are received chipped, scratched, bent, dented, stained, or damaged or are damaged during installation as determined by the Engineer will not be accepted and shall be removed immediately from the project site and replaced with new sign panels or parts, which are free from all defects.

The contractor shall set the sign panel plumb to the height indicated in the contract documents or as directed by the Engineer.

The contractor shall protect all parts of the Type D-2 Vehicular Directional Sign and maintain it in an undamaged condition until completion and acceptance of the contract. Any sections damaged at any time prior to final acceptance shall be repaired or replaced at the contractor’s expense.

Contractor shall remove all excavated materials, debris, and trash from the work site. Pavements shall be left in broom clean condition.

Disturbed landscape areas shall be restored as follows, exclusive of measurement and payment:

- Topsoil – Roadside; Install minimum 3-inch depth.
- Turf Establishment – Roadside
- The Contractor shall perform the initial watering and shall spread straw uniformly in a continuous blanket to hide the soil from view.
- The Contractor shall water, mow, and weed the turf establishment areas for the duration of the contract or until turf areas are accepted. Areas will be accepted when free from thin or bare ground greater than one foot in diameter; at least 80 percent of the ground surface is covered with established specified permanent turf grass species and they exhibit healthy green color.

**METHOD OF MEASUREMENTS:**

This work will be measured as the number of Type D-2 Vehicular Directional Sign satisfactorily furnished and installed at the locations shown on the plans or ordered by the Engineer.

**BASIS OF PAYMENT:**

The unit price bid for each Type D-2 Vehicular Directional Sign shall include the cost of furnishing all labor, materials and equipment necessary to complete the work.

<b>Pay Item</b>	<b>Description</b>	<b>Unit</b>
690.01000605	Type D-2 Vehicular Directional Sign	EA

## **ITEM 690.01000705 – TYPE F-1 PRIMARY ORIENTATION SIGN**

### **DESCRIPTION:**

This work shall consist of furnishing and installing Type F-1 Primary Orientation Sign in accordance with the plans and specifications and as directed by the Engineer.

Work under this item includes, but is not limited to, excavation, construction of foundations and sign support systems, fabrication and installation of sign panel systems, and restoration of site disturbed by construction activities accordance with the plans and specifications and as directed by the Engineer.

### **MATERIALS:**

Where appropriate, the following sections of the NYSDOT Standard Specifications shall apply:

Section 203-2 – Excavation and Embankment  
Section 501-2 – Portland Cement Concrete  
Section 701 – Hydraulic Cements  
Section 703 – Aggregates  
Section 705 – Joint Materials  
Section 709 – Reinforcing Steel  
Section 711 – Concrete Curing Materials and Admixtures  
Section 712 – Water  
Section 713 – Landscape Development Materials  
Section 729 – Temporary Traffic Control Devices  
Section 730 – Signs and Delineators  
Section 733 – Earthwork Materials

### General:

The materials required to satisfactorily furnish a Type F-1 Primary Orientation Sign under this pay item shall be in accordance with the requirements found on the drawings and as specified. The drawings and specifications will include information on the Type F-1 Primary Orientation Sign material, finishes, mounting/embedment hardware and concrete excluding reinforcement.

### Submittals:

Submit shop drawings and/or manufacturer's cut sheets/specifications for each Type F-1 Primary Orientation Sign to be installed using this specification. The following information shall be included:

- Manufacturer's name and address,
- Sign type, name and/or catalog/reference number,
- Sign material and finish,
- Sign dimensions, and
- Sign anchor details including mounting/embedment type with hardware.

Submit delegated design sealed by a NY Licensed Professional Engineer for concrete foundations, including reinforcing, and wind load calculations.

**ITEM 690.01000705 – TYPE F-1 PRIMARY ORIENTATION SIGN**

**CONSTRUCTION DETAILS:**

Type F-1 Primary Orientation Sign shall be constructed in accordance with this specification, the contract documents, instructions provided by the manufacturer, and as directed by Engineer.

Assembly of sign panel components shall be performed in strict accordance with manufacturer’s recommendations for installation if applicable. All work shall be free of blemishes or defects, which can affect durability, strength, safety or appearance. Sign panels or parts that are received chipped, scratched, bent, dented, stained, or damaged or are damaged during installation as determined by the Engineer will not be accepted and shall be removed immediately from the project site and replaced with new sign panels or parts, which are free from all defects.

The contractor shall set the sign panel plumb to the height indicated in the contract documents or as directed by the Engineer.

The contractor shall protect all parts of the Type F-1 Primary Orientation Sign and maintain it in an undamaged condition until completion and acceptance of the contract. Any sections damaged at any time prior to final acceptance shall be repaired or replaced at the contractor’s expense.

Contractor shall remove all excavated materials, debris, and trash from the work site. Pavements shall be left in broom clean condition.

Disturbed landscape areas shall be restored as follows, exclusive of measurement and payment:

- Topsoil – Roadside; Install minimum 3-inch depth.
- Turf Establishment – Roadside
- The Contractor shall perform the initial watering and shall spread straw uniformly in a continuous blanket to hide the soil from view.
- The Contractor shall water, mow, and weed the turf establishment areas for the duration of the contract or until turf areas are accepted. Areas will be accepted when free from thin or bare ground greater than one foot in diameter; at least 80 percent of the ground surface is covered with established specified permanent turf grass species and they exhibit healthy green color.

**METHOD OF MEASUREMENTS:**

This work will be measured as the number of Type F-1 Primary Orientation Sign satisfactorily furnished and installed at the locations shown on the plans or ordered by the Engineer.

**BASIS OF PAYMENT:**

The unit price bid for each Type F-1 Primary Orientation Sign shall include the cost of furnishing all labor, materials and equipment necessary to complete the work.

<b>Pay Item</b>	<b>Description</b>	<b>Unit</b>
690.01000705	Type F-1 Primary Orientation Sign	EA

## **ITEM 690.01000805 – TYPE X-5 BLACK ROCK CANAL PARK IDENTIFICATION SIGN**

### **DESCRIPTION:**

This work shall consist of furnishing and installing Type X-5 Black Rock Canal Park Identification Sign in accordance with the plans and specifications and as directed by the Engineer.

Work under this item includes, but is not limited to, removal of existing sign panels, including footings if applicable, repairing stone columns at existing mounting locations, field measuring existing stone columns, fabrication and installation of sign panel systems, and restoration of site disturbed by construction activities accordance with the plans and specifications and as directed by the Engineer.

### **MATERIALS:**

Where appropriate, the following sections of the NYSDOT Standard Specifications shall apply:

Section 203-2 – Excavation and Embankment  
Section 701 – Hydraulic Cements  
Section 703 – Aggregates  
Section 704 – Masonry Units  
Section 705 – Joint Materials  
Section 712 - Water  
Section 713 – Landscape Development Materials  
Section 729 – Temporary Traffic Control Devices  
Section 730 – Signs and Delineators  
Section 733 – Earthwork Materials

### General:

The materials required to satisfactorily furnish a Type X-5 Black Rock Canal Park Identification Sign under this pay item shall be in accordance with the requirements found on the drawings and as specified. The drawings and specifications will include information on the Type X-5 Black Rock Canal Park Identification Sign material, finishes, mounting/embedment hardware and concrete, including reinforcement.

### Submittals:

Submit shop drawings and/or manufacturer's cut sheets/specifications for each Type X-5 Black Rock Canal Park Identification Sign to be installed using this specification. The following information shall be included:

- Manufacturer's name and address,
- Sign type, name and/or catalog/reference number,
- Sign material and finish,
- Sign dimensions, and
- Sign anchor details including mounting/embedment type with hardware.

**ITEM 690.01000805 – TYPE X-5 BLACK ROCK CANAL PARK IDENTIFICATION SIGN**

**CONSTRUCTION DETAILS:**

Contractor shall remove existing sign panels, and anchorages, from between existing masonry columns.

Contractor shall field measure and sufficiently document condition of existing columns. Notify Engineer of deficiencies in existing columns that may result in an unacceptable sign system.

Type X-5 Black Rock Canal Park Identification Sign shall be constructed in accordance with this specification, the contract documents, instructions provided by the manufacturer, and as directed by Engineer.

Assembly of sign panel components shall be performed in strict accordance with manufacturer’s recommendations for installation if applicable. All work shall be free of blemishes or defects, which can affect durability, strength, safety or appearance. Sign panels or parts that are received chipped, scratched, bent, dented, stained, or damaged or are damaged during installation as determined by the Engineer will not be accepted and shall be removed immediately from the project site and replaced with new sign panels or parts, which are free from all defects.

The contractor shall set the sign panel plumb to the height indicated in the contract documents or as directed by the Engineer.

The contractor shall protect all parts of the Type X-5 Black Rock Canal Park Identification Sign and maintain it in an undamaged condition until completion and acceptance of the contract. Any sections damaged at any time prior to final acceptance shall be repaired or replaced at the contractor’s expense.

Contractor shall remove all excavated materials, debris, and trash from the work site. Pavements shall be left in broom clean condition.

Disturbed landscape areas shall be restored as follows, exclusive of measurement and payment:

- Topsoil – Roadside; Install minimum 3-inch depth.
- Turf Establishment – Roadside
- The Contractor shall perform the initial watering and shall spread straw uniformly in a continuous blanket to hide the soil from view.

The Contractor shall water, mow, and weed the turf establishment areas for the duration of the contract or until turf areas are accepted. Areas will be accepted when free from thin or bare ground greater than one foot in diameter; at least 80 percent of the ground surface is covered with established specified permanent turf grass species and they exhibit healthy green color.

**METHOD OF MEASUREMENTS:**

This work will be measured as the number of Type X-5 Black Rock Canal Park Identification Sign satisfactorily furnished and installed at the locations shown on the plans or ordered by the Engineer.

**BASIS OF PAYMENT:**

The unit price bid for each Type X-5 Black Rock Canal Park Identification Sign shall include the cost of furnishing all labor, materials and equipment necessary to complete the work.

<b>Pay Item</b>	<b>Description</b>	<b>Unit</b>
690.01000805	Type X-5 Black Rock Canal Park Identification Sign	EA

## **TECHNICAL SPECIFICATIONS**

## SECTION 013300 - SUBMITTAL PROCEDURES

## PART 1 - GENERAL

## 1.1 SUMMARY

- A. Section includes requirements for the submittal schedule and administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples and other submittals.

## 1.2 DEFINITIONS

- A. Action Submittals: Written and graphic information, and physical samples that require Owners Representative's responsive action. Action submittals are those submittals indicated in individual Specification Sections as "action submittals."
- B. Informational Submittals: Written and graphic information, and physical samples that do not require Owners Representative's responsive action. Submittals may be rejected for not complying with requirements. Informational submittals are those submittals indicated in individual Specification Sections as "informational submittals."
- C. Portable Document Format (PDF): An open standard for electronic documents, licensed by Adobe Systems, used for representing documents in a device-independent and display resolution-independent fixed-layout document format.

## 1.3 SUBMITTAL PROCEDURES

- A. Architect's Digital Data Files: Electronic digital data files of the Contract Drawings will be provided by Architect for Contractor's use in preparing submittals.
  - 1. Architect will furnish Contractor one set of digital data drawing files of the Contract Drawings for use in preparing Shop Drawings.
    - a. Architect makes no representations as to the accuracy or completeness of digital data drawing files as they relate to the Contract Drawings.
    - b. Digital Drawing Software Program: The Contract Drawings are available in PDF.
- B. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
  - 1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
  - 2. Submit all submittal items required for each Specification Section concurrently unless partial submittals for portions of the Work are indicated on approved submittal schedule.
  - 3. Submit action submittals and informational submittals required by the same Specification Section as separate packages under separate transmittals.

4. Coordinate transmittal of different types of submittals for related parts of the Work so processing will not be delayed because of need to review submittals concurrently for coordination.
  - a. Owners Representative reserve(s) the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
- C. Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence upon Owners Representative's receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
  1. Initial Review: Allow 15 business days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Owners Representative will advise Contractor when a submittal being processed must be delayed for coordination.
  2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
  3. Resubmittal Review: Allow 15 business days for review of each resubmittal.
  4. Sequential Review: Where sequential review of submittals by Owners Representative's consultants, Owner, or other parties is indicated, allow 10 additional business days for initial review of each submittal.
    - a. Sign Message Layouts.
  5. Transmittal for Sample Submittals: Assemble each submittal individually and appropriately for transmittal and handling. Transmit each submittal using a transmittal form. Owners Representative will return without review submittals received from sources other than Contractor. Transmit each submittal using the transmittal form at the end of this section.
- D. Electronic Submittals: Identify and incorporate information in each electronic submittal file as follows:
  1. Assemble complete submittal package into a single indexed file incorporating submittal requirements of a single Specification Section and transmittal form with links enabling navigation to each item.
  2. Name file with submittal number or other unique identifier, including revision identifier.
    - a. File name shall use project identifier and Specification Section number followed by a decimal point and then a sequential number (e.g., CAP-SIGNS2-25-101426.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., CAP-SIGNS2-25-101426.01.A).
  3. Provide means for insertion to permanently record Contractor's review and approval markings and action taken by Owners Representative.
  4. Transmittal Form for Electronic Submittals: Use electronic form acceptable to Owner and Owners Representative, containing the following information:
    - a. Project name.
    - b. Date.



- c. Name and address of Architect.
  - d. Name of Contractor.
  - e. Name of firm or entity that prepared submittal.
  - f. Names of subcontractor, manufacturer, and supplier.
  - g. Category and type of submittal.
  - h. Submittal purpose and description.
  - i. Specification Section number and title.
  - j. Specification paragraph number or drawing designation and generic name for each of multiple items.
  - k. Drawing number and detail references, as appropriate.
  - l. Location(s) where product is to be installed, as appropriate.
  - m. Related physical samples submitted directly.
  - n. Indication of full or partial submittal.
  - o. Transmittal number.
  - p. Submittal and transmittal distribution record.
  - q. Other necessary identification.
  - r. Remarks.
- E. Options: Identify options requiring selection by Owners Representative.
- F. Deviations and Additional Information: On an attached separate sheet, prepared on Contractor's letterhead, record relevant information, requests for data, revisions other than those requested by Owners Representative on previous submittals, and deviations from requirements in the Contract Documents, including minor variations and limitations. Include same identification information as related submittal.
- G. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
- 1. Note date and content of previous submittal.
  - 2. Note date and content of revision in label or title block and clearly indicate extent of revision.
  - 3. Resubmit submittals until they are marked with approval notation from Owners Representative's action stamp.
- H. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, and installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.
- I. Use for Construction: Retain complete copies of submittals on Project site. Use only final action submittals that are marked with approval notation from Owners Representative's action stamp.

## PART 2 - PRODUCTS

### 2.1 ACTION SUBMITTALS

- A. General: Prepare and submit Action Submittals required by individual Specification Sections.

- B. **Product Data:** Collect information into a single submittal for each element of construction and type of product or equipment.
1. If information must be specially prepared for submittal because standard printed data are not suitable for use, submit as Shop Drawings, not as Product Data.
  2. Mark each copy of each submittal to show which products and options are applicable.
  3. Include the following information, as applicable:
    - a. Manufacturer's written recommendations.
    - b. Manufacturer's product specifications.
    - c. Color charts showing full range of available colors.
    - d. Manufacturer catalog cuts.
    - e. Wiring diagrams showing factory-installed wiring.
    - f. Printed performance curves.
    - g. Operational range diagrams.
    - h. Mill reports.
    - i. Standard product operating and maintenance manuals.
    - j. Compliance with recognized trade association standards.
    - k. Compliance with recognized testing agency standards.
    - l. Application of testing agency labels and seals.
    - m. Notation of coordination requirements.
- C. **Shop Drawings:** Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data.
1. **Preparation:** Include the following information, as applicable:
    - a. Dimensions.
    - b. Identification of products.
    - c. Fabrication and installation drawings.
    - d. Roughing-in and setting diagrams.
    - e. Shop work manufacturing instructions.
    - f. Templates and patterns.
    - g. Schedules.
    - h. Design calculations.
    - i. Compliance with specified standards.
    - j. Notation of coordination requirements.
    - k. Notation of dimensions established by field measurement.
  2. **Sheet Size:** Except for templates, patterns, and similar full-size drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches but no larger than sheet size used for Contract Document Drawings.
  3. **Number of Copies:** Submit two black-line prints and one electronic file copy of each submittal. Owners Representative will return the one print marked with action taken to the Contractor for distribution. Contractor shall make necessary copies from the returned print.
- D. **Samples:** Prepare physical units of materials or products, including the following:
1. **Samples for Initial Selection:** Submit manufacturer's color charts consisting of units or sections of units showing the full range of colors, textures, and patterns available.

2. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from the same material to be used for the Work, cured and finished in manner specified, and physically identical with the product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.
  3. Preparation: Mount, display, or package Samples in manner specified to facilitate review of qualities indicated. Prepare Samples to match Owners Representative's sample where so indicated. Attach label on unexposed side that includes the following:
    - a. Generic description of Sample.
    - b. Product name or name of manufacturer.
    - c. Sample source.
  4. Submit Samples for review of kind, color, pattern, and texture for a final check of these characteristics with other elements and for a comparison of these characteristics between final submittal and actual component as delivered and installed.
    - a. If variation in color, pattern, texture, or other characteristic is inherent in the product represented by a Sample, submit at least three sets of paired units that show approximate limits of the variations.
    - b. Refer to individual Specification Sections for requirements for Samples that illustrate workmanship, fabrication techniques, and details of assembly, connections, operation, and similar construction characteristics.
  5. Number of Samples for Initial Selection: Submit two full sets of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. Owners Representative will return one submittal with options selected.
  6. Number of Samples for Verification: Submit two full sets of Samples. Owners Representative will retain one Sample set; remainder will be returned marked with action taken to the Contractor for distribution.
    - a. Submit a single Sample where assembly details, workmanship, fabrication techniques, connections, operation, and other similar characteristics are to be demonstrated.
  7. Disposition: Contractor to maintain one set of approved Samples at Project site, available for quality-control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.
    - a. Samples that may be incorporated into the Work are indicated in individual Specification Sections. Such Samples must be in an undamaged condition at time of use.
    - b. Samples not incorporated into the Work, or otherwise designated as Owner's property, are the property of Contractor.
- E. Submittals requiring compliance with other sections in the Project Manual.
1. Contractor's Construction Schedule.
  2. Submittals Schedule.
  3. Application for Payment.
  4. Schedule of Values.
  5. Subcontract List.

## 2.2 INFORMATIONAL SUBMITTALS

- A. General: Prepare and submit Informational Submittals required by individual Specification Sections and elsewhere in the Contract Documents.
- B. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, names and addresses of architects and owners, and other information specified.
- C. Product Certificates: Prepare written statements on manufacturer's letterhead certifying that product complies with requirements.
- D. Installer Certificates: Prepare written statements on manufacturer's letterhead certifying that Installer complies with requirements and, where required, is authorized for this specific Project.
- E. Manufacturer Certificates: Prepare written statements on manufacturer's letterhead certifying that manufacturer complies with requirements. Include evidence of manufacturing experience where required.
- F. Material Certificates: Prepare written statements on manufacturer's letterhead certifying that material complies with requirements.
- G. Material Test Reports: Prepare reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements.
- H. Field Test Reports: Prepare reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements.
- I. Product Test Reports: Prepare written reports indicating current product produced by manufacturer complies with requirements. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.
- J. Maintenance Data: Prepare written and graphic instructions and procedures for operation and normal maintenance of products and equipment.
- K. Design Data: Prepare written and graphic information, including, but not limited to, performance and design criteria, list of applicable codes and regulations, and calculations. Include list of assumptions and other performance and design criteria and a summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Include page numbers.
- L. Manufacturer's Instructions: Prepare written or published information that documents manufacturer's recommendations, guidelines, and procedures for installing or operating a product or equipment. Include name of product and name, address, and telephone number of manufacturer. Include the following, as applicable:
  - 1. Preparation of substrates.
  - 2. Required substrate tolerances.

3. Sequence of installation or erection.
4. Required installation tolerances.
5. Required adjustments.
6. Recommendations for cleaning and protection.

M. Material Safety Data Sheets: Keep on site and submit information directly to Owner. If submitted to Owners Representative, Owners Representative will not review this information but will return it with no action taken.

### 2.3 DELEGATED-DESIGN SERVICES

A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.

B. Delegated-Design Services: In addition to Shop Drawings, Product Data, and other required submittals, submit digitally signed PDF file and paper copies of detailed plans for each complete sign assembly, including all sign structures, panels, concrete foundations, reinforcing and wind load calculation signed and sealed by the responsible Professional Engineer licensed in the State of New York for each product, assembly or system specifically assigned to Contractor to be designed or certified by a design professional.

1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include list of codes, loads and other factors used in performing these services.

## PART 3 - EXECUTION

### 3.1 CONTRACTOR'S REVIEW

A. Action and Informational Submittals: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Owners Representative.

B. Approval Stamp: Stamp each submittal with a uniform, approval stamp. Include Project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.

### 3.2 OWNERS REPRESENTATIVE'S ACTION

A. General: Owners Representative will not review submittals that do not bear Contractor's approval stamp and will return them without action.

B. Action Submittals: Owners Representative will review each submittal, make marks to indicate corrections or modifications required, and return it. Owners Representative will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action taken, as follows:

1. Owners Representative's Action:
  - a. Final Unrestricted Release: When the Owners Representative marks a submittal "No Exceptions Taken" the Work covered by the submittal may proceed provided it complies with requirements of the Contract Documents. Final payment depends on that compliance.
  - b. Final-But-Restricted Release: When the Owners Representative marks a submittal "Provide as Corrected," the Work covered by the submittal may proceed provided it complies with notations or corrections on the submittal and requirements of the Contract Documents. Final payment depends on that compliance.
  - c. Returned for Resubmittal: When the Owners Representative marks a submittal "Revise and Resubmit," do not proceed with Work covered by the submittal, including purchasing, fabrication, delivery, or other activity. Revise or prepare a new submittal according to the notations; resubmit without delay.
    - 1) Do not use, or allow others to use, submittals marked "Revise and Resubmit" at the Project Site or elsewhere where Work is in progress.
  - d. Returned for Resubmittal: When the Owners Representative marks a submittal "Rejected", the Owners Representative has not completed a full review, because it is clear that the submittal does not reflect the requirements of the Contract Documents. Do not proceed with work covered by the submittal, including purchasing, fabrication, delivery or other activity. Revise or prepare a new submittal that complies with the Contract Documents.
  - e. Other Action: If the submittal is primarily for information purposes, record purposes, special processing, or other contractor activity, the submittal will be returned marked "Reviewed for General Conformance Only". These submittals have been received and processed for information only and not approved or disapproved by the Owners Representative.
- C. Informational Submittals: Owners Representative will review each submittal and will return it, or will reject and return it if it does not comply with Contract Document requirements.
- D. Submittals not required by the Contract Documents will not be reviewed and will be discarded or returned without action.

END OF SECTION 013300

SECTION 044313.13 – ANCHORED STONE MASONRY VENEER

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Stone masonry anchored to unit masonry backup.

1.2 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site.

1.3 ACTION SUBMITTALS

- A. Product Data: For each variety of stone, stone accessory, and manufactured product.
- B. Samples for Initial Selection: For colored mortar and other items involving color selection.
- C. Samples for Verification:
1. For each stone type indicated. Include at least five Samples in each set and show the full range of color and other visual characteristics in completed Work.
  2. For each color of mortar required.

1.4 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For Installer.
- B. List of Materials Used in Constructing Mockups: List generic product names together with manufacturers, manufacturers' product names, supply sources, and other information as required to identify materials used. Include mix proportions for mortar and source of aggregates.
1. Neither receipt of list nor approval of mockups constitutes approval of deviations from the Contract Documents contained in mockups unless Architect approves such deviations in writing.

1.5 QUALITY ASSURANCE

- A. Installer Qualifications: A qualified installer who employs experienced stonemasons and stone fitters.
- B. Mockups: Build mockups to demonstrate aesthetic effects and to set quality standards for materials and execution.

1. Build mockup of typical wall area.
  - a. Include stone coping at top of mockup.
2. Protect accepted mockups from the elements with weather-resistant membrane.
3. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
4. Subject to compliance with requirements, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

#### 1.6 DELIVERY, STORAGE, AND HANDLING

- A. Store cementitious materials on elevated platforms, under cover, and in a dry location. Do not use cementitious materials that have become damp.
- B. Store aggregates where grading and other required characteristics can be maintained and contamination avoided.
- C. Store masonry accessories, including metal items, to prevent corrosion and accumulation of dirt and oil.

#### 1.7 FIELD CONDITIONS

- A. Protection of Stone Masonry: During construction, cover tops of walls, projections, and sills with waterproof sheeting at end of each day's work. Cover partially completed stone masonry when construction is not in progress.
- B. Stain Prevention: Immediately remove mortar and soil to prevent them from staining stone masonry face.
  1. Protect base of walls from rain-splashed mud and mortar splatter using coverings spread on the ground and over the wall surface.
  2. Protect sills, ledges, and projections from mortar droppings.
- C. Cold-Weather Requirements: Do not use frozen materials or materials mixed or coated with ice or frost. Do not build on frozen substrates. Remove and replace stone masonry damaged by frost or freezing conditions. Comply with cold-weather construction requirements contained in TMS 602/ACI 530.1/ASCE 6.
  1. Cold-Weather Cleaning: Use liquid cleaning methods only when air temperature is 40 deg F and above and will remain so until masonry has dried, but not less than seven days after completing cleaning.
- D. Hot-Weather Requirements: Comply with hot-weather construction requirements contained in TMS 602/ACI 530.1/ASCE 6.



## 1.8 COORDINATION

- A. Advise installers of adjacent Work about specific requirements for placement of reinforcement, veneer anchors, flashing, and similar items to be built into stone masonry.
- B. Coordinate locations of dovetail slots installed in concrete that are to receive stone anchors.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. Source Limitations for Stone: Obtain stone, from single quarry with resources to provide materials of consistent quality in appearance and physical properties.
- B. Source Limitations for Mortar Materials: Obtain mortar ingredients of uniform quality for each cementitious component from single manufacturer and each aggregate from single source or producer.

### 2.2 STONE MATERIALS

- A. General: The project goal is to closely match the existing Works Projects Administration (WPA) stone work at each of the Heritage Parks. The Heritage Parks include Akron Falls, Chestnut Ridge, Como Lake, Ellicott Creek and Emery Parks. The stone work at each park varies in terms of stone color, texture, sizes, shapes and pattern.
  - 1. The Parks Department does have stones stockpiled that may be incorporated into the Work.
  - 2. If existing stockpiles are insufficient for the Work the Contractor shall obtain additional stone materials as specified.
  - 3. Use of a manufactured stone veneer may be considered by the Owner.
- B. Stone Closely Matching Existing: Natural stone of variety, color, texture, grain, veining, finish, size, and shape that closely match existing stone and with physical properties as listed below:
  - 1. For existing stone that exhibits a range of colors, texture, grain, veining, finishes, sizes, or shapes, provide stone that proportionally matches that range rather than stone that matches an individual color, texture, grain, veining, finish, size, or shape within that range.
- C. Cutting New Stone: Cut each new stone so that, when it is set in final position, the rift or natural bedding planes will match the rift orientation of existing stones.

### 2.3 MORTAR MATERIALS

- A. Portland Cement: ASTM C150/C150M, Type I or Type II, except Type III may be used for cold-weather construction; natural color or white cement may be used as required to produce mortar color indicated.

1. Low-Alkali Cement: Not more than 0.60 percent total alkali when tested according to ASTM C114.
- B. Hydrated Lime: ASTM C207, Type S.
- C. Mortar Pigments: Natural and synthetic iron oxides and chromium oxides, compounded for use in mortar mixes and complying with ASTM C979/C979M. Use only pigments with a record of satisfactory performance in stone masonry mortar.
- D. Aggregate: ASTM C144 and as follows:
  1. For pointing mortar, use aggregate graded with 100 percent passing No. 16 sieve.
  2. Colored Aggregates: Natural-colored sand or ground marble, granite, or other sound stone; of color necessary to produce required mortar color.
- E. Water: Potable.

## 2.4 VENEER ANCHORS

- A. Materials:
  1. Hot-Dip Galvanized-Steel Sheet: ASTM A1008/A1008M, cold-rolled, carbon-steel sheet, hot-dip galvanized after fabrication to comply with ASTM A153/A153M, Class B-2.
- B. Size: Sufficient to extend at least halfway, but not less than 1-1/2 inches (38 mm), through stone masonry and with at least a 5/8-inch (16-mm) cover on exterior face.
- C. Corrugated-Metal Veneer Anchors: Not less than 0.060-inch-thick by 7/8-inch-wide hot-dip galvanized steel sheet with corrugations having a wavelength of 0.3 to 0.5 inch and an amplitude of 0.06 to 0.10 inch.
- D. Polymer-Coated, Steel Tapping Screws for Concrete Masonry: Self-tapping screws with specially designed threads for tapping and wedging into masonry, with hex washer head and neoprene washer, 3/16-inch diameter by 1-1/2-inch length, and with organic polymer coating with more than 800-hour, salt-spray resistance to red rust per ASTM B117.

## 2.5 MASONRY CLEANERS

- A. Proprietary Acidic Cleaner: Manufacturer's standard-strength cleaner designed for removing mortar and grout stains, efflorescence, and other new construction stains from stone masonry surfaces without discoloring or damaging masonry surfaces; expressly approved for intended use by cleaner manufacturer and stone producer.

## 2.6 FABRICATION

- A. General: Fabricate stone units in sizes and shapes required to comply with requirements indicated.

- B. Cut, split or select stone to produce pieces of thickness, size, and shape indicated, including details on Drawings and pattern specified in "Setting Stone Masonry" Article.
- C. Dress joints (bed and vertical) straight and at right angle to face unless otherwise indicated. Shape beds to fit supports.
- D. Thickness of Stone: Provide thickness indicated, but not less than the following:
  - 1. Thickness: 3 inches plus or minus 1/4 inch.
- E. Finish exposed stone faces and edges to comply with requirements indicated for finish and to match approved samples and mockups.
  - 1. Finish: Mixed split face, seam face, and rock face (pitched face).

## 2.7 MORTAR MIXES

- A. General: Do not use admixtures, including pigments, air-entraining agents, accelerators, retarders, water-repellent agents, antifreeze compounds, or other admixtures, unless otherwise indicated.
- B. Measurement and Mixing: Measure cementitious materials and sand in a dry condition by volume or equivalent weight. Do not measure by shovel; use known measure. Mix materials in a clean, mechanical batch mixer.
- C. Colored Mortar: Produce mortar of color required by using specified ingredients. Do not alter specified proportions without Architect's approval.
  - 1. Mortar Pigments: Where mortar pigments are indicated, do not add pigment exceeding 10 percent by weight of the cementitious or binder materials, except for carbon black which is limited to 2 percent, unless otherwise demonstrated by a satisfactory history of performance.
- D. Do not use admixtures in mortar unless otherwise indicated.
- E. Mixes: Mix mortar materials in the following proportions:
  - 1. Rebuilding (Setting) Mortar by Type: ASTM C 270, Proportion Specification, Type N, unless otherwise indicated, with cementitious material limited to portland cement and lime.
  - 2. Pigmented, Colored Mortar: Add mortar pigments to produce exposed, setting (rebuilding) mortar of colors required.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine surfaces indicated to receive stone masonry, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of stone masonry.

- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. Clean dirty or stained stone surfaces by removing soil, stains, and foreign materials before setting. Clean stone by thoroughly scrubbing with fiber brushes and then drenching with clear water. Use only mild cleaning compounds that contain no caustic or harsh materials or abrasives.

### 3.3 INSTALLATION OF STONE MASONRY

- A. Perform necessary field cutting and trimming as stone is set.
  - 1. Use hammer and chisel to split stone that is fabricated with split surfaces. Make edges straight and true, matching similar surfaces that were shop or quarry fabricated.
  - 2. Pitch face at field-split edges as needed to match stones that are not field split.
- B. Sort stone before it is placed in wall to remove stone that does not comply with requirements relating to aesthetic effects, physical properties, or fabrication, or that is otherwise unsuitable for intended use.
- C. Arrange stones in uncoursed rubble pattern with joint widths within tolerances indicated.
- D. Arrange stones with color and size variations uniformly dispersed for an evenly blended appearance.
- E. Install supports, fasteners, and other attachments indicated or necessary to secure stone masonry in place.
- F. Set stone accurately in locations indicated with edges and faces aligned according to established relationships and indicated tolerances.
- G. Maintain uniform joint widths except for variations due to different stone sizes and where minor variations are required to maintain bond alignment if any. Lay walls with joints not less than 3/8 inch at narrowest points or more than 1 inch at widest points.

### 3.4 INSTALLATION OF ANCHORED STONE MASONRY

- A. Anchor stone masonry to unit masonry with screw-attached veneer anchors unless otherwise indicated. Fasten anchors to unit masonry with two screws.
- B. Embed veneer anchors in mortar joints of stone masonry at least halfway, but not less than 1-1/2 inches, through stone masonry and with at least a 5/8-inch cover on exterior face.
- C. Space anchors not more than 18 inches o.c. vertically and 32 inches o.c. horizontally, with not less than one anchor per 2.67 sq. ft. of wall area. Install additional anchors within 12 inches of openings, sealant joints, and perimeter at intervals not exceeding 12 inches.
- D. Set stone in full bed of mortar with full head joints unless otherwise indicated. Build anchors into mortar joints as stone is set.

- E. Fill with mortar as stone is set.
- F. Rake out joints for pointing with mortar to depth of not less than 1/2 inch before setting mortar has hardened. Rake joints to uniform depths with square bottoms and clean sides.

### 3.5 POINTING

- A. Prepare stone-joint surfaces for pointing with mortar by removing dust and mortar particles. Where setting mortar was removed to depths greater than surrounding areas, apply pointing mortar in layers not more than 3/8 inch deep until a uniform depth is formed.
- B. Point stone joints by placing and compacting pointing mortar in layers of not more than 3/8 inch deep. Compact each layer thoroughly and allow to it become thumbprint hard before applying next layer.
- C. Tool joints, when pointing mortar is thumbprint hard, with a smooth jointing tool to produce the following joint profile:
  - 1. Joint Profile: As indicated.

### 3.6 ADJUSTING AND CLEANING

- A. Remove and replace stone masonry of the following description:
  - 1. Broken, chipped, stained, or otherwise damaged stone. Stone may be repaired if methods and results are approved by Architect.
  - 2. Defective joints.
  - 3. Stone masonry not matching approved samples and mockups.
  - 4. Stone masonry not complying with other requirements indicated.
- B. Replace in a manner that results in stone masonry matching approved samples and mockups, complying with other requirements, and showing no evidence of replacement.
- C. In-Progress Cleaning: Clean stone masonry as work progresses. Remove mortar fins and smears before tooling joints.
- D. Final Cleaning: After mortar is thoroughly set and cured, clean stone masonry as follows:
  - 1. Remove large mortar particles by hand with wooden paddles and nonmetallic scrape hoes or chisels.
  - 2. Test cleaning methods on mockup; leave one-half of panel uncleaned for comparison purposes. Obtain Architect's approval of sample cleaning before cleaning stone masonry.
  - 3. Protect adjacent stone and nonmasonry surfaces from contact with cleaner by covering them with liquid strippable masking agent, polyethylene film, or waterproof masking tape.
  - 4. Wet wall surfaces with water before applying cleaner; remove cleaner promptly by rinsing thoroughly with clear water.
  - 5. Clean stone masonry by bucket and brush hand-cleaning method described in BIA Technical Note No. 20, Revised II, using job-mixed detergent solution.

6. Clean stone masonry with proprietary acidic cleaner applied according to manufacturer's written instructions.

3.7 EXCESS MATERIALS AND WASTE

- A. Excess Stone: Stack excess stone where directed by Owner for Owner's use.
- B. Excess Masonry Waste: Remove excess clean masonry waste and other waste, and legally dispose of off Owner's property.

END OF SECTION 044313.13

SECTION 101426 - POST AND PANEL/PYLON SIGNAGE

PART 1 - GENERAL

1.01 QUALITY ASSURANCE

A. Manufacturers and Installers Qualifications

1. The signage manufacturer shall have a minimum of five consecutive years in the manufacturing of signage of the particular type specified and shall have been responsible for manufacturing signage for projects of similar scope.
2. The signage installer shall have a minimum of three consecutive years of installing signage of similar types specified on projects of similar scope.
3. The signage manufacturer shall include references for three projects utilizing similar materials, fabrication technologies and installation practices. The references shall include the name of the project, general description of work performed, location, date and client contact information.

B. Reference Standards

1. American Society of Testing and Materials (ASTM)
  - a. ASTM B 221-75, Aluminum alloy extruded bars, rods, wires, shapes and tubes.

1.02 SUBMITTAL REQUIREMENTS

A. Shop Drawings

1. Indicate details of fabrication and installation and all materials including colors.

B. Product Data

1. Submit complete technical data for each sign type.

C. Samples:

1. Submit samples of the following
  - a. Sample of each color indicated in Color Code
  - b. Full-scale prints of all graphic elements or logos to be used on signage. Designs shall be optically correct and enlarged prior to submission.

D. Contractor's Responsibilities

1. Review Shop Drawings, product data, and samples prior to submission and stamp with approval.
2. Submittals without Contractor's stamp of approval will not be considered and will be returned for resubmission.

3. Verify:
  - a. Field measurements
  - b. Field construction criteria
  - c. Catalog Numbers and similar data
  - d. Quantities
4. Coordinate each submittal with requirements of work and of Contract Documents.
5. Contractor's responsibility for errors and omissions in submittals is not relieved by Owner's review of submittals.
6. Contractor's responsibility for deviations in submittals from requirements of Contract Documents is not relieved by Owner's review of submittals unless Owner gives written acceptance of specific deviations.
7. Notify Owner, in writing at the time of submission, of deviations in submittals from requirements of Contract Documents.
  - a. If Submittals deviate from the Contract Documents and Owner is not notified in writing of such deviation, then review is invalid.
  - b. When work is directly related and involves more than one trade, Shop Drawings shall be coordinated by the Contractor and submitted under one cover.
  - c. After a Shop Drawing base has been submitted for review, no changes may be made to that Drawing other than changes resulting from corrections made by the Owner unless such changes are clearly identified and circled before being resubmitted to the Owner. Any failure to comply with this requirement shall nullify and invalidate the Owner's review.

E. Submission Requirements:

1. Quantity:
  - a. Shop Drawings: 4 copies 11" x 17".
  - b. Product Data: 4 copies.
  - c. Samples: 2 each unless otherwise indicated in supplemental specifications, detail drawings or message schedule.
2. Accompany submittals with transmittal letter, in duplicate, containing:
  - a. Date.
  - b. Project Title and Number.
  - c. Contractor's Name and Address.
  - d. The number of each Shop Drawing, product data, and sample submitted.
  - e. Notification of deviations from Contract Documents.
  - f. Other pertinent data.
3. Submittals shall include:
  - a. Date and Revision Dates.
  - b. Project Title and Number.



- c. The Names of Owner, Contractor, Subcontractor, Supplier, and Manufacturer.
  - d. Identification of Product or Material.
  - e. Relation to Adjacent Structure or Materials.
  - f. Field Dimensions, clearly identified as such.
  - g. Specification Section Number.
  - h. Applicable standards, such as ASTM number or Federal Specification.
  - i. A blank space, 4" x 4" for the Owner's stamp.
  - j. Identification of Deviations from Contract Documents.
  - k. Contractor's stamp, initialed or signed, certifying review of submittal, verification of field measurements, and compliance with Contract Documents.
4. Delegated Design Submittal: Include structural analysis calculations for signs indicated to comply with design loads; signed and sealed by the qualified professional engineer responsible for their preparation.
- F. Distribution of Submittals after Review by Contractor:
- 1. Distribute copies of Shop Drawings and product data which carry Owner's stamp, to:
    - a. Contractor's File.
    - b. Job-Site File (Record Copy).
    - c. Other Contractors.
    - d. Subcontractors.
    - e. Supplier.
  - 2. Distribute Samples as Directed.
    - a. Shop drawings, product data, and samples which do not have the Owner's stamp No Exceptions Taken or Provide as Corrected will not be permitted on the project site.
- G. Owner's Duties:
- 1. Review submittals with reasonable promptness.
  - 2. Review for:
    - a. Design concept of project.
    - b. Information given in Contract Documents.
  - 3. Review of separate item does not constitute review of an assembly in which item functions.
  - 4. Affix stamp and initials or signature certifying review of submittal.
  - 5. Return submittals to Contractor for distribution.

### 1.03 DELIVERY, STORAGE AND HANDLING

- A. Exterior signage components will be accepted under the following conditions:
- 1. Deliver materials with manufacturers tags and labels intact. Store in original packaging, off the ground, and under protective covers.
  - 2. Handle to prevent damage.

## 1.04 JOB CONDITIONS

## A. Examination of Base Surfaces

1. Examine the base surfaces and conditions under which their materials are to be installed and verify all dimensions in the field.
2. Notify Owner, if conditions are detrimental to the proper and timely completion of the work. Do not proceed with work until unsatisfactory conditions have been corrected. Commencement of installation constitutes acceptance of base surfaces and the cost of any corrective work due to faulty base surfaces shall be born by the Contractor.

## B. Protection

1. Preserve and protect all existing site features, including by not limited to pavements, curbs, lawn, plantings. Preserve and protect all portions of the existing building(s).

## C. Restoration

1. If damage is caused to interior finishes or buildings as a result of the work under this Contract, it shall be corrected to the satisfaction of the Owner at the expense of the Contractor. Correction shall be by restoration or replacement, as determined by the Owner.

## 1.05 WARRANTY

## A. Special Warranty: Manufacturer agrees to repair or replace components of signs that fail in materials or workmanship within specified warranty period.

1. Failures include, but are not limited to, the following:
  - a. Deterioration of finishes beyond normal weathering.
  - b. Deterioration of embedded graphic image.
  - c. Separation or delamination of sheet materials and components
2. Warranty Period: Five years from date of Substantial Completion

## PART 2 - PRODUCTS

## 2.01 ACCEPTABLE MANUFACTURERS

- A. ID Signsystems
- B. Architectural Graphics Inc.
- C. ASI Sign Systems
- D. Cooper Sign Co. Inc.
- E. Color Ad Sign Co.

## 2.02 MATERIALS

## A. Aluminum Post and Panel Signs

1. Sign Panels to be fabricated from 5052H38 sheet aluminum around aluminum framing to form smooth non-lipped finish.
2. Post sizing to be as specified on the Detail Drawings. Post wall thickness to be as required to meet wind load specification.
3. Aluminum panels will be degreased, immersed in a chromate conversion solution and hot water rinse.
4. Size, finish, color and typeface will be as shown on Detail Drawings. The minimum thickness for all sign panel faces, corners and edges and aluminum posts will be .125" throughout.

## B. Directional and Map Graphics

1. The solid composite phenolic graphic panels on signs Type F-1 shall meet the following material and manufacturing specifications:
  - a. Thickness: Minimum 1/4" (0.250" / 3mm)
  - b. Approx. Weight/SF: 1.8 lbs.
  - c. Surface Finish: Textured semi-matte or semi-gloss outdoor finish.
  - d. Compressive Strength: M.D. 193,064 Kpa (31,000 PSI) C.D. 172,378 Kpa (25,000 PSI).
  - e. Tensile Strength: M.D. 151,693 Kpa (22,000 PSI) C.D. 110,322 Kpa (16,000 PSI).
  - f. Flexural Strength: M.D. 158,588 Kpa (23,000 PSI) C.D. 103,427 Kpa (15,000 PSI).
  - g. Impact (Edgewise): M.D. 0.6 FT/LBS/IN C.D. 0.5 FT/LBS/IN
  - h. Rockwell Hardness M Scale: 95 to 115.
  - i. Fire Retardant: Class A Rating, Surface burning characteristics in accordance with ASTM E84; unbonded: Flame spread 10; Smoke developed 95.
  - j. Water Absorption: 1/4":0.9% - 1/2":-0.6% - 1":0.35%.
  - k. Toxicity Test: LC50 Pittsburgh Protocol Toxicity test. Equal to and no more toxic than wood or paper.
  - l. UV Resistance: Exterior Grade with 20-year warranty: based on ASTM G26/A, no changes after 3000 hrs.
  - m. Frost Resistance: No change after 15 cycles (16 hrs ice at -20o C and 8 hrs thawing in air).
  - n. Pollution Resistance: DIN 50018 No change after 20 cycles.
  - o. Coefficient of Thermal Expansion: DIN 51045 (-20oC to +80oC temp. Range) Longitudinal  $9 \times 10^{-6}$  per oC Transverse  $16 \times 10^{-6}$  per oC.

