

## **BID ADVERTISEMENT**

Sealed proposals will be received by the City Clerk of the City of Rome, New York, until 3:00 P.M. local time, June, 12th, 2019, for the following project:

### **RFP-2019-015**

#### **FULL PREVENTIVE MAINTENANCE AND REPAIR FOR HVAC SYSTEMS AT VARIOUS CITY OF ROME LOCATIONS**

Proposals will be publicly opened and read aloud at 3:00 P.M., local time, the same day, June 12th, 2019 in the Council Chambers, 2nd Floor, City Hall, Rome, New York.

All proposals shall be made on forms furnished and shall be enclosed in a sealed envelope marked to the attention of the City Clerk as follows:

### **ROME CITY CLERK**

#### **RFB-2019-015**

#### **FULL PREVENTIVE MAINTENANCE AND REPAIR FOR HVAC SYSTEMS AT VARIOUS CITY OF ROME LOCATIONS**

**(Bidder's Name)**

Owner: City of Rome.

Owner's Representative:

Zach Cortese  
City of Rome, Purchasing Agent  
198 N Washington St., Rome NY, 13440  
315-339-7665

**PROJECT DESCRIPTION:** The City of Rome, NY is seeking proposals for Preventative Maintenance at 7 locations. Service shall include providing full preventive maintenance and repair to HVAC systems at various City of Rome locations, ie: Rome City Hall, Rome Records Retention Building, Rome Art and Community Center, Rome Justice Building, Rome Train Station, Rome DDSO, and JF Kennedy Arena. Total of 7 locations.

**\*\*SITE VISIT\*\*:** Each prospective vendor is required to visit the premises where scheduled maintenance and service of HVAC equipment is required by the specifications. As a result of the site visit, the prospective vendor will be regarded by the City of Rome as having full knowledge of the physical conditions, refrigerant charge and equipment at each facility.

**Site Visit on 6/3/2019 at 10AM** – to meet at City Hall 1st Floor Lobby. Contact person Dave Bruno at 315-272-8904 OR Mark Montalbano 315-795-0325.

Bids will be advertised electronically at; [www.romenewyork.com](http://www.romenewyork.com) under the treasurer and purchasing tab. As well as [BidNet.com](http://BidNet.com) and [MVB.com](http://MVB.com). The plans are available for download (Adobe PDF) at the City's website on the purchasing tab at no charge; however, be advised that incomplete bids will be disqualified.

**All questions should be directed to Rome City Purchasing Agent, Zach Cortese. PH: 315-339-7665  
EMAIL: [zcortese@RomeCityGov.com](mailto:zcortese@RomeCityGov.com)**

It is the policy of the City of Rome to encourage the greatest possible participation of minority and women-owned business enterprises. All qualified Minority and Women-Owned Business Enterprises (MWBE) suppliers, contractors, and/or businesses will be afforded equal opportunity without discrimination because of race, color, religion, national origin, sex, age, disability or sexual preference.

Proposals may not be withdrawn within sixty (60) days after the date set for the opening thereof. Incomplete bids will be disqualified.

The City of Rome, New York, reserves the right to reject any or all proposals or to accept any proposal deemed to be in its best interest.

Jean Isom Grande  
City Clerk  
Board of Estimate & Contract

**LEGAL SECTION: 1 TIME**

**DATE:**

**TO APPEAR:**