## 2.03 FABRICATION

## A. Panel Fabrication

1. Aluminum panels to be attached to internal aluminum framing with structural adhesive to form shapes as shown on detail drawings. Structural adhesive to be as manufactured by:
    - a. Lord Corporation  
111 Lord Drive  
Cary, NC 27512-7923
    - b. 3M Corporation  
3M Center  
St. Paul MN 55144-1000
    - c. Master Bond Inc.  
154 Hobart Street  
Hackensack, NJ 07601
  2. All seams will be filled, ground smooth and painted.
- B. Graphics Application
1. Electronic art for all standard graphics, including maps, timelines and tourist information will be provided to fabricator in Corel Draw Version 16 format.
  2. Where surface-applied graphics are indicated, use high-performance 3-M Scotchcal cast opaque, Scotchlite reflective or retroreflective vinyl as indicated on Detail Drawings.
  3. Unless otherwise indicated on detail drawings, apply vinyl graphics to painted aluminum panels. See Signage Message Schedule for graphics and text content. Typography style, line spacing, letter spacing, and dimensioning between graphic components shall be as shown on detail drawings. Symbols will be developed from electronic art furnished by Owner.
  4. Category D-3 will utilize retroreflective graphics, fields, borders in accordance with MUTCD 2009 Edition with Revision Numbers 1, 2 and 3, Dated July 2022. Section 2D.50 Community Wayfinding Signs.
  5. Pedestrian categories F-1 will utilize .250" thick digitally-printed solid composite phenolic graphics panels. Electronic art for all standard graphics, including maps, timelines and tourist information will be provided to fabricator in Corel Draw Version 16 format.
- C. Post and Panel Painting
1. Prime aluminum posts and panels with primer coat as manufactured by:
    - a. Akzo Nobel Decorative Coatings Ltd.  
Rijksstraatweg 31  
Sassenheim, 2171 AJ  
NETHERLANDS
    - b. Matthews Paint Company  
760 Pittsburg Drive  
Delaware, Ohio 43015
    - c. PPG  
One PPG Place  
Pittsburg, PA 15272
  2. Paint aluminum posts and panels with two-part acrylic urethane enamel in semi-gloss finish as manufactured by:

- a. Akzo Nobel Decorative Coatings Ltd.  
Rijksstraatweg 31  
Sassenheim, 2171 AJ  
NETHERLANDS
- b. Matthews Paint Company  
760 Pittsburg Drive  
Delaware, Ohio 43015
- c. PPG  
One PPG Place  
Pittsburg, PA 15272

D. Wind Load Requirements:

1. Fabricate signs to withstand a wind load of 35 pounds per square foot or a direct wind force of 90 miles per hour.
2. Signage manufacturer will provide engineering specifications that identifies the sizing of all footings and hardware, to confirm that anchor depths and connections satisfy wind load requirements. This information will include engineering calculations that support the wind load specifications.

E. Proof-Reading

1. Fabricator will be responsible for proof-reading all completed signs for message accuracy.

## PART 3 - EXECUTION

### 3.01 INSTALLATION

A. Manufacturer's Directions

1. All work will be installed in accordance with manufacturer's printed instructions and the approved shop drawings.
2. All manufactured articles, materials, and equipment shall be applied, installed, connected, erected, used, cleaned and conditioned, as directed by the manufacturer, unless otherwise specified.

B. Mounting

1. Signage contractor will be responsible to for development of concrete signage anchors and coordination of all hardware requirements for installation of signs.
  - a. The signage in this package will be installed in undisturbed soil unless specified otherwise in Signage Message Schedule
2. See Detail Drawings for determination of installation methods for all post and panel signs.
3. The Owner will meet with the Signage Contractor in the field to confirm the precise location of each sign. The Signage Contractor will be responsible to confirm that sign locations are free and clear of underground utilities by consulting with local authorities prior to excavating for signage anchors. Should there be any conflicts with preferred sign

locations, the Owner will identify and document alternate locations and convey these to the Signage Contractor.

4. All work will be installed plumb, level and in true alignment.
5. All components will be securely attached.
6. All above-grade connections of separate or moveable components will be water-tight.

C. Permits

1. The installer will be responsible to obtain any Permits, Registration or Licenses necessary to install signage in the municipalities involved in this contract.

END OF SECTION

## **AGGREGATE SOURCES**





Refer to NYSDOT Approved List Sources of Fine & Coarse Aggregates:  
<https://www.dot.ny.gov/divisions/engineering/technical-services/materials-bureau/fine-coarse-aggregates>

## **WAGE RATES**



## PREVAILING WAGE RATES

Attention is directed to the statutory provisions governing the prevailing rates of wages for workmen, mechanics and laborers who are employed on this project.

Section 220 of the Labor Law as amended requires that the wages paid for a legal day's work shall be not less than the rate of wages plus the supplements prevailing at the time the work is performed, the current schedules of which are included in this proposal. Such amendments or supplements will be forwarded to the contractor.

The bidder shall take into account in his bid prices all changes in wage rates and supplements that may be forthcoming during the time the contract is in force.

The prime contractor must provide each subcontractor with a copy of the schedule of wages and supplements specified in the contract before the subcontractor's work is started.

The prime contractor must immediately obtain the subcontractor's certification (Attached-Page [WR 2](#)). Such certification must be maintained by the prime contractor until the final payment is requested.

If revised schedules of wages and supplements are issued, the prime contractor must provide each subcontractor with such revised schedules and obtain a revised subcontractor's certification.

The prime contractor must submit a labor affidavit (Attached-Page [WR 3](#) and [WR 3a](#)) in support of the payment of wages to its own employees.

The subcontractor's certification(s) and the prime contractor's affidavit must be submitted to the Deputy Commissioner's Office with the prime contractor's final payment request. Failure to obtain and provide the required certifications will delay the contractor's final payment.

PICC-1  
County of Erie County  
Office of the Comptroller

Public Improvement Contract Certification

Subcontractor Certification

1. I am an officer of \_\_\_\_\_  
a subcontractor of public contract No. \_\_\_\_\_ and I am duly  
authorized to make this affidavit on behalf of the firm.
2. I make this affidavit in order to comply with the provisions of Section 220-a of the New York State Labor  
Law.
3. On \_\_\_\_\_ we received from \_\_\_\_\_  
the prime contractor a copy of the initial/revised schedule of wages and supplements.  
  
Prevailing Rate Schedule Case Number \_\_\_\_\_ (PRC) specified in the public improvement  
contract.
4. I have reviewed such schedule(s), and agree to pay the applicable prevailing wages and to pay or provide  
the supplements specified therein.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

ACKNOWLEDGEMENT:

STATE OF NEW YORK  
COUNTY OF \_\_\_\_\_:SS.:

On this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
before me personally came \_\_\_\_\_  
to me known and known to me to be the person described in and who executed the foregoing instrument and  
acknowledged that he executed the same.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
County

If this affidavit is verified by an oath administered by a notary public in a foreign county other than Canada, it must  
be accompanied by a certificate authenticating the authority of the notary who administers the oath.(See CPLR  
2309 (c); Real Property Law, 311, 312)

County of Erie  
Office of the Comptroller

Project Improvement Contract Certification

Prime Contractor Certification

1. I am an officer of \_\_\_\_\_ and am duly authorized to make this affidavit on behalf of the prime contractor on public contract No. \_\_\_\_\_.  
\_\_\_\_\_.
2. I fully comprehend the terms and provisions of Section 220-a of the New York State Labor Law.
3. Except as herein stated, there are no amounts due and owing to or on behalf of laborers employed on the project by the contractor. (Set forth any unpaid wages and supplements; if none, so state).

Name	Amount
_____	_____
_____	_____
_____	_____
_____	_____

4. The contractor hereby files every verified statement required to be obtained by the contractor from the subcontractor(s).
5. Upon information and belief, except as stated herein, all laborers (exclusive of executive or supervisory employees) employed on this project have been paid the prevailing wages and supplements for their services through \_\_\_\_\_ (if more than one subcontractor, list name and date separately), the last day worked on the project by their subcontractor(s). (Set forth any unpaid wages and supplements; if none, so state and utilize clause 6).

Name	Amount
_____	_____
_____	_____
_____	_____
_____	_____

6. The contractor has no knowledge of amounts owing to or on behalf of any laborers of its subcontractor(s).
7. Pursuant to Section 223 of the New York State Labor Law, the contractor shall be responsible if the State Commissioner of Labor determines that wages and/or supplements were not paid or provided to employees of its subcontractor(s) in accordance with the appropriate schedule.

I have read the foregoing statements and any schedules attached hereto and know the contents thereof, and I hereby verify that the same is true of my own knowledge, except that the statement with respect to wages and supplements owing by subcontractors is certified upon information and belief.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

ACKNOWLEDGEMENT:

STATE OF NEW YORK  
COUNTY OF \_\_\_\_\_:SS.:

On this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
before me personally came \_\_\_\_\_ to  
me known and known to me to be the person described in and who executed the forgoing instrument and  
acknowledged that he executed the same.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
County

If this affidavit is verified by an oath administered by a notary public in a foreign country other than Canada, it must be accompanied by a certificate authenticating the authority of the notary who administers the oath. (See CPLR 2309 (c); Real Property Law, 311,312).



Kathy Hochul, Governor

Roberta Reardon, Commissioner

Erie County  
Arthur Traver  
237 Main St  
Suite 500  
Buffalo NY 14203

Schedule Year 2024 through 2025  
Date Requested 01/30/2025  
PRC# 2025001273

Location County Wide - Parks  
Project ID# CAP-SIGNS2-25  
Project Type Construction of park identification and wayfinding signs.

### PREVAILING WAGE SCHEDULE FOR ARTICLE 8 PUBLIC WORK PROJECT

Attached is the current schedule(s) of the prevailing wage rates and prevailing hourly supplements for the project referenced above. A unique Prevailing Rate Case Number (PRC#) has been assigned to the schedule(s) for your project.

The schedule is effective from July 2024 through June 2025. All updates, corrections, posted on the 1st business day of each month, and future copies of the annual determination are available on the Department's website [www.labor.ny.gov](http://www.labor.ny.gov). Updated PDF copies of your schedule can be accessed by entering your assigned PRC# at the proper location on the website.

It is the responsibility of the contracting agency or its agent to annex and make part, the attached schedule, to the specifications for this project, when it is advertised for bids and /or to forward said schedules to the successful bidder(s), immediately upon receipt, in order to insure the proper payment of wages.

Please refer to the "General Provisions of Laws Covering Workers on Public Work Contracts" provided with this schedule, for the specific details relating to other responsibilities of the Department of Jurisdiction.

Upon completion or cancellation of this project, enter the required information and mail **OR** fax this form to the office shown at the bottom of this notice, **OR** fill out the electronic version via the NYSDOL website.

#### NOTICE OF COMPLETION / CANCELLATION OF PROJECT

Date Completed: \_\_\_\_\_ Date Cancelled: \_\_\_\_\_

Name & Title of Representative: \_\_\_\_\_

Phone: (518) 457-5589 Fax: (518) 485-1870  
W. Averell Harriman State Office Campus, Bldg. 12, Room 130, Albany, NY 12240





# General Provisions of Laws Covering Workers on Article 8 Public Work Contracts

## Introduction

The Labor Law requires public work contractors and subcontractors to pay laborers, workers, or mechanics employed in the performance of a public work contract not less than the prevailing rate of wage and supplements (fringe benefits) in the locality where the work is performed.

## Responsibilities of the Department of Jurisdiction

A Department of Jurisdiction (Contracting Agency) includes a state department, agency, board or commission; a county, city, town or village; a school district, board of education or board of cooperative educational services; a sewer, water, fire, improvement and other district corporation; a public benefit corporation; and a public authority awarding a public work contract.

The Department of Jurisdiction (Contracting Agency) awarding a public work contract MUST obtain a Prevailing Rate Schedule listing the hourly rates of wages and supplements due the workers to be employed on a public work project. This schedule may be obtained by completing and forwarding a "Request for wage and Supplement Information" form (PW 39) to the Bureau of Public Work. The Prevailing Rate Schedule MUST be included in the specifications for the contract to be awarded and is deemed part of the public work contract.

Upon the awarding of the contract, the law requires that the Department of Jurisdiction (Contracting Agency) furnish the following information to the Bureau: the name and address of the contractor, the date the contract was let and the approximate dollar value of the contract. To facilitate compliance with this provision of the Labor Law, a copy of the Department's "Notice of Contract Award" form (PW 16) is provided with the original Prevailing Rate Schedule.

The Department of Jurisdiction (Contracting Agency) is required to notify the Bureau of the completion or cancellation of any public work project. The Department's PW 200 form is provided for that purpose.

Both the PW 16 and PW 200 forms are available for completion [online](#).

## Hours

No laborer, worker, or mechanic in the employ of a contractor or subcontractor engaged in the performance of any public work project shall be permitted to work more than eight hours in any day or more than five days in any week, except in cases of extraordinary emergency. The contractor and the Department of Jurisdiction (Contracting Agency) may apply to the Bureau of Public Work for a dispensation permitting workers to work additional hours or days per week on a particular public work project.

## Wages and Supplements

The wages and supplements to be paid and/or provided to laborers, workers, and mechanics employed on a public work project shall be not less than those listed in the current Prevailing Rate Schedule for the locality where the work is performed. If a prime contractor on a public work project has not been provided with a Prevailing Rate Schedule, the contractor must notify the Department of Jurisdiction (Contracting Agency) who in turn must request an original Prevailing Rate Schedule from the Bureau of Public Work. Requests may be submitted by: mail to NYSDOL, Bureau of Public Work, State Office Bldg. Campus, Bldg. 12, Rm. 130, Albany, NY 12226; Fax to Bureau of Public Work (518) 485-1870; or electronically at the NYSDOL website [www.labor.ny.gov](http://www.labor.ny.gov).

Upon receiving the original schedule, the Department of Jurisdiction (Contracting Agency) is REQUIRED to provide complete copies to all prime contractors who in turn MUST, by law, provide copies of all applicable county schedules to each subcontractor and obtain from each subcontractor, an affidavit certifying such schedules were received. If the original schedule expired, the contractor may obtain a copy of the new annual determination from the NYSDOL website [www.labor.ny.gov](http://www.labor.ny.gov).

The Commissioner of Labor makes an annual determination of the prevailing rates. This determination is in effect from July 1st through June 30th of the following year. The annual determination is available on the NYSDOL website [www.labor.ny.gov](http://www.labor.ny.gov).

## Payrolls and Payroll Records

Every contractor and subcontractor MUST keep original payrolls or transcripts subscribed and affirmed as true under penalty of perjury. As per Article 6 of the Labor law, contractors and subcontractors are required to establish, maintain, and preserve for not less than six (6) years, contemporaneous, true, and accurate payroll records. At a minimum, payrolls must show the following information for each person employed on a public work project: Name, Address, Last 4 Digits of Social Security Number, Classification(s) in which the worker was employed, Hourly wage rate(s) paid, Supplements paid or provided, and Daily and weekly number of hours worked in each classification.

The filing of payrolls to the Department of Jurisdiction is a condition of payment. Every contractor and subcontractor shall submit to the Department of Jurisdiction (Contracting Agency), within thirty (30) days after issuance of its first payroll and every thirty (30) days thereafter, a transcript of the original payrolls, subscribed and affirmed as true under penalty of perjury. The Department of Jurisdiction (Contracting Agency) shall collect, review for facial validity, and maintain such payrolls.

In addition, the Commissioner of Labor may require contractors to furnish, with ten (10) days of a request, payroll records sworn to as their validity and accuracy for public work and private work. Payroll records include, but are not limited to time cards, work description sheets, proof that supplements were provided, cancelled payroll checks and payrolls. Failure to provide the requested information within the allotted ten (10) days will result in the withholding of up to 25% of the contract, not to exceed \$100,000.00. If the contractor or subcontractor does not maintain a place of business in New York State and the amount of the contract exceeds \$25,000.00, payroll records and certifications must be kept on the project worksite.

The prime contractor is responsible for any underpayments of prevailing wages or supplements by any subcontractor.

All contractors or their subcontractors shall provide to their subcontractors a copy of the Prevailing Rate Schedule specified in the public work contract as well as any subsequently issued schedules. A failure to provide these schedules by a contractor or subcontractor is a violation of Article 8, Section 220-a of the Labor Law.

All subcontractors engaged by a public work project contractor or its subcontractor, upon receipt of the original schedule and any subsequently issued schedules, shall provide to such contractor a verified statement attesting that the subcontractor has received the Prevailing Rate Schedule and will pay or provide the applicable rates of wages and supplements specified therein. (See NYS Labor Laws, Article 8 . Section 220-a).

### **Determination of Prevailing Wage and Supplement Rate Updates Applicable to All Counties**

The wages and supplements contained in the annual determination become effective July 1st whether or not the new determination has been received by a given contractor. Care should be taken to review the rates for obvious errors. Any corrections should be brought to the Department's attention immediately. It is the responsibility of the public work contractor to use the proper rates. If there is a question on the proper classification to be used, please call the district office located nearest the project. Any errors in the annual determination will be corrected and posted to the NYS DOL website on the first business day of each month. Contractors are responsible for paying these updated rates as well, retroactive to July 1st.

When you review the schedule for a particular occupation, your attention should be directed to the dates above the column of rates. These are the dates for which a given set of rates is effective. To the extent possible, the Department posts rates in its possession that cover periods of time beyond the July 1st to June 30th time frame covered by a particular annual determination. Rates that extend beyond that instant time period are informational ONLY and may be updated in future annual determinations that actually cover the then appropriate July 1st to June 30th time period.

### **Withholding of Payments**

When a complaint is filed with the Commissioner of Labor alleging the failure of a contractor or subcontractor to pay or provide the prevailing wages or supplements, or when the Commissioner of Labor believes that unpaid wages or supplements may be due, payments on the public work contract shall be withheld from the prime contractor in a sufficient amount to satisfy the alleged unpaid wages and supplements, including interest and civil penalty, pending a final determination.

When the Bureau of Public Work finds that a contractor or subcontractor on a public work project failed to pay or provide the requisite prevailing wages or supplements, the Bureau is authorized by Sections 220-b and 235.2 of the Labor Law to so notify the financial officer of the Department of Jurisdiction (Contracting Agency) that awarded the public work contract. Such officer MUST then withhold or cause to be withheld from any payment due the prime contractor on account of such contract the amount indicated by the Bureau as sufficient to satisfy the unpaid wages and supplements, including interest and any civil penalty that may be assessed by the Commissioner of Labor. The withholding continues until there is a final determination of the underpayment by the Commissioner of Labor or by the court in the event a legal proceeding is instituted for review of the determination of the Commissioner of Labor.

The Department of Jurisdiction (Contracting Agency) shall comply with this order of the Commissioner of Labor or of the court with respect to the release of the funds so withheld.

### **Summary of Notice Posting Requirements**

The current Prevailing Rate Schedule must be posted in a prominent and accessible place on the site of the public work project. The prevailing wage schedule must be encased in, or constructed of, materials capable of withstanding adverse weather conditions and be titled "PREVAILING RATE OF WAGES" in letters no smaller than two (2) inches by two (2) inches.

The "[Public Work Project](#)" notice must be posted at the beginning of the performance of every public work contract, on each job site.

Every employer providing workers. compensation insurance and disability benefits must post notices of such coverage in the format prescribed by the Workers. Compensation Board in a conspicuous place on the jobsite.

Every employer subject to the NYS Human Rights Law must conspicuously post at its offices, places of employment, or employment training centers, notices furnished by the State Division of Human Rights.

Employers liable for contributions under the Unemployment Insurance Law must conspicuously post on the jobsite notices furnished by the NYS Department of Labor.

## **Apprentices**

Employees cannot be paid apprentice rates unless they are individually registered in a program registered with the NYS Commissioner of Labor. The allowable ratio of apprentices to journeyworkers in any craft classification can be no greater than the statewide building trade ratios promulgated by the Department of Labor and included with the Prevailing Rate Schedule. An employee listed on a payroll as an apprentice who is not registered as above or is performing work outside the classification of work for which the apprentice is indentured, must be paid the prevailing journeyworker's wage rate for the classification of work the employee is actually performing.

NYSDOL Labor Law, Article 8, Section 220-3, require that only apprentices individually registered with the NYS Department of Labor may be paid apprenticeship rates on a public work project. No other Federal or State Agency of office registers apprentices in New York State.

Persons wishing to verify the apprentice registration of any person must do so in writing by mail, to the NYSDOL Office of Employability Development / Apprenticeship Training, State Office Bldg. Campus, Bldg. 12, Albany, NY 12226 or by Fax to NYSDOL Apprenticeship Training (518) 457-7154. All requests for verification must include the name and social security number of the person for whom the information is requested.

The only conclusive proof of individual apprentice registration is written verification from the NYSDOL Apprenticeship Training Albany Central office. Neither Federal nor State Apprenticeship Training offices outside of Albany can provide conclusive registration information.

It should be noted that the existence of a registered apprenticeship program is not conclusive proof that any person is registered in that program. Furthermore, the existence or possession of wallet cards, identification cards, or copies of state forms is not conclusive proof of the registration of any person as an apprentice.

## **Interest and Penalties**

In the event that an underpayment of wages and/or supplements is found:

- Interest shall be assessed at the rate then in effect as prescribed by the Superintendent of Banks pursuant to section 14-a of the Banking Law, per annum from the date of underpayment to the date restitution is made.
- A Civil Penalty may also be assessed, not to exceed 25% of the total of wages, supplements, and interest due.

## **Debarment**

Any contractor or subcontractor and/or its successor shall be ineligible to submit a bid on or be awarded any public work contract or subcontract with any state, municipal corporation or public body for a period of five (5) years when:

- Two (2) willful determinations have been rendered against that contractor or subcontractor and/or its successor within any consecutive six (6) year period.
- There is any willful determination that involves the falsification of payroll records or the kickback of wages or supplements.

## **Criminal Sanctions**

Willful violations of the Prevailing Wage Law (Article 8 of the Labor Law) may be a felony punishable by fine or imprisonment of up to 15 years, or both.

## **Discrimination**

No employee or applicant for employment may be discriminated against on account of age, race, creed, color, national origin, sex, disability or marital status.

No contractor, subcontractor nor any person acting on its behalf, shall by reason of race, creed, color, disability, sex or national origin discriminate against any citizen of the State of New York who is qualified and available to perform the work to which the employment relates (NYS Labor Law, Article 8, Section 220-e(a)).

No contractor, subcontractor, nor any person acting on its behalf, shall in any manner, discriminate against or intimidate any employee on account of race, creed, color, disability, sex, or national origin (NYS Labor Law, Article 8, Section 220-e(b)).

The Human Rights Law also prohibits discrimination in employment because of age, marital status, or religion.

There may be deducted from the amount payable to the contractor under the contract a penalty of \$50.00 for each calendar day during which such person was discriminated against or intimidated in violation of the provision of the contract (NYS Labor Law, Article 8, Section 220-e(c) ).

The contract may be cancelled or terminated by the State or municipality. All monies due or to become due thereunder may be forfeited for a second or any subsequent violation of the terms or conditions of the anti-discrimination sections of the contract (NYS Labor Law, Article 8, Section 220-e(d) ).

Every employer subject to the New York State Human Rights Law must conspicuously post at its offices, places of employment, or employment training centers notices furnished by the State Division of Human Rights.

### **Workers' Compensation**

In accordance with Section 142 of the State Finance Law, the contractor shall maintain coverage during the life of the contract for the benefit of such employees as required by the provisions of the New York State Workers' Compensation Law.

A contractor who is awarded a public work contract must provide proof of workers' compensation coverage prior to being allowed to begin work.

The insurance policy must be issued by a company authorized to provide workers' compensation coverage in New York State. Proof of coverage must be on form C-105.2 (Certificate of Workers' Compensation Insurance) and must name this agency as a certificate holder.

If New York State coverage is added to an existing out-of-state policy, it can only be added to a policy from a company authorized to write workers' compensation coverage in this state. The coverage must be listed under item 3A of the information page.

The contractor must maintain proof that subcontractors doing work covered under this contract secured and maintained a workers' compensation policy for all employees working in New York State.

Every employer providing worker's compensation insurance and disability benefits must post notices of such coverage in the format prescribed by the Workers' Compensation Board in a conspicuous place on the jobsite.

### **Unemployment Insurance**

Employers liable for contributions under the Unemployment Insurance Law must conspicuously post on the jobsite notices furnished by the New York State Department of Labor.



Kathy Hochul, Governor

Roberta Reardon, Commissioner

Erie County  
Arthur Traver  
237 Main St  
Suite 500  
Buffalo NY 14203

Schedule Year 2024 through 2025  
Date Requested 01/30/2025  
PRC# 2025001273

Location County Wide - Parks  
Project ID# CAP-SIGNS2-25  
Project Type Construction of park identification and wayfinding signs.

### Notice of Contract Award

New York State Labor Law, Article 8, Section 220.3a requires that certain information regarding the awarding of public work contracts, be furnished to the Commissioner of Labor. One "Notice of Contract Award" (PW 16, which may be photocopied), **MUST** be completed for **EACH** prime contractor on the above referenced project.

Upon notifying the successful bidder(s) of this contract, enter the required information and mail **OR** fax this form to the office shown at the bottom of this notice, **OR** fill out the electronic version via the NYSDOL website.

### Contractor Information

All information must be supplied

Federal Employer Identification Number: _____		
Name: _____		
Address: _____ _____		
City: _____	State: _____	Zip: _____
Amount of Contract: \$ _____	Contract Type:	
Approximate Starting Date: ____/____/____	<input type="checkbox"/> (01) General Construction	
Approximate Completion Date: ____/____/____	<input type="checkbox"/> (02) Heating/Ventilation	
	<input type="checkbox"/> (03) Electrical	
	<input type="checkbox"/> (04) Plumbing	
	<input type="checkbox"/> (05) Other : _____	

Phone: (518) 457-5589 Fax: (518) 485-1870  
W. Averell Harriman State Office Campus, Bldg. 12, Room 130, Albany, NY 12226



## **Social Security Numbers on Certified Payrolls:**

The Department of Labor is cognizant of the concerns of the potential for misuse or inadvertent disclosure of social security numbers. Identity theft is a growing problem and we are sympathetic to contractors' concern regarding inclusion of this information on payrolls if another identifier will suffice.

For these reasons, the substitution of the use of the last four digits of the social security number on certified payrolls submitted to contracting agencies on public work projects is now acceptable to the Department of Labor. This change does not affect the Department's ability to request and receive the entire social security number from employers during its public work/ prevailing wage investigations.

## **Construction Industry Fair Play Act: Required Posting for Labor Law Article 25-B § 861-d**

Construction industry employers must post the "Construction Industry Fair Play Act" notice in a prominent and accessible place on the job site. Failure to post the notice can result in penalties of up to \$1,500 for a first offense and up to \$5,000 for a second offense. The posting is included as part of this wage schedule. Additional copies may be obtained from the NYS DOL website, <https://dol.ny.gov/public-work-and-prevailing-wage>

If you have any questions concerning the Fair Play Act, please call the State Labor Department toll-free at 1-866-435-1499 or email us at: [dol.misclassified@labor.ny.gov](mailto:dol.misclassified@labor.ny.gov) .

## **Worker Notification: (Labor Law §220, paragraph a of subdivision 3-a)**

### **Effective June 23, 2020**

This provision is an addition to the existing wage rate law, Labor Law §220, paragraph a of subdivision 3-a. It requires contractors and subcontractors to provide written notice to all laborers, workers or mechanics of the *prevailing wage and supplement rate* for their particular job classification *on each pay stub*\*. It also requires contractors and subcontractors to *post a notice* at the beginning of the performance of every public work contract *on each job site* that includes the telephone number and address for the Department of Labor and a statement informing laborers, workers or mechanics of their right to contact the Department of Labor if he/she is not receiving the proper prevailing rate of wages and/or supplements for his/her job classification. The required notification will be provided with each wage schedule, may be downloaded from our website [www.labor.ny.gov](http://www.labor.ny.gov) or be made available upon request by contacting the Bureau of Public Work at 518-457-5589. \*In the event the required information will not fit on the pay stub, an accompanying sheet or attachment of the information will suffice.

(12.20)



**To all State Departments, Agency Heads and Public Benefit Corporations  
IMPORTANT NOTICE REGARDING PUBLIC WORK ENFORCEMENT FUND**

**Budget Policy & Reporting Manual**

**B-610**

**Public Work Enforcement Fund**

*effective date December 7, 2005*

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**1. Purpose and Scope:**

This Item describes the Public Work Enforcement Fund (the Fund, PWEF) and its relevance to State agencies and public benefit corporations engaged in construction or reconstruction contracts, maintenance and repair, and announces the recently-enacted increase to the percentage of the dollar value of such contracts that must be deposited into the Fund. This item also describes the roles of the following entities with respect to the Fund:

- New York State Department of Labor (DOL),
- The Office of the State of Comptroller (OSC), and
- State agencies and public benefit corporations.

**2. Background and Statutory References:**

DOL uses the Fund to enforce the State's Labor Law as it relates to contracts for construction or reconstruction, maintenance and repair, as defined in subdivision two of Section 220 of the Labor Law. State agencies and public benefit corporations participating in such contracts are required to make payments to the Fund.

Chapter 511 of the Laws of 1995 (as amended by Chapter 513 of the Laws of 1997, Chapter 655 of the Laws of 1999, Chapter 376 of the Laws of 2003 and Chapter 407 of the Laws of 2005) established the Fund.

**3. Procedures and Agency Responsibilities:**

The Fund is supported by transfers and deposits based on the value of contracts for construction and reconstruction, maintenance and repair, as defined in subdivision two of Section 220 of the Labor Law, into which all State agencies and public benefit corporations enter.

Chapter 407 of the Laws of 2005 increased the amount required to be provided to this fund to .10 of one-percent of the total cost of each such contract, to be calculated at the time agencies or public benefit corporations enter into a new contract or if a contract is amended. The provisions of this bill became effective August 2, 2005.

**To all State Departments, Agency Heads and Public Benefit Corporations  
IMPORTANT NOTICE REGARDING PUBLIC WORK ENFORCEMENT FUND**

OSC will report to DOL on all construction-related ("D") contracts approved during the month, including contract amendments, and then DOL will bill agencies the appropriate assessment monthly. An agency may then make a determination if any of the billed contracts are exempt and so note on the bill submitted back to DOL. For any instance where an agency is unsure if a contract is or is not exempt, they can call the Bureau of Public Work at the number noted below for a determination. Payment by check or journal voucher is due to DOL within thirty days from the date of the billing. DOL will verify the amounts and forward them to OSC for processing.

For those contracts which are not approved or administered by the Comptroller, monthly reports and payments for deposit into the Public Work Enforcement Fund must be provided to the Administrative Finance Bureau at the DOL within 30 days of the end of each month or on a payment schedule mutually agreed upon with DOL.

Reports should contain the following information:

- Name and billing address of State agency or public benefit corporation;
- State agency or public benefit corporation contact and phone number;
- Name and address of contractor receiving the award;
- Contract number and effective dates;
- Contract amount and PWEF assessment charge (if contract amount has been amended, reflect increase or decrease to original contract and the adjustment in the PWEF charge); and
- Brief description of the work to be performed under each contract.

Checks and Journal Vouchers, payable to the "New York State Department of Labor" should be sent to:

Department of Labor  
Administrative Finance Bureau-PWEF Unit  
Building 12, Room 464  
State Office Campus  
Albany, NY 12226

Any questions regarding billing should be directed to NYSDOL's Administrative Finance Bureau-PWEF Unit at (518) 457-3624 and any questions regarding Public Work Contracts should be directed to the Bureau of Public Work at (518) 457-5589.



Required Notice under Article 25-B of the Labor Law

**Attention All Employees, Contractors and Subcontractors:  
You are Covered by the Construction Industry Fair Play Act**

**The law says that you are an employee unless:**

- You are free from direction and control in performing your job, **and**
- You perform work that is not part of the usual work done by the business that hired you, **and**
- You have an independently established business.

Your employer cannot consider you to be an independent contractor unless all three of these facts apply to your work.

**It is against the law for an employer to misclassify employees as independent contractors or pay employees off the books.**

**Employee Rights:** If you are an employee, you are entitled to state and federal worker protections. These include:

- Unemployment Insurance benefits, if you are unemployed through no fault of your own, able to work, and otherwise qualified,
- Workers' compensation benefits for on-the-job injuries,
- Payment for wages earned, minimum wage, and overtime (under certain conditions),
- Prevailing wages on public work projects,
- The provisions of the National Labor Relations Act, and
- A safe work environment.

It is a violation of this law for employers to retaliate against anyone who asserts their rights under the law. Retaliation subjects an employer to civil penalties, a private lawsuit or both.

**Independent Contractors:** If you are an independent contractor, **you must pay all taxes and Unemployment Insurance contributions required by New York State and Federal Law.**

**Penalties** for paying workers off the books or improperly treating employees as independent contractors:

- **Civil Penalty**                      First offense: Up to \$2,500 per employee  
    Subsequent offense(s): Up to \$5,000 per employee
- **Criminal Penalty**                First offense: Misdemeanor - up to 30 days in jail, up to a \$25,000 fine and debarment from performing public work for up to one year.  
    Subsequent offense(s): Misdemeanor - up to 60 days in jail or up to a \$50,000 fine and debarment from performing public work for up to 5 years.

**If you have questions about your employment status or believe that your employer may have violated your rights and you want to file a complaint, call the Department of Labor at (866) 435-1499 or send an email to [dol.misclassified@labor.ny.gov](mailto:dol.misclassified@labor.ny.gov). All complaints of fraud and violations are taken seriously. You can remain anonymous.**

**Employer Name:**

IA 999 (09/16)





# Attention Employees

## THIS IS A: **PUBLIC WORK PROJECT**

If you are employed on this project as a **worker, laborer, or mechanic** you are entitled to receive the **prevailing wage and supplements rate** for the classification at which you are working.

Your pay stub and wage notice received upon hire must clearly state your wage rate and supplement rate.

Chapter 629 of the Labor Laws of 2007:

**These wages are set by law and must be posted at the work site. They can also be found at:**  
**<https://dol.ny.gov/bureau-public-work>**



If you feel that you have not received proper wages or benefits, please call our nearest office.\*

Albany	(518) 457-2744	Patchogue	(631) 687-4882
Binghamton	(607) 721-8005	Rochester	(585) 258-4505
Buffalo	(716) 847-7159	Syracuse	(315) 428-4056
Garden City	(516) 228-3915	Utica	(315) 793-2314
New York City	(212) 932-2419	White Plains	(914) 997-9507
Newburgh	(845) 568-5287		

\* For New York City government agency construction projects, please contact the Office of the NYC Comptroller at (212) 669-4443, or [www.comptroller.nyc.gov](http://www.comptroller.nyc.gov) – click on Bureau of Labor Law.

Contractor Name: \_\_\_\_\_

Project Location: \_\_\_\_\_



## Requirements for OSHA 10 Compliance

Article 8 §220-h requires that when the advertised specifications, for every contract for public work, is \$250,000.00 or more the contract must contain a provision requiring that every worker employed in the performance of a public work contract shall be certified as having completed an OSHA 10 safety training course. The clear intent of this provision is to require that all employees of public work contractors, required to be paid prevailing rates, receive such training "prior to the performing any work on the project."

### The Bureau will enforce the statute as follows:

All contractors and sub contractors must attach a copy of proof of completion of the OSHA 10 course to the first certified payroll submitted to the contracting agency and on each succeeding payroll where any new or additional employee is first listed.

Proof of completion may include but is not limited to:

- Copies of bona fide course completion card (*Note: Completion cards do not have an expiration date.*)
- Training roster, attendance record or other documentation from the certified trainer pending the issuance of the card.
- Other valid proof

\*\*A certification by the employer attesting that all employees have completed such a course is not sufficient proof that the course has been completed.

Any questions regarding this statute may be directed to the New York State Department of Labor, Bureau of Public Work at 518-457-5589.

## WICKS

Public work projects are subject to the Wicks Law requiring separate specifications and bidding for the plumbing, heating and electrical work, when the total project's threshold is \$3 million in Bronx, Kings, New York, Queens and, Richmond counties; \$1.5 million in Nassau, Suffolk and Westchester counties; and \$500,000 in all other counties.

For projects below the monetary threshold, bidders must submit a sealed list naming each subcontractor for the plumbing, HVAC and electrical and the amount to be paid to each. The list may not be changed unless the public owner finds a legitimate construction need, including a change in specifications or costs or the use of a Project Labor Agreement (PLA), and must be open to public inspection.

Allows the state and local agencies and authorities to waive the Wicks Law and use a PLA if it will provide the best work at the lowest possible price. If a PLA is used, all contractors shall participate in apprentice training programs in the trades of work it employs that have been approved by the Department of Labor (DOL) for not less than three years. They shall also have at least one graduate in the last three years and use affirmative efforts to retain minority apprentices. PLA's would be exempt from Wicks, but deemed to be public work subject to prevailing wage enforcement.

The Commissioner of Labor shall have the power to enforce separate specification requirements on projects, and may issue stop-bid orders against public owners for non-compliance.

Other new monetary thresholds, and similar sealed bidding for non-Wicks projects, would apply to certain public authorities including municipal housing authorities, NYC Construction Fund, Yonkers Educational Construction Fund, NYC Municipal Water Finance Authority, Buffalo Municipal Water Finance Authority, Westchester County Health Care Association, Nassau County Health Care Corp., Clifton-Fine Health Care Corp., Erie County Medical Center Corp., NYC Solid Waste Management Facilities, and the Dormitory Authority.

Contractors must pay subcontractors within a 7 days period.

(07.19)



## Introduction to the Prevailing Rate Schedule

### Information About Prevailing Rate Schedule

This information is provided to assist you in the interpretation of particular requirements for each classification of worker contained in the attached Schedule of Prevailing Rates.

#### Classification

It is the duty of the Commissioner of Labor to make the proper classification of workers taking into account whether the work is heavy and highway, building, sewer and water, tunnel work, or residential, and to make a determination of wages and supplements to be paid or provided. It is the responsibility of the public work contractor to use the proper rate. If there is a question on the proper classification to be used, please call the district office located nearest the project. District office locations and phone numbers are listed below.

Prevailing Wage Schedules are issued separately for "General Construction Projects" and "Residential Construction Projects" on a county-by-county basis.

General Construction Rates apply to projects such as: Buildings, Heavy & Highway, and Tunnel and Water & Sewer rates.

Residential Construction Rates generally apply to construction, reconstruction, repair, alteration, or demolition of one family, two family, row housing, or rental type units intended for residential use.

Some rates listed in the Residential Construction Rate Schedule have a very limited applicability listed along with the rate. Rates for occupations or locations not shown on the residential schedule must be obtained from the General Construction Rate Schedule. Please contact the local Bureau of Public Work office before using Residential Rate Schedules, to ensure that the project meets the required criteria.

#### Payrolls and Payroll Records

Contractors and subcontractors are required to establish, maintain, and preserve for not less than six (6) years, contemporaneous, true, and accurate payroll records.

Every contractor and subcontractor shall submit to the Department of Jurisdiction (Contracting Agency), within thirty (30) days after issuance of its first payroll and every thirty (30) days thereafter, a transcript of the original payrolls, subscribed and affirmed as true under penalty of perjury.

#### Paid Holidays

Paid Holidays are days for which an eligible employee receives a regular day's pay, but is not required to perform work. If an employee works on a day listed as a paid holiday, this remuneration is in addition to payment of the required prevailing rate for the work actually performed.

#### Overtime

At a minimum, all work performed on a public work project in excess of eight hours in any one day or more than five days in any workweek is overtime. However, the specific overtime requirements for each trade or occupation on a public work project may differ. Specific overtime requirements for each trade or occupation are contained in the prevailing rate schedules.

Overtime holiday pay is the premium pay that is required for work performed on specified holidays. It is only required where the employee actually performs work on such holidays.

The applicable holidays are listed under HOLIDAYS: OVERTIME. The required rate of pay for these covered holidays can be found in the OVERTIME PAY section listings for each classification.

#### Supplemental Benefits

Particular attention should be given to the supplemental benefit requirements. Although in most cases the payment or provision of supplements is straight time for all hours worked, some classifications require the payment or provision of supplements, or a portion of the supplements, to be paid or provided at a premium rate for premium hours worked. Supplements may also be required to be paid or provided on paid holidays, regardless of whether the day is worked. The Overtime Codes and Notes listed on the particular wage classification will indicate these conditions as required.

#### Effective Dates

When you review the schedule for a particular occupation, your attention should be directed to the dates above the column of rates. These are the dates for which a given set of rates is effective. The rate listed is valid until the next effective rate change or until the new annual determination which takes effect on July 1 of each year. All contractors and subcontractors are required to pay the current prevailing rates of wages and supplements. If you have any questions please contact the Bureau of Public Work or visit the New York State Department of Labor website ([www.labor.ny.gov](http://www.labor.ny.gov)) for current wage rate information.

#### Apprentice Training Ratios

The following are the allowable ratios of registered Apprentices to Journey-workers.

For example, the ratio 1:1,1:3 indicates the allowable initial ratio is one Apprentice to one Journeyworker. The Journeyworker must be in place on the project before an Apprentice is allowed. Then three additional Journeyworkers are needed before a second Apprentice is allowed. The last ratio repeats indefinitely. Therefore, three more Journeyworkers must be present before a third Apprentice can be hired, and so on.

Please call Apprentice Training Central Office at (518) 457-6820 if you have any questions.

Title (Trade)	Ratio
Boilermaker (Construction)	1:1,1:4
Boilermaker (Shop)	1:1,1:3
Carpenter (Bldg.,H&H, Pile Driver/Dockbuilder)	1:1,1:4
Carpenter (Residential)	1:1,1:3
Electrical (Outside) Lineman	1:1,1:2
Electrician (Inside)	1:1,1:3
Elevator/Escalator Construction & Modernizer	1:1,1:2
Glazier	1:1,1:3
Insulation & Asbestos Worker	1:1,1:3
Iron Worker	1:1,1:4
Laborer	1:1,1:3
Mason	1:1,1:4
Millwright	1:1,1:4
Op Engineer	1:1,1:5
Painter	1:1,1:3
Plumber & Steamfitter	1:1,1:3
Roofer	1:1,1:2
Sheet Metal Worker	1:1,1:3
Sprinkler Fitter	1:1,1:2

If you have any questions concerning the attached schedule or would like additional information, please contact the nearest BUREAU of PUBLIC WORK District Office or write to:

New York State Department of Labor  
Bureau of Public Work  
State Office Campus, Bldg. 12  
Albany, NY 12226

District Office Locations:	Telephone #	FAX #
Bureau of Public Work - Albany	518-457-2744	518-485-0240
Bureau of Public Work - Binghamton	607-721-8005	607-721-8004
Bureau of Public Work - Buffalo	716-847-7159	716-847-7650
Bureau of Public Work - Garden City	516-228-3915	516-794-3518
Bureau of Public Work - Newburgh	845-568-5287	845-568-5332
Bureau of Public Work - New York City	212-932-2419	212-775-3579
Bureau of Public Work - Patchogue	631-687-4882	631-687-4902
Bureau of Public Work - Rochester	585-258-4505	585-258-4708
Bureau of Public Work - Syracuse	315-428-4056	315-428-4671
Bureau of Public Work - Utica	315-793-2314	315-793-2514
Bureau of Public Work - White Plains	914-997-9507	914-997-9523
Bureau of Public Work - Central Office	518-457-5589	518-485-1870

**Erie County General Construction**

**Boilermaker** **01/01/2025**

**JOB DESCRIPTION** Boilermaker **DISTRICT 12**

**ENTIRE COUNTIES**  
 Allegany, Cattaraugus, Chautauqua, Chemung, Erie, Genesee, Livingston, Monroe, Niagara, Ontario, Orleans, Schuyler, Steuben, Wayne, Wyoming, Yates

**WAGES**  
 Per hour: 07/01/2024

Boilermaker \$ 36.10

The wage rate will be 90% of the above for Maintenance work on boilers less than 100,000 pph.

**SUPPLEMENTAL BENEFITS**  
 Per hour: \$ 32.30\*

\*NOTE: \$31.06 of this amount is for every Hour "Paid"

**OVERTIME PAY**  
 See (B, E, Q) on OVERTIME PAGE

**HOLIDAY**  
 Paid: See (1) on HOLIDAY PAGE  
 Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**  
 1st Term at 12 Months  
 Terms 3-8 at 6 Months  
 Per Hour:  
 1st 65%  
 3rd 70%    4th 75%    5th 80%    6th 85%    7th 90%    8th 95%

Supplemental Benefits per hour:

All Terms \$ 32.30\*\*

\*\*NOTE: \$31.06 of this amount is for every Hour "Paid"

12-7

**Carpenter - Building** **01/01/2025**

**JOB DESCRIPTION** Carpenter - Building **DISTRICT 12**

**ENTIRE COUNTIES**  
 Erie

**PARTIAL COUNTIES**  
 Cattaraugus: Townships of Persia and Perrysburg

**WAGES**  
 Per hour: 07/01/2024  
 Building:

Carpenter \$ 34.73  
 FloorLayer 34.73  
 Certified Welder 35.73  
 Hazardous Waste Worker 36.23  
 Diver-Dry Day 35.73  
 Diver Tender 35.73  
 Diver-Wet Day\*\*\* 61.25

Hazardous Waste Worker: Hazardous sites requiring personal protective equipment.

\*\*\* Diver rate applies to all hours worked on the day of dive.

Depth pay for divers:	0' to 80'	no additional fee
	81' to 100'	additional \$0.50 per foot
	101' to 150'	additional \$0.75 per foot
	151' and deeper	additional \$1.25 per foot
Penetration pay:	0' to 50'	no additional fee

51' to 100' additional \$.75 per foot  
101' and deeper additional \$1.00 per foot

**SHIFT WORK**

On Agency/Owner mandated shift work, the following rates will be applicable:

- 1st Shift - Regular Rate
- 2nd Shift - Premium of 7% of base wage per hour
- 3rd Shift - Premium of 14% of base wage per hour

Shift work shall be defined as implementing at least two (2) shifts in a twenty-four (24) consecutive hour period. Shift work must be for a minimum of three (3) consecutive days.

**SUPPLEMENTAL BENEFITS**

Per hour worked:

Carpenter(s) \$ 29.15  
Diver(s) 29.15

**OVERTIME PAY**

See (B, E, E2, Q) on OVERTIME PAGE

**HOLIDAY**

Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

One year terms at the following percentage of Journeyman's base wage:

Floorlayer Apprentices:

1st	2nd	3rd	4th
65%	70%	75%	80%

Carpenter Apprentices:

1st	2nd	3rd	4th
65%	70%	75%	80%

Supplemental Benefits per hour worked:

1st	2nd	3rd	4th
\$12.80	\$12.80	\$15.40	\$15.40

12-276B-Cat

**Carpenter - Building / Heavy&Highway**

**01/01/2025**

**JOB DESCRIPTION** Carpenter - Building / Heavy&Highway

**DISTRICT 2**

**ENTIRE COUNTIES**

Albany, Allegany, Broome, Cattaraugus, Cayuga, Chautauqua, Chemung, Chenango, Clinton, Columbia, Cortland, Delaware, Erie, Essex, Franklin, Fulton, Genesee, Greene, Hamilton, Herkimer, Jefferson, Lewis, Livingston, Madison, Monroe, Montgomery, Niagara, Oneida, Onondaga, Ontario, Orleans, Oswego, Otsego, Rensselaer, Saratoga, Schenectady, Schoharie, Schuyler, Seneca, St. Lawrence, Steuben, Sullivan, Tioga, Tompkins, Ulster, Warren, Washington, Wayne, Wyoming, Yates

**PARTIAL COUNTIES**

Orange: The area lying on Northern side of Orange County demarcated by a line drawn from the Bear Mountain Bridge continuing west to the Bear Mountain Circle, continue North on 9W to the town of Cornwall where County Road 107 (also known as Quaker Rd) crosses under 9W, then east on County Road 107 to Route 32, then north on Route 32 to Orrs Mills Rd, then west on Orrs Mills Rd to Route 94, continue west and south on Route 94 to the Town of Chester, to the intersection of Kings Highway, continue south on Kings Highway to Bellvale Rd, west on Bellvale Rd to Bellvale Lakes Rd, then south on Bellvale Lakes Rd to Kain Rd, southeast on Kain Rd to Route 17A, then north and southeast along Route 17A to Route 210, then follow Route 210 to NJ Border.

**WAGES**

Wages per hour: 07/01/2024

Carpenter - ONLY for  
Artificial Turf/Synthetic  
Sport Surface \$ 36.48

Note - Does not include the operation of equipment. Please see Operating Engineers rates.

**SUPPLEMENTAL BENEFITS**

Per hour:

Journeyworker \$ 26.55

**OVERTIME PAY**

See (B, E, Q, X) on OVERTIME PAGE

**HOLIDAY**

Paid: See (5) on HOLIDAY PAGE  
 Overtime: See (5, 6, 16) on HOLIDAY PAGE

**Notes:**

When a holiday falls upon a Saturday, it shall be observed on the preceding Friday. When a holiday falls upon a Sunday, it shall be observed on the following Monday.

An employee taking an unexcused day off the regularly scheduled day before or after a paid Holiday shall not receive Holiday pay.

**REGISTERED APPRENTICES**

Wages per hour (1300 hour terms at the following percentage of Journeyworker's wage):

1st	2nd	3rd	4th
65%	70%	75%	80%

Supplemental Benefits per hour:

\$18.58	\$19.14	\$21.24	\$21.79
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2-42AtSS

**Carpenter - Heavy&Highway**

**01/01/2025**

**JOB DESCRIPTION** Carpenter - Heavy&Highway

**DISTRICT** 12

**ENTIRE COUNTIES**

Erie

**WAGES**

Per hour: 07/01/2024

Carpenter	\$ 41.19
Certified Welder	43.69
Diver-Dry Day	42.19
Diver-Wet Day**	66.19
Diver Tender	42.19
Hazardous Material Worker	43.69
Piledriver	41.19
Effluent & Slurry Diver-Dry Day	63.29
Effluent & Slurry Diver-Wet Day	99.29
Piledriver Welder	43.69

NOTE ADDITIONAL AMOUNTS PAID FOR THE FOLLOWING WORK LISTED (per hour worked):

- State designated hazardous site, requiring protective gear shall be an additional \$2.50 per hour.
- Certified Welders when required to perform welding work will receive an additional \$2.50 per hour.

\*\* Diver rate applies to all hours worked on the day of dive.

Depth pay for divers:	0' to 50'	no additional fee
	51'to 100'	additional \$0.50 per foot
	101' to 150'	additional \$0.75 per foot
	151' to 200'	additional \$1.25 per foot

Penetration pay:	0' to 50'	no additional fee
	51' to 100'	additional \$0.75 per foot
	101' to deeper	additional \$1.00 per foot

**SUPPLEMENTAL BENEFITS**

Per hour worked:

Carpenter(s)	\$ 31.84
Diver(s)	31.84

**OVERTIME PAY**

See (B, E, Q) on OVERTIME PAGE

**HOLIDAY**

Paid: See (5, 6) on HOLIDAY PAGE

In the event a Holiday falls on a Saturday, the Friday before will be observed as a Holiday. If a Holiday falls on a Sunday, then Monday will be observed as a Holiday. Employee must work scheduled workday before and after the Holiday.

**REGISTERED APPRENTICES**

Wages per hour:

One year terms at the following percentage of Journeyman's wage:

**Carpenter Apprentice:**

1st	2nd	3rd	4th	5th
65%	70%	75%	80%	85%

**Pile Driver Apprentice (1300hour terms at percentage of Pile Driver Rate)**

1st	2nd	3rd	4th
65%	70%	75%	80%

**Supplemental benefits Carpenter/Pile Driver per hour worked:**

1st	2nd	3rd	4th	5th
\$ 19.56	\$ 20.19	\$ 22.36	\$ 22.99	\$ 23.62

12-276HH-Erie

**Electrician**

**01/01/2025**

**JOB DESCRIPTION** Electrician

**DISTRICT 3**

**ENTIRE COUNTIES**

Erie

**PARTIAL COUNTIES**

Cattaraugus: Only the Townships of Ashford, East Otto, Ellicottville, Farmersville, Freedom, Franklinville, Lyndon, Machias, Mansfield, New Albion, Otto, Perrysburg, Persia and Yorkshire.

Genesee: Only the Townships of Alabama, Alexander, Darien, Oakfield, Pembroke and that portion of the Towns of Batavia and Elba that are west of Little Tonawanda Creek; Tonawanda Creek; the City limits of Batavia (in effect prior to Feb. 1, 1970) and State Highway 98 north of the City of Batavia, then north on Highway 98 to the Orleans County line.

Wyoming: Only the Townships of Arcade, Attica, Bennington, Eagle, Java, Orangeville, Sheldon and Wethersfield.

**WAGES**

Per hour: 07/01/2024

Electrician\* \$ 41.41

\* Includes teledata work

Additional \$0.50/hr in shafts over 25 ft. deep and in underground tunnels over 75 ft. long.

Additional \$0.75/hr for work on toothpicks, structural steel, temporary platforms, swinging scaffolds, boatswain chairs, smoke stacks or water towers 30 ft above the floor or for work on rolling scaffolds and ladders over 50 ft.

Additional \$1.50/hr for Cable Splicers on such work as lead, and shielded cable and splices or terminations on cable 5KV and above.

Additional \$1.00/hr for Hot work (Atomic plants).

Additional \$2.00/hr for work on radio, TV, light towers and floating platforms or climbing ladders in excess of 100 ft. high.

**SHIFT WORK**

When shift work is mandated either in the job specification or by the contracting agency the following premiums apply:

17.3% for work from 4:30PM - 1:00AM

31.4% for work from 12:30AM - 9:00AM

**SUPPLEMENTAL BENEFITS**

Per hour: \$ 32.37\*

\* NOTE - add 3% of the posted straight time or applicable premium wage rate.

**OVERTIME PAY**

See (B, E, Q) on OVERTIME PAGE

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE

Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

Hour terms at the following wages:

0 to 1000 to 2000 to 3500 to 5000 to 6500 to 8200

\$ 15.30\* \$ 16.55 \$ 18.65 \$ 22.80 \$ 29.00 \$ 33.15

\* \$ 15.50 after 12/31/2024

Supplemental benefits per hour:

0 to 2000 to 6500 to 8200

\$ 14.55\* \$ 25.59\* \$ 32.37\*

\* NOTE - add 3% of the posted straight time or applicable premium wage rate.

3-41

**Elevator Constructor**

**01/01/2025**

**JOB DESCRIPTION** Elevator Constructor

**DISTRICT 3**

**ENTIRE COUNTIES**

Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans, Wyoming

**WAGES**

Per hour:	07/01/2024
Elevator Constructor	\$ 59.82
Helper	41.87

**SUPPLEMENTAL BENEFITS**

Per hour:	\$ 37.89
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Note - add 6% of regular hourly rate for all hours worked.

**OVERTIME PAY**

See (D, O) on OVERTIME PAGE

**HOLIDAY**

Paid:	See (5, 6, 15, 16) on HOLIDAY PAGE
Overtime:	See (5, 6, 15, 16) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

One year (1,700 hour each) terms at the following percentage of Journeyman's wage:

1st*	2nd	3rd	4th
55%	65%	70%	80%

Supplemental benefits per hour:	\$ 37.89
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\* Note - 0-6 months of the 1st year term is paid at 50% of Journeyman's wage with no Supplemental benefits.

Note - add 6% of regular hourly rate for all hours worked.

3-14

**Glazier**

**01/01/2025**

**JOB DESCRIPTION** Glazier

**DISTRICT 3**

**ENTIRE COUNTIES**

Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans, Wyoming

**WAGES**

Per hour:	07/01/2024
Glazier	\$ 31.68
Working off Suspended	
Scaffold (Swing Stage)	33.68
Maintenance	20.20*

\* Note - This rate to be used only for all repair and replacement work such as glass breakage, glass replacement, door repair and board ups.

**SUPPLEMENTAL BENEFITS**

Per hour:	
Journeymen Glazier	\$ 27.89
Maintenance	17.86

**OVERTIME PAY**

See (B, E2, F, R) on OVERTIME PAGE

**HOLIDAY**

Paid:	See (1) on HOLIDAY PAGE for Glazier and Glazier Apprentice
Paid:	See (5, 6) on HOLIDAY PAGE for Maintenance
Overtime:	See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

Glazier: 1000 hour terms at the following percentage of Journeyman's wage:

1st	2nd	3rd	4th	5th	6th	7th	8th
\$ 18.50	\$ 19.50	\$ 20.50	\$ 21.50	\$ 22.50	\$ 23.50	\$ 24.50	\$ 25.50

Supplemental benefits per hour:

1st & 2nd terms	\$ 8.60
3rd & 4th terms	11.10
5th & 6th terms	12.60
7th & 8th terms	14.10

3-660

**Insulator - Heat & Frost**

**01/01/2025**

**JOB DESCRIPTION** Insulator - Heat & Frost

**DISTRICT 3**

**ENTIRE COUNTIES**

Allegany, Cattaraugus, Chautauqua, Erie, Niagara, Wyoming

**PARTIAL COUNTIES**

Genesee: Only the Townships of Alabama, Alexander, Darien, Oakfield and Pembroke.

**WAGES**

Per Hour:	07/01/2024
Heat & Frost Insulator	\$ 36.85

**SUPPLEMENTAL BENEFITS**

Per hour:	\$ 29.29
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**OVERTIME PAY**

See (B, \*E, \*\*Q) on OVERTIME PAGE

\* Note - Double time after 10 hours on Saturday.

\*\* Note - Triple time on Labor Day if WORKED.

**HOLIDAY**

Paid:	See (1) on HOLIDAY PAGE
Overtime:	See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

One year terms at the following percentage of Journeyman's wage:

1st	2nd	3rd	4th
60%	70%	75%	80%

Supplemental Benefits per hour:

1st	\$ 8.96
2nd	12.54
3rd	29.29
4th	29.29

3-4

**Ironworker**

**01/01/2025**

**JOB DESCRIPTION** Ironworker

**DISTRICT 3**

**ENTIRE COUNTIES**

Cattaraugus, Chautauqua

**PARTIAL COUNTIES**

Allegany: Entire county except the Towns of Birdsall, Burns and Grove.

Erie: All except the Town of Grand Island north of Whitehaven Road.

Genesee: Only the Townships of Alabama, Alexander, Darien and Pembroke

Steuben: Only the Townships of Canisteo, Freemont, Greenwood, Hartsville, Hornell, Hornellsville, Howard, Jasper, Troupsburg and West Union

Wyoming: Only the Townships of Arcade, Attica, Bennington, Eagle, Gainsville, Java, Orangeville, Pike, Sheldon, Warsaw and Wethersfield.

**WAGES**

Per hour:	07/01/2024
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Structural	\$ 35.49
Ornamental	35.49



Layout	35.49
Rodmen	35.49
Reinforcing	35.49
Welders	35.49
Riggers & Mach. Movers	35.49
Curtain Wall Erector	35.49
Window Erector	33.14
Fence Erector	34.06

**SHIFT WORK**

When shift work is mandated either in the job specification or by the contracting agency the following premiums apply:

- 10% for second shift work from 2:00PM - 7:00PM
- 15% for third shift work from 7:00PM - 12:00AM

When a single irregular shift is worked outside the standard workday with the start times based on second and third shifts, a 10% premium on hours worked applies.

**SUPPLEMENTAL BENEFITS**

Per hour:

Fence Erectors	\$ 31.16
All others	32.66

**OVERTIME PAY**

See (B, E, Q) on OVERTIME PAGE

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE  
 Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

One year terms at the following wage:

1st	2nd	3rd	4th
\$ 21.50	\$ 23.50	\$ 25.50	\$ 27.50

Supplemental benefits per hour:

1st	2nd	3rd	4th
\$ 15.06	\$ 24.97	\$ 26.38	\$ 27.80

**Ironworker**

**01/01/2025**

**JOB DESCRIPTION** Ironworker

**DISTRICT 3**

**ENTIRE COUNTIES**

Niagara

**PARTIAL COUNTIES**

Erie: Only that portion of the Township of Grand Island north of Whitehaven Road.  
 Orleans: Only the Townships of Ridgeway, Shelby and Yates.

**WAGES**

Per hour: 07/01/2024

Structural	\$ 34.75
Ornamental	34.75
Reinforcing	34.75
Rigger & Mach. Mover	34.75
Pre-Engineered	34.75
Fence Erector	34.75
Pre-Cast Erector	34.75
Welder	34.75
Window Erector	34.75

**SHIFT WORK**

When shift work is mandated either in the job specification or by the contracting agency the following premiums apply:

- 10% for second shift work from 2:00PM - 7:00PM
- 15% for third shift work from 7:00PM - 12:00AM

When a single irregular shift is worked outside the standard workday with the start times based on second and third shifts, a 10% premium on hours worked applies.

**SUPPLEMENTAL BENEFITS**

Per hour: \$ 33.69

**OVERTIME PAY**

See (B, E, Q) on OVERTIME PAGE

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE  
Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

One year terms at the following wage:

1st term	\$ 21.50
2nd term	23.50
3rd term	25.50
4th term	27.50

Supplemental benefits per hour:

1st term	\$ 13.28
2nd term	21.26
3rd term	22.40
4th term	23.54

3-9

**Laborer - Building**

**01/01/2025**

**JOB DESCRIPTION** Laborer - Building

**DISTRICT 3**

**ENTIRE COUNTIES**

Erie

**PARTIAL COUNTIES**

Cattaraugus: Only the Townships of Perrysburg and the Village Gowanda.

**WAGES**

CLASS A: Basic, Safety Man, Flagman, Tool Room Man, Nurseryman, Demolition Worker, Top Man, Wrecker, IBC Barriers Except on Structures, Guard Rail, Asphalt Shovelers, Foundation Laborer over 8' in Depth, Hod Carriers, Plaster Tender, Plaster Scaffold Builder, Pneumatic Gas, Electric Tool Operator including all forms of Busters, Jackhammers and Chipping Guns, Steel Burners.

CLASS B: Mortar Mixer, Asphalt Smoothers, Pneumatic Gas, Electric Tool Operator including all forms of Busters, Jackhammers and Chipping Guns over 8' in depth.

CLASS C: Worker on any Swing Scaffold, Blaster, Plumbing Laborer, Wagon Drill Operator, Bottomman (caisson or cofferdam), Laser Setter, Asphalt Rakers, Asphalt Screed Man.

CLASS D: Stone Cutter, Curb Setter and Flag Layer.

CLASS E: Asbestos Removal, Deleader.

CLASS F: Hazardous Waste Worker.

\*For wearing of replaceable cartridge respirator in excess of 2 hours per day - add \$1.00 to Group A rate.

Per hour:	07/01/2024
Building Laborer:	
CLASS A	\$ 31.68
CLASS B	31.85
CLASS C	31.96
CLASS D	32.43
CLASS E	33.18
CLASS F	33.68

**SUPPLEMENTAL BENEFITS**

Per hour: \$ 28.65

**OVERTIME PAY**

See (B, E, E2, Q) on OVERTIME PAGE

**HOLIDAY**

Paid: See (22) on HOLIDAY PAGE  
Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

Hour terms at the following percentage of Journeyman's wage:

0 to 1500 to 3000 to 4000  
70% 80% 90%

Supplemental benefits per hour:

\$ 28.65

3-210b

**Laborer - Heavy&Highway**

**01/01/2025**

**JOB DESCRIPTION** Laborer - Heavy&Highway

**DISTRICT 3**

**ENTIRE COUNTIES**

Erie

**WAGES**

Heavy/Highway Laborer:

GROUP A: Basic, Drill Helper, Flagman, Outboard and Hand Boats, Demolition Worker, Nurseryman, IBC Barriers (except on structures), Guard Rails, Road Markers.

GROUP B: Grade Checker, Chain Saw, Concrete Aggregate Bin, Concrete Bootmen, Gin Buggy, Hand or Machine Vibrator, Jack Hammer, Mason Tender, Mortar Mixer, Pavement Breaker, Handlers of Steel Mesh, Small Generators for Laborers' Tools, Pipe Layers, Vibrator Type Rollers, Tamper, Drill Doctor, Tail or Screw Operator on Asphalt Paver, Water Pump Operators (2" and Single Diaphragm), Nozzle (Asphalt, Guniting, Seeding, and Sand Blasting), Laborers on Chain Link Fence Erection, Rock Splitter and Power Unit, Pusher Type Concrete Saw and all other Gas, Electric, Oil and Air Tool Operators, Wrecking Laborer and Laser Man.

GROUP C: All Rock or Drilling Machine Operators (Except Quarry Master and Similar Type), Acetylene Torch Operators, Asphalt Raker, Powderman and Welder.

GROUP D: Blasters, Curb and Flatwork Formsetter not on structures, Stone or Granite Curb Setters and Stone Cutter.

Per hour: 07/01/2024

Heavy/Highway Laborer:

GROUP A \$ 36.16  
GROUP B 36.36  
GROUP C 36.56  
GROUP D 36.76

For all Deleader & Asbestos work add \$1.50 to Group A rate.

For all Hazardous waste work add \$2.00 to Group A rate.

For wearing of replaceable cartridge respirator in excess of 2 hours per day - add \$1.00 to Group A rate.

Sewer/Water Laborer:

GROUP A: Basic, Flagman, Top man, Wreckers.

GROUP B: Foundation, Plaster tender, Scaffold bootman, Pneumatic, gas, electric, tool operator, jackhammer, chipping guns.

GROUP C: Mortar Mixer, over 8 ft. in depth.

GROUP D: Pavement formsetter, Steelburner, Caisson, Wagon Drill Oper., PipeLayer, Swing Scaffold.

GROUP E: Utility pave driver, Laser operator.

GROUP F: Blaster.

Per hour: 07/01/2024

Sewer/Water Laborer:

GROUP A \$ 36.16  
GROUP B 36.26  
GROUP C 36.31

GROUP D	36.41
GROUP E	36.76
GROUP F	37.16

For all Deleader & Asbestos work add \$1.50 to Group A rate.

For all Hazardous waste work add \$2.00 to Group A rate.

**SHIFT WORK**

An additional \$4.00 per hour is required when an irregular work shift starting any time from 3:30PM to 1:00AM is mandated either in the job specification or by the contracting agency.

**SUPPLEMENTAL BENEFITS**

Per hour:

\$ 29.65

**OVERTIME PAY**

See (B, E, Q) on OVERTIME PAGE

**HOLIDAY**

Paid: See (5, 6) on HOLIDAY PAGE

Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

Hour terms at the following percentage of Journeyman's wage:

0 to 1500	to 3000	to 4000
70%	80%	90%

Supplemental benefits per hour:

\$ 29.65

3-210h

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**Laborer - Tunnel**

**01/01/2025**

**JOB DESCRIPTION** Laborer - Tunnel

**DISTRICT 3**

**ENTIRE COUNTIES**

Erie

**WAGES**

CLASS A: Mole Nipper, Powder Handler, Changehouse Attendant and Top Laborer.

CLASS B: Air Spade, Jackhammer, Pavement Breaker.

CLASS C: Top Bell.

CLASS D: Bottom Bell, Side or Roofbelt Driller, Maintenance men, Burners, Block Layers, Rodmen, Caulkers, Miners helper, Trackmen, Nippers, Derailmen, Electrical Cablemen, Hosemen, Groutmen, Gravelmen, Form Workers, Movers and Shaftmen, Conveyor men.

CLASS E: Powder Monkey.

CLASS F: Blasters, Ironmen and Cement Worker, Miner, Welder, Heading Driller.

CLASS G: Steel Erectors, Piledriver, Rigger.

Per hour: 07/01/2024

Tunnel Laborer:

CLASS A	\$ 37.66
CLASS B	37.81
CLASS C	37.91
CLASS D	38.41
CLASS E	38.51
CLASS F	38.91
CLASS G	39.16

For all Deleader & Asbestos work add \$1.50 to Class A rate.

For all Hazardous waste add \$2.00 to Class A rate.

For wearing of replaceable cartridge respirator in excess of 2 hours per day - add \$1.00 to Group A rate.

**SHIFT WORK**

An additional \$4.00 per hour is required when a single irregular work shift starting any time from 3:30PM to 1:00AM is mandated either in the job specification or by the contracting agency.

**SUPPLEMENTAL BENEFITS**

Per hour:

\$ 29.65

**OVERTIME PAY**

See (B, E, Q) on OVERTIME PAGE

**HOLIDAY**

Paid: See (5, 6) on HOLIDAY PAGE

Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

Hour terms at the following percentage of Journeyman's wage:

0 to 1500 to 3000 to 4000  
70% 80% 90%

Supplemental benefits per hour:

\$ 29.65

3-210t

**Lineman Electrician**

**01/01/2025**

**JOB DESCRIPTION** Lineman Electrician

**DISTRICT 6**

**ENTIRE COUNTIES**

Albany, Allegany, Broome, Cattaraugus, Cayuga, Chautauqua, Chemung, Chenango, Clinton, Columbia, Cortland, Delaware, Dutchess, Erie, Essex, Franklin, Fulton, Genesee, Greene, Hamilton, Herkimer, Jefferson, Lewis, Livingston, Madison, Monroe, Montgomery, Niagara, Oneida, Onondaga, Ontario, Orange, Orleans, Oswego, Otsego, Putnam, Rensselaer, Rockland, Saratoga, Schenectady, Schoharie, Schuyler, Seneca, St. Lawrence, Steuben, Sullivan, Tioga, Tompkins, Ulster, Warren, Washington, Wayne, Wyoming, Yates

**WAGES**

A Lineman/Technician shall perform all overhead aerial work. A Lineman/Technician on the ground will install all electrical panels, connect all grounds, install and connect all electrical conductors, assembly of all electrical materials, conduit, pipe, or raceway; placing of fish wire; pulling of cables, wires or fiber optic cable through such raceways; splicing of conductors; dismantling of such structures, lines or equipment.

Crane Operators: Operation of any type of crane on line projects.

Crawler Backhoe: Operation of tracked excavator/crawler backhoe with 1/2 yard bucket or larger on line projects.

Digging Machine Operator: All other digging equipment and augering on line projects.

A Groundman/Truck Driver shall: Build and set concrete forms, handle steel mesh, set footer cages, transport concrete in a wheelbarrow, hand or machine concrete vibrator, finish concrete footers, mix mortar, grout pole bases, cover and maintain footers while curing in cold weather, operate jack hammer, operate hand pavement breaker, tamper, concrete and other motorized saws, as a drill helper, operate and maintain generators, water pumps, chainsaws, sand blasting, operate mulching and seeding machine, air tools, electric tools, gas tools, load and unload materials, hand shovel and/or broom, prepare and pour mastic and other fillers, assist digger operator/equipment operator in ground excavation and restoration, landscape work and painting. Only when assisting a lineman technician, a groundman/truck driver may assist in installing conduit, pipe, cables and equipment.

NOTE: Includes Teledata Work within ten (10) feet of High Voltage Transmission Lines. Also includes digging of holes for poles, anchors, footer, and foundations for electrical equipment.

Below rates applicable on all overhead and underground distribution and maintenance work, and all overhead and underground transmission line work and the installation of fiber optic cable where no other construction trades are or have been involved. Includes access matting for line work.

Per hour: 07/01/2024

Group A:

Lineman, Technician \$ 58.90  
Crane, Crawler Backhoe 58.90  
Welder, Cable Splicer 58.90

Group B:

Digging Mach. Operator 53.01  
Tractor Trailer Driver 50.07  
Groundman, Truck Driver 47.12

Equipment Mechanic	47.12
Flagman	35.34

Additional \$1.00 per hour for entire crew when a helicopter is used.

Below rates applicable on all electrical sub-stations, switching structures, fiber optic cable and all other work not defined as "Utility outside electrical work." Includes access matting for line work.

Group A:

Lineman, Technician	\$ 58.90
Crane, Crawler Backhoe	58.90
Cable Splicer	64.79
Certified Welder, Pipe Type Cable	61.85

Group B:

Digging Mach. Operator	53.01
Tractor Trailer Driver	50.07
Groundman, Truck Driver	47.12
Equipment Mechanic	47.12
Flagman	35.34

Additional \$1.00 per hour for entire crew when a helicopter is used.

Below rates applicable on all switching structures, maintenance projects, railroad catenary install/maintenance third rail installation, bonding of rails and pipe type cable and installation of fiber optic cable. Includes access matting for line work.

Group A:

Lineman, Tech, Welder	\$ 60.22
Crane, Crawler Backhoe	60.22
Cable Splicer	66.24
Certified Welder, Pipe Type Cable	63.23

Group B:

Digging Mach. Operator	54.20
Tractor Trailer Driver	51.19
Groundman, Truck Driver	48.18
Equipment Mechanic	48.18
Flagman	36.13

Additional \$1.00 per hour for entire crew when a helicopter is used.

Below rates applicable on all overhead and underground transmission line work & fiber optic cable where other construction trades are or have been involved. This applies to transmission line work only, not other construction. Includes access matting for line work.

Group A:

Lineman, Tech, Welder	\$ 61.41
Crane, Crawler Backhoe	61.41

Group B:

Digging Mach. Operator	55.27
Tractor Trailer Driver	52.20
Groundman, Truck Driver	49.13
Equipment Mechanic	49.13
Flagman	36.85

Additional \$1.00 per hour for entire crew when a helicopter is used.

**SHIFT WORK**

THE FOLLOWING RATES WILL APPLY ON ALL CONTRACTING AGENCY MANDATED MULTIPLE SHIFTS OF AT LEAST FIVE (5) DAYS DURATION WORKED BETWEEN THE HOURS LISTED BELOW:

1ST SHIFT	8:00 AM to 4:30 PM REGULAR RATE
2ND SHIFT	4:30 PM to 1:00 AM REGULAR RATE PLUS 17.3 %
3RD SHIFT	12:30 AM to 9:00 AM REGULAR RATE PLUS 31.4 %

**SUPPLEMENTAL BENEFITS**

Per hour:

07/01/2024

Group A \$ 30.90  
 \*plus 7% of  
 the hourly  
 wage paid

Group B \$ 26.90  
 \*plus 7% of  
 the hourly  
 wage paid

\*The 7% is based on the hourly wage paid, straight time or premium time.

**OVERTIME PAY**

See (B, E, Q, X) on OVERTIME PAGE. NOTE: Double time for all emergency work designated by the Dept. of Jurisdiction.  
 WAGE CAP - Double the straight time hourly base wage shall be the maximum hourly wage compensation for any hour worked. Contractor is still responsible to pay the hourly benefit amount for each hour worked.

**HOLIDAY**

Paid See ( 5, 6, 8, 13, 25 ) on HOLIDAY PAGE plus Governor of NYS Election Day.  
 Overtime See ( 5, 6, 8, 13, 25 ) on HOLIDAY PAGE plus Governor of NYS Election Day.

NOTE: All paid holidays falling on Saturday shall be observed on the preceding Friday. All paid holidays falling on Sunday shall be observed on the following Monday. Supplements for holidays paid at straight time.

**REGISTERED APPRENTICES**

WAGES per hour: 1000 hour terms at the following percentage of the applicable Journeyworker's Lineman wage.

1st	2nd	3rd	4th	5th	6th	7th
60%	65%	70%	75%	80%	85%	90%

SUPPLEMENTAL BENEFITS per hour:

07/01/2024

\$ 26.90  
 \*plus 7% of  
 the hourly  
 wage paid

\*The 7% is based on the hourly wage paid, straight time or premium time.

6-1249a

**Lineman Electrician - Teledata**

**01/01/2025**

**JOB DESCRIPTION** Lineman Electrician - Teledata

**DISTRICT** 6

**ENTIRE COUNTIES**

Albany, Allegany, Broome, Cattaraugus, Cayuga, Chautauqua, Chemung, Chenango, Clinton, Columbia, Cortland, Delaware, Dutchess, Erie, Essex, Franklin, Fulton, Genesee, Greene, Hamilton, Herkimer, Jefferson, Lewis, Livingston, Madison, Monroe, Montgomery, Niagara, Oneida, Onondaga, Ontario, Orange, Orleans, Oswego, Otsego, Putnam, Rensselaer, Rockland, Saratoga, Schenectady, Schoharie, Schuyler, Seneca, St. Lawrence, Steuben, Sullivan, Tioga, Tompkins, Ulster, Warren, Washington, Wayne, Westchester, Wyoming, Yates

**WAGES**

Per hour:

For outside work, stopping at first point of attachment (demarcation).

	07/01/2024	01/01/2025
Cable Splicer	\$ 39.24	\$ 40.81
Installer, Repairman	\$ 37.24	\$ 38.73
Teledata Lineman	\$ 37.24	\$ 38.73
Tech., Equip. Operator	\$ 37.24	\$ 38.73
Groundman	\$ 19.74	\$ 20.53

NOTE: EXCLUDES Teledata work within ten (10) feet of High Voltage (600 volts and over) transmission lines. For this work please see LINEMAN.

**SHIFT WORK**

THE FOLLOWING RATES APPLY WHEN THE CONTRACTING AGENCY MANDATES MULTIPLE SHIFTS OF AT LEAST FIVE (5) DAYS DURATION ARE WORKED. WHEN TWO (2) OR THREE (3) SHIFTS ARE WORKED THE FOLLOWING RATES APPLY:

1ST SHIFT	REGULAR RATE
2ND SHIFT	REGULAR RATE PLUS 10%
3RD SHIFT	REGULAR RATE PLUS 15%

**SUPPLEMENTAL BENEFITS**

Per hour:	07/01/2024	01/01/2025
Journeyworker	\$ 5.70 *plus 3% of the hour wage paid	\$ 5.70 *plus 3% of the hour wage paid

\*The 3% is based on the hourly wage paid, straight time rate or premium rate.

**OVERTIME PAY**

See (B, E, Q) on OVERTIME PAGE

WAGE CAP - Double the straight time hourly base wage shall be the maximum hourly wage compensation for any hour worked. Contractor is still responsible to pay the hourly benefit amount for each hour worked.

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE  
 Overtime: See (5, 6, 16) on HOLIDAY PAGE

6-1249LT - Teledata

**Lineman Electrician - Traffic Signal, Lighting** **01/01/2025**

**JOB DESCRIPTION** Lineman Electrician - Traffic Signal, Lighting

**DISTRICT 6**

**ENTIRE COUNTIES**

Albany, Allegany, Broome, Cattaraugus, Cayuga, Chautauqua, Chemung, Chenango, Clinton, Cortland, Delaware, Erie, Essex, Franklin, Fulton, Genesee, Greene, Hamilton, Herkimer, Jefferson, Lewis, Livingston, Madison, Monroe, Montgomery, Niagara, Oneida, Onondaga, Ontario, Orleans, Oswego, Otsego, Rensselaer, Saratoga, Schenectady, Schoharie, Schuylar, Seneca, St. Lawrence, Steuben, Sullivan, Tioga, Tompkins, Warren, Washington, Wayne, Wyoming, Yates

**WAGES**

Lineman/Technician shall perform all overhead aerial work. A Lineman/Technician on the ground will install all electrical panels, connect all grounds, install and connect all electrical conductors which includes, but is not limited to road loop wires; conduit and plastic or other type pipes that carry conductors, flex cables and connectors, and to oversee the encasement or burial of such conduits or pipes.

Crane Operators: Operation of any type of crane on Traffic Signal/Lighting projects.

Crawler Backhoe: Operation of tracked excavator/crawler backhoe with 1/2 yard bucket or larger on Traffic Signal/Lighting projects.

Digging Machine Operator: All other digging equipment and augering on Traffic Signal/Lighting projects.

A Groundman/Truck Driver shall: Build and set concrete forms, handle steel mesh, set footer cages, transport concrete in a wheelbarrow, hand or machine concrete vibrator, finish concrete footers, mix mortar, grout pole bases, cover and maintain footers while curing in cold weather, operate jack hammer, operate hand pavement breaker, tamper, concrete and other motorized saws, as a drill helper, operate and maintain generators, water pumps, chainsaws, sand blasting, operate mulching and seeding machine, air tools, electric tools, gas tools, load and unload materials, hand shovel and/or broom, prepare and pour mastic and other fillers, assist digger operator/equipment operator in ground excavation and restoration, landscape work and painting. Only when assisting a lineman technician, a groundman/truck driver may assist in installing conduit, pipe, cables and equipment.

A flagger's duties shall consist of traffic control only.

Per hour: 07/01/2024

**Group A:**

Lineman, Technician	\$ 50.54
Crane, Crawler Backhoe	50.54
Certified Welder	53.07

**Group B:**

Digging Machine	45.49
Tractor Trailer Driver	42.96
Groundman, Truck Driver	40.43
Equipment Mechanic	40.43
Flagman	30.32

Above rates are applicable for installation, testing, operation, maintenance and repair on all Traffic Control (Signal) and Illumination (Lighting) projects, Traffic Monitoring Systems, and Road Weather Information Systems. Includes digging of holes for poles, anchors, footer foundations for electrical equipment; assembly of all electrical materials or raceway; placing of fish wire; pulling of cables, wires or fiber optic cable through such raceways; splicing of conductors; dismantling of such structures, lines or equipment.



**SHIFT WORK**

THE FOLLOWING RATES WILL APPLY ON ALL CONTRACTING AGENCY MANDATED MULTIPLE SHIFTS OF AT LEAST FIVE (5) DAYS DURATION WORKED BETWEEN THE HOURS LISTED BELOW:

1ST SHIFT	8:00 AM TO 4:30 PM	REGULAR RATE
2ND SHIFT	4:30 PM TO 1:00 AM	REGULAR RATE PLUS 17.3%
3RD SHIFT	12:30 AM TO 9:00 AM	REGULAR RATE PLUS 31.4%

**SUPPLEMENTAL BENEFITS**

Per hour worked:

07/01/2024

Group A \$ 30.90  
\*plus 7% of the hourly wage paid

Group B \$ 26.90  
\*plus 7% of the hourly wage paid

\*The 7% is based on the hourly wage paid, straight time or premium time.

**OVERTIME PAY**

See (B, E, Q, X) on OVERTIME PAGE. NOTE: Double time for all emergency work designated by the Dept. of Jurisdiction.

WAGE CAP - Double the straight time hourly base wage shall be the maximum hourly wage compensation for any hour worked. Contractor is still responsible to pay the hourly benefit amount for each hour worked.

**HOLIDAY**

Paid: See ( 5, 6, 8, 13, 25 ) on HOLIDAY PAGE plus Governor of NYS Election Day.

Overtime: See ( 5, 6, 8, 13, 25 ) on HOLIDAY PAGE plus Governor of NYS Election Day.

NOTE: All paid holidays falling on Saturday shall be observed on the preceding Friday. All paid holidays falling on Sunday shall be observed on the following Monday. Supplements for holidays paid at straight time.

**REGISTERED APPRENTICES**

WAGES per hour: 1000 hour terms at the following percentage of the applicable Journeyworker's Lineman wage.

1st	2nd	3rd	4th	5th	6th	7th
60%	65%	70%	75%	80%	85%	90%

SUPPLEMENTAL BENEFITS per hour:

07/01/2024

\$ 26.90  
\*plus 7% of the hourly wage paid

\*The 7% is based on the hourly wage paid, straight time or premium time.

6-1249a-LT

**Lineman Electrician - Tree Trimmer**

**01/01/2025**

**JOB DESCRIPTION** Lineman Electrician - Tree Trimmer

**DISTRICT 6**

**ENTIRE COUNTIES**

Albany, Allegany, Broome, Cattaraugus, Cayuga, Chautauqua, Chemung, Chenango, Clinton, Columbia, Cortland, Delaware, Dutchess, Erie, Essex, Franklin, Fulton, Genesee, Greene, Hamilton, Herkimer, Jefferson, Lewis, Livingston, Madison, Monroe, Montgomery, Niagara, Oneida, Onondaga, Ontario, Orange, Orleans, Oswego, Otsego, Putnam, Rensselaer, Rockland, Saratoga, Schenectady, Schoharie, Schuyler, Seneca, St. Lawrence, Steuben, Sullivan, Tioga, Tompkins, Ulster, Warren, Washington, Wayne, Wyoming, Yates

**WAGES**

Applies to line clearance, tree work and right-of-way preparation on all new or existing energized overhead or underground electrical, telephone and CATV lines. This also includes stump removal near underground energized electrical lines including telephone and CATV lines.

Per hour: 07/01/2024

Tree Trimmer	\$ 31.44
Equipment Operator	27.80
Equipment Mechanic	27.80
Truck Driver	23.15
Groundman	19.07
Flag person	15.00*

\*NOTE-Rate effective on 01/01/2025 - \$15.50 due to minimum wage increase.

**SUPPLEMENTAL BENEFITS**

Per hour:

07/01/2024

Journeyworker	\$ 10.48
	*plus 4.5% of the hourly wage paid

\* The 4.5% is based on the hourly wage paid, straight time rate or premium rate.

**OVERTIME PAY**

See (B, E, Q, X) on OVERTIME PAGE

WAGE CAP - Double the straight time hourly base wage shall be the maximum hourly wage compensation for any hour worked. Contractor is still responsible to pay the hourly benefit amount for each hour worked.

**HOLIDAY**

Paid: See (5, 6, 8, 15) on HOLIDAY PAGE

Overtime: See (5, 6, 8, 15, 16, 25) on HOLIDAY PAGE

NOTE: All paid holidays falling on a Saturday shall be observed on the preceding Friday. All paid holidays falling on a Sunday shall be observed on the following Monday.

6-1249TT

**Mason - Building**

**01/01/2025**

**JOB DESCRIPTION** Mason - Building

**DISTRICT 3**

**ENTIRE COUNTIES**

Erie, Niagara

**PARTIAL COUNTIES**

Cattaraugus: Only the Township of Perrysburg and the Village of Gowanda.

**WAGES**

Per hour:	07/01/2024	04/01/2025 Additional
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Plasterer	\$ 32.55	\$ 1.50
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Additional \$3.00/hr for work on swing stage over 20 feet.

**SUPPLEMENTAL BENEFITS**

Per hour:

\$ 24.09

**OVERTIME PAY**

Exterior work only See ( B, E, E2, Q ) on OVERTIME PAGE.

All other work See ( B, E, Q ) on OVERTIME PAGE.

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE

Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

Hour terms at the following dollar amounts:

07/01/2024

0-2000	\$ 20.00
2000-4000	\$ 22.00
4000-6000	\$ 24.00
6000-8000	\$ 26.00

Supplemental benefits per hour:

Hour terms at the following dollar amounts:

0-2000	\$ 3.00
2000-4000	\$ 4.00
4000-8000	\$ 5.00

3-9-Pltr

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**Mason - Building** **01/01/2025**

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**JOB DESCRIPTION** Mason - Building **DISTRICT 5**

**ENTIRE COUNTIES**

Erie, Niagara

**PARTIAL COUNTIES**

Cattaraugus: Only the Township of Perrysburg and the Village of Gowanda.

**WAGES**

Per Hour:	07/01/2024
Building:	
Bricklayer	\$ 37.44
Stone Mason	37.44
Tuck Pointer	37.44

**SUPPLEMENTAL BENEFITS**

Per hour:

Journeyman	\$ 33.14
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**OVERTIME PAY**

See (B,E,E2\*,Q) on OVERTIME PAGE

\*Note - Or other conditions beyond the employer's control such as fire or natural disaster.

**HOLIDAY**

Paid:	See (1) on HOLIDAY PAGE
Overtime:	See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

1250 hour terms at the following wage:

1st	2nd	3rd	4th
\$ 28.77	\$ 29.50	\$ 31.61	\$ 34.59

Supplemental benefits per hour:

1st	2nd	3rd	4th
\$ 13.48	\$ 19.83	\$ 24.80	\$ 28.91

5-3B-Z3

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**Mason - Building / Heavy&Highway** **01/01/2025**

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**JOB DESCRIPTION** Mason - Building / Heavy&Highway **DISTRICT 3**

**ENTIRE COUNTIES**

Erie

**PARTIAL COUNTIES**

Cattaraugus: Only the Township of Perrysburg and the Village of Gowanda.

**WAGES**

Per hour:	07/01/2024
Cement Mason	\$ 33.10

Additional \$0.25 per hr for Swing scaffold or exterior scaffold 42' or higher.  
 Additional \$1.00 per hr when required to wear respirator.

**SUPPLEMENTAL BENEFITS**

Per hour:

\$ 33.22

**OVERTIME PAY**

See (B, E, Q, V) on OVERTIME PAGE

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE  
Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

750 hour terms at the following dollar amounts:

1st	2nd	3rd	4th	5th	6th
\$ 19.86	\$ 21.52	\$ 23.17	\$ 24.83	\$ 26.48	\$ 28.14

Supplemental benefits per hour:

1st	2nd	3rd	4th	5th	6th
\$ 8.86	\$ 11.86	\$ 11.80	\$ 15.05	\$ 17.20	\$ 20.54

3-111Erie

**Mason - Heavy&Highway**

**01/01/2025**

**JOB DESCRIPTION** Mason - Heavy&Highway

**DISTRICT 5**

**ENTIRE COUNTIES**

Allegany, Broome, Chautauqua, Chemung, Chenango, Cortland, Delaware, Genesee, Livingston, Monroe, Ontario, Orleans, Otsego, Schuyler, Seneca, Steuben, Tioga, Tompkins, Wayne, Wyoming, Yates

**PARTIAL COUNTIES**

Cattaraugus: Entire county except in the Township of Perrysburg and the Village of Gowanda only the Bricklayer classification applies.  
Erie: Only the Bricklayer classification applies.  
Niagara: Only the Bricklayer classification applies.

**WAGES**

Per hour: 07/01/2024  
Heavy & Highway:  
Cement Mason \$ 37.88  
Bricklayer 37.88

**SUPPLEMENTAL BENEFITS**

Per hour:

Journeyman \$ 24.53

**OVERTIME PAY**

See (B, E, E2, Q) on OVERTIME PAGE

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE  
Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

1500 hour terms at the following percentage of Journeyman's wage:

1st	2nd	3rd	4th
50%	60%	70%	80%

Supplemental benefits per hour:

1st term	\$ 14.53
2nd term	\$ 23.57
3rd term	\$ 23.81
4th term	\$ 24.05

5-3h

**Mason - Tile Finisher**

**01/01/2025**

**JOB DESCRIPTION** Mason - Tile Finisher

**DISTRICT 5**

**ENTIRE COUNTIES**

Erie, Niagara, Orleans

**PARTIAL COUNTIES**

Cattaraugus: Only the Township of Perrysburg and the Village of Gowanda.

**WAGES**

Per hour: 07/01/2024

Building:

Marble, Slate, Terrazzo and Tile Finisher \$ 34.71

**SUPPLEMENTAL BENEFITS**

Per hour: \$ 17.97

**OVERTIME PAY**

See (B,E,E2\*,Q) on OVERTIME PAGE

\*Note - Or other conditions beyond the employer's control such as fire or natural disaster.

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE

Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

1200 hours 1st and 2nd term and 1300 hours 3rd term at the following wage:

1st	2nd	3rd
\$ 21.97	\$ 25.04	\$ 28.42

Supplemental benefits per hour:

1st	2nd	3rd
\$ 9.54	\$ 11.76	\$ 13.67

5-3TF - Z3

**Mason - Tile Setter**

**01/01/2025**

**JOB DESCRIPTION** Mason - Tile Setter

**DISTRICT 5**

**ENTIRE COUNTIES**

Erie, Niagara, Orleans

**PARTIAL COUNTIES**

Cattaraugus: Only in the Township of Perrysburg and the Village of Gowanda.

**WAGES**

Per hour: 07/01/2024

Building:

Marble, Slate, Terrazzo and Tile Setter \$ 37.85

**SUPPLEMENTAL BENEFITS**

Per hour: \$ 32.23

**OVERTIME PAY**

See (B,E,E2\*,Q) on OVERTIME PAGE

\*Note - Or other conditions beyond the employer's control such as fire or natural disaster.

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE

Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

1250 hour terms at the following wage:

1st	2nd	3rd	4th
\$ 28.88	\$ 29.60	\$ 31.52	\$ 35.24

Supplemental benefits per hour:

1st	2nd	3rd	4th

\$ 13.07      \$ 19.38      \$ 24.49      \$ 27.81

5-3TS - Z3

**Millwright**

**01/01/2025**

**JOB DESCRIPTION** Millwright

**DISTRICT 6**

**ENTIRE COUNTIES**

Albany, Allegany, Broome, Cattaraugus, Cayuga, Chautauqua, Chemung, Chenango, Clinton, Columbia, Cortland, Delaware, Erie, Essex, Franklin, Fulton, Genesee, Greene, Hamilton, Herkimer, Jefferson, Lewis, Livingston, Madison, Monroe, Montgomery, Niagara, Oneida, Onondaga, Ontario, Orleans, Oswego, Otsego, Rensselaer, Saratoga, Schenectady, Schoharie, Schuyler, Seneca, St. Lawrence, Steuben, Sullivan, Tioga, Tompkins, Ulster, Warren, Washington, Wayne, Wyoming, Yates

**WAGES**

THE FOLLOWING RATE APPLIES TO ANY GAS/STEAM TURBINE AND OR RELATED COMPONENT WORK, INCLUDING NEW INSTALLATIONS OR MAINTENANCE AND ANY/ALL WORK PERFORMED WITHIN THE PROPERTY LIMITS OF A NUCLEAR FACILITY.

Per hour:	07/01/2024	07/01/2025
		Additional
Millwright - Power Generation	\$ 45.00	\$2.50*

\* To be allocated at a later date.

NOTE: ADDITIONAL PREMIUMS PAID FOR THE FOLLOWING WORK LISTED BELOW (amount subject to any overtime premiums):

- Certified Welders shall receive an additional \$1.75 per hour provided they are directed to perform Certified Welding.
- If a work site has been declared a hazardous site by the Owner and the use of protective gear (including, as a minimum, air purifying canister-type chemical respirators) is required, then that employee shall receive an additional \$1.50 per hour.
- An employee performing the work of a machinist shall receive an additional \$2.00 per hour. For the purposes of this premium to apply, a "machinist" is a person who uses a lathe, Bridgeport, milling machine or similar type of tool to make or modify parts.
- When performing work underground at 500 feet and below, the employee shall receive an additional \$1.00 per hour.

**SUPPLEMENTAL BENEFITS**

Per hour paid:

Journeyworker	\$ 27.95*
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\*NOTE: Subject to OT premium

**OVERTIME PAY**

See (B, E, E2, Q, V) on OVERTIME PAGE

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE  
 Overtime: See (5, 6) on HOLIDAY PAGE

NOTE: Any holiday that falls on Sunday shall be observed the following Monday. Any holiday that falls on Saturday shall be observed the preceding Friday.

**REGISTERED APPRENTICES**

WAGES per hour: One year terms at the following percentage of Journeyworker's wage:

Appr. 1st year	65 %*
Appr. 2nd year	75 %*
Appr. 3rd year	80 %*
Appr. 4th year	90 %*

\*NOTE: Additional premium for the following work listed below:

Certified Welder	\$ 1.75
Hazardous Waste Work	1.50
Machinist	2.00
Underground (500' and below)	1.00

SUPPLEMENTAL BENEFITS per hour:

Appr. 1st year	\$ 11.89
Appr. 2nd year	23.14
Appr. 3rd year	24.74
Appr. 4th year	26.35

6-1163Power

**Millwright**

**01/01/2025**

**JOB DESCRIPTION** Millwright

**DISTRICT** 12

**ENTIRE COUNTIES**

Erie, Genesee, Niagara

**WAGES**

Per hour: 07/01/2024

Building \$ 40.53  
 Heavy & Highway\* \$ 44.03

\*All Heavy & Highway Millwright construction will be paid at the rate indicated above. H/H work performed on hazardous waste sites where employees are required to wear protective gear shall receive an additional \$2.00 per hour over the Millwright H/H rate for all hours worked on the day protective gear was worn.

NOTE ADDITIONAL PREMIUMS PAID FOR THE FOLLOWING WORK LISTED BELOW (amount subject to any overtime premiums):

- Certified Welders shall receive \$1.75 per hour in addition to the current Millwright's rate provided he/she is directed to perform certified welding.
- If a building work site has been declared a hazardous site by the Owner and the use of protective gear (including, as a minimum, air purifying canister-type chemical respirators) are required, then that employee shall receive a \$1.50 premium per hour.
- An employee performing the work of a machinist shall receive \$2.00 per hour in addition to the current Building & Heavy Millwright's rate. For the purposes of this premium to apply, a "machinist" is a person who uses a lathe, Bridgeport, milling machine or similar type of tool to make or modify parts.
- When performing work underground at 500 feet and below, the employee shall receive an additional \$1.00 per hour.

**SUPPLEMENTAL BENEFITS**

Per hour Paid:

All Classifications \$ 31.49

**OVERTIME PAY**

See (B, E, E2, Q) on OVERTIME PAGE

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE  
 Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

1300 hour terms at the following percentage of Journeyman's wage:

1st	2nd	3rd	4th
65%	75%	80%	90%

Supplemental Benefits per hour worked:

1st	2nd	3rd	4th
\$11.89	\$ 25.61	\$ 27.57	\$ 29.53

12-1163-Gen/Nia/Orl/Wyo

**Operating Engineer**

**01/01/2025**

**JOB DESCRIPTION** Operating Engineer

**DISTRICT** 12

**ENTIRE COUNTIES**

Cattaraugus, Chautauqua, Erie, Niagara, Orleans, Wyoming

**PARTIAL COUNTIES**

Genesee: The portion of the county that lies west of a line down the center of Route 98 excluding that area that lies within the City of Batavia.

**WAGES**

Per Hour: 7/01/2024 01/01/2025

Concrete Pump \$46.00 \$47.38

**ADDITIONAL:**

Pumps from  
 46-65 meters \$3.00/HR \$4.25/HR  
 Hazardous Work Site \$2.50/HR \$2.50/HR

**SUPPLEMENTAL BENEFITS**

Per Hour: \$32.00\* \$33.10\*

PLEASE NOTE BELOW IN OVERTIME.

**OVERTIME PAY**

See (B, Q, \*V) on OVERTIME PAGE

- \* \$1.90 of above benefit amount is for every hour paid.
- \* 07/01/2024 \$7.05 of above benefit amount is calculated at Same Premium
- \* 01/01/2025 \$7.30 of above benefit amount is calculated at Same Premium

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE  
 Overtime: See (5, 6) on HOLIDAY PAGE

12-17Pump

**Operating Engineer - Building**

**01/01/2025**

**JOB DESCRIPTION** Operating Engineer - Building

**DISTRICT** 12

**ENTIRE COUNTIES**

Cattaraugus, Chautauqua, Erie, Niagara, Orleans, Wyoming

**PARTIAL COUNTIES**

Genesee: Only that portion of the county that lies west of a line down the center of Route 98 excluding that area that lies within the City of Batavia.

**WAGES**

CLASS A: Air Hoist, All Boom Type Equipment, All Pans and Carry-Alls, Archer Hoist, Asphalt Curb and Gutter Machines, Asphalt Roller, Asphalt Spreader or Paver, Automatic Fine Grade Machine (CMI or similar, first and second operator), Backhoe and Pullhoe, Backhoe and Pullhoe (tractor mounted, rubber tired), Back Filling Machine, Belt Placer (CMI or similar type), Bending Machine (Pipe), Bituminous Spreader and Mixer, Blacktop Plants (Automated and Non-automated), Blast or Rotary Drill (Truck or Track Mounted), Blower for Burning Brush, Boiler (when used for power), Boom Truck (excluding pick-up and delivery), Boring Machine, Bulldozer, Cableway, Cage Hoist, Caisson Auger, Central Mix Plant (and all concrete batching plants), Cherry Picker, Concrete Cleaning Decontamination Machine Operator, Concrete Curb and Gutter Machine, Concrete Curing Machine, Concrete Cutters (Vermeer or Similar Type), Concrete Mixer (over 1/2 cu yd.), Concrete Pavement Spreaders and Finishers, Concrete Paver, Conveyor, Core Drill, Crane, Crusher, Decon of Equipment, Derrick, Dragline, Dredge, Drill Rig (Tractor Mounted), Dual Drum Paver, Electric Pump used in conjunction with Well Point Systems, Elevating Grader (self propelled or towed), Elevator, Excavator (all purpose, hydraulically operated), Farm Tractor with Accessories, Fine Grade Machine, Forklift, Front End Loader, Generator (10 outlets or more), Gradall, Grader, Grout or Guniting Machine, Head Tower, Heavy Equipment Robotics Operator/Mechanic, Helicopter (when used for hoisting), Hoist (one drum), Hoisting Engine, Horizontal Directional Drill Locator, Horizontal Directional Drill Operator, Hydraulic Boom, Hydraulic Hammer (self-propelled), Hydraulic Pipe Jack Machine (or similar type machine), Hydraulic Rock Expander (or similar type machine), Hydraulic System Pumps, Hydro Crane, Hydro Hammer (or similar type), Industrial Tractor, Jersey Spreader, Kolman Plant Loader (and similar type loaders), Laser Screed, Locomotive, Lubrication Truck, Maintenance Engineer, Maintenance, Lubrication Unit or Truck, Mine Hoist, Mixer for Stabilized Base (self-propelled), Monorail, Motorized Hydraulic Pin Puller, Motorized Hydraulic Seeder, Mucking Machine, Mulching Machine, Multiple Drum Hoist (more than one drum in use), Overhead Crane, Peine Crane (or similar type), Pile Driver, Plant Engineer, Pneumatic Mixer, Post Hole Digger and Driver, Power Broom, Pumpcrete, Push Button Hoist, Push or Snatch Cat, Quarry Master or equivalent, Road Widener, Rock Bit Sharpener (all types), Roller (all), Rolling Machine (pipe), Rotomill, Scissors Trucks, Lift, or Boom Lift of any type (when used for hoisting), Scoopmobile, Shovel, Sideboom, Skidsteer/Bobcat (Similar Type), Skimmer, Slip Form Paver (CMI or similar type), Snorkel/Vacuum Truck, Strato-Tower, Stump Chipping Machine, Tire Truck and Drivers performing tire repair (exclude outside vendor), Towed Roller, Tractor Drawn Belt-Type Grader/Loader, Tractor Shovel, Tractor with Towed Accessories, Tractor (when using winch power), Tractors, Trencher, Truck Crane, Truck Mechanic and Helper (exclude Teamsters when repairing their own trucks), Tunnel Shovel, Tube Finisher (CMI and similar type), Ultra High Pressure Waterjet Cutting Tool System Operator/Mechanic, Vacuum Blasting Machine Operator/Mechanic, Vibratory Compactor, Vibro Tamp, Well Drilling Machine, Well Point, Winch, Winch Truck with A Frame.

CLASS B: Aggregate Bin, Aggregate Plant, Apprentice Engineer, Apprentice Engineer Driver, Articulated Off Road Material Hauler, Boiler (used in conjunction with production), CMI and similar type Concrete Spreads (Apprentice Engineer), Cement Bin, Chipping Machine and Chip Spreader, Compressors (4 or less), Compressors (any size, but subject to other provisions for Compressors, Dust Collectors, Generators, Mechanical Heaters, Pumps, Welding Machines - four of any type or combination), Concrete Mixer (1/2 cu. yd. and under), Fireman, Form Tamper, Form Trucks (excluding Teamster or delivery), Fuel Truck or Drivers (exclude Teamster or delivery), Heaters, Heating Boiler (used for temporary heat), Helper on Lubrication Unit or Truck, Jeep Trencher, Power Heaterman, Power Plant in excess of 10 K.W., Pumps, Revinus Widener, Steam Boilers (if manning or license by local law is required), Steam Cleaner (when used for cleaning equipment on the job site), Welding Machine (1 machine over 300 amps or 2 or 3 machines regardless of amps).

Operating Engineer- Building:

Per hour:	07/01/2024
Class A	\$ 43.00
Class B	38.34
Crane(Up to 60 Tons)	46.00
" (61 to 199 Tons)	47.00
" (200 to 399 Tons)	47.50
" (400 Tons or more)	48.00



Additional \$5.00/hr. for Any Tower Crane  
Additional \$2.50/hr. for Hazardous Work Site  
Additional \$1.00/hr. for Tunnel Work  
Additional \$2.25/hr. for Agency Mandated Shift Work

**SUPPLEMENTAL BENEFITS**

Per Hour:

Journeyman \$ 34.35\*\*

\*\*Note: For Overtime Hours \$25.40 of this amount is paid a straight time, the remaining balance of \$8.95 is paid at the same premium as the wage.

**OVERTIME PAY**

See (B, E, \*E2, P, V) on OVERTIME PAGE

\* Only Saturdays between October 15th and April 15th.

**HOLIDAY**

Paid: See (5, 6) on HOLIDAY PAGE

Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

1 year Terms

1st	2nd	3rd	4th
\$ 32.40	\$ 33.32	\$ 34.24	\$ 35.16

Supplemental benefits Per Hour:

All Apprentices \$ 33.45\*\*

\*\*Note: For Overtime Hours \$25.40 of this amount to be paid a straight time rate remaining balance of \$8.05 is paid at same premium as the wage.

12-17b

**Operating Engineer - Heavy&Highway**

**01/01/2025**

**JOB DESCRIPTION** Operating Engineer - Heavy&Highway

**DISTRICT** 12

**ENTIRE COUNTIES**

Chautauqua, Erie, Niagara, Orleans

**WAGES**

Marine Construction/Dredging

Class 1: Diver/Wet Tender, Engineer, Engineer(hydraulic dredge), Blaster.

Class 2(A): Crane, Backhoe Operator, Material Handler, ALL Self-propelled Drill Rigs, Mechanic/Welder, Asst. Engineer(hydraulic dredge), Leverman(hydraulic dredge), Diver/Dry Tender.

Class 2(B): Friction, Lattice Boom, or Crane License Certificate, Endorse Tug or Tow Boat Operator.

Class 3: Deck Equipment Operator, (Machineryman), Maintenance of Crane, Tug/Launch Operator, Loader/Dozer on Barge.

Class 4: Deck Equipment Operator and Machinery Man/Fireman on 4 equipment units or more, Off Road Trucks, Deck Hand, Tug Engineer, Crane Maintenance (50 tons and under/ backhoe 115,000lbs or less), Asst. Tug Operator, Blaster Helper.

Per hour: 07/01/2024

Class 1	\$ 51.50
Class 2(A)	50.00
Class 2(B)	53.00
Class 3	44.45
Class 4	41.00

Hazardous/Toxic Waste based on EAP Levels

Additional:

Level A - \$2.50/Hr.

Level B - 2.00/Hr.

Level C - 1.00/Hr.

Level D - 0.50/Hr.

**SUPPLEMENTAL BENEFITS**

Per Hour Paid:

ALL CLASSES \$ 36.86

**OVERTIME PAY**

See (B, E, I, \*S) on OVERTIME PAGE

\* If the Holiday is Worked

**HOLIDAY**

Paid: See (5, 6, 15, 25) on HOLIDAY PAGE

12-17 Marine

**Operating Engineer - Heavy&Highway**

**01/01/2025**

**JOB DESCRIPTION** Operating Engineer - Heavy&Highway

**DISTRICT** 12

**ENTIRE COUNTIES**

Cattaraugus, Chautauqua, Erie, Niagara, Orleans, Wyoming

**PARTIAL COUNTIES**

Genesee: Only that portion of the county that lies west of a line down the center of Route 98 excluding that area that lies within the City of Batavia.

**WAGES**

CLASS A: Air Hoist, All Boom Type Equipment, All Pans and Carry-All's, Asphalt Curb and Cutter Machines, Asphalt Roller, Asphalt Spreader or Paver, Automatic Fine Grade Machine (CMI or similar, first and second operator), Backhoe and Pullhoe (all), Back Filling Machine, Belt Placer (CMI or similar type), Bending Machine (pipe), Bituminous Spreader and Mixer, Blacktop Plant (all), Blast or Rotary Drill (Truck or Track Mounted), Blower for Burning Brush, Boiler (when used for power), Boom Truck, Boring Machine, Bulldozer, Cableway, Cage Hoist, Caisson Auger, Central Mix Plant (and all Concrete Batching Plants), Cherry Picker, Concrete Cleaning Decontamination Machine, Concrete Curb and Gutter Machine, Concrete Curing Machine, Concrete Mixer (over 1/2 cu. yd.), Concrete Pavement Spreaders and Finishers, Concrete Paver, Concrete Saw (self propelled), Conveyor, Convoying Vehicles Convoying Engineer's Equipment, Core Drill, Crane, Crusher, Decontamination of Equipment, Derrick, Dragline, Dredge, Drill Rig (Tractor Mounted), Dual Drum Paver, Electric Pump used in conjunction with Well Point Systems, Elevating Grader (self propelled or towed), Elevator, Excavator (all purpose, hydraulically operated), Farm Tractor with Accessories, Fine Grade Machine, Forklift, Front End Loader, Gradall, Grader, Grout or Guniting Machine, Head Tower, Heavy Equipment Robotics Operator/Mechanic, Hoist (all types), Hoisting Engine, Horizontal Directional Drill Locator, Horizontal Directional Drill Operator, Hydraulic Boom, Hydraulic Hammer (self propelled), Hydraulic Pipe Jack Machine, (or similar type machine), Hydraulic Rock Expander (or similar type machine), Hydraulic System Pumps, Industrial Tractor, Jersey Spreader, Kolman Plant Loader (and similar type Loaders), Laser Screed, Locomotive, Log Skidder (similar type), Maintenance Engineer, Maintenance, Lubrication Unit or Truck, Mine Hoist, Mixer for Stabilized Base (self propelled), Monorail, Motorized Hydraulic Pin Puller, Motorized Hydraulic Seeder, Mucking Machine, Mulching Machine, Overhead Crane, Parts Chasing, Peine Crane (or similar type), Pile Driver, Plant Engineer, Pneumatic Mixer, Post Hole Digger and Post Driver, Power Broom, Pump Crete, Push Button Hoist, Push or Snatch Cat, Quarry Master (or equivalent), Road Widener, Rock Bit Sharpener (all types), Roller (all), Rolling Machine (Pipe), Rotomill, Scoopmobile, Shovel, Side Boom, Skidsteer/Bobcat (similar type), Skimmer, Slip Form Paver (CMI or similar, first and second operator), Snorkel/Vacuum Truck, Strato-Tower, Tire Truck & Repair, Towed Roller, Tractor Drawn Belt-Type Grader/Loader, Tractor Shovel, Tractor with Towed Accessories, Tractors (when using winch power), Trencher, Truck Crane, Tug Boats, Tunnel Shovel, Tube Finisher (CMI and similar), Vacuum Blasting Machine Operator/Mechanic, Vibratory Compactor, Vibro Tamp, Waterjet Cutting Tool System Operator/Mechanic (Ultra High Pressure), Well Drilling Machine, Well Point, Winch, Winch Truck with A Frame.

CLASS B: Aggregate Bin, Aggregate Plant, Apprentice Engineer, Apprentice Engineer Driver, Articulated Off Road Material Hauler, CMI and similar type Concrete Spreads (Apprentice Engineer), Cement Bin, Chipping Machine and Chip Spreader, Compressors (4 or less), Compressors: any size, but subject to other provisions for Compressors, Dust Collectors, Generators, Mechanical Heaters, Pumps, Welding Machines (four of any type or combination), Concrete Mixer (1/2 cu. yd. and under), Fireman, Form Tamper, Fuel Truck, Heating Boiler (used for temporary heat), Helper on Lubrication Unit or Truck, Jeep Trencher, Power Heaterman, Power Plant in excess of 10 K.W., Pumps (4" or over), Revinius Widener, Steam Cleaner, Stump Chipping Machine, Welding Machine (1 machine over 300 amps or 2 or 3 machines regardless of amps).

Operating Engineer- Heavy & Highway, Sewer (includes cleaning, lining & rehab), Water & Tunnel

Per hour:	07/01/2024
Class A	\$ 43.39
Class B	38.89
Crane 5 to 60 tons	46.39
" 61 to 199 tons	46.89
" 200 to 399 tons	47.39
" 400 and over	47.89

Additional \$2.50/hr. for Hazardous Work Site  
Additional \$1.00/hr. for Tunnel Work  
Additional \$4.00/hr. for Agency Mandated Off-Shift Work

**SUPPLEMENTAL BENEFITS**

Per hour:

Journeyman \$ 35.96\*

\*Note: For Overtime Hours \$23.00 of the amount paid at straight time, the remaining balance of \$12.96 is paid at the same premium as the wage.

**OVERTIME PAY**

See (B, E, Q, \*V) on OVERTIME PAGE

\*Note: Overtime rate is 1.5X the wage rate plus \$9.68 or 2X the wage rate plus \$19.35

**HOLIDAY**

Paid: See (5, 6) on HOLIDAY PAGE

Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

Apprentices at 1 year terms

1st	2nd	3rd	4th
\$35.89	\$36.89	\$37.89	\$38.89

Supplemental Benefits

All Apprentices \$ 35.56\*

\*Note: For Overtime Hours \$23.00 of the amount paid at straight time, the remaining balance of \$12.56 is paid at same premium as the wage.

12-17 hh/sw/t

**Operating Engineer - Survey Crew**

**01/01/2025**

**JOB DESCRIPTION** Operating Engineer - Survey Crew

**DISTRICT** 12

**ENTIRE COUNTIES**

Cattaraugus, Chautauqua, Erie, Niagara, Orleans, Wyoming

**PARTIAL COUNTIES**

Genesee: Only that portion of the county that lies west of a line down the center of Route 98 excluding that area that lies within the City of Batavia.

**WAGES**

These rates apply to Building, Heavy and Highway Construction.

Per hour:

SURVEY CLASSIFICATIONS:

Party Chief - One who directs a survey party.

Instrument Person - One who operates the surveying instruments.

Rod Person - One who holds the rods and assists the Instrument Person.

07/01/2024

Party Chief	\$ 49.40
Instrument Person	46.62
Rod Person	32.52

Additional \$3.00 per hr. for work in a Tunnel.

Additional \$2.50 per hr. for EPA or DEC certified toxic or hazardous waste work.

**SUPPLEMENTAL BENEFITS**

Per hour worked:

Journeyman \$ 30.80

**OVERTIME PAY**

See (B, E, Q, \*V, X) on OVERTIME PAGE

\*Note: \$27.65 Only for "ALL" premium hours paid.

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE

Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

WAGES:1000 hour terms based on the Percentage of Rod Person wage:

07/01/2024

0-1000 Hrs	60%
1001-2000 Hrs	70%
2001-3000 Hrs	80%

SUPPLEMENTAL BENEFITS per hour worked:

0-1000 Hrs	\$ 20.07/ PHP \$14.79
1001-2000 Hrs	22.85 / 17.01
2001-3000 Hrs	25.62 / 19.62

NOTE: PHP is premium hours paid when worked.

12-17D Sur

**Operating Engineer - Survey Crew - Consulting Engineer**

**01/01/2025**

**JOB DESCRIPTION** Operating Engineer - Survey Crew - Consulting Engineer

**DISTRICT** 12

**ENTIRE COUNTIES**

Cattaraugus, Chautauqua, Erie, Niagara, Orleans, Wyoming

**PARTIAL COUNTIES**

Genesee: Only that portion of the county that lies west of a line down the center of Route 98 excluding that area that lies within the City of Batavia.

**WAGES**

These rates apply to feasibility and preliminary design surveying, line of grade surveying for inspection or supervision of construction when performed under a Consulting Engineer Agreement.

Per hour:

SURVEY CLASSIFICATIONS:

Party Chief - One who directs a survey party.

Instrument Person - One who operates the surveying instruments.

Rod Person - One who holds the rods and assists the Instrument Person.

07/01/2024

Party Chief	\$ 48.90
Instrument Person	46.12
Rod Person	32.02

**SUPPLEMENTAL BENEFITS**

Per hour worked:

Journeyman	\$ 31.30
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**OVERTIME PAY**

See (B, E, Q, \*V, X) on OVERTIME PAGE

\*Note: \$24.75 Only for "ALL" premium hours paid.

**HOLIDAY**

Paid: See (5, 6) on HOLIDAY PAGE

Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

WAGES: 1000 hour terms based on the Percentage of Rod Persons Wage:

07/01/2024

0-1000	60%
1001-2000	70%
2001-3000	80%

SUPPLEMENTAL BENEFITS per hour worked:

0-1000	\$ 20.07 / PHP \$14.79
1001-2000	22.85/ " 17.01
2001-3000	25.62 / " 19.62

NOTE: PHP is premium hours paid

12-17D Con Eng

**Painter** **01/01/2025**

**JOB DESCRIPTION** Painter **DISTRICT 3**

**ENTIRE COUNTIES**  
 Allegany, Erie, Genesee, Niagara, Orleans, Wyoming

**PARTIAL COUNTIES**  
 Cattaraugus: Entire County except the Townships of Conewango, Leon, Napoli, New Albion, Randolph and South Valley.  
 Chautauqua: Only the Townships of Awkright, Dunkirk, Hanover, Pomfret, Portland, Sheridan and Villenova.  
 Livingston: Only the Townships of North Dansville, Nunda, Ossian, Portage, Sparta, Spring Water and West Sparta.  
 Steuben: Only the Townships of Avoca, Canisteo, Cohocton, Dansville, Fremont, Greenwood, Hartsville, Hornellsville, Howard, Jasper, Prattsburg, Pulteney, Troupsburg, Tuscarora, Urbana, Wayland, Wayne, Woodhull, West Union, Wheeler, and the City of Hornell.

**WAGES**  
 Per hour: 07/01/2024

Basic Rate (Brush & Roll)	\$ 31.37
Spray painting, wallcovering	31.37
Abrasive and hydroblasting	31.37
Taping/DryWall Finisher	32.86
Skeleton Steel*	32.12

\* Skeleton Steel: No floors, walls or ceiling are constructed, including radio and television towers, flagpoles, smokestacks and cranes.

**SUPPLEMENTAL BENEFITS**  
 Per hour:

Basic Rate (Brush & Roll)	
Spray painting, wallcovering	
Abrasive and hydroblasting and	
Skeleton Steel	\$ 28.21

Taping/Drywall Finisher \$ 27.82

**OVERTIME PAY**  
 Exterior work only See ( B, E4, F\*, R ) on OVERTIME PAGE.  
 All other work See ( B, F\*, R ) on OVERTIME PAGE.

\* Note - Saturday is payable at straight time if the employee misses work, except where a doctor's or hospital verification of illness is produced Monday through Friday when work was available to the employee.

**HOLIDAY**  
 Paid: See (1) on HOLIDAY PAGE  
 Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**  
 Wages per hour:

Painter/Decorator: 750 hour terms at the following wage:

1st	2nd	3rd	4th	5th	6th	7th	8th
\$ 18.00	\$ 19.00	\$ 20.00	\$ 21.00	\$ 22.00	\$ 23.00	\$ 24.00	\$ 25.00

Taper/Drywall Finisher: 750 hour terms at the following wage:

1st	2nd	3rd	4th	5th	6th
\$ 20.00	\$ 21.00	\$ 22.00	\$ 23.00	\$ 24.00	\$ 25.00

Supplemental benefits per hour:

Painter/Decorator and Taper/Drywall Finisher:

1st	2nd	3rd	4th	5th	6th	7th	8th
\$ 3.35	\$ 5.35	\$ 6.35	\$ 6.85	\$ 7.35	\$ 7.85	\$ 8.35	\$ 8.60

3-4-Buf, Nia, Olean

**Painter** **01/01/2025**

**JOB DESCRIPTION** Painter **DISTRICT 3**

**ENTIRE COUNTIES**  
 Allegany, Broome, Cattaraugus, Cayuga, Chautauqua, Chemung, Chenango, Cortland, Delaware, Erie, Genesee, Herkimer, Jefferson, Lewis, Livingston, Madison, Monroe, Niagara, Oneida, Onondaga, Ontario, Orleans, Oswego, Otsego, Schuyler, Seneca, St. Lawrence, Steuben, Tioga, Tompkins, Wayne, Wyoming, Yates

**WAGES**  
 Per hour: 07/01/2024

Bridge	\$ 43.81
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Tunnel	43.81
Tank*	41.81

For Bridge Painting Contracts, ALL WORKERS on and off the bridge (including Flagmen) are to be paid Painter's Rate; the contract must be ONLY for Bridge Painting.

Tank rate applies to indoor and outdoor tanks, tank towers, standpipes, digesters, waste water treatment tanks, chlorinator tanks, etc. Covers all types of tanks including but not limited to steel tanks, concrete tanks, fiberglass tanks, etc.

**SHIFT WORK**

Note an additional \$1.50 per hour is required when the contracting agency or project specification requires any shift to start prior to 6:00am or after 12:00 noon.

**SUPPLEMENTAL BENEFITS**

Per hour: \$ 31.39

**OVERTIME PAY**

Exterior work only See ( B, E4, F\*, R ) on OVERTIME PAGE.

All other work See ( B, F\*, R ) on OVERTIME PAGE.

\*Note - Saturday is payable at straight time if the employee misses work, except where a doctor's or hospital verification of illness is produced Monday through Friday when work was available to the employee.

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE  
 Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

750 hour terms at the following wage:

1st	2nd	3rd	4th	5th	6th
\$ 24.00	\$ 26.00	\$ 28.00	\$ 30.00	\$ 34.00	\$ 38.00

Supplemental benefits per hour:

1st	2nd	3rd	4th	5th	6th
\$ 6.60	\$ 6.95	\$ 7.30	\$ 7.65	\$ 8.00	\$ 8.35

3-4-Bridge, Tunnel, Tank

**Painter - Metal Polisher**

**01/01/2025**

**JOB DESCRIPTION** Painter - Metal Polisher

**DISTRICT 8**

**ENTIRE COUNTIES**

Albany, Allegany, Bronx, Broome, Cattaraugus, Cayuga, Chautauqua, Chemung, Chenango, Clinton, Columbia, Cortland, Delaware, Dutchess, Erie, Essex, Franklin, Fulton, Genesee, Greene, Hamilton, Herkimer, Jefferson, Kings, Lewis, Livingston, Madison, Monroe, Montgomery, Nassau, New York, Niagara, Oneida, Onondaga, Ontario, Orange, Orleans, Oswego, Otsego, Putnam, Queens, Rensselaer, Richmond, Rockland, Saratoga, Schenectady, Schoharie, Schuyler, Seneca, St. Lawrence, Steuben, Suffolk, Sullivan, Tioga, Tompkins, Ulster, Warren, Washington, Wayne, Westchester, Wyoming, Yates

**WAGES**

	07/01/2024
Metal Polisher	\$ 39.33
Metal Polisher*	40.43
Metal Polisher**	43.33

\*Note: Applies on New Construction & complete renovation

\*\* Note: Applies when working on scaffolds over 34 feet.

**SUPPLEMENTAL BENEFITS**

Per Hour: 07/01/2024

Journeyworker:

All classification \$ 12.79

**OVERTIME PAY**

See (B, E, P, T) on OVERTIME PAGE

**HOLIDAY**

Paid: See (5, 6, 11, 15, 16, 25, 26) on HOLIDAY PAGE  
 Overtime: See (5, 6, 11, 15, 16, 25, 26) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

One (1) year term at the following wage rates:

07/01/2024

1st year	\$ 19.67
2nd year	21.63
3rd year	23.60
1st year*	\$ 22.06
2nd year*	22.07
3rd year*	24.14
1st year**	\$ 22.17
2nd year**	24.13
3rd year**	26.10

\*Note: Applies on New Construction & complete renovation

\*\* Note: Applies when working on scaffolds over 34 feet.

Supplemental benefits:

Per hour:

1st year	\$ 8.69
2nd year	8.69
3rd year	8.69

8-8A/28A-MP

**Plumber**

**01/01/2025**

**JOB DESCRIPTION** Plumber

**DISTRICT 3**

**ENTIRE COUNTIES**

Cattaraugus, Chautauqua, Erie, Niagara, Wyoming

**PARTIAL COUNTIES**

Allegany: Only the Townships of Allen, Alma, Amity, Angelica, Belfast, Bolivar, Caneadea, Centerville, Clarksville, Cuba, Genesee, Friendship, Granger, Hume, New Hudson, Rushford, Wirt and that portion of Scio which lies west of Rt. 19.

Genesee: Only the Townships of Alabama, Alexander, Batavia, Darien, Elba, Oakfield, Pembroke and the City of Batavia.

Orleans: Only the Townships of Ridgeway, Shelby and Yates.

**WAGES**

Per hour: 07/01/2024

Plumber	\$ 41.33
Steamfitter	\$ 41.33

Note - Add 10% (ten percent) to wage when HAZMAT training is required or when OSHA compliant respirator protection is required.

**SUPPLEMENTAL BENEFITS**

Per hour:

\$ 29.91

Note - \$6.00 of this amount must be paid at the same premium as the wage.

**OVERTIME PAY**

See (\*B, \*\*E, Q) on OVERTIME PAGE

\* Double time after 11 hours per day on Weekdays.

\*\* Double time after 10 hours per day on Saturday.

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE

Overtime: See (5, 6, 16) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

One year terms at the following percentage of Journeyman's wage:

1st	2nd	3rd	4th	5th
50%	60%	70%	75%	90%

Note - Add 10% (ten-percent) to wage when HAZMAT training is required or when OSHA compliant respirator protection is required.

Supplemental benefits per hour:

\$ 24.99

Note - \$6.00 of this amount must be paid at the same premium as the wage.

3-22-P

**Roofer** **01/01/2025**

**JOB DESCRIPTION** Roofer

**DISTRICT** 3

**ENTIRE COUNTIES**

Erie, Genesee, Niagara, Orleans, Wyoming

**WAGES**

Per hour: 07/01/2024

Asbestos Removal	\$ 37.96
Slate, Tile	35.11
Precast tile / slabs	35.11
Crete / gypsum planks	35.11
Damp and waterproofer	34.96
Composition, sprayers,	34.96
Asphalt mastic,	34.96
Steep roofers	34.96

**SHIFT WORK**

When shift work is mandated either in the job specification or by the contracting agency the following premiums apply:

15.0% for work from 4:30PM - 1:00AM or second shift

20.0% for work from 12:30AM - 9:00AM or third shift

**SUPPLEMENTAL BENEFITS**

Per hour: \$ 26.11

**OVERTIME PAY**

See (B, \*E, \*\*E2, Q) on OVERTIME PAGE

\* and \*\* Double time after 8 hours on Saturday.

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE

Overtime: See (5, 6) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:

Hour terms at the following percentage of Journeyman's wage:

0 to 999	to 1499	to 1999	to 2499	to 2999	to 3499	to 4499
65%	70%	75%	80%	85%	90%	95%

Supplemental benefits per hour:

0 to 999	to 1499	to 1999	to 2499	to 2999	to 3499	to 4499
\$ 10.96	\$ 15.14	\$ 15.39	\$ 23.22	\$ 23.94	\$ 24.66	\$ 25.39

3-74

**Sheetmetal Worker** **01/01/2025**

**JOB DESCRIPTION** Sheetmetal Worker

**DISTRICT** 3

**ENTIRE COUNTIES**

Erie, Genesee, Niagara, Orleans, Wyoming

**WAGES**

Per hour: 07/01/2024

Sheet Metal Worker \$ 39.50

Additional \$0.50 per hour for work more than 30" above floor on boatswain chair.

Additional \$1.00 per hour for work in "Hot" areas of atomic laboratories, atomic plants, or any premises where radio-active materials are stored or handled and personal protective equipment is required.

Additional \$1.00 per hour for work when required to have 40-hour HAZMAT training or the use of OSHA compliant respirator is required.

**SHIFT WORK**

When shift work is mandated either in the job specification or by the contracting agency the following premiums apply:

Shift Premium per hour:

Second Shift \$ 3.25



Third Shift \$ 5.00

**Registered Apprentices**

When shift work is mandated either in the job specification or by the contracting agency the following premiums apply;  
 Shift Premium per hour:

**Second Shift**

1st term \$ 1.46  
 2nd term \$ 1.63  
 3rd term \$ 1.79  
 4th term \$ 2.28  
 5th term \$ 2.60

**Third Shift**

1st term \$ 2.25  
 2nd term \$ 2.50  
 3rd term \$ 2.75  
 4th term \$ 3.50  
 5th term \$ 4.00

**SUPPLEMENTAL BENEFITS**

Per hour: \$ 29.18\*

\* Note - \$18.60 of this amount must be paid at the same premium as the wages per overtime hours.

**OVERTIME PAY**

See (B, E, E2, Q) on OVERTIME PAGE

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE  
 Overtime: See (5, 6, 16) on HOLIDAY PAGE

**REGISTERED APPRENTICES**

Wages per hour:  
 One year terms at the following wage:

1st term \$ 20.73  
 2nd term 25.37  
 3rd term 28.02  
 4th term 29.65  
 5th term 32.94

**Supplemental benefits per hour:**

1st term	\$ 17.78	Note - \$8.20 of this amount must be paid at the same premium as the wage.
2nd term	21.79	Note - \$12.21 of this amount must be paid at the same premium as the wage.
3rd term	26.84	Note - \$16.26 of this amount must be paid at the same premium as the wage.
4th term	27.18	Note - \$16.60 of this amount must be paid at the same premium as the wage.
5th term	27.84	Note - \$17.26 of this amount must be paid at the same premium as the wage.

3-71

**Sprinkler Fitter**

**01/01/2025**

**JOB DESCRIPTION** Sprinkler Fitter

**DISTRICT 1**

**ENTIRE COUNTIES**

Allegany, Broome, Cattaraugus, Cayuga, Chautauqua, Chemung, Chenango, Clinton, Columbia, Cortland, Delaware, Erie, Essex, Franklin, Fulton, Genesee, Greene, Hamilton, Herkimer, Jefferson, Lewis, Livingston, Madison, Monroe, Montgomery, Niagara, Oneida, Onondaga, Ontario, Orleans, Oswego, Otsego, Schoharie, Schuyler, Seneca, St. Lawrence, Steuben, Tioga, Tompkins, Washington, Wayne, Wyoming, Yates

**WAGES**

Per hour 07/01/2024

Sprinkler Fitter \$ 42.00

**SUPPLEMENTAL BENEFITS**

Per hour

Journeyworker \$ 28.82

**OVERTIME PAY**

See (B, E, Q) on OVERTIME PAGE

**HOLIDAY**

Paid: See (1) on HOLIDAY PAGE  
 Overtime: See (5, 6) on HOLIDAY PAGE

Note: When a holiday falls on Sunday, the following Monday shall be considered a holiday and all work performed on either day shall be at the double time rate. When a holiday falls on Saturday, the preceding Friday shall be considered a holiday and all work performed on either day shall be at the double time rate.

**REGISTERED APPRENTICES**

Wages per hour

One Half Year terms at the following wage.

1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th
\$ 20.03	\$ 22.26	\$ 24.24	\$ 26.46	\$ 28.69	\$ 30.91	\$ 33.14	\$ 35.37	\$ 37.59	\$ 39.82

Supplemental Benefits per hour

1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th
\$ 9.18	\$ 9.18	\$ 20.90	\$ 20.90	\$ 21.15	\$ 21.15	\$ 21.15	\$ 21.15	\$ 21.15	\$ 21.15 1-669

**Teamster - Building / Heavy&Highway** **01/01/2025**

**JOB DESCRIPTION** Teamster - Building / Heavy&Highway

**DISTRICT** 3

**ENTIRE COUNTIES**

Erie, Niagara

**PARTIAL COUNTIES**

Genesee: Only in the Townships of Alabama, Darien and Pembroke.  
 Orleans: Only the Townships of Ridgeway, Shelby and Yates.  
 Wyoming: Only in the Townships of Arcade, Bennington, Java and Sheldon.

**WAGES**

GROUP 1: Warehousemen, Yardmen, Truck Helpers, Pickups, Panel Trucks, Flatboy Material Trucks (straight jobs), Single Axle Dump Trucks, Dumpsters, Material Checkers and Receivers, Greasers, Truck Tiremen, Mechanics Helpers and Parts Chasers.

GROUP 2: Tandems and Batch Trucks, Mechanics, Dispatcher.

GROUP 3: Semi-Trailers, Low-Boy Trucks, Asphalt Distributor Trucks and Agitator, Mixer Trucks and dumpcrete type vehicles, Truck Mechanic, Fuel Trucks

GROUP 4: Specialized Earth Moving Equipment, Euclid type, or similar off-highway, where not self-loading, Straddle (Ross) Carrier, and self-contained concrete mobile truck.

GROUP 5: Off-highway Tandem Back-Dump, Twin Engine Equipment and Double-Hitched Equipment where not self-loading.

Per hour: 07/01/2024

All GROUPS \$ 45.98

Add \$2.00 when required to use personal protection when performing hazardous waste removal work.

**SHIFT WORK**

An additional \$4.00 per hour is required when a single irregular work shift starting any time from 3:30PM to 1:00AM is mandated either in the job specification or by the contracting agency.

**SUPPLEMENTAL BENEFITS**

Per hour: \$ 17.05\*

\*Note - Only \$ 8.50 per hour needs to be paid for overtime hours.

**OVERTIME PAY**

See (B, G, P) on OVERTIME PAGE

**HOLIDAY**

Paid: See (5, 6) on HOLIDAY PAGE  
 Overtime: See (5, 6) on HOLIDAY PAGE

3-449

**Teamster - Building / Heavy&Highway** **01/01/2025**

**JOB DESCRIPTION** Teamster - Building / Heavy&Highway

**DISTRICT** 3

**ENTIRE COUNTIES**

Erie, Niagara

**WAGES**

Per hour: 07/01/2024  
Dump Truck Operator\* \$ 30.00

\*Does not include Single Axle Dump Trucks (see Teamster Group 1).  
\*Does not include Off-highway Dump Trucks (see Teamster Groups 2-5).

**SUPPLEMENTAL BENEFITS**

Per hour: \$ 2.02

**OVERTIME PAY**

See (B, B2, Q) on OVERTIME PAGE

**HOLIDAY**

Paid: See (5, 6) on HOLIDAY PAGE  
Overtime: See (5, 6) on HOLIDAY PAGE

3-449d-DT

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**Welder**

**01/01/2025**

**JOB DESCRIPTION** Welder

**DISTRICT 1**

**ENTIRE COUNTIES**

Albany, Allegany, Bronx, Broome, Cattaraugus, Cayuga, Chautauqua, Chemung, Chenango, Clinton, Columbia, Cortland, Delaware, Dutchess, Erie, Essex, Franklin, Fulton, Genesee, Greene, Hamilton, Herkimer, Jefferson, Kings, Lewis, Livingston, Madison, Monroe, Montgomery, Nassau, New York, Niagara, Oneida, Onondaga, Ontario, Orange, Orleans, Oswego, Otsego, Putnam, Queens, Rensselaer, Richmond, Rockland, Saratoga, Schenectady, Schoharie, Schuylar, Seneca, St. Lawrence, Steuben, Suffolk, Sullivan, Tioga, Tompkins, Ulster, Warren, Washington, Wayne, Westchester, Wyoming, Yates

**WAGES**

Per hour 07/01/2024

Welder: To be paid the same rate of the mechanic performing the work.\*

\*EXCEPTION: If a specific welder certification is required, then the 'Certified Welder' rate in that trade tag will be paid.

**OVERTIME PAY**

**HOLIDAY**

1-As Per Trade

## Overtime Codes

Following is an explanation of the code(s) listed in the OVERTIME section of each classification contained in the attached schedule. Additional requirements may also be listed in the HOLIDAY section.

NOTE: Supplemental Benefits are 'Per hour worked' (for each hour worked) unless otherwise noted

- ( AA ) Time and one half of the hourly rate after 7 and one half hours per day
- ( A ) Time and one half of the hourly rate after 7 hours per day
- ( B ) Time and one half of the hourly rate after 8 hours per day
- ( B1 ) Time and one half of the hourly rate for the 9th & 10th hours week days and the 1st 8 hours on Saturday.  
Double the hourly rate for all additional hours
- ( B2 ) Time and one half of the hourly rate after 40 hours per week
- ( B3 ) Time and one half of the hourly rate after 40 straight hours per week
- ( C ) Double the hourly rate after 7 hours per day
- ( C1 ) Double the hourly rate after 7 and one half hours per day
- ( D ) Double the hourly rate after 8 hours per day
- ( D1 ) Double the hourly rate after 9 hours per day
- ( E ) Time and one half of the hourly rate on Saturday
- ( E1 ) Time and one half 1st 4 hours on Saturday; Double the hourly rate all additional Saturday hours
- ( E2 ) Saturday may be used as a make-up day at straight time when a day is lost during that week due to inclement weather
- ( E3 ) Between November 1st and March 3rd Saturday may be used as a make-up day at straight time when a day is lost during that week due to inclement weather, provided a given employee has worked between 16 and 32 hours that week
- ( E4 ) Saturday and Sunday may be used as a make-up day at straight time when a day is lost during that week due to inclement weather
- ( E5 ) Double time after 8 hours on Saturdays
- ( F ) Time and one half of the hourly rate on Saturday and Sunday
- ( G ) Time and one half of the hourly rate on Saturday and Holidays
- ( H ) Time and one half of the hourly rate on Saturday, Sunday, and Holidays
- ( I ) Time and one half of the hourly rate on Sunday
- ( J ) Time and one half of the hourly rate on Sunday and Holidays
- ( K ) Time and one half of the hourly rate on Holidays
- ( L ) Double the hourly rate on Saturday
- ( M ) Double the hourly rate on Saturday and Sunday
- ( N ) Double the hourly rate on Saturday and Holidays
- ( O ) Double the hourly rate on Saturday, Sunday, and Holidays
- ( P ) Double the hourly rate on Sunday
- ( Q ) Double the hourly rate on Sunday and Holidays
- ( R ) Double the hourly rate on Holidays

- ( S ) Two and one half times the hourly rate for Holidays
- ( S1 ) Two and one half times the hourly rate the first 8 hours on Sunday or Holidays One and one half times the hourly rate all additional hours.
- ( T ) Triple the hourly rate for Holidays
- ( U ) Four times the hourly rate for Holidays
- ( V ) Including benefits at SAME PREMIUM as shown for overtime
- ( W ) Time and one half for benefits on all overtime hours.
- ( X ) Benefits payable on Paid Holiday at straight time. If worked, additional benefit amount will be required for worked hours. (Refer to other codes listed.)

## Holiday Codes

### PAID Holidays:

Paid Holidays are days for which an eligible employee receives a regular day's pay, but is not required to perform work. If an employee works on a day listed as a paid holiday, this remuneration is in addition to payment of the required prevailing rate for the work actually performed.

### OVERTIME Holiday Pay:

Overtime holiday pay is the premium pay that is required for work performed on specified holidays. It is only required where the employee actually performs work on such holidays. The applicable holidays are listed under HOLIDAYS: OVERTIME. The required rate of pay for these covered holidays can be found in the OVERTIME PAY section listings for each classification.

Following is an explanation of the code(s) listed in the HOLIDAY section of each classification contained in the attached schedule. The Holidays as listed below are to be paid at the wage rates at which the employee is normally classified.

- ( 1 ) None
- ( 2 ) Labor Day
- ( 3 ) Memorial Day and Labor Day
- ( 4 ) Memorial Day and July 4th
- ( 5 ) Memorial Day, July 4th, and Labor Day
- ( 6 ) New Year's, Thanksgiving, and Christmas
- ( 7 ) Lincoln's Birthday, Washington's Birthday, and Veterans Day
- ( 8 ) Good Friday
- ( 9 ) Lincoln's Birthday
- ( 10 ) Washington's Birthday
- ( 11 ) Columbus Day
- ( 12 ) Election Day
- ( 13 ) Presidential Election Day
- ( 14 ) 1/2 Day on Presidential Election Day
- ( 15 ) Veterans Day
- ( 16 ) Day after Thanksgiving
- ( 17 ) July 4th
- ( 18 ) 1/2 Day before Christmas
- ( 19 ) 1/2 Day before New Years
- ( 20 ) Thanksgiving
- ( 21 ) New Year's Day
- ( 22 ) Christmas
- ( 23 ) Day before Christmas
- ( 24 ) Day before New Year's
- ( 25 ) Presidents' Day
- ( 26 ) Martin Luther King, Jr. Day
- ( 27 ) Memorial Day
- ( 28 ) Easter Sunday

( 29 )      Juneteenth

**New York State Department of Labor - Bureau of Public Work  
State Office Building Campus  
Building 12 - Room 130  
Albany, New York 12226**

**REQUEST FOR WAGE AND SUPPLEMENT INFORMATION**

As Required by Articles 8 and 9 of the NYS Labor Law

Fax (518) 485-1870 or mail this form for new schedules or for determination for additional occupations.

**This Form Must Be Typed**

Submitted By:

(Check Only One)

Contracting Agency

Architect or Engineering Firm

Public Work District Office

Date:

**A. Public Work Contract to be let by:** (Enter Data Pertaining to Contracting/Public Agency)

1. Name and complete address  (Check if new or change)

Telephone

Fax

E-Mail:

2. NY State Units (see Item 5).

01 DOT

02 OGS

03 Dormitory Authority

04 State University  
Construction Fund

05 Mental Hygiene  
Facilities Corp.

06 OTHER N.Y. STATE UNIT

07 City

08 Local School District

09 Special Local District, i.e.,  
Fire, Sewer, Water District

10 Village

11 Town

12 County

13 Other Non-N.Y. State  
(Describe)

3. SEND REPLY TO  (check if new or change)  
Name and complete address:

Telephone

Fax

E-Mail:

4. SERVICE REQUIRED. Check appropriate box and provide project information.

New Schedule of Wages and Supplements.

APPROXIMATE BID DATE :

Additional Occupation and/or Redetermination

PRC NUMBER ISSUED PREVIOUSLY FOR  
THIS PROJECT :

OFFICE USE ONLY

**B. PROJECT PARTICULARS**

5. Project Title \_\_\_\_\_

Description of Work \_\_\_\_\_

Contract Identification Number \_\_\_\_\_

Note: For NYS units, the OSC Contract No. \_\_\_\_\_

6. Location of Project:

Location on Site \_\_\_\_\_

Route No/Street Address \_\_\_\_\_

Village or City \_\_\_\_\_

Town \_\_\_\_\_

County \_\_\_\_\_

7. Nature of Project - Check One:

1. New Building

2. Addition to Existing Structure

3. Heavy and Highway Construction (New and Repair)

4. New Sewer or Waterline

5. Other New Construction (Explain)

6. Other Reconstruction, Maintenance, Repair or Alteration

7. Demolition

8. Building Service Contract

8. OCCUPATION FOR PROJECT :

Construction (Building, Heavy  
Highway/Sewer/Water)

Tunnel

Residential

Landscape Maintenance

Elevator maintenance

Exterminators, Fumigators

Fire Safety Director, NYC Only

Fuel Delivery

Guards, Watchmen

Janitors, Porters, Cleaners,  
Elevator Operators

Moving furniture and  
equipment

Trash and refuse removal

Window cleaners

Other (Describe)

9. Does this project comply with the Wicks Law involving separate bidding? YES  NO

10. Name and Title of Requester

**Signature**







NEW YORK STATE DEPARTMENT OF LABOR  
Bureau of Public Work - Debarment List

**LIST OF EMPLOYERS INELIGIBLE TO BID ON OR BE  
AWARDED ANY PUBLIC WORK CONTRACT**

Under Article 8 and Article 9 of the NYS Labor Law, a contractor, sub-contractor and/or its successor shall be debarred and ineligible to submit a bid on or be awarded any public work or public building service contract/sub-contract with the state, any municipal corporation or public body for a period of five (5) years from the date of debarment when:

- Two (2) final determinations have been rendered within any consecutive six-year (6) period determining that such contractor, sub-contractor and/or its successor has WILLFULLY failed to pay the prevailing wage and/or supplements;
- One (1) final determination involves falsification of payroll records or the kickback of wages and/or supplements.

The agency issuing the determination and providing the information, is denoted under the heading 'Fiscal Officer'. DOL = New York State Department of Labor; NYC = New York City Comptroller's Office; AG = New York State Attorney General's Office; DA = County District Attorney's Office.

**Debarment Database:** To search for contractors, sub-contractors and/or their successors debarred from bidding or being awarded any public work contract or subcontract under NYS Labor Law Articles 8 and 9, or under NYS Workers' Compensation Law Section 141-b, access the database at this link: <https://apps.labor.ny.gov/EDList/searchPage.do>

**For inquiries please call 518-457-5589.**



**NYS DOL Bureau of Public Work Debarment List 01/06/2025**

**Article 8**

AGENCY	Fiscal Officer	FEIN	EMPLOYER NAME	EMPLOYER DBA NAME	ADDRESS	DEBARMENT START DATE	DEBARMENT END DATE
DOL	DOL	****5754	0369 CONTRACTORS, LLC		515 WEST AVE UNIT PH 13NORWALK CT 06850	05/12/2021	05/12/2026
DOL	DOL	****5784	A.J.M. TRUCKING, INC.		PO BOX 2064 MONROE NY 10950	02/12/2024	02/12/2029
DOL	DOL		AKHLAQ OULAKH		4307 28TH AVE ASTORIA NY 11103	10/11/2024	10/11/2029
DOL	NYC		ALL COUNTY SEWER & DRAIN, INC.		7 GREENFIELD DR WARWICK NY 10990	03/25/2022	03/25/2027
DOL	DOL	****8387	AMERICAN PAVING & MASONRY, CORP.		8 FOREST AVE GLEN COVE NY 11542	05/24/2024	05/24/2029
DOL	DOL	****8654	AMERICAN PAVING, INC.		8 FORREST AVE. GLEN COVE NY 11542	05/24/2024	05/24/2029
DOL	NYC		AMJED PARVEZ		401 HANOVER AVENUE STATEN ISLAND NY 10304	01/11/2021	01/11/2026
DOL	DOL		ANGELO F COKER		2610 SOUTH SALINA STREET SUITE 14SYRACUSE NY 13205	09/17/2020	09/17/2025
DOL	DOL		ANGELO GARCIA		515 WEST AVE UNIT PH 13NORWALK CT 06850	05/12/2021	05/12/2026
DOL	DOL		ANGELO STANCO		8 FOREST AVE. GLEN COVE NY 11542	05/24/2024	05/24/2029
DOL	DOL		ANGELO TONDO		449 WEST MOMBSHA ROAD MONROE NY 10950	06/06/2022	06/06/2027
DOL	DOL	****4231	ANKER'S ELECTRIC SERVICE, INC.		10 SOUTH 5TH ST LOCUST VALLEY NY 11560	09/26/2022	09/26/2027
DOL	DOL		ANTHONY MONGELLI		PO BOX 2064 MONROE NY 10950	02/12/2024	02/12/2029
DOL	NYC		ARADCO CONSTRUCTION CORP		115-46 132RD ST SOUTH OZONE PARK NY 11420	09/17/2020	09/17/2025
DOL	DOL		ARNOLD A. PAOLINI		1250 BROADWAY ST BUFFALO NY 14212	02/03/2020	02/03/2025
DOL	NYC		AVM CONSTRUCTION CORP		117-72 123RD ST SOUTH OZONE PARK NY 11420	09/17/2020	09/17/2025
DOL	NYC		AZIDABEGUM		524 MCDONALD AVENUE BROOKLYN NY 11218	09/17/2020	09/17/2025
DOL	DOL	****8421	B & B DRYWALL, INC		206 WARREN AVE APT 1WHITE PLAINS NY 10603	12/14/2021	12/14/2026
DOL	DOL		B&L RENOVATION CO.		618 OCEAN PARKWAY APT A6BROOKLYN NY 11230	09/17/2020	09/17/2025
DOL	NYC	****2113	BHW CONTRACTING, INC.		401 HANOVER AVENUE STATEN ISLAND NY 10304	01/11/2021	01/11/2026
DOL	DOL	****5078	BLACK RIVER TREE REMOVAL, LLC		29807 ANDREWS ROAD BLACK RIVER NY 13032	10/17/2023	10/17/2028
DOL	DOL		BRADLEY J SCHUKA		4 BROTHERS ROAD WAPPINGERS FALLS NY 12590	10/20/2020	10/20/2025
DOL	DOL	****9383	C.C. PAVING AND EXCAVATING, INC.		2610 SOUTH SALINA ST SUITE 12SYRACUSE NY 13205	09/17/2020	09/17/2025
DOL	DOL	****4083	C.P.D. ENTERPRISES, INC		P.O BOX 281 WALDEN NY 12586	03/03/2020	03/03/2025
DOL	DOL	****5161	CALADRI DEVELOPMENT CORP.		1223 PARK ST. PEEKSKILL NY 10566	05/17/2021	05/17/2026
DOL	DOL	****3391	CALI ENTERPRISES, INC.		1223 PARK STREET PEEKSKILL NY 10566	05/17/2021	05/17/2026
DOL	DOL	****4155	CASA BUILDERS, INC.	FRIEDLANDER CONSTRUCTI ON	64 N PUTT CONNERS ROAD NEW PALTZ NY 12561	05/10/2023	05/10/2028
DOL	AG	****7247	CENTURY CONCRETE CORP		2375 RAYNOR ST RONKONKOMA NY 11779	08/04/2021	08/04/2026
DOL	DOL	****0026	CHANTICLEER CONSTRUCTION LLC		4 BROTHERS ROAD WAPPINGERS FALLS NY 12590	10/20/2020	10/20/2025
DOL	NYC	****2117	CHARAN ELECTRICAL ENTERPRISES		9-11 40TH AVENUE LONG ISLAND CITY NY 11101	09/26/2023	09/26/2028
DOL	NYC		CHARLES ZAHRADKA		863 WASHINGTON STREET FRANKLIN SQUARE NY 11010	03/10/2020	03/10/2025
DOL	DOL		CHRISTOPHER GRECO		26 NORTH MYRTLE AVENUE SPRING VALLEY NY 10956	02/18/2021	02/18/2026
DOL	DOL	****2281	CORRAO TRUCKING, INC.		PO BOX 393 NANUET NY 10954	09/17/2024	09/17/2029
DOL	DOL		CRAIG JOHANSEN		10 SOUTH 5TH ST LOCUST VALLEY NY 11560	09/26/2022	09/26/2027

**NYS DOL Bureau of Public Work Debarment List 01/06/2025**

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DOL	DOL	****3228	CROSS-COUNTY LANDSCAPING AND TREE SERVICE, INC.	ROCKLAND TREE SERVICE	26 NORTH MYRTLE AVENUE SPRING VALLEY NY 10956	02/18/2021	02/18/2026
DOL	DOL	****7619	DANCO CONSTRUCTION UNLIMITED INC.		485 RAFT AVENUE HOLBROOK NY 11741	10/19/2021	10/19/2026
DOL	DOL		DANIEL ROBERT MCNALLY		7 GREENFIELD DRIVE WARWICK NY 10990	03/25/2022	03/25/2027
DOL	DOL		DARIAN L COKER		2610 SOUTH SALINA ST SUITE 2CSYRACUSE NY 13205	09/17/2020	09/17/2025
DOL	DOL		DARWIN PEGUESE		6400 BALTIMORE NATIONAL SUITE 602CANTONSVILLE NY 21228	10/24/2024	10/24/2029
DOL	DOL		DAVID FRIEDLANDER		64 NORTH PUTT CORNERS RD NEW PALTZ NY 12561	05/10/2023	05/10/2028
DOL	DOL		DINA TAYLOR		64 N PUTT CONNERS RD NEW PALTZ NY 12561	05/10/2023	05/10/2028
DOL	DOL	****5175	EAGLE MECHANICAL AND GENERAL CONSTRUCTION LLC		11371 RIDGE RD WOLCOTT NY 14590	02/03/2020	02/03/2025
DOL	AG		EDWIN HUTZLER		23 NORTH HOWELLS RD BELLPORT NY 11713	08/04/2021	08/04/2026
DOL	DA		EDWIN HUTZLER		2375 RAYNOR STREET RONKONKOMA NY 11779	08/04/2021	08/04/2026
DOL	DOL	****0780	EMES HEATING & PLUMBING CONTR		5 EMES LANE MONSEY NY 10952	01/20/2002	01/20/3002
DOL	DOL		EMIL KISZKO		84 DIAMOND ST BROOKLYN NY 11222	07/18/2024	07/18/2029
DOL	DOL	****3298	EMJACK CONSTRUCTION CORP.		84 DIAMOND ST BROOKLYN NY 11222	07/18/2024	07/18/2029
DOL	DOL	****3298	EMJACK CONSTRUCTION LLC		4192 SIR ANDREW CIRCLE DOYLESTOWN PA 18902	07/18/2024	07/18/2029
DOL	DOL		EUGENIUSZ "GINO" KUCHAR		195 KINGSLAND AVE BROOKLYN NY 11222	12/22/2023	12/22/2028
DOL	DA		FREDERICK HUTZLER		2375 RAYNOR STREET RONKONKOMA NY 11779	08/04/2021	08/04/2026
DOL	DOL	****2998	G.E.M. AMERICAN CONSTRUCTION CORP.		195 KINGSLAND AVE BROOKLYN NY 11222	12/22/2023	12/22/2028
DOL	NYC		GAYATRI MANGRU		21 DAREWOOD LANE VALLEY STREAM NY 11581	09/17/2020	09/17/2025
DOL	DA		GEORGE LUCEY		150 KINGS STREET BROOKLYN NY 11231	01/19/1998	01/19/2998
DOL	DA		GIOVANNA TRAVALJA		3735 9TH ST LONG ISLAND CITY NY 11101	01/05/2023	01/05/2028
DOL	DA		GIOVANNI NAPOLITANO		2501 BAYVIEW AVENUE WANTAGH NY 11793	02/21/2024	02/21/2029
DOL	DA	****0213	GORILLA CONTRACTING GROUP, LLC		505 MANHATTAN AVE WEST BABYLON NY 11704	10/05/2023	10/05/2028
DOL	DA	****4760	GTX CONSTRUCTION ASSOCIATES, CORP		2501 BAYVIEW AVE WANTAGH NY 11793	02/21/2024	02/21/2029
DOL	DOL		HANS RATH		24 ELDOR AVENUE NEW CITY NY 10956	02/03/2020	02/03/2025
DOL	DOL		HERBERT CLEMEN		42 FOWLER AVENUE CORTLAND MANOR NY 10567	01/24/2023	01/24/2028
DOL	DOL		HERBERT CLEMEN		42 FOWLER AVENUE CORTLAND MANOR NY 10567	10/25/2022	10/25/2027
DOL	DOL	****2397	ISLAND BREEZE MARINE, INC.		6400 BALTIMORE NATIONAL CANTONSVILLE MD 21228	10/24/2024	10/24/2029
DOL	DOL	****9211	J. WASE CONSTRUCTION CORP.		8545 RT 9W ATHENS NY 12015	03/09/2021	03/09/2026
DOL	DOL		J.M.J CONSTRUCTION		151 OSTRANDER AVENUE SYRACUSE NY 13205	11/21/2022	11/21/2027
DOL	DOL		J.R. NELSON CONSTRUCTION		531 THIRD STREET ALBANY NY 12206	11/07/2023	11/07/2028
DOL	DOL		J.R. NELSON CONSTRUCTION		531 THIRD STREET ALBANY NY 12206	12/22/2022	12/22/2027
DOL	DOL		J.R. NELSON CONSTRUCTION		531 THIRD STREET ALBANY NY 12206	10/25/2022	10/25/2027
DOL	DOL		J.R. NELSON, LLC		531 THIRD STREET ALBANY NY 12206	12/22/2022	12/22/2027
DOL	DOL		J.R. NELSON, LLC		531 THIRD STREET ALBANY NY 12206	11/07/2023	11/07/2028
DOL	DOL		J.R. NELSON, LLC		531 THIRD STREET ALBANY NY 12206	10/25/2022	10/25/2027
DOL	DOL		J.R.N COMPANIES, LLC		531 THIRD STREET ALBANY NY 12206	12/12/2022	12/12/2027

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DOL	DOL		J.R.N COMPANIES, LLC		531 THIRD STREET ALBANY NY 12206	11/07/2023	11/07/2028
DOL	DOL		J.R.N COMPANIES, LLC		531 THIRD STREET ALBANY NY 12206	10/25/2022	10/25/2027
DOL	DOL	*****1147	J.R.N. CONSTRUCTION, LLC		531 THIRD ST ALBANY NY 12206	11/07/2023	11/07/2028
DOL	DOL	*****1147	J.R.N. CONSTRUCTION, LLC		531 THIRD ST ALBANY NY 12206	12/22/2022	12/22/2027
DOL	DOL	*****1147	J.R.N. CONSTRUCTION, LLC		531 THIRD ST ALBANY NY 12206	10/25/2022	10/25/2027
DOL	DOL		JAMES J. BAKER		7901 GEE ROAD CANASTOTA NY 13032	08/17/2021	08/17/2026
DOL	DOL		JASON P. RACE		3469 STATE RT. 69 PERISH NY 13131	09/29/2021	09/29/2026
DOL	DOL		JASON P. RACE		3469 STATE RT. 69 PERISH NY 13131	02/09/2022	02/09/2027
DOL	DOL		JASON P. RACE		3469 STATE RT. 69 PERISH NY 13131	11/15/2022	11/15/2027
DOL	DOL		JASON P. RACE		3469 STATE RT. 69 PERISH NY 13131	03/01/2022	03/01/2027
DOL	DOL	*****7993	JBS DIRT, INC.		7901 GEE ROAD CANASTOTA NY 13032	08/17/2021	08/17/2026
DOL	DOL	*****2435	JEFFEL D. JOHNSON	JMJ7 AND SON	5553 CAIRNSTRAIL CLAY NY 13041	11/21/2022	11/21/2027
DOL	DOL		JEFFEL JOHNSON ELITE CARPENTER REMODEL AND CONSTRUCTION		C2 EVERGREEN CIRCLE LIVERPOOL NY 13090	11/21/2022	11/21/2027
DOL	DOL	*****2435	JEFFREY M. JOHNSON	JMJ7 AND SON	5553 CAIRNS TRAIL CLAY NY 13041	11/21/2022	11/21/2027
DOL	DOL		JIM PLAUGHER		17613 SANTE FE LINE ROAD WAYNEFIELD OH 45896	07/16/2021	07/16/2026
DOL	DOL		JMJ7 & SON CONSTRUCTION, LLC		5553 CAIRNS TRAIL LIVERPOOL NY 13041	11/21/2022	11/21/2027
DOL	DOL		JMJ7 AND SONS CONTRACTORS		5553 CAIRNS TRAIL CLAY NY 13041	11/21/2022	11/21/2027
DOL	DOL		JMJ7 CONTRACTORS		7014 13TH AVENUE BROOKLYN NY 11228	11/21/2022	11/21/2027
DOL	DOL		JMJ7 CONTRACTORS AND SONS		5553 CAIRNS TRAIL CLAY NY 13041	11/21/2022	11/21/2027
DOL	DOL		JMJ7 CONTRACTORS, LLC		5553 CAIRNS TRAIL CLAY NY 13041	11/21/2022	11/21/2027
DOL	DOL		JOHN MARKOVIC		47 MANDON TERRACE HAWTHORN NJ 07506	03/29/2021	03/29/2026
DOL	DOL		JOHN WASE		8545 RT 9W ATHENS NY 12015	03/09/2021	03/09/2026
DOL	DOL		JORGE RAMOS		8970 MIKE GARCIA DR MANASSAS VA 20109	07/16/2021	07/16/2026
DOL	DOL		JOSEPH K. SALERNO		1010 TILDEN AVE UTICA NY 13501	07/24/2023	07/24/2028
DOL	DOL		JOSEPH K. SALERNO II		1010 TILDEN AVE UTICA NY 13501	07/24/2023	07/24/2028
DOL	DOL	*****5116	JP RACE PAINTING, INC. T/A RACE PAINTING		3469 STATE RT. 69 PERISH NY 13131	02/09/2022	02/09/2027
DOL	DOL	*****5116	JP RACE PAINTING, INC. T/A RACE PAINTING		3469 STATE RT. 69 PERISH NY 13131	11/15/2022	11/15/2027
DOL	DOL	*****5116	JP RACE PAINTING, INC. T/A RACE PAINTING		3469 STATE RT. 69 PERISH NY 13131	09/29/2021	09/29/2026
DOL	DOL	*****5116	JP RACE PAINTING, INC. T/A RACE PAINTING		3469 STATE RT. 69 PERISH NY 13131	03/01/2022	03/01/2027
DOL	DOL	*****5116	JP RACE PAINTING, INC. T/A RACE PAINTING		3469 STATE RT. 69 PERISH NY 13131	03/01/2022	03/01/2027
DOL	DOL		JRN CONSTRUCTION CO, LLC		1024 BROADWAY ALBANY NY 12204	11/07/2023	11/07/2028
DOL	DOL	*****1147	JRN CONSTRUCTION, LLC		531 THIRD STREET ALBANY NY 12206	10/25/2022	10/25/2027
DOL	DOL	*****1147	JRN CONSTRUCTION, LLC		531 THIRD STREET ALBANY NY 12206	12/22/2022	12/22/2027
DOL	DOL	*****1147	JRN CONSTRUCTION, LLC		531 THIRD STREET ALBANY NY 12206	11/07/2023	11/07/2028
DOL	DOL		JRN PAVING, LLC		531 THIRD STREET ALBANY NY 12206	10/25/2022	10/25/2027
DOL	DOL		JRN PAVING, LLC		531 THIRD STREET ALBANY NY 12206	12/22/2022	12/22/2027
DOL	DOL		JRN PAVING, LLC		531 THIRD STREET ALBANY NY 12206	11/07/2023	11/07/2028

**NYSDOL Bureau of Public Work Debarment List 01/06/2025**

**Article 8**

DOL	DOL		JULIUS AND GITA BEHREND		5 EMES LANE MONSEY NY 10952	11/20/2002	11/20/3002
DOL	DOL		KARIN MANGIN		796 PHELPS ROAD FRANKLIN LAKES NJ 07417	12/01/2020	12/01/2025
DOL	DOL		KATE E. CONNOR		7088 INTERSTATE ISLAND RD SYRACUSE NY 13209	03/31/2021	03/31/2026
DOL	DOL		KEAN INDUSTRIES, LLC		2345 RT. 52 SUITE 2NHOPEWELL JUNCTION NY 12533	12/18/2023	12/18/2028
DOL	DOL	****2959	KELC DEVELOPMENT, INC		7088 INTERSTATE ISLAND RD SYRACUSE NY 13209	03/31/2021	03/31/2026
DOL	DOL		KIMBERLY F. BAKER		7901 GEE ROAD CANASTOTA NY 13032	08/17/2021	08/17/2026
DOL	DOL		KMA GROUP II, INC.		29-10 38TH AVENUE LONG ISLAND CITY NY 11101	10/11/2023	10/11/2028
DOL	DOL	****1833	KMA GROUP INC.		29-10 38TH AVENUE LONG ISLAND CITY NY 11101	10/11/2023	10/11/2028
DOL	DOL		KMA INSULATION, INC.		29-10 38TH AVENUE LONG ISLAND CITY NY 11101	10/11/2023	10/11/2028
DOL	DOL		KRIN HEINEMANN		2345 ROUTE 52, SUITE 2N HOPEWELL JUNCTION NY 12533	12/18/2023	12/18/2028
DOL	NYC		KULWANT S. DEOL		9-11 40TH AVENUE LONG ISLAND CITY NY 11101	09/26/2023	09/26/2028
DOL	DA	****8816	LAKE CONSTRUCTION AND DEVELOPMENT CORPORATION		150 KINGS STREET BROOKLYN NY 11231	08/19/1998	08/19/2998
DOL	DOL		LEROY E. NELSON JR		531 THIRD ST ALBANY NY 12206	10/25/2022	10/25/2027
DOL	DOL		LEROY E. NELSON JR		531 THIRD ST ALBANY NY 12206	12/22/2022	12/22/2027
DOL	DOL		LEROY E. NELSON JR		531 THIRD ST ALBANY NY 12206	11/07/2023	11/07/2028
DOL	AG	****3291	LINTECH ELECTRIC, INC.		3006 TILDEN AVE BROOKLYN NY 11226	02/16/2022	02/16/2027
DOL	DOL		LOUIS A. CALICCHIA		1223 PARK ST. PEEKSKILL NY 10566	05/17/2021	05/17/2026
DOL	DOL	****2196	MAINSTREAM SPECIALTIES, INC.		11 OLD TOWN RD SELKIRK NY 12158	02/02/2021	02/02/2026
DOL	DA		MANUEL P TOBIO		150 KINGS STREET BROOKLYN NY 14444	08/19/1998	08/19/2998
DOL	DA		MANUEL TOBIO		150 KINGS STREET BROOKLYN NY 11231	08/19/1998	08/19/2998
DOL	DOL		MAQSOOD AHMAD		618 OCEAN PKWY BROOKLYN NY 11230	09/17/2020	09/17/2025
DOL	NYC		MARIA NUBILE		84-22 GRAND AVENUE ELMHURST NY 11373	03/10/2020	03/10/2025
DOL	DOL	****1320	MJC MASON CONTRACTING, INC.		42 FOWLER AVENUE CORTLAND MANOR NY 10567	10/25/2022	10/25/2027
DOL	DOL	****1320	MJC MASON CONTRACTING, INC.		42 FOWLER AVENUE CORTLAND MANOR NY 10567	01/24/2023	01/24/2028
DOL	NYC		MUHAMMED A. HASHEM		524 MCDONALD AVENUE BROOKLYN NY 11218	09/17/2020	09/17/2025
DOL	NYC		NAMOW, INC.		84-22 GRAND AVENUE ELMHURST NY 11373	03/10/2020	03/10/2025
DOL	DOL	****7790	NATIONAL BUILDING & RESTORATION CORP		1010 TILDEN AVE UTICA NY 13501	07/24/2023	07/24/2028
DOL	DOL	****1797	NATIONAL CONSTRUCTION SERVICES, INC		1010 TILDEN AVE UTICA NY 13501	07/24/2023	07/24/2028
DOL	NYC		NAVIT SINGH		402 JERICHO TURNPIKE NEW HYDE PARK NY 11040	08/10/2022	08/10/2027
DOL	DOL		NELCO CONTRACTING, LLC		1024 BROADWAY ALBANY NY 12204	11/07/2023	11/07/2028
DOL	DA		NICHOLAS T. ANALITIS		505 MANHATTAN AVE WEST BABYLON NY 11704	10/05/2023	10/05/2028
DOL	DOL		NICHOLE E. FRASER A/K/A NICHOLE RACE		3469 STATE RT. 69 PERISH NY 13131	03/01/2022	03/01/2027
DOL	DOL		NICHOLE E. FRASER A/K/A NICHOLE RACE		3469 STATE RT. 69 PERISH NY 13131	11/15/2022	11/15/2027
DOL	DOL		NICHOLE E. FRASER A/K/A NICHOLE RACE		3469 STATE RT. 69 PERISH NY 13131	09/29/2021	09/29/2026
DOL	DOL		NICHOLE E. FRASER A/K/A NICHOLE RACE		3469 STATE RT. 69 PERISH NY 13131	02/09/2022	02/09/2027

**NYSDOL Bureau of Public Work Debarment List 01/06/2025**

**Article 8**

DOL	DOL	****7429	NICOLAE I. BARBIR	BESTUCCO CONSTRUCTION, INC.	444 SCHANTZ ROAD ALLENTOWN PA 18104	09/17/2020	09/17/2025
DOL	NYC	****5643	NYC LINE CONTRACTORS, INC.		402 JERICHO TURNPIKE NEW HYDE PARK NY 11040	08/10/2022	08/10/2027
DOL	DOL		PATRICK PENNACCHIO		2345 RT. 52 SUITE 2NHOPEWELL JUNCTION NY 12533	12/18/2023	12/18/2028
DOL	DOL		PATRICK PENNACCHIO		2345 RT. 52 SUITE 2NHOPEWELL JUNCTION NY 12533	12/18/2023	12/18/2028
DOL	DOL		PAULINE CHAHALES		935 S LAKE BLVD MAHOPAC NY 10541	03/02/2021	03/02/2026
DOL	DOL		PETER STEVENS		11 OLD TOWN ROAD SELKIRK NY 12158	02/02/2021	02/02/2026
DOL	DOL		PETER STEVENS		8269 21ST ST BELLEROSE NY 11426	12/22/2022	12/22/2027
DOL	DOL	****4168	PHANTOM CONSTRUCTION CORP.		95-27 116TH STREET QUEENS NY 11419	07/12/2024	07/12/2029
DOL	DOL	****4168	PHANTOM CONSTRUCTION CORP.		95-27 116TH STREET QUEENS NY 11419	05/28/2024	05/28/2029
DOL	DOL	****0466	PRECISION BUILT FENCES, INC.		1617 MAIN ST PEEKSKILL NY 10566	03/03/2020	03/03/2025
DOL	NYC		RASHEL CONSTRUCTION CORP		524 MCDONALD AVENUE BROOKLYN NY 11218	09/17/2020	09/17/2025
DOL	DOL	****1068	RATH MECHANICAL CONTRACTORS, INC.		24 ELDOR AVENUE NEW CITY NY 10956	02/03/2020	02/03/2025
DOL	DOL	****2633	RAW POWER ELECTRIC CORP.		3 PARK CIRCLE MIDDLETOWN NY 10940	07/11/2022	07/11/2027
DOL	DA	****7559	REGAL CONTRACTING INC.		24 WOODBINE AVE NORTHPORT NY 11768	10/01/2020	10/01/2025
DOL	DOL		RICHARD REGGIO		1617 MAIN ST PEEKSKILL NY 10566	03/03/2020	03/03/2025
DOL	DOL		ROBBYE BISSEAR		89-51 SPRINGFIELD BLVD QUEENS VILLAGE NY 11427	01/11/2003	01/11/3003
DOL	DOL		ROMEO WARREN		161 ROBYN RD MONROE NY 10950	07/11/2022	07/11/2027
DOL	DOL	****7172	RZ & AL INC.		198 RIDGE AVENUE VALLEY STREAM NY 11581	06/06/2022	06/06/2027
DOL	DOL		SAL FRESINA MASONRY CONTRACTORS, INC.		1935 TEALL AVENUE SYRACUSE NY 13206	07/16/2021	07/16/2026
DOL	DOL		SAL MASONRY CONTRACTORS, INC.		(SEE COMMENTS) SYRACUSE NY 13202	07/16/2021	07/16/2026
DOL	DOL	****9874	SALFREE ENTERPRISES INC		P.O BOX 14 2821 GARDNER RDPOMPEI NY 13138	07/16/2021	07/16/2026
DOL	DOL		SALVATORE A FRESINA A/K/A SAM FRESINA		107 FACTORY AVE P.O BOX 11070SYRACUSE NY 13218	07/16/2021	07/16/2026
DOL	DOL		SAM FRESINA		107 FACTORY AVE P.O BOX 11070SYRACUSE NY 13218	07/16/2021	07/16/2026
DOL	DA	****0476	SAMCO ELECTRIC CORP.		3735 9TH ST LONG ISLAND CITY NY 11101	01/05/2023	01/05/2028
DOL	NYC	****1130	SCANA CONSTRUCTION CORP.		863 WASHINGTON STREET FRANKLIN SQUARE NY 11010	03/10/2020	03/10/2025
DOL	DOL	****2045	SCOTT DUFFIE	DUFFIE'S ELECTRIC, INC.	P.O BOX 111 CORNWALL NY 12518	03/03/2020	03/03/2025
DOL	DOL		SCOTT DUFFIE		P.O BOX 111 CORNWALL NY 12518	03/03/2020	03/03/2025
DOL	DA		SILVANO TRAVALJA		3735 9TH ST LONG ISLAND CITY NY 11101	01/05/2023	01/05/2028
DOL	DOL	****0440	SOLAR GUYS INC.		8970 MIKE GARCIA DR MANASSAS VA 20109	07/16/2021	07/16/2026
DOL	NYC		SOMATIE RAMSUNAHAI		115-46 132ND ST SOUTH OZONE PARK NY 11420	09/17/2020	09/17/2025
DOL	DOL	****2221	SOUTH BUFFALO ELECTRIC, INC.		1250 BROADWAY ST BUFFALO NY 14212	02/03/2020	02/03/2025
DOL	NYC	****3661	SPANIER BUILDING MAINTENANCE CORP		200 OAK DRIVE SYOSSET NY 11791	03/14/2022	03/14/2027
DOL	DOL		STANADOS KALOGELAS		485 RAFT AVENUE HOLBROOK NY 11741	10/19/2021	10/19/2026
DOL	DOL	****3496	STAR INTERNATIONAL INC		89-51 SPRINGFIELD BLVD QUEENS VILLAGE NY 11427	08/11/2003	08/11/3003



**NYS DOL Bureau of Public Work Debarment List 01/06/2025**

**Article 8**

DOL	DOL	****9528	STEEL-IT, LLC.		17613 SANTE FE LINE ROAD WAYNESFIELD OH 45896	07/16/2021	07/16/2026
DOL	DOL	****3800	SUBURBAN RESTORATION CO. INC.		5-10 BANTA PLACE FAIR LAWN PLACE NJ 07410	03/29/2021	03/29/2026
DOL	DOL	****9150	SURGE INC.		8269 21ST STREET BELLEROSE NY 11426	12/22/2022	12/22/2027
DOL	DOL		SYED MUHAMMAD S. JAFRI A/K/A SHARRUKH JAFRI		4307 28TH AVE ASTORIA NY 11103	10/11/2024	10/11/2029
DOL	DOL		SYED RAZA		198 RIDGE AVENUE NY 11581	06/06/2022	06/06/2027
DOL	DOL		TARLOK SINGH		95-27 116TH STREET QUEENS NY 11419	05/28/2024	05/28/2029
DOL	DOL		TARLOK SINGH		95-27 116TH STREET QUEENS NY 11419	07/12/2024	07/12/2029
DOL	DOL		TERRY THOMPSON		11371 RIDGE RD WOLCOTT NY 14590	02/03/2020	02/03/2025
DOL	DOL	****9733	TERSAL CONSTRUCTION SERVICES INC		107 FACTORY AVE P.O BOX 11070SYRACUSE NY 13208	07/16/2021	07/16/2026
DOL	DOL		TERSAL CONTRACTORS, INC.		221 GARDNER RD P.O BOX 14POMPEI NY 13138	07/16/2021	07/16/2026
DOL	DOL		TERSAL DEVELOPMENT CORP.		1935 TEALL AVENUE SYRACUSE NY 13206	07/16/2021	07/16/2026
DOL	DOL	****5766	THE COKER CORPORATION	COKER CORPORATIO N	2610 SOUTH SALINA ST SUITE 14SYRACUSE NY 13205	09/17/2020	09/17/2025
DOL	DOL	****2426	THE MATRUKH GROUP, INC.		4307 28TH AVE PO BOX 9082ASTORIA NY 11103	10/11/2024	10/11/2029
DOL	DOL		TIMOTHY PERCY		29807 ANDREWS ROAD BLACK RIVER NY 13612	10/17/2023	10/17/2028
DOL	DA	****1050	TRI STATE CONSTRUCTION OF NY CORP.		50-39 175TH PLACE FRESH MEADOWS NY 11365	03/28/2022	03/28/2027
DOL	DA	****4106	TRIPLE H CONCRETE CORP		2375 RAYNOR STREET RONKONKOMA NY 11779	08/04/2021	08/04/2026
DOL	DOL	****8210	UPSTATE CONCRETE & MASONRY CONTRACTING CO INC		449 WEST MOMBASHA ROAD MONROE NY 10950	06/06/2022	06/06/2027
DOL	DOL	****6418	VALHALLA CONSTRUCTION, LLC.		796 PHLEPS ROAD FRANKLIN LAKES NJ 07417	12/01/2020	12/01/2025
DOL	NYC	****2426	VICKRAM MANGRU	VICK CONSTRUCTI ON	21 DAREWOOD LANE VALLEY STREAM NY 11581	09/17/2020	09/17/2025
DOL	NYC		VICKRAM MANGRU		21 DAREWOOD LANE VALLEY STREAM NY 11581	09/17/2020	09/17/2025
DOL	DOL		VIKTORIA RATH		24 ELDOR AVENUE NEW CITY NY 10956	02/03/2020	02/03/2025
DOL	DOL		VINCENT CORRAO		PO BOX 393 NANUET NY 10954	09/17/2024	09/17/2029
DOL	DOL	****8266	WILLIAM CHRIS MCCLENDON	MCCLENDON ASPHALT PAVING	1646 FALLS STREET NIAGARA FALLS NY 14303	05/01/2023	05/01/2028
DOL	DOL		WILLIAM CHRIS MCCLENDON		1646 FALLS STREET NIAGARA FALLS NY 14303	05/01/2023	05/01/2028
DOL	DOL		WILLIAM G. PROERFRIEDT		85 SPRUCEWOOD ROAD WEST BABYLON NY 11704	01/19/2021	01/19/2026
DOL	DOL	****5924	WILLIAM G. PROPHY, LLC	WGP CONTRACTIN G, INC.	54 PENTAQUIT AVE BAYSHORE NY 11706	01/19/2021	01/19/2026
DOL	DOL		WILLIAM SCRIVENS		4192 SIR ANDREW CIRCLE DOYELSTOWN PA 18902	07/18/2024	07/18/2029
DOL	DOL		XENOFON EFTHIMIADIS		29-10 38TH AVENUE LONG ISLAND CITY NY 11101	10/11/2023	10/11/2028

**CONTRACTOR'S PAYMENT CERTIFICATION**



DEPARTMENT OF PUBLIC WORKS  
COUNTY OF ERIE  
CONTRACTOR'S & SUBCONTRACTOR'S PAYMENT CERTIFICATION  
TO THE COMPTROLLER OF THE COUNTY OF ERIE, NEW YORK

Pursuant to the Erie County Parks Signage Phase 2 work for Project Number **CAP-SIGNS2-25** shown on the attached payment request, I CERTIFY,

1. That the following constitute all the sub-contractors employed by me on this work during the period covered by this request:

NAME	ADDRESS
_____	_____
_____	_____
_____	_____

2. That the following constitute all claims for material and/or supplies used by me on this work, which are due and payable and have not been paid:

NAME	ADDRESS	AMOUNT
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. That the following constitute all laborers employed by me on this work who are unpaid and the amount due each:

NAME	ADDRESS	AMOUNT
_____	_____	_____
_____	_____	_____
_____	_____	_____

4. That all employees engaged by me on this work have been paid the prevailing rate of wages on prevailing rate schedule case no. \_\_\_\_\_  
(PRC)

Dated: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

State of New York }  
County of Erie }

\_\_\_\_\_ being duly sworn, deposed and says, that he is the \_\_\_\_\_ of the above company; that he has read the above statement; that he knows the contents thereof, and that the same is true of his own knowledge.

\_\_\_\_\_  
Commissioner of Deeds or Notary Public, Erie County

## **ITEMIZED PROPOSAL**





# ERIE COUNTY DEPARTMENT OF PARKS, RECREATION & FORESTRY

Erie County Parks Signage Phase 2 CAP-SIGNS2-25

## BID SUMMARY FORM - BASE BID

**Bids will not be accepted unless the bid package is downloaded directly from [www.erie.gov/environment](http://www.erie.gov/environment) and contact information is captured.**

IP 1

ITEM NUMBER	ESTIMATE OF QUANTITIES	ITEMS WITH UNIT BID PRICE WRITTEN IN WORDS	UNIT BID PRICE		AMOUNT OF BID	
			DOLLARS	CENTS	DOLLARS	CENTS
203.02	20.0	FOR: <u>Unclassified Excavation and Disposal</u> _____ Per CY				
207.21	60.0	FOR: <u>Geotextile Separation</u> _____ Per SY				
304.12	10.0	FOR: <u>Subbase Couse, Type 2</u> _____ Per CY				
608.0101	6.0	FOR: <u>Concrete Sidewalks and Driveways</u> _____ Per CY				
619.01	1.0	FOR: <u>Basic Work Zone Traffic Control</u> _____ Per LS				



## ERIE COUNTY DEPARTMENT OF PARKS, RECREATION & FORESTRY

Erie County Parks Signage Phase 2 CAP-SIGNS2-25

### BID SUMMARY FORM - BASE BID

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ITEM NUMBER	ESTIMATE OF QUANTITIES	ITEMS WITH UNIT BID PRICE WRITTEN IN WORDS	UNIT BID PRICE		AMOUNT OF BID	
			DOLLARS	CENTS	DOLLARS	CENTS
645.5102	60.0	FOR: <u>Ground -Mounted Sign Panels Less Than or Equal to 32 SF, with Z-bars</u> _____ Per SF				
645.81	7	FOR: <u>Type A Sign Posts</u> _____ Per EA				
645.8107	7	FOR: <u>Concrete Footing for Type A Sign Posts</u> _____ Per EA				
690.01000115	3	FOR: <u>Type A-1 Park Identification Sign, Foundation</u> _____ Per EA				
690.01000125	3	FOR: <u>Type A-1 Park Identification Sign, Sign Panel</u> _____ Per EA				

IP 2





## ERIE COUNTY DEPARTMENT OF PARKS, RECREATION & FORESTRY

Erie County Parks Signage Phase 2 CAP-SIGNS2-25

### BID SUMMARY FORM - BASE BID

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ITEM NUMBER	ESTIMATE OF QUANTITIES	ITEMS WITH UNIT BID PRICE WRITTEN IN WORDS	UNIT BID PRICE		AMOUNT OF BID	
			DOLLARS	CENTS	DOLLARS	CENTS
690.01000215	2	FOR: <u>Type A-2 Park Identification Sign, Foundation</u> EA _____ Per				
690.01000225	3	FOR: <u>Type A-2 Park Identification Sign, Sign Panel</u> EA _____ Per				
690.01000305	2	FOR: <u>Type B-1 Park Identification Sign</u> EA _____ Per EA				
690.01000405	2	FOR: <u>Type C-1A Park Identification Sign</u> EA _____ Per EA				
690.01000505	9	FOR: <u>Type D-1 Vehicular Directional Sign</u> EA _____ Per EA				

IP 3



## ERIE COUNTY DEPARTMENT OF PARKS, RECREATION & FORESTRY

Erie County Parks Signage Phase 2 CAP-SIGNS2-25

### BID SUMMARY FORM - BASE BID

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ITEM NUMBER	ESTIMATE OF QUANTITIES	ITEMS WITH UNIT BID PRICE WRITTEN IN WORDS	UNIT BID PRICE		AMOUNT OF BID	
			DOLLARS	CENTS	DOLLARS	CENTS
690.01000605	3	FOR: <u>Type D-2 Vehicular Directional Sign</u> _____ Per EA				
690.01000705	4	FOR: <u>Type F-1 Primary Orientation Sign</u> _____ Per EA				
690.01000805	1	FOR: <u>Type X-5 Black Rock Canal Park Identification Sign</u> _____ Per EA				
697.03	50000	FOR: <u>Field Change Payment</u> <u>One Dollar and No Cents</u> Per DC	\$1	00	\$50,000	00



## ERIE COUNTY DEPARTMENT OF PARKS, RECREATION & FORESTRY

Erie County Parks Signage Phase 2 CAP-SIGNS2-25

### BID SUMMARY FORM - BASE BID

**Bids will not be accepted unless the bid package is downloaded directly from [www.erie.gov/environment](http://www.erie.gov/environment) and contact information is captured.**

ITEM NUMBER	ESTIMATE OF QUANTITIES	ITEMS WITH UNIT BID PRICE WRITTEN IN WORDS	UNIT BID PRICE		AMOUNT OF BID	
			DOLLARS	CENTS	DOLLARS	CENTS
		Subtotal	\$ _____			
699.040001	1.0	Mobilization (Must not exceed 4% of subtotal above. See specification for this item) FOR: _____ _____ Per				
Total or Gross Sum in Written Words						
					\$ _____	

IP 5

**Notes:**

**Please make sure a bid is entered for each item.**

**In the event that there are discrepancies within the bid schedule, the written words will be the accepted value.**



# ERIE COUNTY DEPARTMENT OF PARKS, RECREATION & FORESTRY

Erie County Parks Signage Phase 2 CAP-SIGNS2-25

**Bids will not be accepted unless the bid package is downloaded directly from [www.erie.gov/environment](http://www.erie.gov/environment) and contact information is captured.**

## BID SUMMARY

TOTAL OR GROSS SUM IN WRITTEN WORDS	AMOUNT BID
<b>BASE BID</b>  _____  _____	\$ _____

IP 6

**Notes:**

**Project will be awarded to the lowest responsible bidder in accordance with the Instructions to Bidders.**

**In the event that there are discrepancies within the bid schedule, the written words will be the accepted value.**

To the Commissioner of Parks, Recreation and Forestry, Erie County, New York

In submitting this bid the undersigned declares that he is or they are the only person or persons interested in the said bid; that it is made without any connection with any person making another bid for the same contract, that the bid is in all respects fair and without collusion, fraud or mental reservation; and that no official of the County, or any person in the employ of the County is directly or indirectly interested in said bid or in the supplies or work to which it relates, or in any portion of the profits thereof.

The undersigned also, hereby declares that he has or they have carefully examined the plans, specifications and form of contract, and that he has or they have personally inspected the actual location of the work together with the local sources of supply, has or have satisfied himself or themselves as to all the quantities and conditions, and understand that in signing this proposal he or they waive all right to plead any misunderstanding regarding the same.

The undersigned further understands and agrees that he is or they are to furnish and provide for the respective item price bid all the necessary material, machinery, implements, tools, labor, services, and other items of whatever nature, and to do and perform all the work necessary under the aforesaid conditions to complete the improvement of the aforementioned highway in accordance with the plans and specifications for said improvement, which plans and specifications it is agreed are a part of this proposal, and to accept in full compensation therefore the amount of the summation of the products of the approximate quantities multiplied by the unit prices bid. This summation will hereinafter be referred to as the gross sum bid.

The undersigned further agrees to accept the aforesaid "unit bid" prices as compensation for any additions or deductions caused by variation in quantities due to more accurate measurement, or by any changes or alterations in the plans or specifications of the work, and for use in the computation of the value of the work performed for monthly estimates.

The undersigned further agrees that at any time during the progress of work the County adds, alters or omits portions of the work he shall so perform such work and accept compensation in accordance with the Standard Specifications.

Accompanying this proposal in cash, a draft or certified check for \$25,000. In case this proposal shall be accepted by the County of Erie, New York, and the undersigned shall fail to execute the contract and in all respects comply with the provisions of Section 38 of the Highway Law, as amended, the monies represented by such cash, draft or certified check shall be regarded as liquidated damages and shall be forfeited and become the property of the County of Erie, otherwise to be returned to the depositor in accordance with the provisions of said Section 38 of the Highway Law, as amended.

On acceptance of this proposal for said work the undersigned does or do hereby bind himself or themselves to enter into written contract within ten days of date of notice of award, with the said County of Erie and to comply in all respects with Subdivision 6 of Section 38 of the Highway Law, as amended, in relation to security for the faithful performance of the terms of said contract.

NON-COLLUSIVE BIDDING CERTIFICATION  
(REQUIRED BY SECTION 103-d OF THE GENERAL MUNICIPAL LAW)

Section 103-d "Statement of non-collusion of bids and proposals to political subdivision of the state.

1. Every bid or proposal hereafter made to a subdivision of the state or any public department, agency or official thereof where competitive bidding is required by statute, rule or regulation or local law, for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under the penalties of perjury: Non-collusive bidding certification.
  - a. 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 to the best of his knowledge and belief:
    - 1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
    - 2) Unless otherwise required by law, the prices which have been quoted in this bid 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 bid for the purposes of restricting competition.
  - b. A bid shall not be considered for award nor shall any award be made where "a" (1) (2) and (3) above have not been complied with; provided however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefore. Where "a" (1) (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which the bid is made, or his designee determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of subparagraph one "a".
2. Any bid hereafter made to any political subdivision of the state or any public department, agency, or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule or regulation, and where such bid contains the certification referred to in subdivision one of this section, shall be deemed to have been authorized by the board of directors of the bidder and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation."

BY EXECUTING THIS PROPOSAL, THE CONTRACTOR AGREES TO:

- 1) perform all work listed in accordance with the Contract Documents at the unit prices bid;
- 2) all non-collusive bidding certifications required by Section 103-d of the General Municipal Law;
- 3) the affirmation of the Minority Business Enterprises Bidder's Certification;
- 4) certification of Specialty Items category selected, if contained in this proposal;
- 5) certification of any other clauses required by this proposal and contained herein.

Date \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
Legal Name of Individual, Partnership, or  
Corporation

By: \_\_\_\_\_  
Signature and Title

Please Complete Information Requested Below

The address of the bidder is:

\_\_\_\_\_ Street  
\_\_\_\_\_ City and State  
\_\_\_\_\_ Telephone/Fax  
\_\_\_\_\_ E-mail  
\_\_\_\_\_ Federal Employer Tax I.D. Number

IF A CORPORATION

<u>Name</u>	<u>Address</u>
_____ President	_____
_____ Secretary	_____
_____ Treasurer	_____

IF A PARTNERSHIP

<u>Name</u>	<u>Address</u>
_____	_____
_____	_____
_____	_____



**LOCAL LAW 2-2021 AND  
EXPERIENCE QUESTIONNAIRE**



## LOCAL LAW INFORMATION FOR BIDDERS

Local Law 2-2021 is a law specific to Erie County concerning lowest responsible bidding requirements. This law became effective April 4, 2021. As a part of this the experience questionnaire has been change to New York State's Vendor Responsibility Questionnaire For-Profit Construction (CCA-2).

1. This form needs to be submitted in hard copy with the bid proposal on the date bids are due.
2. Erie County will not be using the New York State VendRep system for submittal of this questionnaire, hence the required hard copy.
3. The New York State Vendor Identification Number (NYS Vendor IDA) is not a requirement of the Erie County and therefore the information is not required to be filled out in the questionnaire.
4. Section I. Business Characteristics, Item 1.6 – Minority and Women Owned businesses must be Erie County Certified Minority and Women owned businesses. New York State small Business and Federally Certified Disadvantaged Business Enterprise do not apply to 100% funded Erie County projects i.e., Capital Projects.
5. Section VI. Certifications/Licenses, Item 6.1 – Disadvantage Business Enterprises are not a requirement for Erie County Capital Projects without federal Aid.
6. Section VII. Certifications/Licenses, Item 7.1 – Disadvantage Business Enterprises are not a requirement for Erie County Capital Projects without federal Aid.
7. Certification – Within the certification statement those discussions concerning government agencies are to include Erie County not just OSC and New York State government agencies.

## Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

County  City  Town  Village  
(Select one:)

of Erie

Local Law No. 2 of the year 2021

A local law updating and reforming Erie County's Requirements for  
(Insert Title)  
Lowest Responsible Bidding on County Construction Projects and  
Repealing and Replacing Local Law 1-2009 in its entirety.

Be it enacted by the Erie County Legislature of the  
(Name of Legislative Body)

County  City  Town  Village  
(Select one:)

of Erie as follows:

Section 1. Legislative Intent.

The Erie County Legislature hereby finds, declares and determines that:

A. New York General Municipal Law Section 103 requires that all contracts entered into by the County of Erie for public work involving an expenditure of more than thirty-five thousand dollars (\$35,000) shall be awarded to the lowest responsible bidder.

B. Taxpayers have a strong interest in an effective screening process to ensure that appropriate contractors be awarded public works contracts. A thorough evaluation process ensures that the taxpayers get a proper return on their investment and that qualified contractors are awarded bids.

(If additional space is needed, attach pages the same size as this sheet, and number each.)

C. General Municipal Law § 103(15)(a) recognizes the need for this process and provides that municipalities, such as the County of Erie, may establish guidelines governing the qualifications of bidders seeking to bid or enter into such contracts.

D. By enacting this Local Law, the County of Erie seeks to establish such guidelines in order to assure the prudent and economical use of public moneys for the benefit of all the inhabitants of the County.

**Section 2. Short Title.**

This Local Law shall be known as “the Erie County Lowest Responsible Bidder Law”.

**Section 3. Applicability.**

This Local Law shall apply to County of Erie construction projects, defined herein, in excess of \$35,000 and advertised for bids on or after the effective date of this Local Law.

**Section 4. Definitions.**

A. “The County of Erie” or “County” as used herein shall include the political subdivision known as the County of Erie as well as those County Departments responsible for letting public works contracts.

B. “Bidder” or “bidders” as used herein shall include individuals, companies, partnerships or other entities that respond to requests for bids issued by the County of Erie.

C. “Construction Projects” as used herein shall mean projects with a value in excess of \$35,000 where the County of Erie is a direct or indirect party to the contract which includes more than an incidental amount of construction type activity intended to benefit the public, including all work which is necessary, incidental or connected with the execution of the contract which is performed by construction workers. A public entity need not be party to the construction contract. A construction contract includes: projects that the County of Erie funds directly, projects that the County of Erie funds indirectly by providing funds to a separate entity to perform the construction type activity; privately financed construction projects specifically built with the intent of leasing them to any Department of the County of Erie government; and construction projects built under the County of Erie’s direction and later paid for with County of Erie funds.

D. “Commissioner” as used herein shall mean the Commissioner of the County of Erie Department that is requesting bids and/or his or her designee.

E. “Responsible” or “responsibility” as used herein means the financial ability, legal capacity, integrity, past performance of a business entity and compliance with applicable laws and regulations and as such terms have been interpreted relative to public procurements.

F. "Responsive" as used herein means a bidder meeting the minimum specifications or requirements as prescribed in the request for bids.

G. "Responsibility Questionnaire" shall mean the current the New York Vendor Responsibility Questionnaire For-Profit Construction (CCA-2), as maintained by the New York Office of the State Comptroller, and as may be amended from time to time, which requires all bidders to answer questions demonstrating their financial ability, legal capacity, integrity, past performance on municipal contracts and compliance with applicable laws and regulations. Such Questionnaire shall be affirmed by a principal of the bidder.

#### **Section 5. Requirements.**

A. By submitting bids in response to solicitations from the County of Erie, all bidders and sub-bidders (including sub-sub bidders) for construction projects funded by the County of Erie, acknowledge the terms and conditions of this Local Law and agree that they shall comply with the obligations of this Local Law.

B. In addition to the bid response, all bidders shall complete and submit a Responsibility Questionnaire as defined in Section 4 so that the County can evaluate the financial responsibility and organizational capacity of the bidder; the bidder's legal authority to do business in this County and State; the integrity of the owners, officers, principals, members and contract managers and the past performance of the bidder on prior municipal or public contracts. The completed Responsibility Questionnaire must be submitted with the bid.

C. Failure to submit the completed Responsibility Questionnaire with the bid documents shall render the bid non-responsive and the bid shall not be considered by the Commissioner.

#### **Section 6. Procedure.**

A. Bids for construction projects to which this Local Law applies shall be advertised in accordance with the requirements of the General Municipal Law and other applicable State and Local Laws. Such advertisement shall set forth the request for bids and shall set forth the deadline for submission and the time and place of the public opening of the bids.

B. The Commissioner, or his or her designee, shall distribute to all bidders a copy of this Local Law and the Responsibility Questionnaire referenced above. Distribution of the aforementioned documents shall be deemed effectuated when delivered in the same manner as the request for bids and any associated documents. The submission of a bid shall establish that the bidder received all necessary documents, including but not limited to, the Responsibility Questionnaire.

C. Only Bids accompanied by the Responsibility Questionnaire and all other necessary documentation will be considered by the Commissioner and or his or her designee.

D. All bids received shall be publicly opened and read at the time and place so specified in the advertisement for bids and the identity of all bidders shall be publicly disclosed at the time and place so specified. The apparent lowest bidder shall be announced at that time.

E. Commencing on the date of the bid opening and lasting for ten (10) calendar days thereafter, there shall be a public comment period during which members of the public may submit information relative to any such bidder to the Commissioner. The Commissioner shall acknowledge receipt of such information, and provide a written response prior to the final determination of bidder responsibility.

F. After review of the bid documents, the information collected pursuant to this and other Local Laws, New York State Law, applicable rules and regulations, consideration of the information provided in the Responsibility Questionnaire and of the financial ability, legal capacity, integrity, past performance of the bidder and compliance with applicable laws and regulations, the Commissioner shall determine if the apparent lowest bidder is responsible.

H. If the amount of the lowest responsible bidder appears disproportionately low when compared with estimates undertaken by or on behalf of the County of Erie, and/or compared to other bids submitted (10% or greater disparity), the County reserves the right to inquire further of the apparent lowest bidder to determine whether the bid contains mathematical errors, omissions and/or erroneous assumptions, and whether the apparent lowest bidder has the capability to perform and complete the contract for the bid amount.

I. If the apparent lowest bidder is deemed responsible by the Commissioner, such low bidder will be notified, as soon as is practicable.

J. At least five (5) business days prior to the award of the contract to the low bidder, the Commissioner shall post on the Erie County Website a listing of the three apparent lowest bidders for the work.

#### **Section 7. Non-Responsibility Determination.**

A. If, after review of the bid documents, the information collected pursuant to this and other Local Laws, New York State Law, applicable rules and regulations, consideration of the information provided in the Responsibility Questionnaire and of the financial ability, legal capacity, integrity, past performance of the bidder and compliance with applicable laws and regulations, the Commissioner makes a provisional determination that the apparent lowest bidder is deemed not to be responsible, the provisions of subdivisions C-E herein shall apply.

B. In the event the bidder is found to have falsified information on a submitted Responsibility Questionnaire or if the bidder fails to properly disclose information that would call into question the financial ability, legal capacity, integrity, or past performance of the business entity, the Commissioner shall make a provisional determination that the bidder is not responsible subject to the provisions of subdivisions C-E herein.

C. Not less than five (5) business days prior to any final determination that the apparent lowest bidder is not responsible, the County shall notify the affected bidder of the same, in writing, stating the reasons therefore and setting forth a time, date and place for the apparent lowest bidder to appear and be heard on the issue of non-responsibility. Mailing via first class mail to the address provided by bidder shall constitute sufficient service of the notice.

D. At the date, time and place set forth above, the bidder may appear in person, with or without counsel or via affidavit. After due consideration, the Commissioner shall make a determination with regard to responsibility. Such determination may be appealed pursuant to the CPLR.

E. If the apparent lowest bidder is deemed not to be responsible, then the next lowest bidder will be reviewed and so on until the lowest bidder is deemed responsible and selected as the lowest responsible bidder. The Commissioner reserves the right to award the contract to the bidder determined to be the lowest responsible bidder or to reject all bids and rebid the contract in accordance with the General Municipal Law.

#### **Section 8. Ongoing Responsibility.**

A. The Contractor shall at all times during the Contract term remain responsible. The Contractor agrees, if requested by the Commissioner or his or her designee, to present evidence of its continuing legal authority to do business in New York State, integrity, experience, ability, prior performance, and organizational and financial capacity.

B. Any resident of Erie County who has reason to believe that an awarded contractor is not responsible, may submit to the Commissioner evidence as to why the contractor or subcontractor is not responsible. The Commissioner shall acknowledge receipt of such evidence, and provide a written response within fifteen (15) calendar days.

C. The Commissioner may, upon receipt of such information, conduct a further investigation into whether or not the contractor is responsible and prior to making any determination of non-responsibility shall proceed in accordance with the process set forth in Section 7 above.

#### **Section 9. Sanctions.**

A. Any contractor or subcontractor, its alter ego or control group, or principal officer who has, after the opportunity to be heard as set forth above, been determined by the Commissioner to be non-responsible, shall be barred from bidding on contracts for the County of Erie for a period of six months for the first violation. In the event the bidder subsequently fails to comply with the provisions of this Local Law on future bids, it may be subject to additional penalties, including prohibition against work on County contracts for three years for the second violation, and permanently for the third violation.



**Section 10. Emergency.**

A. Notwithstanding the provisions of this Local Law, in the case of a public emergency arising out of an accident or any other unforeseen occurrence or condition whereby circumstances affecting public buildings, public property or the life, health, safety or property of the inhabitants of the County of Erie, which requires immediate action which cannot await competitive bidding or competitive offering, contracts for public work may be let by the appropriate officer, board or agency of the County of Erie without competitive bidding and as it otherwise deems appropriate.

**Section 11. Severability.**

If any clause, sentence, paragraph, subdivision, section or part of this Local Law or the application thereof, to any person, individual, corporation, firm, partnership, entity or circumstance, shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional such order of judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part of this Local Law or in its application to the person, individual, corporation, firm, partnership, entity, or circumstance directly involved in the controversy in which such judgment or order shall be rendered.

**Section 12. Effective Date.**

This Local Law shall take effect 30 days after the filing with the Secretary of State, in accordance with Section 27 of the New York State Municipal Home Rule Law.

**Sponsors:**

Timothy Meyers  
April N.M. Baskin  
Howard Johnson

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

**1. (Final adoption by local legislative body only.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

**2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer\*.)**

I hereby certify that the local law annexed hereto, designated as local law No. 2 of 20<sup>21</sup> of the (County) \_\_\_\_\_ of Erie was duly passed by the Erie County Legislature on February 4 2021, and was (approved)(not approved) (repassed after disapproval) by the Eric County Executive (Elective Chief Executive Officer\*) and was deemed duly adopted on March 1 20<sup>21</sup>, in accordance with the applicable provisions of law.

**3. (Final adoption by referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_.

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

**4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

\* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

**5. (City local law concerning Charter revision proposed by petition.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the City of \_\_\_\_\_ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on \_\_\_\_\_ 20 \_\_\_\_\_, became operative.

**6. (County local law concerning adoption of Charter.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the County of \_\_\_\_\_ State of New York, having been submitted to the electors at the General Election of November \_\_\_\_\_ 20\_\_\_\_, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

**(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)**

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph 2 above.

\_\_\_\_\_  
Clerk of the county legislative body, City, Town or Village Clerk or officer designated by local legislative body

Date: March 2, 2021

(Seal)

A Public Hearing was held on the foregoing **Local Law Intro. No. 7-1-2020** on **February 23, 2021** due notice thereof having been published in the official newspapers of the County of Erie designated for this purpose, and after due deliberation thereon, I, MARK C. POLONCARZ, County **Executive** of Erie County, do hereby APPROVE and SIGN said Local Law this   1   day of   March  , 2021.

  
\_\_\_\_\_  
Mark C. Poloncarz

A Public Hearing was held on the foregoing Local Law Intro. No. 7-1-2020 on February 23, 2021 due notice thereof having been published in the official newspapers of the County of Erie designated for this purpose, and after due deliberation thereon, I, MARK C. POLONCARZ, County Executive of Erie County, do hereby DISAPPROVE and VETO said Local Law this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mark C. Poloncarz

# Instructions for New York State Vendor Responsibility Questionnaires

Although it is recommended that vendors complete their questionnaires online using the New York State VendRep System, the four (4) questionnaires found on the VendRep System are also available in paper format.

The questionnaires are intended to elicit information based on vendor type (For-Profit or Not-for-Profit) and activity (Construction or Non-Construction). Each vendor should select the questionnaire that most closely reflects its business characteristics or as directed by an agency's solicitation instructions. The available vendor questionnaires are:

- For-Profit
- For-Profit Construction
- Not-for-Profit
- Not-for-Profit Construction

Business Entities may print the PDF version of a questionnaire form and complete it manually or may select the MS Word version and complete the questionnaire on a computer. Completing the questionnaire in MS Word allows the questionnaire to be saved on the user's computer and updated in the event that the vendor's information changes.

The person(s) completing the vendor responsibility questionnaire must be knowledgeable about the vendor's business and operations. The certification at the end of each questionnaire must be completed by an owner or officer of the Business Entity and must be notarized to be complete.

**Business Entities must answer every question contained in the selected questionnaire<sup>1</sup>.** Most questions require "Yes" or "No" answers and request additional information where necessary. Each response must provide all relevant information which can be obtained within the limits of the law. However, information regarding a determination or finding made in error which was subsequently corrected or overturned, and/or was withdrawn by the issuing government entity, is not required. For paper submissions, responses that require additional information must include an attachment containing this information.

If the submitting Business Entity is a Joint Venture, one questionnaire must be submitted for the Joint Venture plus each Business Entity comprising the Joint Venture must also submit separate questionnaires.

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<sup>1</sup> If the Business Entity uses a Social Security Number (SSN) as its identification number, providing the SSN on the questionnaire is optional. Individuals and Sole Proprietors may use an SSN but are encouraged to obtain and use an Employer Identification Number.

## NEW YORK STATE VENDOR RESPONSIBILITY QUESTIONNAIRE FOR-PROFIT CONSTRUCTION (CCA-2)

You have selected the For-Profit Construction questionnaire, commonly known as the “CCA-2,” which may be printed and completed in this format or, **for your convenience, may be completed online using the [New York State VendRep System](#).**

### COMPLETION & CERTIFICATION

The person(s) completing the questionnaire must be knowledgeable about the vendor’s business and operations. An owner or owner’s official representative authorized to legally bind the Reporting Entity, must certify the truth of the questionnaire answers.

### NEW YORK STATE VENDOR IDENTIFICATION NUMBER (VENDOR ID)

The Vendor ID is a ten-digit identifier issued by New York State when the vendor is registered on the Statewide Vendor File. This number must now be included on the questionnaire. If the business entity has not obtained a Vendor ID, contact the IT Service Desk at [ITServiceDesk@osc.state.ny.us](mailto:ITServiceDesk@osc.state.ny.us) or call 866-370-4672.

### DEFINITIONS

All underlined terms are defined in the “New York State Vendor Responsibility Definitions List,” found at <http://www.osc.state.ny.us/vendrep/documents/questionnaire/definitions.pdf>. These terms may not have their ordinary, common, or traditional meanings. Each vendor must read the respective definitions for any and all underlined terms. By submitting this questionnaire, the vendor agrees to be bound by the terms as defined in the "New York State Vendor Responsibility Definitions List" existing at the time of certification.

### RESPONSES

Every question must be answered fully. Each response must provide **all** relevant information to appropriately explain the answer. If you have concerns as to the legal requirements behind your answers, please seek clarification from your counsel. However, information regarding a determination or finding made in error which was subsequently corrected or overturned, and/or was withdrawn by the issuing government entity, is not required to be identified. Individuals and Sole Proprietors may use a Social Security Number but are encouraged to obtain and use a federal Employer Identification Number (EIN).

**NEW YORK STATE VENDOR RESPONSIBILITY QUESTIONNAIRE  
FOR-PROFIT CONSTRUCTION (CCA-2)**

BUSINESS ENTITY INFORMATION				
<u>Legal Business Name</u>		<u>EIN</u> _____		
Address of the <u>Principal Place of Business</u> (street, city, state, zip code) NO P.O. Boxes		<u>New York State Vendor Identification Number</u>		
		Telephone ext.	Fax	
		Website (include all)		
Authorized Contact for this Questionnaire				
Name		Telephone ext.	Fax	
Title		Email		
Additional <u>Business Entity</u> Identities: If applicable, list any other <u>DBA</u> , <u>Trade Name</u> , <u>Former Name</u> , Other Identity, or <u>EIN</u> used in the last five (5) years, the state or county where filed and the status (active or inactive).				
Type	Name	EIN	State or County where filed	Status

I. BUSINESS CHARACTERISTICS	
1.0 <u>Business Entity</u> Type – Check appropriate box and provide additional information:	
a) <input type="checkbox"/> <u>Corporation</u> (including <u>PC</u> )	Date of Incorporation
b) <input type="checkbox"/> <u>Limited Liability Company (LLC or PLLC)</u>	Date Organized
c) <input type="checkbox"/> <u>Limited Liability Partnership</u>	Date of Registration
d) <input type="checkbox"/> <u>Limited Partnership</u>	Date Established
e) <input type="checkbox"/> <u>General Partnership</u>	Date Established County (if formed in NYS)
f) <input type="checkbox"/> <u>Sole Proprietor</u>	How many years in business?
g) <input type="checkbox"/> Other	Date Established
If Other, explain:	
1.0 Was the <u>Business Entity</u> formed in New York State? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If “No,” indicate jurisdiction where the <u>Business Entity</u> was formed:	

## NEW YORK STATE VENDOR RESPONSIBILITY QUESTIONNAIRE FOR-PROFIT CONSTRUCTION (CCA-2)

I. BUSINESS CHARACTERISTICS				
<input type="checkbox"/> United States	State			
<input type="checkbox"/> Other	Country			
1.2 Is the <u>Legal Business Entity</u> publicly traded?				<input type="checkbox"/> Yes <input type="checkbox"/> No
If "Yes," provide the <u>CIK code</u> or Ticker Symbol:				
1.3 Is the <u>Business Entity</u> currently <u>registered to do business in New York State</u> ?				<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>Note: Select "Not Required" if the Business Entity is a Sole Proprietor or General Partnership</i>				<input type="checkbox"/> Not Required
If "No," explain why the <u>Business Entity</u> is not required to be <u>registered to do business in New York State</u> :				
1.4 Is the responding <u>Business Entity</u> a <u>Joint Venture</u> ? Note: If the submitting <u>Business Entity</u> is a <u>Joint Venture</u> , also submit a separate questionnaire for each <u>Business Entity</u> comprising the <u>Joint Venture</u> .				<input type="checkbox"/> Yes <input type="checkbox"/> No
1.5 If the <u>Business Entity's Principal Place of Business</u> is not in New York State, does the <u>Business Entity</u> <u>maintain</u> an office in New York State?				<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>(Select "N/A" if <u>Principal Place of Business</u> is in New York State.)</i>				<input type="checkbox"/> N/A
If "Yes," provide the address and telephone number for one office located in New York State.				
1.6 Is the Business Entity a New York State certified <u>Minority-Owned Business Enterprise</u> , <u>Women-Owned Business Enterprise</u> , <u>Service-Disabled Veteran-Owned Business</u> , <u>New York State Small Business</u> , or federally certified <u>Disadvantaged Business Enterprise</u> ?				<input type="checkbox"/> Yes <input type="checkbox"/> No
If "Yes," check all that apply:				
<input type="checkbox"/> New York State certified <u>Minority-Owned Business Enterprise</u> (MBE)				
<input type="checkbox"/> New York State certified <u>Women-Owned Business Enterprise</u> (WBE)				
<input type="checkbox"/> New York State certified <u>Service-Disabled Veteran-Owned Business</u> (SDVOB)				
<input type="checkbox"/> <u>New York State Small Business</u>				
<input type="checkbox"/> Federally certified <u>Disadvantaged Business Enterprise</u> (DBE)				
1.7 Identify <b>each person</b> or Business Entity that is or has been within the past five (5) years, a Business Entity Official, or a <u>Principal Owner</u> of 5.0% or more of the Reporting Entity's shares; or one of the five largest shareholders, if applicable. <i>(Attach additional pages if necessary.)</i>				
<u>Joint Ventures</u> : Provide information for all firms involved.				
Each Business Entity identified as a Principal Owner must also submit a Vendor Responsibility Questionnaire.				
(Add additional sheets if necessary.) For each person, include name, title, date of birth, percentage of ownership, and employment status. For each Business Entity that is a Principal Owner, include name, address, EIN, and percentage of ownership.				
If there is no person or <u>Business Entity</u> that owns 5% or more of the Reporting Entity, check here: <input type="checkbox"/>				
Name <i>(For each person, include a middle initial)</i>	Title	Date of Birth	Percentage of ownership (Enter 0%, if not applicable)	Employment status with the firm



## NEW YORK STATE VENDOR RESPONSIBILITY QUESTIONNAIRE FOR-PROFIT CONSTRUCTION (CCA-2)

I. BUSINESS CHARACTERISTICS				
				<input type="checkbox"/> Current <input type="checkbox"/> Former <input type="checkbox"/> N/A
				<input type="checkbox"/> Current <input type="checkbox"/> Former <input type="checkbox"/> N/A
				<input type="checkbox"/> Current <input type="checkbox"/> Former <input type="checkbox"/> N/A
				<input type="checkbox"/> Current <input type="checkbox"/> Former <input type="checkbox"/> N/A
Name of <u>Each Business Entity</u> owning 5% or more of <u>Reporting Entity</u>	Address	EIN	Percentage Ownership	

II. AFFILIATE and JOINT VENTURE RELATIONSHIPS		
2.0 Are there any other <u>construction</u> -related firms in which, now or in the past five years, the submitting <u>Business Entity</u> or any of the individuals or business entities listed in question 1.7 either owned or owns 5.0% or more of the shares of, or was or is one of the five largest shareholders or a director, officer, partner, or proprietor of said other firm?  If yes, identify below and if there is more than one, <i>attach additional pages with required information.</i>		<input type="checkbox"/> Yes <input type="checkbox"/> No
Firm/Company Name	Firm/Company EIN (If available)	Firm/Company's Primary Business Activity
Firm/Company Address		
Explain relationship with the firm and indicate percent of ownership, if applicable (enter N/A, if not applicable):		
Are there any shareholders, directors, officers, owners, partners or proprietors that the submitting <u>Business Entity</u> has in common with the disclosed firm(s)?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Individual's Name <i>(Include middle initial)</i>	Position/Title with Firm/Company	

## NEW YORK STATE VENDOR RESPONSIBILITY QUESTIONNAIRE FOR-PROFIT CONSTRUCTION (CCA-2)

<b>II. AFFILIATE and JOINT VENTURE RELATIONSHIPS</b>		
2.1 Does the <u>Business Entity</u> have any <u>construction-related affiliates</u> not identified in the response to question 2.0 above? If yes, identify below and if there is more than one, <i>attach additional pages with the required information.</i>		<input type="checkbox"/> Yes <input type="checkbox"/> No
Affiliate Name	Affiliate EIN (If available)	Affiliate's Primary Business Activity
Affiliate Address		
Explain relationship with the affiliate and indicate percent of ownership, if applicable ( <i>enter N/A, if not applicable</i> ):		
Are there any shareholders, directors, officers, owners, partners or proprietors that the submitting Business Entity has in common with the disclosed affiliate(s)?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Individual's Name ( <i>Include middle initial</i> )	Position/Title with Firm/Company	
2.2 Has the <u>Business Entity</u> participated in any <u>construction-related Joint Ventures</u> within the past three (3) years? If yes, identify below and if there is more than one, <i>attach additional pages with the required information.</i>		<input type="checkbox"/> Yes <input type="checkbox"/> No
Joint Venture Name	Joint Venture EIN (If available)	Identify parties to the Joint Venture

<b>III. CONTRACT HISTORY</b>	
3.0 Has the <u>Business Entity</u> completed any <u>construction</u> contracts?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If "Yes," list the ten most recent <u>construction</u> contracts the <u>Business Entity</u> has completed for <u>government</u> clients using Attachment A – Completed Construction Contracts, found at <a href="http://www.osc.state.ny.us/vendrep/documents/questionnaire/ac3294s.doc">www.osc.state.ny.us/vendrep/documents/questionnaire/ac3294s.doc</a>. At the <u>Business Entity</u>'s option, it may include <u>construction</u> contracts completed for private clients. If less than ten, include most recent subcontracts on projects up to that number.</i>	
3.1 Does the <u>Business Entity</u> currently have uncompleted <u>construction</u> contracts?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If "Yes," list all current uncompleted <u>construction</u> contracts for <u>government</u> clients by using Attachment B – Uncompleted Construction Contracts, found at <a href="http://www.osc.state.ny.us/vendrep/documents/questionnaire/ac3295s.doc">www.osc.state.ny.us/vendrep/documents/questionnaire/ac3295s.doc</a>. Note: Ongoing projects must be included. At the <u>Business Entity</u>'s option, it may include <u>construction</u> contracts uncompleted for private clients.</i>	

<b>IV. INTEGRITY – CONTRACT BIDDING</b>	
<i>Within the past five (5) years, has the <u>Business Entity</u>, an affiliate, or any predecessor company or entity:</i>	
4.0 Been <u>suspended</u> or <u>debarred</u> from any <u>government contracting process</u> or been <u>disqualified</u> on any government procurement?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.1 Been subject to a denial or revocation of a government prequalification?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.2 Had any bid rejected by a <u>government entity</u> for lack of qualifications, responsibility or because of the submission of an informal, non-responsive or incomplete bid?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.3 Had a proposed subcontract rejected by a <u>government entity</u> for lack of qualifications, responsibility or because of the submission of an informal, non-responsive or incomplete bid?	<input type="checkbox"/> Yes <input type="checkbox"/> No

## NEW YORK STATE VENDOR RESPONSIBILITY QUESTIONNAIRE FOR-PROFIT CONSTRUCTION (CCA-2)

<b>IV. INTEGRITY – CONTRACT BIDDING</b>	
<i>Within the past five (5) years, has the Business Entity, an affiliate, or any predecessor company or entity:</i>	
4.4 Had a bid rejected on a <u>government contract</u> for failure to make <u>good faith efforts</u> on any <u>Minority-Owned Business Enterprise, Women-Owned Business Enterprise, Service-Disabled Veteran-Owned Business or Disadvantaged Business Enterprise</u> goal or <u>statutory affirmative action requirements</u> on a previously held contract?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.5 Agreed to a voluntary exclusion from bidding/contracting with a <u>government entity</u> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.6 Requested or been permitted to withdraw a bid submitted to a <u>government entity</u> or made any claim of an error on a bid submitted to a <u>government entity</u> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><i>For each “Yes,” provide an explanation of the issue(s), the Business Entity, affiliate, predecessor company or entity involved, the relationship to the submitting Business Entity, the government entity involved, project(s), relevant dates, any remedial or corrective action(s) taken and the current status of the issue(s). Provide answer(s) below or attach additional sheets with numbered responses to explain each “YES” response.</i></p>	

<b>V. INTEGRITY – CONTRACT AWARD</b>	
<i>Within the past five (5) years, has the Business Entity, an affiliate, or any predecessor company or entity:</i>	
5.0 Defaulted on or been <u>suspended</u> , cancelled or <u>terminated for cause</u> on any contract?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.1 Been subject to an <u>administrative proceeding</u> or civil action, including arbitration, seeking specific performance or restitution (except any disputed work proceeding) in connection with any <u>government contract</u> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.2 Entered into a formal monitoring agreement, integrity agreement, consent decree, or stipulation, settlement as specified by, or agreed to with, any <u>government entity</u> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.3 Had its surety called upon to complete any contract whether government or private sector?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.4 Forfeited all or part of a standby letter of credit in connection with any <u>government contract</u> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><i>For each “Yes,” provide an explanation of the issue(s), the Business Entity, affiliate, predecessor company or entity involved, the relationship to the submitting Business Entity, the government entity/owners involved, project(s), contract number(s), relevant dates, any remedial or corrective action(s) taken and the current status of the issue(s). Provide answer(s) below or attach additional sheets with numbered responses to explain each “YES” response.</i></p>	

<b>VI. CERTIFICATIONS/LICENSES</b>	
<i>Within the past five (5) years, has the Business Entity, an affiliate, or any predecessor company or entity:</i>	
6.0 Had a revocation or <u>suspension</u> of any business or professional permit and/or license?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6.1 Had a denial, decertification, revocation or forfeiture of New York State certification of <u>Minority-Owned Business Enterprise, Women-Owned Business Enterprise, Service-Disabled Veteran-Owned Business</u> or a federal certification of <u>Disadvantaged Business Enterprise</u> status, for other than a change of ownership?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><i>For each “Yes,” provide an explanation of the issue(s), the Business Entity affiliate, predecessor company or entity involved, the relationship to the submitting Business Entity, the government entity involved, relevant dates, any remedial or corrective action(s) taken and the current status of the issue(s). Provide answer(s) below or attach additional sheets with numbered responses to explain each “YES” response.</i></p>	

## NEW YORK STATE VENDOR RESPONSIBILITY QUESTIONNAIRE FOR-PROFIT CONSTRUCTION (CCA-2)

### VII. LEGAL PROCEEDINGS/GOVERNMENT INVESTIGATIONS

*Within the past five (5) years, has the Business Entity, an affiliate, or any predecessor company or entity:*

7.0 Been the subject of a criminal <u>investigation</u> , whether open or closed, or an indictment for any business-related conduct constituting a crime under local, state or <u>federal</u> law?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.1 Been the subject of: (i.) An indictment, grant of immunity, <u>judgment</u> or conviction (including entering into a plea bargain) for conduct constituting a crime; or (ii.) Any criminal <u>investigation</u> , felony indictment or conviction concerning the formation of, or any business association with, an allegedly false or fraudulent <u>Minority-Owned Business Enterprise</u> , <u>Women-Owned Business Enterprise</u> , <u>Service-Disabled Veteran-Owned Business</u> , or a <u>Disadvantaged Business Enterprise</u> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.2 Received any <u>OSHA</u> citation, which resulted in a final determination classified as <u>serious</u> or <u>willful</u> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.3 Had a <u>government entity</u> find a willful prevailing wage or supplemental payment violation?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.4 Had a New York State Labor Law violation deemed willful?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.5 Entered into a consent order, monitoring agreement or other type of oversight with the New York State Department of Environmental Conservation, or a <u>federal</u> , state or local government enforcement entity involving a violation of <u>federal</u> , state or local environmental laws?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.6 Other than previously disclosed, been the subject of any <u>citations</u> , notices or violation orders; a pending administrative hearing, proceeding or determination of a violation of: • <u>Federal</u> , state or local health laws, rules or regulations; • <u>Federal</u> , state or local environmental laws, rules or regulations; • Unemployment insurance or workers compensation coverage or <u>claim</u> requirements; • Any labor law or regulation, which was deemed willful; • Employee Retirement Income Security Act (ERISA); • <u>Federal</u> , state or local human rights laws; • <u>Federal</u> , state or local security laws; • <u>Federal</u> , state, or local tax laws?	<input type="checkbox"/> Yes <input type="checkbox"/> No

*For each "Yes," provide an explanation of the issue(s), the Business Entity, affiliate, predecessor company or entity involved, the relationship to the submitting Business Entity, the government entity involved, relevant dates, any remedial or corrective action(s) taken and the current status of the issue(s). Provide answer(s) below or attach additional sheets with numbered responses to explain each "YES" response.*

*Note: Information regarding a determination or finding made in error, which was subsequently corrected or overturned, and/or was withdrawn by the issuing government entity, is not required.*

## NEW YORK STATE VENDOR RESPONSIBILITY QUESTIONNAIRE FOR-PROFIT CONSTRUCTION (CCA-2)

### VIII. LEADERSHIP INTEGRITY

*If the Business Entity is a Joint Venture Entity, answer "N/A - Not Applicable" to questions in this section.*

*Within the past five (5) years has any individual previously identified or any individual currently or formerly having the authority to sign, execute or approve bids, proposals, contracts or supporting documentation on behalf of the Business Entity with any government entity been:*

8.0 <u>Sanctioned</u> relative to any business or professional permit and/or license?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
8.1 <u>Suspended, debarred or disqualified</u> from any <u>government contracting process</u> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
8.2 The subject of a criminal <u>investigation</u> , whether open or closed, or an indictment for any business-related conduct constituting a crime under local, state or <u>federal</u> law?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
8.3 Charged with a misdemeanor or felony, indicted, granted immunity, convicted of a crime or subject to a judgment for: (i.) Any business-related activity, including but not limited to theft, fraud, coercion, extortion, bribe or bribe-receiving, giving or accepting unlawful gratuities, immigration or tax fraud, racketeering, mail fraud, wire fraud, price-fixing or collusive bidding; or (ii.) Any crime, whether or not business-related, the underlying conduct of which related to truthfulness, including but not limited to the filing of false documents or false sworn statements, perjury or larceny	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

*For each "Yes," provide an explanation of the issue(s), the individual involved, the relationship to the submitting Business Entity, the government entity involved, relevant dates, any remedial or corrective action(s) taken and the current status of the issue(s). Provide answer(s) below or attach additional sheets with numbered responses to explain each "YES" response.*

### IX. FINANCIAL AND ORGANIZATIONAL CAPACITY

9.0 Within the past five (5) years, has the <u>Business Entity</u> or any <u>affiliate</u> received any <u>formal unsatisfactory performance assessment(s)</u> from any <u>government entity</u> on any contract?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If "Yes," provide an explanation of the issue(s), the <u>Business Entity</u> or affiliate involved, the relationship to the submitting <u>Business Entity</u>, the <u>government entity</u> involved, relevant dates, any remedial or corrective action(s) taken and the current status of the issue(s). Provide answer below or attach additional sheets with numbered responses to explain the "Yes" response.</i>	
9.1 Within the past five (5) years, has the <u>Business Entity</u> or any <u>affiliate</u> had any <u>liquidated damages</u> assessed over \$25,000 for any reason, including failure to meet <u>Minority-Owned Business Enterprise, Women-Owned Business Enterprise, Service-Disabled Veteran-Owned Business, or Disadvantaged Business Enterprise goals</u> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If "Yes," provide an explanation of the issue(s), the name of the <u>Business Entity</u> or affiliate involved, the relationship to the submitting <u>Business Entity</u>, relevant dates, the contracting party involved, the amount assessed and the current status of the issue(s), and the balance of the assessment not yet paid. Provide answer below or attach additional sheets with numbered responses.</i>	
9.2 Within the past five (5) years, has the <u>Business Entity</u> or any <u>affiliate</u> had any <u>liens, claims or judgments</u> over \$25,000 filed against the <u>Business Entity</u> which remain undischarged or were unsatisfied for more than 90 days? (Note: Including but not limited to tax warrants or liens. Do not include UCC filings.)	<input type="checkbox"/> Yes <input type="checkbox"/> No

## NEW YORK STATE VENDOR RESPONSIBILITY QUESTIONNAIRE FOR-PROFIT CONSTRUCTION (CCA-2)

<b>IX. FINANCIAL AND ORGANIZATIONAL CAPACITY</b>		
<p><i>If "Yes," provide an explanation of the issue(s), the name of the <u>Business Entity</u> or affiliate involved, the relationship to the submitting <u>Business Entity</u>, relevant dates, the Lien holder or Claimants' name(s), the amount of the <u>lien(s)</u>, the current status of the issue(s), and the balance of the lien, claim or judgment not yet paid. Provide answer below or attach additional sheets with numbered responses.</i></p>		
9.3 In the last seven (7) years, has the <u>Business Entity</u> or any <u>affiliate</u> , or <u>official</u> initiated or been the subject of any bankruptcy proceedings, whether or not closed, or is any bankruptcy proceeding pending?		<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><i>If "Yes," provide the name of the <u>Business Entity</u>, affiliate or official involved, the relationship to the submitting <u>Business Entity</u>, the bankruptcy chapter number, the court name and the docket number. Indicate the current status of the proceedings as "Initiated," "Pending" or "Closed." Provide answer below or attach additional sheets with numbered responses to explain the YES response.</i></p>		
9.4 What is the <u>Business Entity's</u> Bonding Capacity?		
a. Single Project	b. Aggregate (All Projects)	
9.5 List <u>Business Entity's</u> Gross Sales for the previous three (3) Fiscal Years:		
1st Year (Indicate year ) Gross Sales	2nd Year (Indicate year ) Gross Sales	3rd Year (Indicate year ) Gross Sales
9.6 List <u>Business Entity's</u> Average Backlog for the previous three (3) fiscal years: (Estimated total value of uncompleted work on outstanding contracts)		
1st Year (Indicate year ) Amount	2nd Year (Indicate year ) Amount	3rd Year (Indicate year ) Amount
9.7 Attach <u>Business Entity's</u> most recent annual <u>financial statement</u> and accompanying notes or complete Attachment C – Financial Information, found at <a href="http://www.osc.state.ny.us/vendrep/documents/questionnaire/ac3296s.xls">www.osc.state.ny.us/vendrep/documents/questionnaire/ac3296s.xls</a> . <i>(This information must be attached.)</i>		

<b>X. FREEDOM OF INFORMATION LAW (FOIL)</b>	
10.0 Indicate whether any information provided herein is believed to be exempt from disclosure under the Freedom of Information Law (FOIL).  <i>Note: A determination of whether such information is exempt from FOIL will be made at the time of any request for disclosure under FOIL. Attach additional pages if necessary.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><i>If "Yes," indicate the question number(s) and explain the basis for the claim.</i></p>	

**Authorizee**

<b>XI. AUTHORIZED CONTACT FOR THIS QUESTIONNAIRE</b>		
Name	Telephone	Fax
	ext.	
Title	Email	

**NEW YORK STATE VENDOR RESPONSIBILITY QUESTIONNAIRE  
FOR-PROFIT CONSTRUCTION (CCA-2)**

**Certification**

The undersigned: (1) recognizes that this questionnaire is submitted for the express purpose of assisting New York State government entities (including the Office of the State Comptroller (OSC)) in making responsibility determinations regarding award or approval of a contract or subcontract and that such government entities will rely on information disclosed in the questionnaire in making responsibility determinations; (2) acknowledges that the New York State government entities and OSC may, in their discretion, by means which they may choose, verify the truth and accuracy of all statements made herein; and (3) acknowledges that intentional submission of false or misleading information may result in criminal penalties under State and/or federal law, as well as a finding of non-responsibility, contract suspension or contract termination.

It being acknowledged and agreed that all responses included in this questionnaire are to the knowledge, information and belief of the Business Entity, the undersigned certifies under penalties of perjury that they:

**The undersigned certifies that he/she:**

- are knowledgeable about the submitting Business Entity's business and operations;
- have legal authority to bind the Business Entity;
- have read and understand all of the questions contained in the questionnaire, including all definitions;
- have not altered the content of the questionnaire in any manner;
- have reviewed and/or supplied full and complete responses to each question;
- have provided true, accurate and complete responses, including all attachments, if applicable;
- understand that New York State government entities will rely on the information disclosed in the questionnaire when entering into a contract with the Business Entity; and
- are under an obligation to update the information provided herein to include any material changes to the Business Entity's responses at the time of bid/proposal submission through the contract award notification, and may be required to update the information at the request of the New York State government entities or OSC prior to the award and/or approval of a contract, or during the term of the contract.

Signature of Owner/Official \_\_\_\_\_

Printed Name of Signatory \_\_\_\_\_

Title \_\_\_\_\_

Name of Business \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Date \_\_\_\_\_

**NEW YORK STATE  
VENDOR RESPONSIBILITY QUESTIONNAIRE  
ATTACHMENT A – COMPLETED CONSTRUCTION CONTRACTS**

Vendor Name:

NYS Vendor ID:

<b>Question 3.0: List the ten most recent construction contracts the Business Entity has completed. If less than ten, include most recent subcontracts on projects up to that number:</b>						
<b>1.</b>	Agency/Owner			Award Date	Amount	Date Completed
	Contact Person		Telephone No.	Designer Architect and /or Design Engineer		
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable		EIN of JV, if applicable	
<b>2.</b>	Agency/Owner			Award Date	Amount	Date Completed
	Contact Person		Telephone No.	Designer Architect and /or Design Engineer		
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable		EIN of JV, if applicable	
<b>3.</b>	Agency/Owner			Award Date	Amount	Date Completed
	Contact Person		Telephone No.	Designer Architect and /or Design Engineer		
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable		EIN of JV, if applicable	
<b>4.</b>	Agency/Owner			Award Date	Amount	Date Completed
	Contact Person		Telephone No.	Designer Architect and /or Design Engineer		
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable		EIN of JV, if applicable	
<b>5.</b>	Agency/Owner			Award Date	Amount	Date Completed
	Contact Person		Telephone No.	Designer Architect and /or Design Engineer		
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable		EIN of JV, if applicable	



**NEW YORK STATE  
VENDOR RESPONSIBILITY QUESTIONNAIRE  
ATTACHMENT A – COMPLETED CONSTRUCTION CONTRACTS**

Vendor Name:

NYS Vendor ID:

<b>Question 3.0: List the ten most recent construction contracts the Business Entity has completed. If less than ten, include most recent subcontracts on projects up to that number:</b>						
<b>6.</b>	Agency/Owner			Award Date	Amount	Date Completed
	Contact Person		Telephone No.	Designer Architect and /or Design Engineer		
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable		EIN of JV, if applicable	
<b>7.</b>	Agency/Owner			Award Date	Amount	Date Completed
	Contact Person		Telephone No.	Designer Architect and /or Design Engineer		
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable		EIN of JV, if applicable	
<b>8.</b>	Agency/Owner			Award Date	Amount	Date Completed
	Contact Person		Telephone No.	Designer Architect and /or Design Engineer		
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable		EIN of JV, if applicable	
<b>9.</b>	Agency/Owner			Award Date	Amount	Date Completed
	Contact Person		Telephone No.	Designer Architect and /or Design Engineer		
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable		EIN of JV, if applicable	
<b>10.</b>	Agency/Owner			Award Date	Amount	Date Completed
	Contact Person		Telephone No.	Designer Architect and /or Design Engineer		
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable		EIN of JV, if applicable	

**NEW YORK STATE  
VENDOR RESPONSIBILITY QUESTIONNAIRE  
ATTACHMENT B – UNCOMPLETED CONSTRUCTION CONTRACTS**

**Vendor Name:**

**NYS Vendor ID:**

<b>Question 3.1: List all current uncompleted construction contracts:</b>								
<b>1.</b>	Agency/Owner						Award Date	Completion Date
	Contact Person			Telephone No.	Designer Architect and /or Design Engineer			
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable				EIN of JV, if applicable	
				Total Contract Amount	Amount Sublet to others	Uncompleted Amount		
<b>2.</b>	Agency/Owner						Award Date	Completion Date
	Contact Person			Telephone No.	Designer Architect and /or Design Engineer			
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable				EIN of JV, if applicable	
				Total Contract Amount	Amount Sublet to others	Uncompleted Amount		
<b>3.</b>	Agency/Owner						Award Date	Completion Date
	Contact Person			Telephone No.	Designer Architect and /or Design Engineer			
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable				EIN of JV, if applicable	
				Total Contract Amount	Amount Sublet to others	Uncompleted Amount		
<b>4.</b>	Agency/Owner						Award Date	Completion Date
	Contact Person			Telephone No.	Designer Architect and /or Design Engineer			
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable				EIN of JV, if applicable	
				Total Contract Amount	Amount Sublet to others	Uncompleted Amount		

**NEW YORK STATE  
VENDOR RESPONSIBILITY QUESTIONNAIRE  
ATTACHMENT B – UNCOMPLETED CONSTRUCTION CONTRACTS**

**Vendor Name:**

**NYS Vendor ID:**

<b>Question 3.1: List all current uncompleted construction contracts:</b>								
<b>5.</b>	Agency/Owner						Award Date	Completion Date
	Contact Person			Telephone No.	Designer Architect and /or Design Engineer			
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable				EIN of JV, if applicable	
				Total Contract Amount	Amount Sublet to others	Uncompleted Amount		
<b>6.</b>	Agency/Owner						Award Date	Completion Date
	Contact Person			Telephone No.	Designer Architect and /or Design Engineer			
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable				EIN of JV, if applicable	
				Total Contract Amount	Amount Sublet to others	Uncompleted Amount		
<b>7.</b>	Agency/Owner						Award Date	Completion Date
	Contact Person			Telephone No.	Designer Architect and /or Design Engineer			
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable				EIN of JV, if applicable	
				Total Contract Amount	Amount Sublet to others	Uncompleted Amount		
<b>8.</b>	Agency/Owner						Award Date	Completion Date
	Contact Person			Telephone No.	Designer Architect and /or Design Engineer			
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable				EIN of JV, if applicable	
				Total Contract Amount	Amount Sublet to others	Uncompleted Amount		

**NEW YORK STATE  
VENDOR RESPONSIBILITY QUESTIONNAIRE  
ATTACHMENT B – UNCOMPLETED CONSTRUCTION CONTRACTS**

**Vendor Name:**

**NYS Vendor ID:**

<b>Question 3.1: List all current uncompleted construction contracts:</b>							
<b>9.</b>	Agency/Owner					Award Date	Completion Date
	Contact Person		Telephone No.	Designer Architect and /or Design Engineer			
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable			EIN of JV, if applicable	
			Total Contract Amount	Amount Sublet to others	Uncompleted Amount		
<b>10.</b>	Agency/Owner					Award Date	Completion Date
	Contact Person		Telephone No.	Designer Architect and /or Design Engineer			
	Contract No.	Prime or Sub	Joint Venture (JV) Name, if applicable			EIN of JV, if applicable	
			Total Contract Amount	Amount Sublet to others	Uncompleted Amount		
<b>Grand Total All Uncompleted Contracts</b>						<b>\$0.00</b>	

**NEW YORK STATE VENDOR RESPONSIBILITY QUESTIONNAIRE  
ATTACHMENT C - FINANCIAL INFORMATION**

NYS Vendor ID: \_\_\_\_\_

As of Date: \_\_\_\_\_

**ASSETS**

Current Assets

1. Cash		\$ _____	
2. Accounts receivable - less allowance for doubtful accounts	\$ _____	-	
Retainers included in accounts receivable	\$ _____	-	
Claims included in accounts receivable not yet approved or in litigation	\$ _____	-	
Total Accounts Receivable		\$ _____	-
3. Notes receivable - due within one year		\$ _____	-
4. Inventory - materials		\$ _____	-
5. Contract costs in excess of billings on uncompleted contracts		\$ _____	-
6. Accrued income receivable			
Interest	\$ _____	-	
Other (list) _____	\$ _____	-	
_____	\$ _____	-	
Total Accrued Income Receivable		\$ _____	-
7. Deposits			
Bid and Plan _____	\$ _____	-	
Other (list) _____	\$ _____	-	
_____	\$ _____	-	
Total Deposits		\$ _____	-
8. Prepaid Expenses			
Income Taxes	\$ _____	-	
Insurance	\$ _____	-	
Other (list) _____	\$ _____	-	
_____	\$ _____	-	
Total Prepaid Expenses		\$ _____	-
9. Other Current Assets			
Other (list) _____	\$ _____	-	
_____	\$ _____	-	
Total Other Current Assets		\$ _____	-
10. Total Current Assets			\$ _____
11. Investments			
Listed securities-present market value	\$ _____	-	
Unlisted securities-present value	\$ _____	-	
Total Investments			\$ _____
12. Fixed Assets			
Land	\$ _____	-	
Building and improvements	\$ _____	-	
Leasehold improvements	\$ _____	-	
Machinery and equipment	\$ _____	-	
Automotive equipment	\$ _____	-	
Office furniture and fixtures	\$ _____	-	
Other (list) _____	\$ _____	-	
_____	\$ _____	-	
Total		\$ _____	-
Less: Accumulated depreciation		\$ _____	-
Total Fixed Assets - Net			\$ _____
13. Other Assets			
Loans receivable			
Officers	\$ _____	-	
Employees	\$ _____	-	
Shareholders	\$ _____	-	
Cash surrender value of officers' life insurance	\$ _____	-	
Organization expense – net of amortization	\$ _____	-	
Notes receivable - due after one year	\$ _____	-	
Other (list) _____	\$ _____	-	
_____	\$ _____	-	
Total Other Assets			\$ _____
14. TOTAL ASSETS			\$ _____

**LIABILITIES**

Current Liabilities

15. Accounts payable	\$ _____	
16 a. Loans from shareholders - due within one year	\$ _____	
16 b. Other Loans - due within one year	\$ _____	
17. Notes payable - due within one year	\$ _____	
18. Mortgage payable - due within one year	\$ _____	
19. Other payables - due within one year		
Other (list) _____	\$ _____	
_____	\$ _____	
Total Other Payables - due within one year	\$ _____	\$ -
20. Billings in excess of costs and estimated earnings		\$ -
21. Accrued expenses payable		
Salaries and wages	\$ _____	
Payroll taxes	\$ -	
Employees' benefits	\$ -	
Insurance	\$ -	
Other	\$ -	
Total Accrued Expenses Payable	\$ _____	\$ -
22. Dividends payable		\$ _____
23. Income taxes payable		
State	\$ -	
Federal	\$ _____	
Other	\$ -	
Total Income Taxes Payable	\$ _____	\$ -
24. Total current liabilities		\$ -
25. Deferred income taxes payable		
State	\$ -	
Federal	\$ -	
Other	\$ -	
Total Deferred Income Taxes	\$ _____	\$ -
26. Long Term Liabilities		
Loans from shareholders - due after one year	\$ -	
Other Loans - due within one year		
Principle	\$ -	
Interest	\$ -	
Notes payable - due after one year	\$ -	
Mortgage - due after one year	\$ -	
Other payables - due after one year	\$ -	
Other (list) _____	\$ -	
_____	\$ _____	
Total Long Term Liabilities	\$ _____	\$ -
27. Other Liabilities		
Other (list) _____	\$ _____	
_____	\$ _____	
Total Other Liabilities	\$ _____	\$ -
28. TOTAL LIABILITIES		\$ -

**NET WORTH**

29. Net Worth (if proprietorship or partnership)		\$ <span style="border: 1px solid red; padding: 2px;">-</span>
30. Stockholders' Equity		
Common stock issued and outstanding	\$ -	
Preferred stock issued and outstanding	\$ -	
Retained earnings	\$ _____	
Total	\$ -	
Less: Treasury stock	\$ -	
31. TOTAL STOCKHOLDERS' EQUITY		\$ -
32. TOTAL LIABILITIES AND NET WORTH		\$ -

# New York State Vendor Responsibility

## Definitions List

### Administrative Proceeding

---

Any government entity proceeding in which a determination of the legal rights, duties or privileges of named parties thereto is required by law to be made only on a record and after an opportunity to be heard. Such a proceeding may be solely comprised of an exchange of written materials, which can include, but is not limited to, testimony recorded electronically, transcriptions, letters, documents, etc.

### Affiliate

---

For-Profit:

SEE ASSOCIATED ENTITY

Not-For-Profit:

Any business entity (not-for-profit or for-profit) which is entitled to exercise the membership rights of participation in the election of board members, participation and service on the committees of the not-for-profit and approval of changes to a business entity's governing documents, and any company or other legal entity which controls or is controlled by the not-for-profit business entity.

Construction:

- a. Any business entity in which the submitting Business Entity holds 5% or greater ownership interest; and/or
- b. Any business entity or organized group of principal owners or officers holding 5% or greater ownership interest of the submitting business entity; and/or
- c. Any business entity which is owned
  - i. 5% or more by the same entity or group described in (b) or
  - ii. by an individual holding 5% or greater ownership in the submitting business entity and/or
- d. Any business entity in which the submitting Business Entity directs or has a right to direct such entity's daily operations, regardless of percentage of ownership interest.

Note: This term includes any business entity commonly referred to as a "labor arm" or "labor affiliate".

### Associated Entity

---

Generally, any entity that the Reporting Entity controls or is controlled by, including:

- a. Owner: Any business entity or organized group of principal owners or officers holding 50% or greater ownership interest in the Reporting Entity (i.e., holding company, parent company).
- b. Controlling entity: Any business entity which directs or has a right to direct the Reporting Entity's operations, regardless of percentage of ownership interest (i.e., headquarters).
- c. Controlled entity: Any business entity in which the Reporting Entity holds 50% or greater ownership interest, or the Reporting Entity directs or has a right to direct operations, regardless of percentage of ownership interest (i.e., subsidiaries, units under the Reporting Entity).

Note: "Associated Entity" does not include "sibling organizations" (i.e., entities owned or controlled by a parent company that owns or controls the Reporting Entity), unless such sibling entity has a direct relationship with or impact on the Reporting Entity. This term includes any business entity commonly referred to as a "labor arm" or "labor affiliate".

### Business Entity

---

Includes a Legal Business Entity, a Reporting Entity or an Associated Entity as defined herein.

### Business Entity Leaders

---

An officer, general partner, managing partner, manager of an LLC, and/or director.

# New York State Vendor Responsibility

## Business Entity Officials

---

Individuals serving in an executive capacity, as staff and/or corporate officers, who have decision-making authority and responsibility for the oversight of a business entity; includes individuals who perform the functions of chief executive officer (CEO), chief operating officer (COO), chief financial officer (CFO), and/or chairman of the board, or their equivalents. (Equivalent titles may include, but are not limited to, President, Executive Vice President, Treasurer, Secretary, Managing Trustee)

### Instructions:

Corporations: Identify the Business Entity Officials.

Partnerships: Identify the Senior Managing Partners, and any other partners with powers equivalent to Business Entity Officials.

Limited Liability Companies (LLC): Identify the Executive Managing Directors/Members, Senior Managing Directors/Members, and any other members/managers with powers equivalent to Business Entity Officials.

Sole Proprietors: Identify the individual who is the sole owner and manager of the business entity, or other persons, including staff, with powers equivalent to Business Entity Officials.

Unincorporated Associations: Identify the Executive Committee Members, including President, Vice President, Secretary and Treasurer, Executive or Managing Trustees, or other persons, including staff, with powers equivalent to Business Entity Officials.

## Certificate of Good Standing

---

Certificate issued by the Business Entity's controlling jurisdiction indicating that the Business Entity is current with the filing requirements of the jurisdiction, issued within one year of the date of certification of the Vendor Responsibility Questionnaire.

## Charities Registration Number

---

Number issued by the New York State Attorney General's Charities Bureau to qualified not-for-profit charitable organizations.

## CIK Code

---

The Central Index Key (CIK) is a designation number established for each entity which has filed disclosures with the Securities and Exchange Commission (SEC). It is used on the SEC's computer systems to identify corporations and individual people who have filed disclosure with the SEC.

## Citation, Summons, Notice, Violation Order

---

A notice to appear in court or at an administrative hearing or administrative proceeding, usually issued by a State or Local Government enforcement agency. Includes court issued writs, police issued orders, administrative orders or writs to appear at a certain time and place to do something demanded in the writ, or to defend against the citation, or to show cause for not doing so.

## Claim

---

A written, formal demand for money due, for property, for damages or for enforcement of a right, e.g., a fine or penalty sought by a Government Entity.

## Construction

---

Contracts for work involving general contracting, building new structures and remodeling existing structures, demolition, concrete, paving and masonry, excavation, heating, ventilation and air conditioning, painting, plumbing, electrical work, roofing, asbestos abatement, lead abatement, and remediation and abatement of hazardous materials or hazardous waste. Construction activity also includes grant and other activities in which a not-for-profit entity contracts with the State for construction services (e.g., the building of permanent and transitional housing, and day care facilities).

Includes all construction activities whether provided directly or through the use of subcontractors.

## Corporation – For-Profit

---

Entity organized for the purpose of making profit, created under the laws of a State or United States federal government. Ownership may consist of publicly traded or privately held shares of stock.



# New York State Vendor Responsibility

## Corporation – Not-For-Profit

---

A corporation formed for purposes other than financial gain, pursuant to and in accordance with a state's Not-For-Profit Corporation Law.

## DBA - Doing Business As

---

An assumed name a business entity uses for doing business, in lieu of using the legal business name or owner's personal name. The entity must have filed a "Business Certificate," otherwise known as a Certificate of Conducting Business Under an Assumed Name, or DBA, in the county clerk's office of the county in which the business entity is located, or in the case of corporate entities with the Department of State.

## Debarred

---

The exclusion of an individual or business entity from participating in the government procurement process for specified period of time.

## Disadvantaged Business Enterprise (DBE)

---

A United States federal designation through a program run by the U.S. Department of Transportation. A for-profit small business concern that is at least 51% owned by one or more individuals who are both socially and economically disadvantaged, or in the case of a corporation, in which 51% of the stock is owned by one or more such individuals.

State Agencies designate a business entity as a DBE based upon the federal standards.

## Disqualification

---

Any action taken by a government entity which prevents or precludes a business entity from receiving an award for a particular contract or from being placed on a prequalification list. A business entity may be disqualified for a number of reasons, including but not limited to determinations of non-responsibility or lack of required experience.

## DUNS – Data Universal Numbering System

---

A unique 9-digit number provided by Dun & Bradstreet (D&B), a commercial information company. The DUNS Number is site-specific and division-specific. Therefore, each physical location of an entity may have its own DUNS Number. Further, each separate division or branch of an entity may have its own, unique DUNS Number.

## EIN - Employer Identification Number

---

Federal Employer Identification Number used for federal income tax reporting. Although this number may be the Social Security Number of an individual operating a business as a sole proprietor, vendors are encouraged to obtain an EIN for business purposes.

## Federal

---

Any department, division, board, commission or bureau of any federal department designated by the United States federal government.

## Financial Statements

---

Presentation of financial data including balance sheets, income statements, and statements of cash flow, or any supporting statement(s) intended to communicate a business entity's financial position at a point in time and its results of operations for a period then ended.

## Formal Unsatisfactory Performance Assessment

---

A written (including electronic), unsatisfactory performance assessment or evaluation issued by a government entity, after providing due process to a business entity. May include unsatisfactory past performance assessments determined under audit and/or required by law, rule, regulation, policy or procedure.

## Former Name

---

Any previous name by which Legal Business Entity has done business as, inside or outside the State of New York.

# New York State Vendor Responsibility

## General Partnership

---

An association of two or more persons to carry on as co-owners of a business.

## Good Faith Effort(s)

---

An effort to achieve a Minority-Owned Business Enterprise, Women-Owned Business Enterprise (M/WBE) or Disadvantaged Business Enterprise (DBE) goal, federal requirement or New York State requirement, which, by its scope, intensity and appropriateness to the objective, can reasonably be expected to fulfill the program requirements.

The code of Federal Regulations 49 C.F.R. Part 26 sets forth the standards to determine whether a contractor has made good faith efforts to reach a DBE goal. Appendix A to Part 26 provides the following guidance for a bidder: "First, the bidder can meet the goal, documenting commitments for participation by DBE firms sufficient for this purpose. Second, even if it doesn't meet the goal, the bidder can document adequate good faith efforts. This means that the bidder must show that it took all necessary and reasonable steps to achieve a DBE goal or other requirement of this part which, by their scope, intensity, and appropriateness to the objective, could reasonably be expected to obtain sufficient DBE participation, even if they were not fully successful."

Article 15-A of the Executive Law of the State of New York sets forth the standards for the M/WBE Program. These standards are to be used to determine whether a contractor has made "active and conscientious efforts to employ and to utilize minority group members and women at all levels and in all segments of its work force on state contracts, and the contractor will document these efforts."

## Government Audits

---

Financial, compliance and/or performance audits completed for or by a government entity.

## Government Contract

---

A contract entered into by a United States federal, state or local government entity.

## Government Contracting Process

---

Bidding, evaluation, award and administration of a government contract.

## Government Entity

---

Any United States federal, state or local government-created bureau, agency, department, division, board, commission, public authority or public benefit corporation.

## Investigation

---

An inquiry has been or is being made by any prosecutorial, investigative, or regulatory agency concerning an individual or business entity or the activities and/or the business practices thereof.

## Joint Venture

---

When two or more persons or business entities join together for a specific business undertaking in which profits, losses and control are shared. Usually an enterprise with limited scope and duration but with shared liability and responsibility for debts or losses. Joint ventures normally terminate when the contract or project for which the entities have joined is completed. The Joint Venture may be established as a separate legal entity with its own federal Employer Identification Number (EIN).

## Judgment

---

A court decision or judgment that settles the rights of the parties and disposes of all issues in controversy, except for award of costs and enforcement of the judgment. A judgment rendered by a lower court is deemed to be a final judgment, even if such judgment is subject to appeal.

# New York State Vendor Responsibility

## Key Employee

---

Any officer, managing director or managing trustee, executive director, and persons or entities that manage and/or control the daily operations of the Business Entity, and any person having responsibilities or powers similar to those of officers, managing directors, or managing trustees, including the chief management and administrative officials of the Business Entity (such as executive director or chancellor), but does not include the heads of separate departments or smaller units within the business entity.

A chief financial officer and the officer in charge of administration or program operations are both Key Employees if they have the authority to control the Business Entity's activities, its finances or both. The "heads of separate departments" reference applies to persons such as the head of the radiology department or coronary care unit of a hospital, or the head of the English department at a college. These persons are managers within their specific areas but not for the business entity as a whole and therefore, are not Key Employees.

## Legal Business Entity

---

A Business Entity registered with the Internal Revenue Service and assigned a federal Employer Identification Number. (Note: Individuals and Sole Proprietors may use a Social Security Number but are encouraged to obtain and use an Employer Identification Number.)

Legal Business Entity includes for-profit and not-for-profit entities, and may take the form of:

- a. a Corporation, Partnership (including General, Limited or Limited Liability Partnership), Limited Liability Company, Sole Proprietor, Unincorporated Association, or any other business organization, in the case of for-profit entities, or
- b. a Not-for-Profit Corporation, Foundation, Partnership, Limited Liability Company, Unincorporated Association, or any other business organization, in the case of not-for-profit entities.

## Legal Business Entity Name

---

The name of the entity as set forth in the Legal Business Entity's creation documents.

- a. For Corporations, the name as set forth in the Certificate of Incorporation.
- b. For General Partnerships, the name as set forth in the Certificate of Assumed Name.
- c. For Limited Partnerships, the name as set forth in the Certificate of Limited Partnership.
- d. For Limited Liability Partnerships, the name as set forth in the Certificate of Registration.
- e. For Limited Liability Companies, the name as set forth in the Articles of Organization.

For purposes of this questionnaire, a Sole Proprietor or an individual seeking to do business as him/herself may use his/her name anywhere it asks for the name of the Legal Business Entity Name.

## Liens

---

A form of security interest against property or property interest to secure the payment of a debt, judgment, or taxes, including, but not limited to, judgment liens, mechanics' liens, tax liens, attorneys' liens, New York State of Department of Environmental Conservation liens, but shall not include purchase credit liens, Uniform Commercial Code filings, or mortgages.

## Liquidated Damages

---

Compensation that contracting parties have agreed should be paid to one party for any loss or damage arising from breach of the agreement by the other party.

## LLC - Limited Liability Company

---

A Limited Liability Company (LLC) is a type of business structure that offers limited liability for the debts and obligations of the business entity to the owners. An LLC provides management flexibility and the income and losses are passed through the owners of the entity, like a partnership. It must be formed pursuant to and in accordance with the Limited Liability laws of the state. The designation "LLC" must follow and be a part of the business entity's legal name.

# New York State Vendor Responsibility

## LLP - Limited Liability Partnership

---

A Limited Liability Partnership is a partnership with no limited partners, where each partner is a professional by law and qualified to render a professional service, and is engaged in the practice of such profession. The business entity is registered as an LLP with the New York State Department of State, or a partnership with no limited partners registered or otherwise created under the laws of another jurisdiction. The designation "LLP" must follow and be a part of the business entity's legal name.

## LP - Limited Partnership

---

A Limited Partnership is a type of partnership which has two types of partners; general and limited. A LP has at least one general partner and one or more limited partners. The general partner acts in the same capacity as in a general partnership such as management control, right to use property of the partnership, shared profits and joint/several liability. The limited partner has limited liability, is not involved in the day-to-day activity of the partnership and has no management control. The designation "LP" must follow and be a part of the business entity's legal name.

## Material Disallowance

---

Expenditures which have occurred in a contract or grant which an auditor has determined were not allowed under the guidelines established by the agency, the terms of the contract or grant, or by statute, in an amount that would be material in relation to the total value of the contract or grant.

## Minority Community-Based Organization (MCBO)

---

A not-for-profit, local human service organization having its origins in the geographic area that it serves. Generally, the governing bodies and personnel of community-based organizations reflect the racial, ethnic and cultural makeup of the community being served. These types of organizations are characterized by majority representation of Native Americans, Asian-Americans, African-Americans and/or Hispanic-Americans, in both policy formulation and decision-making regarding management, service delivery and staffing reflective of the geographic area it serves.

## Minority Owned Business Enterprise (MBE)

---

A business enterprise which is at least 51% owned, operated or controlled by United States citizens or permanent resident aliens who are minority group members (as listed under Article 15-A of the New York State Executive Law).

A business entity must be certified by the New York State Division of Minority and Women-Owned Business Development as a Minority-Owned Business Enterprise in order to qualify for this status.

## New York State Small Business (SB)

---

A business which is a resident of New York State, independently owned and operated, not dominant in its field and which employs one hundred or fewer people.

## New York State Vendor ID

---

The NYS Vendor ID is a ten-character identifier issued by New York State when the vendor is registered on the Vendor File.

## Non-Responsibility Finding

---

A determination by a government entity that a business entity does not have the requisite financial or organizational capacity, and/or legal authority, and/or integrity, and/or acceptable performance on previous government contracts to perform on a government contract.

## Not-For-Profit

---

A business entity organized for the purpose of social, religious, charitable, educational, athletic, literary, and political or other such activities, which is registered with either:

- a. the New York State Department of State as a Not-for-Profit Corporation in accordance with Article 13 of the Not-for-Profit Corporation Law; and/or
- b. the New York State Attorney General Charities Bureau;

or, is exempt from taxation under Section 501 of the Internal Revenue Code.

# New York State Vendor Responsibility

## Not-For-Profit Corporation

---

A corporation formed for purposes other than financial gain, pursuant to and in accordance with a state's Not-For-Profit Corporation Law.

## Official(s)

---

Individual who serves in an executive capacity with decision-making authority and responsibility for the oversight of a Legal Business Entity, a Reporting Entity or an Associated Entity; includes individuals who perform the functions of chief executive officer (CEO), chief operating officer (COO), chief financial officer (CFO), and/or chairman of the board, or their equivalents.

Equivalent titles may include, but are not limited to the following:

- a. Corporations: The chief executive officer (CEO), chief operating officer (COO), chief financial officer (CFO), and/or chairman of the board
- b. Partnerships: The Senior Managing Partners
- c. Limited Liability Companies (LLC): The Executive Managing Directors/Members, Senior Managing Directors/Members
- d. Sole Proprietors: The individual who is the sole owner and manager of the business entity
- e. Unincorporated Associations: The Executive Committee Members, including President, Vice President, Secretary and Treasurer, Executive or Managing Trustees

## Organizational Chart

---

A diagram which illustrates the relationship and management structure of the Reporting Entity to the Legal Business Entity and other Associated Entities as herein defined

## Organizational Unit

---

An established portion of a Legal Business Entity which is within and operating under the authority of the Legal Business Entity, with a designated manager or management team responsible for the operation thereof. For example, a department, division, branch or chapter directly or primarily responsible for fulfilling the terms of the contract. (See Reporting Entity)

## OSHA Violation

---

### Serious

A violation designated as "serious" by the Occupational Safety and Health Administration (OSHA). Generally, where there is substantial probability that death or serious physical harm could result, and that the employer knew or should have known of the hazard.

### Willful

A violation designated as "willful" by the Occupational Safety and Health Administration (OSHA). Generally, a violation that the employer knowingly commits or commits with plain indifference to the law. The employer either knows that what he or she is doing constitutes a violation or is aware that a hazardous condition exists and makes no reasonable effort to eliminate it.

## PC – Professional Service Corporation

---

A Professional Service Corporation (PC) is organized by one or more individuals authorized to provide a professional service for the purpose of making a profit and for the purpose of rendering such professional service as licensed thereto. Shares may only be issued to those licensed individuals as are authorized to practice their professional service in this state and who have engaged in such profession or will be engaged in the practice of such profession of the PC within 30 days of the issuance of the shares. The designation "PC" must follow and be a part of the business entity's legal name.

## PLLC – Professional Service Limited Liability Company

---

A Professional Service Limited Liability Company (PLLC) is a limited liability company organized for the purpose of providing professional services. Members may only consist of those licensed individuals as are authorized to practice their professional service in this state, and who have engaged in such profession, or will be engaged in the practice of such profession. The designation "PLLC" must follow and be a part of the business entity's legal name.

# New York State Vendor Responsibility

## Primary Place of Business

---

The location where the direction and management of the Reporting Entity takes place.

## Principal Owner

---

Any person or Business Entity holding 10% or more of the voting stock of a publicly traded corporation, or 25% or more of a privately held corporation. For construction business entities, any person whose ownership interest is 5% or more.

## Principal Place of Business

---

The location of the primary control, direction and management of the Legal Business Entity.

## Registered to do business in New York State

---

A business entity is registered to do business in New York State, when it has met the statutory filing requirements of filing for authority to do business in New York State, usually by filing with the New York Department of State.

## Reporting Entity

---

The Reporting Entity may be either the entire Legal Business Entity or a portion of the Legal Business Entity, which does or anticipates doing business with the State of New York. If it is not the entire Legal Business Entity, the portion must be an established organizational unit within and operating under the authority of the Legal Business Entity, with a designated manager or management team responsible for the operation thereof. The established organizational unit must have the same Employer Identification Number as the Legal Business Entity. The organizational unit must also be part of the Legal Business Entity, with primary responsibility for fulfilling the terms of the anticipated contract. Examples of a Reporting Entity include, but are not limited to, a department, division or branch.

## Sanction

---

(Sanction or sanctioned) Any fine, penalty, judgment, injunction, violation, debarment, suspension or revocation.

## Service-Disabled Veteran-Owned Business (SDVOB)

---

A small business enterprise having a significant business presence (as defined under the New York State program) that is at least 51% owned, operated or controlled by one or more service-disabled veterans, with a service-connected disability rating of 10% or more from the U.S. Department of Veterans Affairs (or from the New York State Division of Veterans' Affairs for National Guard veterans).

A business entity must be certified by the New York State Office of General Services Division of Service-Disabled Veterans' Business Development in order to qualify for this status.

## Shared Space

---

Space is considered to be shared when any part of the space utilized by the submitting Business Entity, at any of its sites, is also utilized on a regular or intermittent basis for any purpose by any other entity, and where there is no lease or sublease in effect between the submitting Business Entity and any other entity that is sharing space with the submitting Business Entity.

## Sole Proprietor

---

A business entity owned and operated by one individual, although there may be employees. All business decisions are made by the sole owner.

## State Contracting Entity

---

Any New York State government-created entity with the authority to enter into a contract. This includes any New York State created agency, department, division, board, commission, or bureau, including public authorities and public benefit corporations.

## State Government Entity

---

Any state government-created agency, department, division, board, commission or bureau of any state, including public authorities and public corporations.

# New York State Vendor Responsibility

## Statutory Affirmative Action Requirements

---

The statutory inclusion of language in government procurement contracts that

- a. requires a business entity to affirmatively act to ensure and promote equal opportunity employment on government contracts,
- b. prohibits a business-entity from discrimination in employment, and
- c. provides for termination of such contracts for a business entity's failure to comply with such terms.

## Suspension

---

(Suspension or suspended) Action taken by a government entity to temporarily restrict the business entity's right to provide new or continuing contractual obligations.

## Terminated for Cause

---

The exercise of a government entity's right to completely or partially terminate a contract due to the business entity's failure to perform its contractual obligations or for the business entity's failure to comply with statutory and/or regulatory responsibilities.

## TIN – Taxpayer Identification Number

---

Taxpayer Identification Number used for federal income tax reporting. This number may be the federal Employer Identification Number (EIN) or the Social Security Number (SSN) of an individual operating a business as a sole proprietor. (Note: Individuals and Sole Proprietors may use a Social Security Number but are encouraged to obtain and use an Employer Identification Number.)

## Trade Name

---

Any name used by a person to identify a business or vocation of such person. A person shall include an individual (natural person), firm, partnership, corporation, union, association or other business entity capable of suing and being sued in a court of law. This also includes any trade, franchise or licensee names.

## Unincorporated Association

---

This is a type of business entity that may be created contractually. The contractual relationship is between the members of the association, all of whom have agreed to join together for a particular purpose. These types of business entities include, but are not limited to, unions, historical societies, professional membership associations, and recreational societies.

## Woman Owned Business Enterprise (WBE)

---

A business enterprise which is at least 51% owned, operated or controlled by U.S. citizens or permanent resident aliens who are women. A business entity must be certified by the New York State Division of Minority and Women-Owned Business Development as a Women-Owned Business Enterprise in order to qualify for this status.

**DRUG AND ALCOHOL TESTING  
PROGRAM COMPLIANCE**





ACKNOWLEDGMENT OF DRUG AND ALCOHOL TESTING PROGRAM COMPLIANCE

\_\_\_\_\_ hereby acknowledges that a drug and alcohol  
(PRINT OR TYPE COMPANY NAME)  
program which is required by Federal Department of Transportation rules (CFR, Title 49, Part 40 and 382),  
has been implemented by this Company. The program is administered by:

Please select one

( ) The Company itself - The program administrator is:

\_\_\_\_\_  
Company Administrator's Name and Telephone Number

( ) Third-Party Administrator - The program administrator is:

\_\_\_\_\_  
Third-Party Administrator's Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Point of Contact/Telephone Number

\_\_\_\_\_  
Company Official's Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

(NOTARY SEAL/STAMP)

**LOCAL LAW 3-2018**

**APPRENTICESHIP TRAINING PROGRAM FORM**



NEW YORK STATE CERTIFIED APPRENTICESHIP  
TRAINING PROGRAM CERTIFICATION

**Pursuant to Erie County Local Law 3-2018 the following MUST be submitted along with supporting documentation** unless the Contracting Agency has otherwise determined under Section 2f of the Erie County Rules and Regulations that the New York State Certified Apprenticeship Training Program does not apply.

TO BE FILLED OUT BY BIDDER: please check that which applies on sign below.

[ ] Enclosed is a copy of the certification of approval of the New York State Certified Apprenticeship Training Program (NYSCATP) by the New York State Department of Labor which, as Bidder, will use in connection with the construction contract. Also Enclosed is a written plan demonstrating how apprentices will be utilized by the Bidder As Prime Contractor or by the Subcontractor(s) to the Bidder as Prime Contractor. Such Plan shall include at a minimum:

- i. An organized written plan in place that embodies the terms and conditions of employment, training and supervision of one or more apprentices;
- ii. A schedule of wages to be paid to the apprentices consistent with the skills required and approved by the New York State Department of Labor;
- iii. Equal employment and affirmative action plans;
- iv. **Workforce development and diversification goals to ensure that the contractor will diligently work toward a minority workforce goal of 30% minority and female participation combined in project personnel including trades people, trainees, journeymen, apprentices and supervisory staff;**
- v. **A minimum of ten percent (10%) of the total construction workers. Trades people, trainees, journeymen, and apprentices employed at any given time on a particular project by any and all contractors or subcontractors must be consist of persons participating in a NYSCATP; and**
- vi. **In all cases, such Certified Apprenticeship Training Program must be specific to the type and scope of work which is being performed and must have a graduation rate of at least thirty percent (30%) as determined by the New York State Department of Labor.**

[ ] Enclosed is a detailed explanatory written statement as to the inapplicability of Apprenticeship participation due to: the lack of career opportunities in NYSCATP Approved by New York State Department of Labor Commissioner; OR the magnitude of the construction contract which would make use of apprentices impracticable.

\_\_\_\_\_  
*SIGNATURE*

\_\_\_\_\_  
*COMPANY NAME*

\_\_\_\_\_  
*DATE*

**APPRENTICESHIP UTILIZATION  
CERTIFICATION FOR FINAL PAYMENT**



**APPRENTICESHIP UTILIZATION**  
**CERTIFICATION FOR FINAL PAYMENT**

STATE OF NEW YORK

COUNTY OF ERIE

\_\_\_\_\_ being duly sworn, deposes and says that he is the Contractor for the work associated with \_\_\_\_\_

\_\_\_\_\_ for the COUNTY OF ERIE, the Owner; and says that he is the \_\_\_\_\_

\_\_\_\_\_, the contracting company.

Deponent certifies that in accordance with Erie County Local Law 3-2018, \_\_\_\_\_% is the final percentage of persons participating in an apprenticeship program that the undersigned employed in the performance of this Contract.

Deponent further states that he has read the above statement and knows the content thereof, and that the same is true of his own knowledge.

\_\_\_\_\_  
(Name of Contractor)

“CORPORATE  
SEAL”

By \_\_\_\_\_

Sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public or Commissioner of Deeds



**PAY EQUITY CERTIFICATION**

**EXECUTIVE ORDER No. 13**



## Erie County Equal Pay Certification

In order to comply with Executive Order 13 dated November 6, 2014, we hereby certify that we are in compliance with federal law, including the Equal Pay Act of 1963, Title VII of the Civil Rights Act of 1964, Federal Executive Order 11246 of September 24, 1965 and New York State Labor Law Section 194 (together " Equal Pay Law"). We understand that this certification is a material component of this contract. Violation of the provisions of Executive Order 13, which is attached hereto and made a part hereof, can constitute grounds for the immediate termination of this contract and may constitute grounds for determining that a bidder is not qualified to participate in future county contracts.

We have evaluated wages and benefits to ensure compliance with the Equal Pay Law. We certify that we have not been the subject of an adverse finding under the Equal Pay Law within the previous five years and, in the alternative, if we were the subject of an adverse finding under the Equal Pay Law within the previous five years, we have annexed a detailed description of the finding(s). In addition, we have annexed a detailed description of any currently pending claims under the Equal Pay Law in which we are involved.

\_\_\_\_\_  
Signature

### Verification

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) SS:

A)

\_\_\_\_\_, being duly sworn, states he or she is the owner of (or a partner in) \_\_\_\_\_, and is making the foregoing Certification and that the statements and representations made in the Certification are true to his or her own knowledge.

B)

\_\_\_\_\_, being duly sworn, states that he or she is the Name of Corporate Officer \_\_\_\_\_, of \_\_\_\_\_, Title of Corporate Officer Name of Corporation the enterprise making the foregoing Certification, that he or she has read the Certification and knows its contents, that the statements and representations made in the Certification are true to his or her own knowledge, and that the Certification is made at the direction of the Board of Directors of the Corporation.

Sworn to before me this \_\_\_\_\_  
Day of \_\_\_\_\_, 20\_\_

**LOCAL LAW 5-1 2023**

**THE SERVICE-DISABLED VETERANS UTILIZATION ACT**



**COUNTY OF ERIE**

LOCAL LAW INTRO NO. 5-1 -2023

LOCAL LAW NO. \_\_\_\_\_-2023

**THE SERVICE-DISABLED VETERANS UTILIZATION ACT**

A LOCAL LAW in relation to ensuring that service-disabled veterans have greater participation in Erie County contracts.

THEREFORE, BE IT ENACTED by the Legislature of the County of Erie, as follows:

**SECTION 1. LEGISLATIVE INTENT**

Erie County is home to many men and women who have faithfully served their country as members of military and national guard, some of whom became disabled during their service. It is the intent of the Erie County Legislature to honor this service and sacrifice for our nation by promoting and encouraging the continued economic development of service-disabled veteran-owned businesses by ensuring greater participation in County contracts.

**SECTION 2. DEFINITIONS**

The following terms shall have the meanings indicated:

1. "State-Certified Business" shall mean a business that is a certified service-disabled veteran-owned business under the New York State Service-Disabled Veteran-Owned Business Act.
2. "Departments and Offices" shall mean
  - a) Any County department; or
  - b) Any division, office or bureau of any County department, or Erie County Community College; or
  - c) A board, a majority of whose members are appointed by the County Executive or who serve by virtue of being County officers or employees.

### **SECTION 3. OUTREACH**

The Erie County Office of Equal Employment Opportunity (the "EEO") shall be responsible for outreach to State Certified Businesses in order to encourage participation in public contract bidding opportunities. The EEO shall maintain a data base of all State-Certified Businesses.

### **SECTION 4. PARTICIPATION**

All Departments and Offices of Erie County shall make good faith efforts to ensure State-Certified Businesses have greater participation in County contracts by aiming for at least a six percent participation rate of State-Certified Businesses on County contracts.

### **SECTION 5. RECORDS**

All Departments and Offices of Erie County shall maintain documents reflecting the good faith efforts made by their Department.

### **SECTION 6. SEVERABILITY**

If any clause, sentence, paragraph, subdivision, section or part of the Local Law or the application thereof, to any person, individual, corporation, firm, partnership, entity or circumstance, shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional such order of judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part of this Local Law or in its application to the person, individual, corporation, firm, partnership, entity, or circumstance directly involved in the controversy in which such judgment or order shall be rendered.

### **SECTION 4. EFFECTIVE DATE**

This Local Law shall take effect upon filing with the New York Secretary of State.

**Sponsors:**  
John Gilmour

**ERIE COUNTY M/WBE  
CERTIFICATION AND  
SERVICE-DISABLED VETERAN OWNED BUSINESS  
UTILIZATION REPORTS**





COUNTY OF ERIE DEPARTMENT OF PUBLIC WORKS  
OFFICE OF THE COMMISSIONER

BID DATE: \_\_\_\_\_

TODAY'S DATE: \_\_\_\_\_

**ERIE COUNTY MINORITY/WOMEN BUSINESS ENTERPRISE & SERVICE-DISABLED  
VETERAN-OWNED BUSINESS UTILIZATION REPORT- PART A**

COMPANY: \_\_\_\_\_

AUTHORIZED REPRESENTATIVE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

PROJECT NUMBER: \_\_\_\_\_

I. List actions taken to identify, solicit, and contact Minority Business Enterprise (MBE), Women Business Enterprise (WBE) & Service-Disabled Veteran-Owned Business (SDVOB) to bid on subcontracts for this project.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

II. List all bona-fide Minority/Women Business Enterprise & Service-Disabled Veteran-Owned Businesses, sub-contractors, suppliers, professional personnel, solicited, contracted, or presently negotiating a contract in accordance with the minority business utilization goal set forth by the County of Erie.

MBE/WBE/SDVOB OWNED FIRMS	SUPPLY/ SERVICE	AMOUNT OF PROPOSAL	PRIOR CERTIFICATION	CONTRACT EXECUTED	REASON IF CONTRACT NOT AWARDED
---------------------------	-----------------	--------------------	---------------------	-------------------	--------------------------------

NAME: \_\_\_\_\_

YES

ADDRESS: \_\_\_\_\_

CITY, STATE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

NO

IRS #: \_\_\_\_\_

COUNTY OF ERIE DEPARTMENT OF PUBLIC WORKS  
OFFICE OF THE COMMISSIONER

MBE/WBE/SDVOB OWNED FIRMS	SUPPLY/ SERVICE	AMOUNT OF PROPOSAL	PRIOR CERTIFICATION	CONTRACT EXECUTED	REASON IF CONTRACT NOT AWARDED
---------------------------	-----------------	--------------------	---------------------	-------------------	--------------------------------

NAME: \_\_\_\_\_ YES

ADDRESS: \_\_\_\_\_

CITY, STATE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ NO

IRS #: \_\_\_\_\_

MBE/WBE/SDVOB OWNED FIRMS	SUPPLY/ SERVICE	AMOUNT OF PROPOSAL	PRIOR CERTIFICATION	CONTRACT EXECUTED	REASON IF CONTRACT NOT AWARDED
---------------------------	-----------------	--------------------	---------------------	-------------------	--------------------------------

NAME: \_\_\_\_\_ YES

ADDRESS: \_\_\_\_\_

CITY, STATE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ NO

IRS #: \_\_\_\_\_

MBE/WBE/SDVOB OWNED FIRMS	SUPPLY/ SERVICE	AMOUNT OF PROPOSAL	PRIOR CERTIFICATION	CONTRACT EXECUTED	REASON IF CONTRACT NOT AWARDED
---------------------------	-----------------	--------------------	---------------------	-------------------	--------------------------------

NAME: \_\_\_\_\_ YES

ADDRESS: \_\_\_\_\_

CITY, STATE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ NO

IRS #: \_\_\_\_\_

MBE/WBE/SDVOB OWNED FIRMS	SUPPLY/ SERVICE	AMOUNT OF PROPOSAL	PRIOR CERTIFICATION	CONTRACT EXECUTED	REASON IF CONTRACT NOT AWARDED
---------------------------	-----------------	--------------------	---------------------	-------------------	--------------------------------

NAME: \_\_\_\_\_ YES

ADDRESS: \_\_\_\_\_

CITY, STATE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ NO

IRS #: \_\_\_\_\_

COUNTY OF ERIE DEPARTMENT OF PUBLIC WORKS  
OFFICE OF THE COMMISSIONER

III. Assistance offered by contractor to MBE's/WBE's/SDVOB's as to bonding, union requirements obtaining work capital, etc.

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_

IV. Total Dollar Amount to be subcontracted to:

Minority Business Enterprise(s). \$ \_\_\_\_\_  
Women Business Enterprise(s). (if applicable) \$ \_\_\_\_\_  
Service-Disabled Veteran-Owned Business(s). \$ \_\_\_\_\_

V. Total Amount of Bid \$ \_\_\_\_\_

VI. MBE Percent (%) of project bid: (EC goal is 10%) \_\_\_\_\_ %  
WBE Percent (%) of project bid: (EC goal is 2%) \_\_\_\_\_ %  
SDVOB Percent (%) of project bid: (EC goal is 6%) \_\_\_\_\_ %

VII. YOU MUST ATTACH COPIES OF RELEVANT CORRESPONDENCE AND DOCUMENTS, INCLUDING RETURN RECEIPTS UPON LOW BIDDER STATUS TO EEO.

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED REPRESENTATIVE DATE

VIII. CONTRACTOR'S DESIGNATED EQUAL OPPORTUNITY OFFICER (EEO)

\_\_\_\_\_  
NAME DATE

**COUNTY OF ERIE MINORITY/WOMEN BUSINESS ENTERPRISE  
& SERVICE-DISABLED VETERAN-OWNED BUSINESS UTILIZATION REPORT PART – B**

Certificate of Expenditures at 30% Completion of Project

Contractor: \_\_\_\_\_ Contractor Name: \_\_\_\_\_

I. List all bona-fide minority/women business enterprises & Service-Disabled Veteran-Owned Business, subcontractors, suppliers, professional personnel, or joint venture firms, with whom you have entered into a binding agreement in accordance with the MWBE/SDVOB Business Utilization Goal set forth by the County of Erie. Include (minority trucking) firms that will be utilized and include an estimated dollar amount. The information must be submitted to the County of Erie when the project is 30% complete.

MBE/WBE/SDVOB OWNED FIRMS (SEE REVERSE SIDE IF MORE SPACE IS NEEDED)	TYPE OF WORK	DATE CONTRACT EXECUTED	TOTAL EXPENDED TO DATE	ESTIMATED AMOUNT REMAINING
--	-----------------	---------------------------	---------------------------	----------------------------------

NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY, STATE: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_  
IRS #: \_\_\_\_\_

MBE/WBE/SDVOB OWNED FIRMS (SEE REVERSE SIDE IF MORE SPACE IS NEEDED)	TYPE OF WORK	DATE CONTRACT EXECUTED	TOTAL EXPENDED TO DATE	ESTIMATED AMOUNT REMAINING
--	-----------------	---------------------------	---------------------------	----------------------------------

NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY, STATE: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_  
IRS #: \_\_\_\_\_

Erie County reserves the right to require documentation including, but not limited to, cancelled checks to verify these amounts.

II. Total Dollar Amount To Be Subcontracted To:

Minority Business Enterprise(s). \$ \_\_\_\_\_

Women Business Enterprise(s). (if applicable) \$ \_\_\_\_\_

Service-Disabled Veteran-Owned Business(s). \$ \_\_\_\_\_

III. Total Amount Expended To Date: \$ \_\_\_\_\_

OFFICE OF THE COMMISSIONER

- IV. Total Amount of Bid: \$ \_\_\_\_\_
- V. MBE Percent (%) of project bid: \_\_\_\_\_ %
- WBE Percent (%) of project bid: \_\_\_\_\_ %
- SDVOB Percent (%) of project bid: \_\_\_\_\_ %

I, \_\_\_\_\_

As an official representative of \_\_\_\_\_

do hereby certify that the information listed above is correct and complete.

\_\_\_\_\_  
NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
TITLE

**MINORITY/WOMEN BUSINESS ENTERPRISE & SERVICE-DISABLED VETERAN-OWNED  
BUSINESS UTILIZATION REPORT – PART C CERTIFICATION OF EXPENDITURES TO MBEs/WBEs**

(To Be Completed by the Prime Contractor and submitted at the 75% payment level.)

Contractor: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

MBE / WBE	PART B CONTRACT AMOUNT OR ESTIMATE	TOTAL EXPENDED TO DATE	ESTIMATED AMOUNT REMAINING
MBE's			
WBE's			
SDVOB's			

Erie County Reserves the right to require documentation, including, but not limited to, cancelled checks to verify these amounts.

I, \_\_\_\_\_

As an official representative of \_\_\_\_\_

do hereby certify that the information listed above is correct and complete.

\_\_\_\_\_  
NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
TITLE

**MINORITY BUSINESS ENTERPRISE UTILIZATION REPORT-PART D**  
**FINAL CERTIFICATION OF EXPENDITURE TO MBE's/WBE's/SDVOB's**

(To be completed by the prime contractor and submitted when contract is complete)

Erie County reserves the right to require documentation, including, but not limited to, cancelled checks to verify these amounts.

Contractor: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

MBE	<b>TOTAL AMOUNT EXPENDED</b>
WBE	<b>TOTAL AMOUNT EXPENDED</b>
SDVOB	<b>TOTAL AMOUNT EXPENDED</b>

TOTAL OF ALL MBE SUBCONTRACTS	\$ _____
TOTAL OF ALL WOMEN SUBCONTRACTS (if applicable)	\$ _____
TOTAL OF ALL SDVOB SUBCONTRACTS	\$ _____
FINAL MBE PERCENTAGE	_____ %
FINAL WBE PERCENTAGE (if applicable)	_____ %
FINAL SDVOB PERCENTAGE	_____ %

I, \_\_\_\_\_

As an official representative of \_\_\_\_\_



do hereby certify that the information listed above is correct and complete.

\_\_\_\_\_  
NAME DATE  
  
\_\_\_\_\_  
TITLE

**AUTHORIZATION FOR RELEASE OF MWBE/SDVOB INFORMATION TO ERIE COUNTY**

I, \_\_\_\_\_ as principal officer of: \_\_\_\_\_

Hereby authorize Erie County's representative to have access to: \_\_\_\_\_

MWBE/SDVOB certification materials, filed with: \_\_\_\_\_

File documents may be released to Erie County's representative to expedite the County's M.B.E certification process for: \_\_\_\_\_

\_\_\_\_\_  
SIGNED DATE  
  
\_\_\_\_\_  
TITLE

\*Sworn to before me

This \_\_\_\_\_ day of \_\_\_\_\_, 2023"

\_\_\_\_\_  
Notary Public / Commissioner of Deeds

**WAIVER**

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

1. Contractor has made a good faith effort to adopt subcontracting on this project to those trades, professions, suppliers, etc. for which minority/women's business & service-disabled veteran-owned business bids could be solicited; and
2. The total percentage of the bid which could be subcontracted in trades, professions, suppliers, etc. for which minority business enterprises' bids could be solicited is less than 10% for MBE's and/or 2% WBE's and/or 6% SDVOB's.

A waiver provided for by Erie County Local Law, is hereby requested on the ground that there are no / insufficient (circle the appropriate term) minority/ women's business enterprises and service-disabled veteran-owned business' in the market area of this project which do subcontracting in the following field (list all trades, professions, suppliers, etc. which could be subcontracted on this project):

- |          |           |
|----------|-----------|
| 1. _____ | 6. _____  |
| 2. _____ | 7. _____  |
| 3. _____ | 8. _____  |
| 4. _____ | 9. _____  |
| 5. _____ | 10. _____ |

(use additional sheets if necessary)

If a partial waiver is granted, the Contractor will make good faith effort to meet the reduced goal.

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED  
REPRESENTATIVE OF COMPANY

\_\_\_\_\_  
DATE

Granted in Whole: \_\_\_\_\_

Granted In Part: \_\_\_\_\_

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
EQUAL OPPORTUNITY OFFICIAL / TITLE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
LETTING DEPARTMENT REPRESENTATIVE / TITLE

\_\_\_\_\_  
DATE

**ERIE COUNTY EXECUTIVE ORDER #18**

**ATTESTATION AND**

**STATEMENT OF WORKFORCE (EXHIBIT 2)**



**EXHIBIT 2**

**ERIE COUNTY EXECUTIVE ORDER #18  
ATTESTATION AND  
STATEMENT OF WORKFORCE**

We hereby attest that we have read and understand Erie County Executive Order #18 (“EO #18”). We acknowledge that the project we are bidding on may be subject to the provisions thereof. We further attest that, should we be identified as the successful bidder and should the appropriate individual or entity determine that this project is subject to EO #18, we will be in compliance with such Order, or we will have been granted a partial waiver by the Erie County Office of Equal Employment Opportunity prior to starting work on the project.

We further acknowledge that in order for Erie County to determine if the project we are bidding on is subject to EO #18, they need to analyze the workforce that we intend to use on such project. We therefore now do attest that it is our current intention to use \_\_\_\_\_ # \_\_\_\_\_ construction workers, which number includes any subcontracted construction workers, on this project should it be awarded to us. For purposes of this attestation we understand that construction worker shall mean a laborer, workman, or mechanic who is directly involved in the construction, reconstruction, improvement, rehabilitation, installation, alteration, renovation, demolition or otherwise providing for any building, facility, roads, highways, bridges, or physical structure of any kind, but does not include professional services employees.

\_\_\_\_\_  
Signature

**Verification**

**STATE OF NEW YORK )**

**COUNTY OF ERIE ) SS:**

A)

\_\_\_\_\_, being duly sworn, states he or she is the owner of (or partner in) \_\_\_\_\_, and is making the foregoing Attestation and Statement of Workforce and that such representations made are true to his or her own knowledge.

B)

\_\_\_\_\_, being duly sworn, states that he or she is the (Name of Corporate Officer) \_\_\_\_\_, of (Name of Corporation or Enterprise) \_\_\_\_\_, that he or she has read the Attestation and Statement of Workforce and that such representations made are true to his or her knowledge, and are made at the direction of the Board of Directors of the Corporation.

Sworn to before me this \_\_\_\_\_  
Day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public

**ERIE COUNTY LOCAL AND  
DISADVANTAGED WORKER  
COMPLIANCE CERTIFICATION (EXHIBIT 3)**



**EXHIBIT 3**

**ERIE COUNTY LOCAL AND DISADVANTAGED  
WORKER COMPLIANCE CERTIFICATION**

In order to comply with Erie County Executive Order #18 dated September 27, 2017 we hereby make the following certification:

\_\_\_\_\_ 1) We hereby certify that, including any and all subcontracted work hours used on the project, we are in full compliance with Erie County Executive Order #18.

**-OR-**

\_\_\_\_\_ 2) We hereby certify that on \_\_\_\_\_, \_\_\_\_\_ we submitted a partial waiver request to the Erie County Office of Equal Employment Opportunity. Such request for partial waiver was granted on \_\_\_\_\_, \_\_\_\_\_. The conditions granted to us under this partial waiver allow for

\_\_\_\_\_  
\_\_\_\_\_  
We further certify that we are in compliance with all conditions granted to us under this partial waiver.

We understand that this certification is a material component of this contract. Violation of the provisions of Executive Order #18 will constitute grounds for the immediate termination of this Agreement and will further result in the Contractor being deemed a non-responsible bidder for a period of twelve months. Once grounds for immediate termination are established, actual contract termination will be at the discretion of Erie County.

\_\_\_\_\_  
Company  
\_\_\_\_\_  
Signature

**Verification**

STATE OF NEW YORK )  
COUNTY OF ERIE ) SS:

**A)**  
\_\_\_\_\_, being duly sworn, states he or she is **the owner of (or partner in)** \_\_\_\_\_, and is making the foregoing Attestation and Statement of Workforce and that such representations made are true to his or her own knowledge.

**B)**  
\_\_\_\_\_, being duly sworn, states that he or she is **the (Name of Corporate Officer)** \_\_\_\_\_, of (Name of Corporation or Enterprise) \_\_\_\_\_, that he or she has read the Attestation and Statement of Workforce and that such representations made are true to his or her knowledge, and are made at the direction of the Board of Directors of the Corporation.

Sworn to before me this \_\_\_\_\_  
Day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public



**ERIE COUNTY EXECUTIVE ORDER #18**

**MONITORING AND**

**REPORTS (EXHIBIT 4)**



**County of Erie Executive Order No. 18**  
**Monitoring and Reports**

All EMPLOYER/EMPLOYEE information reviewed or gathered, including Social Security Numbers, as a result of ERIE COUNTY'S Division of Equal Employment Opportunity (DEEO) monitoring and enforcement activities will be held confidential in accordance with all County, State and Federal confidentiality and privacy laws and used only for the purposes that it was reviewed or gathered.

- A. The Division of Equal Employment Opportunity (DEEO) shall monitor all Projects as authorized by Executive Order No. 18. The DEEO will require the following:
1. CONTRACTOR and Subcontractor whose projects are subject to ERIE COUNTY Executive Order No. 18 are to utilize their Certified Payroll Records when reporting their workforce compliance. That of the total work hours performed by residents of New York State on an Erie County construction project 100% are worked by residents of the Local Labor Area and 70% are worked by residents of the County of Erie.
  2. Monthly LCPTTracker Reports to determine if the CONTRACTOR and/or Subcontractor's workforce is in compliance with the submitted Agreement and that Monthly Compliance Reports identify residents of Erie County who reside in zip codes with a poverty rate of 20% or higher, and/or, in any ratio, disadvantaged workers who reside in Erie County. (***A disadvantaged worker is (1) a resident who has a household income below 50% of the Area Median Income (AMI); or (2) has been released from prison within the last 10 years, or (3) participates in the Temporary Assistance for Needy Families Program; or (4) participates in the Supplemental Nutrition Assistance Program; or (5) has been unemployed for at least 12 consecutive months.***)
  3. Receive LCPTTracker Reports; inspect certified payroll, personnel records and any other records or information necessary to ensure the required workforce utilization is in compliance with the EC Executive Order No. 18.
  4. Conduct desk reviews of Monthly Compliance Reports.
  5. Monitor and complete statistical reports that identify the overall project, contractor, and subcontractors' hiring or hours worked percentages in accordance with meeting Executive Order No. 18 stated requirements.
  6. Provide formal notification of non-compliance with the required workforce percentages or any alleged breach of Executive Order No. 18 to all contracting agencies, and stakeholders.

B. PENALTIES

Willful breach of the Executive Order No. 18 by the CONTRACTOR, failure to submit the Contract Compliance Reports via LCPTTracker, deliberate submission of falsified data, or failure to reach specific hiring or hours worked requirements may result in:

1. Erie County immediate termination of the underlying contract.
2. The CONTRACTOR being deemed a non-responsible bidder for a period of twelve months.

**C. REPORTING DOCUMENTATION – (If not using LCP Tracker)**

To be completed by the Contractor and to include subcontractor workforce and submitted on the 10th of each month or as required until completion of the project. Forward to: **Erie County Division of Equal Employment Opportunity at 95 Franklin Street, Room 625, Buffalo, NY 14202 “Attention Director.”**

Reporting Period: \_\_\_\_\_, 20

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ E-mail: \_\_\_\_\_

Title: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Employer Federal Identification Number: \_\_\_\_\_

Contract/Loan Number: \_\_\_\_\_

Project Location: \_\_\_\_\_

Project Start Date: \_\_\_\_\_ Project End Date \_\_\_\_\_

Contracting/Lending Agency: \_\_\_\_\_

**I. Vacancies, Referrals and Hires**

Please provide monthly and cumulative statistics for the number of jobs created, residents hired/zip code, and hires meeting disadvantage status (see paragraph A.2 above).

This Month Cumulative

Number of Vacancies Currently Available	This Month	Cumulative
Number of Vacancies Listed		
Total Number of Hires		
Number of Residents Hired/Zip Code		
Number of EC Referrals Hired		
Number of Current Employees Meeting Disadvantage Status		

**II. Workforce Reporting**

List the name, social security number, Zip Code, job title, hire date, and disadvantage status (see paragraph A.2 above), and hours worked for all new hires for this project and reporting period verified from Certified Payroll Records.

Name	SSN	Zip Code	Job Title	Hire Date	Disadvantage Status (from paragraph A.2 above)	Hours Worked

**III. Current Workforce This Month**

List the name, social security number, Zip Code, job title, hire date, and disadvantage status (see paragraph A.2 above), and hours worked for all existing employees for this project and reporting period verified from Certified Payroll Records.

Name	SSN	Zip Code	Job Title	Hire Date	Disadvantage Status (from paragraph A.2 above)	Hours Worked

**IV. Laid-Off Employees This Month**

List the name, social security number, Zip Code, job title, hire date, and disadvantage status (see paragraph A.2 above), and hours worked for all laid-off employees recalled to work for this project and reporting period verified from Certified Payroll Records.

Name	SSN	Zip Code	Job Title	Hire Date	Disadvantage Status (from paragraph A.2 above)	Hours Worked

**V. Terminations This Month**

List the name, social security number, Zip Code, job title, hire date, and disadvantage status (see paragraph A.2 above), and hours worked of all employees employed on the project that were transferred, terminated and/or resigned during this reporting period.

Name	SSN	Zip Code	Job Title	Hire Date	Disadvantage Status (from paragraph A.2 above)	Hours Worked

**VI. Summary of Hours Worked**

List the total hours worked for this reporting period and cumulative for the project by all employees residing in New York State and then broken down by category listed in the table below. List percentage of hours in each sub-category B through E based on total hours in A.

	Total Hours Worked By:	This Reporting Period	Cumulative	Percentage based on A.	
				This Reporting Period	Cumulative
A.	All Employees Residing in NYS				
B.	Employees Residing Local Labor Area			%	%
C.	Employees Residing in Erie County			%	%
D.	Employees Residing in poverty Zip Codes			%	%
E.	Employees who are Disadvantaged Workers			%	%

**VII. Indicate whether your firm is a subcontractor on this project: YES NO**

If yes, name of prime contractor: \_\_\_\_\_

**VIII. Comments:**

Describe any problems you have experienced in meeting your job creation projections in implementing the First Source Employment Agreement.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Verification**

STATE OF NEW YORK )

COUNTY OF ERIE ) SS:

A)

\_\_\_\_\_, being duly sworn, states he or she is the owner of (or partner in) \_\_\_\_\_, and is making the foregoing Attestation and Statement of Certification and that such representations made are true to his or her own knowledge.

B)

\_\_\_\_\_, being duly sworn, states that he or she is the (Name of Corporate Officer) \_\_\_\_\_, of (Name of Corporation or Enterprise) \_\_\_\_\_, that he or she has read and reviewed the compliance Statement of the Workforce and that such representations made are true to his or her knowledge, and are made at the direction of the Board of Directors of the Corporation.

Sworn to before me this \_\_\_\_\_

Day of \_\_\_\_\_, 20\_\_\_\_\_

Notary Public



**EXECUTIVE ORDER NO. 18  
 ERIE COUNTY LOCAL AND DISADVANTAGED  
 WORKER COMPLIANCE CERTIFICATION – WAIVER REQUEST**

COMPANY: \_\_\_\_\_  
 PROJECT NAME: \_\_\_\_\_  
 PROJECT NUMBER: \_\_\_\_\_  
 ADDRESS / PHONE: \_\_\_\_\_

**Waiver Request Requirements are as follows:**

1. Contractor has made a good faith effort to meet the requirements of Executive Order No. 18.
2. This waiver request form is to be accompanied with a detailed description of reasons to grant the waiver request on company letterhead per the requirements included in the Rules and Regulations “Waiver Process”.
3. In the event Contractor is seeking a waiver due to **workforce** challenges, Contractor must provide proof of the following:
  - a. Job postings per the Rules and Regulations and a description of candidate responses; and/or
  - b. A copy of the company’s collective bargaining or other legally binding agreement(s) (i.e. union signatory agreements or exclusivity agreements, etc.) and a description of how Contractor attempted to meet E.O. 18 requirements via this hiring process.
4. In the event Contractor is seeking a wavier due to **specialized work**, Contractor must provide a description of the specialized work, the particular skills and/or licenses required to complete such work and the reasons why a waiver is needed.
5. If a partial waiver is granted, Contractor is required to be in full compliance with the adjusted requirements.

A waiver provided for Executive Order No. 18, is hereby requested on the grounds that we have met the job posting requirements of the waiver process and are seeking a reduction of the following workforce requirements:

<u>Percentage Required</u>	<u>Percentage Requested</u>
Local Labor (100%):	_____
Erie County (70%):	_____
Disadvantaged (30%):	_____

-OR-

A waiver provided for Executive Order No. 18, is hereby requested due to the nature of specialized work and the revised dollar amounts of the contract are proposed to be as follows:

Original Awarded Contract Value: \$ \_\_\_\_\_

Proposed Decrease in Contract Value subject to EO 18 requirements: \$ \_\_\_\_\_  
 (if requesting partial waiver)

Revised Contract Value subject to subject to EO 18 requirements: \$ \_\_\_\_\_

\_\_\_\_\_  
 SIGNATURE OF AUTHORIZED REPRESENTATIVE

\_\_\_\_\_  
 DATE

**FOR ERIE COUNTY APPROVAL:**

\_\_\_\_\_  
 Office of Equal Employment Opportunity

\_\_\_\_\_  
 Erie County Department Representative

**ERIE COUNTY CONSTRUCTION  
CONTRACT AGREEMENT**



**ERIE COUNTY CONSTRUCTION CONTRACT AGREEMENT**

THIS AGREEMENT made into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between the COUNTY OF ERIE, a municipal corporation of the State of New York, hereinafter “County”, and \_\_\_\_\_ hereinafter “Contractor

WITNESSETH as follows

WHEREAS, the County Commissioner of Parks, Recreation and Forestry, hereinafter called “Commissioner”, by virtue of the power and authority in him vested did advertise for proposals and bids for:

**Erie County Parks Signage Phase 2**

Erie County, New York, to furnish all labor, tools, implements and materials that may be requisite and necessary to the execution and completion of the work according to the plans, specifications, profiles and other drawings relating to such work, as approved by the County of Erie and now on file in the Office of the Commissioner, and

WHEREAS, the Contractor did bid for said work in the manner and form as required by said plans and specifications and, being the lowest responsible bidder therefore, was duly awarded the Contract for such work at prices named in the itemized proposal by a resolution of the Erie County Legislature,

NOW THEREFORE, the Contractor, in consideration of the prices so named for the various items of work to be paid for as hereinafter provided, does for itself, its representatives, agents, executors, administrators, successors or assigns, covenant and agree with the County that the Contractor, shall and will at its own proper costs and charges and in conformity with said plans and specifications which are made a part of this Agreement without setting forth same herein, provide all manner and kind of materials, molds, models, cartage, appliances and appurtenances required and of every description necessary for the due and proper performance of this Agreement and the completion of said work to be done under the supervision and direction of the Commissioner, in a good workmanlike manner and in conformity with said plans and specifications without any alteration, deviation, additions, or omissions there from except upon due request and under the written direction of said Commissioner.

The Contractor acknowledges receipt of the Information for Bidders, General and Special Clauses, Specification, Proposal and Plans relating to this Agreement, as well as all issued Addenda thereto, all of which are expressly incorporated in this Agreement as if fully set forth herein.

ARTICLE 1. WORK TO BE DONE

The Contractor shall (a) furnish all labor, materials, appliances, tools and implements of every kind requisite and necessary, and construct and complete in the most substantial and workmanlike manner, the construction, improvement or reconstruction of:

**Erie County Parks Signage Phase 2**

in the County of Erie, New York as shown in the Plans entitled,

**Erie County Parks Signage Phase 2**

and numbered N/A through N/A, in accordance with the "Standard Specifications of the New York State Department of Transportation " of **January 1, 2025** of the New York State Department of Transportation, Design and Construction Division, including subsequent addendum in effect on the date of advertisement for receipt of bids; the information for bidders; form of proposal; agreement and bonds; general specifications and conditions of contract; materials of construction; and Payment Items; and (b) do everything required by this Agreement (Agreement Documents) as defined herein.

ARTICLE 2. DOCUMENTS FORMING THE CONTRACT

This Agreement (and Agreement Documents) shall be deemed to include the advertisements for proposals and bids; the Contractor's proposal and bid; the Information for Bidders; General and Special Clauses, Specifications relating to this Agreement; this Agreement; the "Standard Specifications" referred to above; the Plans; any addenda to specifications if the same are issued prior to the date of receipt of proposal and bid, and all provisions required by law to be inserted in this Agreement whether actually inserted or not.

ARTICLE 3. EXAMINATION OF DOCUMENTS AND SITE

The Contractor agrees that before making its proposal or bid Contractor has carefully examined the Agreement Documents, together with the site of the proposed work, as well as its surrounding territory, and is fully informed regarding all of the conditions affecting the work to be done and labor and materials to be furnished for the completion of this Agreement, including but not limited to the existence of poles, wires, pipes, ducts, conduits and other facilities and structures of municipal and other public service corporations on, over, under or through the site, and that Contractor's information was secured by personal investigation and research and not from the estimates or records of the Department, and that Contractor will make no claim against the County by reason of estimates, tests or representations of any officer or agent of the County.

ARTICLE 4. DATE OF COMPLETION

The Contractor covenants and agrees to commence the work embraced in this Agreement within ten (10) calendar days of the date hereof, unless the consent of the County, in writing, is given to begin at a later date, and that the Contractor will prosecute the same so that it shall be entirely completed and performed on or before the

**31<sup>th</sup> day of May, 2026**

It is further understood and agreed by the parties that the time of completion is of the essence of this Agreement. No extension beyond the date of completion fixed by the terms of this Agreement shall be effective unless in writing signed by the Commissioner. Such extension shall be for such time and upon such terms and conditions as shall be fixed by the Commissioner, which may include the assessment of liquidated damages against the Contractor and a charge to the Contractor for engineering and inspection expenses actually incurred upon the work. Notice of application for such extension shall be filed by the Contractor with the Commissioner at least fifteen (15) days prior to the date of completion fixed by the terms of this Agreement.

ARTICLE 5. ALTERATIONS AND OMISSIONS

The work hereunder shall be performed in accordance with the true intent and meaning of the Agreement Documents without any further expense of any nature whatsoever to the County other than the consideration named in this Agreement.

The County reserves the right, at any time during the progress of the work, to alter the plans or omit any portion of the work as it may deem reasonably necessary for the public interest; making allowances for additions and deductions at the prices named in the proposal or bid, for this work without constituting grounds for any claim by the Contractor for allowance for damages or for loss of anticipated profits, or for any variations between the approximate quantities and quantities of the work as done.

ARTICLE 6. CONFIDENTIALITY

The County agrees to assist the Contractor with the scope of work described in the Contractor’s Contract by providing applicable drawing files that may include but not be limited to; drawings, specifications, approved submittals and any other reasonable information necessary to perform the Contractor’s scope of work. Any and all information provided to the Contractor by The County or the Design Consultant, shall be defined as “Confidential Information”.

Contractor hereby agrees to maintain any Confidential Information received or learned in preparation of the underlying scope of work, (a) in confidence to the same extent the Contractor maintains its own proprietary industrial information of similar kind and value (but at a minimum the Consultant shall use commercially reasonable efforts); (b) the Contractor agrees not to disclose such Confidential Information to any Third Party without prior consent of the County; and (c) not use such Confidential Information for any purpose except those permitted by this Agreement.

ARTICLE 7. NO COLLUSION OR FRAUD

The Contractor hereby agrees to provide all non-collusive bidding certifications required by Section 103-d of the New York General Municipal Law and that the only person or persons interested as principal or principals in the bid or proposal submitted by the Contractor for this Agreement are named therein. The Contractor also agrees that no person other than those mentioned therein has any interest in the above mentioned bid or proposal or in the securing of the award, and that this Agreement has been secured without any connection with any person or persons other than those named, and that the proposal or bid is in all respects fair and was prepared and this Agreement secured without collusion or fraud and that neither any officer nor employee of the County of Erie has or shall have a financial interest in the performance of this Agreement or in the supplies, work or business to which it relates, or in any portion of the profits thereof.

ARTICLE 8. PAYMENT OF ESTIMATES

On the faithful performance of the work of this Agreement and its acceptance by the County, the County hereby agrees to make payments to the Contractor therefore based upon the proposal or bid hereto attached and made a part of this Agreement in the following manner, to wit: the County shall once in each month, on such days as it may fix, make an estimate of the quantity of work done and of material which has been actually put in place in accordance with the terms and conditions of this Agreement, during the preceding month and compute the value thereof and pay to the Contractor all monies due as prescribed by law. If, however, the amount earned by the Contractor in any one month except the month in which the final estimate is rendered should be less than five per cent (5%) of the Agreement amount and in no case less than one thousand dollars (\$1,000), no monthly estimate will be given for that month.

ARTICLE 9. CONTRACT BID AMOUNT

The County agrees to pay, and the Contractor agrees to accept, payment for work performed in this Agreement, an amount not to exceed the Contract Bid Amount of \_\_\_\_\_ (\$\_\_\_\_\_).

The Contractor specifically agrees that this Agreement shall be deemed executory only to the extent of the monies available and no liability shall be incurred by the County beyond the monies available for the purposes.

ARTICLE 10. INSURANCE

During the term of this Agreement, the Contractor agrees to maintain insurance coverage consistent with the

insurance requirements attached hereto. Contractor agrees to name the "County of Erie" as an additional insured on all such insurance policies, and to provide to the County Attorney certificate(s) of insurance evidencing such insurance coverage prior to the commencement of any work on the Project. All insurance certificates shall be subject to approval by the office of the County Attorney.

#### ARTICLE 11. NO ESTIMATE ON CONTRACTOR'S NON COMPLIANCE

It is further agreed that while any lawful or proper direction concerning the work or material given by the Commissioner, or his representative, shall remain in non-compliance, the Contractor shall not be entitled to have any estimate made for the purpose of payment, nor shall any estimate be rendered on account of work done or material furnished until such lawful or proper direction aforesaid has been fully and satisfactorily complied with.

#### ARTICLE 12. FINAL ACCEPTANCE OF WORK

When in the opinion of the Commissioner, a Contractor has fully performed the work under this Agreement, he shall by letter notify the Contractor of such acceptance, and copies of such acceptance shall be sent to other interested parties.

#### ARTICLE 13. FINAL PAYMENT

After the final acceptance of the work, the Commissioner shall prepare a final estimate of the work done from actual measurements and computations relating to the same, and he shall compute the value of such work under and according to the terms of this Agreement. This estimate shall be certified as to its accuracy by the Commissioner. All certificates, upon which partial payments have been made being merely estimates, shall be subject to correction in the final certificate or estimate.

#### ARTICLE 14. RIGHT TO SUSPEND WORK AND CANCEL CONTRACT

It is mutually agreed that if, at any time during the prosecution of the work, the Commissioner shall determine that the work upon this Agreement is not being performed according to this Agreement, or for the best interests of the County, that the Commissioner may suspend or stop the work under this Agreement while it is in progress, and that the Commissioner shall thereupon complete the work in such a manner as will be in accord with this Agreement and the Agreement Documents, plans and specifications and be for the best interests of the County, or he may terminate this Agreement and re-advertise and re-let as provided by law.

Whenever the County determines to suspend or stop work under this Agreement, a written notice sent by mail to the Contractor at his address and to the sureties at their respective addresses, shall be sufficient notice of its action in the premises.

#### ARTICLE 15. DETERMINATION AS TO VARIANCES

In case of any ambiguity in the plans, specifications or maps, or between any of them the matter must be immediately submitted to the Commissioner, who shall adjust the same, and his decision in relation thereto shall be final and conclusive upon the parties.

#### ARTICLE 16. DELAYS, INEFFICIENCIES, AND INTERFERENCE

The Contractor agrees to make no claim for extra or additional costs attributable to any delays, inefficiencies, or

interferences in the performance of this Agreement occasioned by any act or omission to act by the County or any of its representatives except as provided in Subsection "B" of this Article. The Contractor also agrees that any such delay, inefficiency, or interference shall be compensated for solely by an extension of time to complete the performance of the work in accordance with the provisions of Engineering Charges pages IB 9-10. In the event the Contractor completes the work prior to the contract completion date set forth herein, the Contractor hereby agrees to make no claim for extra costs due to delays, interferences or inefficiencies in the performance of the work except as provided in Subsection "B" of this Article.

- A. The Contractor further agrees that Contractor included in Contractor's bid, prices for the various items of the contract any additional costs for delays, inefficiencies, or interferences affecting the performance or scheduling of contract work caused by, or attributable to, the following instances:
1. The work or the presence on the contract site of any third party, including but not limited to that of other contractors or personnel employed by the County, by other public bodies, by railroad, transportation or utility companies or corporations, or by private enterprises, or any delay in progressing such work by any third party.
  2. The existence of any facility or appurtenance owned, operated, or maintained by any third party.
  3. The act, or failure to act, of any other public or governmental body, including, but not limited to, approvals, permits, restrictions, regulations or ordinances.
  4. Restraining orders, injunctions, or judgments issued by a court.
  5. Any labor boycott, strike, picketing or similar situation.
  6. Any shortages of supplies or materials required by the contract work.
  7. Climatic conditions, storms, floods, droughts, tidal waves, fires, hurricanes, earthquakes, landslides, or other catastrophes. However, payment may be made for repairing damage to the work caused by "Occurrences" as provided in Subsection 107-09 of Standard Specifications of the New York State Department of Transportation
  8. Determinations by the Department of Public Works to open certain sections of the project to traffic before completion of the entire contract work.
  9. Increases in contract quantities, additional contract work, or extra work or for delays in the review of issuance or orders- on-contract, or shop drawings, or field change sheets. However, payment for performance of extra work will be made pursuant to Subsection 109-05, Paragraph A and Paragraph B 1 only of Standard Specifications of the New York State Department of Transportation.
  10. Failure of the County to provide individual rights-of-way parcels for an extended period of time beyond that indicated by this Agreement, if such unavailability, as determined by the Commissioner, does not significantly affect the scheduled completion of this Agreement.
  11. Unforeseen or unanticipated surfaces and subsurface conditions.
  12. Stop work orders issued by the Engineer, pursuant to Subsection 105-01 of Standard Specifications of the New York State Department of Transportation.
  13. Any situation which was, or should have been within, the contemplation of the parties at the time of entering into this Agreement.



- B. The Contractor agrees that the only claims he may make for extra compensation caused by delay, inefficiencies, or interference affecting the performance of the scheduling of contract work will be solely limited to those arising out of the following instances:
1. The issuance by the Commissioner of a stop work order relative to a substantial portion of work, which the Commissioner determines to significantly affect the scheduled completion of this Agreement, other than those orders issued pursuant to Subsection 105-01 of Standard Specifications of the New York State Department of Transportation.
  2. The unavailability of critical rights-of-way parcels for such an extended period of time beyond that indicated in this Agreement which the Commissioner determines to significantly affect the scheduled completion of this Agreement.

In all of such instances, compensation to be considered will be limited to documented additional direct field costs, including field supervision, escalation of costs for labor, materials, and rental equipment, and for such other related additional costs. In no case will additional costs for home office overhead, idle equipment, profit, or financing be allowed. Failure of the Contractor to adequately progress the completion of the work will be considered in determining whether the foregoing instances are the primary causes of delay. In all of such instances, for any claim asserted under this section, the Contractor shall keep detailed written records of the costs and agrees to make them available to the Department of Parks, Recreation and Forestry at any time for purposes of audit and review.

Any dispute relating to such claims shall be promptly submitted to the Commissioner in writing and the Commissioner's determination shall be final and binding on the Contractor. Failure by the Contractor to promptly notify the Commissioner in writing or to maintain and furnish cost records of such claims shall constitute a waiver of the claim.

- C. The provisions of this Article apply only to claims for extra or additional costs attributable to delays, inefficiencies, or interferences and do not preclude determinations by the Commissioner allowing reimbursement for additional direct costs for extra work pursuant to Subsection 105-14 of Standard Specifications of the New York State Department of Transportation.

#### ARTICLE 17. INDEMNITY CLAUSE

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the County of Erie, its agents, officers and employees, from any and all liability, damage, claims, demands, costs, judgments, fees, attorney's fees or loss arising out of, directly or indirectly, or relating in any way to the performance or failure to perform under this Agreement by the Contractor or third parties under the direction or control of the Contractor, including but not limited to personal injuries. The Contractor shall defend the County, at its sole expense, against any and all claims, demands or causes of action directly or indirectly arising out of this Agreement and to bear all other costs and expenses related thereto.

#### ARTICLE 18. ASSIGNMENT

The Contractor shall not delegate any duties or assign any of its rights under this Agreement without the prior express written consent of the County. The Contractor shall not subcontract any part of the Work without the written consent of the County, subject to any necessary legal approvals. Any purported delegation of duties, assignment of

rights or subcontracting of Work under this Agreement without the prior express written consent of the County is void. All subcontracts that have received such prior written consent shall provide that subcontractors are subject to all terms and conditions set forth in this Agreement. It is recognized and understood by the Contractor that for the purposes of this Agreement, all Work performed by a County-approved subcontractor shall be deemed Work performed by the Contractor and the Contractor shall insure that such subcontracted work is subject to the material terms and conditions of this Agreement.

#### ARTICLE 19. AUTHORIZATION

This Agreement is executed, pursuant to authorization contained in a resolution adopted by the County Legislature of the County of Erie, for Meeting Number \_\_\_\_\_ held on \_\_\_\_\_ being Communication Number \_\_\_\_\_, and further approved by the Erie County Fiscal Stability Authority at their meeting of \_\_\_\_\_.

#### ARTICLE 20. SUCCESSORS AND ASSIGNEES

This agreement shall bind the successors, assignees and representatives of the parties hereto.

#### ARTICLE 21. COMPLIANCE WITH LAWS

The Contractor shall comply, at its own expense, with the provisions of all applicable local, state and federal laws, rules and regulations, including, but not limited to, those applicable to the Contractor as an employer of labor. The Contractor shall further comply, at its own expense, with all applicable rules, regulations and licensing requirements pertaining to its professional status and that of its employees, partners, associates, subcontractors and others employed to render the Work hereunder.

#### ARTICLE 22. GOVERNING LAW AND SEVERABILITY

This Agreement may be executed simultaneously in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument. This Agreement shall be construed and enforced in accordance with the laws of the State of New York. In addition, the parties hereby agree that for any cause of action arising out of this Agreement shall be brought in the County of Erie.

If any term or provision of this Agreement is held by a court of competent jurisdiction to be invalid or void or unenforceable, the remainder of the terms and provisions of this Agreement shall in no way be affected, impaired, or invalidated, and to the extent permitted by applicable law, any such term, or provision shall be restricted in applicability or reformed to the minimum extent required for such to be enforceable. This provision shall be interpreted and enforced to give effect to the original written intent of the parties prior to the determination of such invalidity or unenforceability.

#### ARTICLE 23. HEADINGS

The headings used in this Agreement are for convenience of the parties only and shall not be considered in interpreting the meaning of any provision of this Agreement.

IN WITNESS WHEREOF, This agreement has been executed on behalf of the County by the County Executive of Erie County, who has caused the seal of his office to be affixed hereto and the Contractor has duly executed this agreement on the day first above written.

\_\_\_\_\_  
Contractor

By: \_\_\_\_\_

**COUNTY OF ERIE**

By: \_\_\_\_\_  
County Executive of Erie County

Approved as to Form:

Approved as to Content:

Assistant County Attorney  
Document No.: \_\_\_\_\_

Troy Schinzel  
Commissioner of Parks, Recreation and Forestry

Acknowledgment of Party of the **CORPORATE** Contractor

State of New York}ss:

County of Erie}

On this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_ before me personally came \_\_\_\_\_ to me known, who being by me duly sworn, did depose and say that he resides in \_\_\_\_\_ that he is the \_\_\_\_\_ of the \_\_\_\_\_ the corporation described in and which executed the foregoing instrument, that he knew the seal of said corporation; that the seal affixed to said instrument was such corporate seal; that it was so affixed by order of the Board of Directors of said Corporation, and that he signed his name thereto by like order.

\_\_\_\_\_  
Notary Public

IN WITNESS WHEREOF, This agreement has been executed on behalf of the County by the County Executive of Erie County, who has caused the seal of his office to be affixed hereto and the Contractor has duly executed this agreement on the day first above written.

\_\_\_\_\_  
Contractor

By: \_\_\_\_\_

**COUNTY OF ERIE**

By: \_\_\_\_\_  
County Executive of Erie County

Approved as to Form:

Approved as to Content:

Assistant County Attorney  
Document No.: \_\_\_\_\_

Troy Schinzel  
Commissioner of Parks, Recreation and Forestry

Acknowledgment by **CO-PARTNERSHIP** Contractor

State of New York}ss:

County of Erie}

On this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_ before me personally came \_\_\_\_\_ to me known and known to me to be the person who executed the above instrument, who, being duly sworn by me, did for himself depose and say that he is a member of the firm of \_\_\_\_\_ consisting of himself and \_\_\_\_\_ and that he executed the foregoing instrument in the firm name of \_\_\_\_\_ and that he had authority to sign same, and he did acknowledge to me that he executed the same as the act and deed of said firm of \_\_\_\_\_ for the uses and purposes mentioned therein.

\_\_\_\_\_  
Notary Public