



City of Rome

Commercial Facade Rehabilitation Project

**BID SUMMARY SHEET**

**PROJECT NAME:** RFB: 2024:016/504 N. James Street Commercial Facade Improvements

**Description and Items:** The work shall consist of furnishing all labor, materials and equipment required for the complete execution of all work described in the Scopes of Work. No partial proposals will be accepted.

**TOTAL BASE BID:** \$ 75,250.00


**Total Base Bid in Words:** Seventy-five thousand two hundred fifty dollars

**Bidder Name (Organization or Individual)** M.E.I.D. LLC

**Contact Person & Title:** Kevin Richmond, Estimator

**Contact Address:** 10 Castle Street, Oneida NY 13421

**Contact Phone Number & Email:** Kevin@meidconstruction.com | 315-361-1768

**Signature:**  **Date:** 5/9/2024

**BIDDER'S WARRANTY:** The above-signed person by his/her affixed signature certifies that he/she is an officer of the Bidder. He/she has been specifically authorized to offer this bid in full compliance with all requirements and conditions, as set forth in the bid, other than those deviations noted above. He/she has fully read and understands the bid and has full knowledge of the scope, nature, quantity, and quality of work to be performed and that he/she has carefully examined and checked the materials, equipment, labor, service, and cost thereof, and hereby states that the amount or amounts set forth in this bid is or are correct. The bidder further agrees not to make claim for reformation, modification, or correction of this bid after the scheduled closing time for receipt of proposals.



**CITY OF ROME, NEW YORK  
DOWNTOWN FAÇADE GRANT PROGRAM  
504 N. James Street  
Rome, New York 13440**

**BID ITEM BREAKDOWN**

Note: All prices shall include labor and materials, unless noted otherwise,  
as well as clean-up and debris removal.

A. SELECTIVE DEMO .....	\$ <u>3,875</u>
B. RE-FRAME EXTERIOR WALLS .....	\$ <u>10,970</u>
C. WINDOWS & DOORS .....	\$ <u>41,580</u>
D. INSTALL PVC MILLWORK .....	\$ <u>10,935</u>
E. PAINT PVC MILLWORK .....	\$ <u>5,040</u>
F. GUTTER AND DOWNSPOUT .....	\$ <u>1,135</u>
G. LIGHTING .....	\$ <u>1,715</u>
H. SIGNAGE .....	\$ <u>By Owner</u>
Total = \$ <u>75,250</u>	

## Community Development Block Grant Project

Name of Project: RFB: 2024:0116/504 N. James Street Commercial  
Facade Improvements

### **NON-COLLUSIVE BIDDING CERTIFICATE**

Pursuant to New York General Municipal Law 103(d)

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 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 be disclosed by the bidder and will not knowingly disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
- (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purposes of restricting competition.

  
\_\_\_\_\_  
Signature

**M.E.I.D. LLC**

\_\_\_\_\_  
Name of Bidder (Organization or Individual)

**Kevin Richmond, Estimator**

\_\_\_\_\_  
Contact Name & Title

**5/9/2024**

\_\_\_\_\_  
Date

# Commercial Facade Rehabilitation Project

**Project Name/Number** RFB: 2024:016/504 N. James Street Commercial Facade Improvements

## RESPONSIBLE BIDDER FORM

Each bidder will complete the following to enable the City to determine if the bidder meets the criteria of a Responsible Bidder.

- A. Has your firm agreed to or been in negotiations which may lead to a merger, consolidation, or other form of reorganization?  Yes  No

If yes, please explain: \_\_\_\_\_

- B. Has your firm or its majority owner filed for bankruptcy?  Yes  No

- C. Is your firm presently on a State or Federal Debarment or Ineligible Bidder's List?

Yes (please explain): \_\_\_\_\_

No

In determining the "lowest responsible bidder," in addition to price, the City of Rome shall consider the ability, capacity and skill of the bidder to perform the contract or provide the service required; whether the bidder can perform the contract or provide the service promptly or within the time specified, without delay or interference; the character, integrity, reputation, judgment, experience and efficiency of the bidder; the quality of performance or previous contracts or services; existing compliance by the bidder with laws and ordinances relating to the contract or service; the sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service; the quality, availability and adaptability of the supplies or contractual services to the particular use required; the ability of the bidder to provide future maintenance and service for the use of the subject of the contract; and the number and scope of conditions attached to the bid.

Signature: 

Name of Bidder (Organization or Individual): M.E.I.D. LLC

Contact Person & Title: Kevin Richmond, Estimator

Date: 5/9/2024

## Federal Contract Provisions Bidder Certification Form

PROJECT RFB#: 2024:016

PROJECT TITLE: 504 N. James St. Commercial Facade Improvements

### CERTIFICATION:

I hereby certify that I have reviewed and understand the Federal Construction Contract Provisions requirements imposed on the Contractor(s) of HUD-funded construction projects, including but not limited to the following:

1. The subject project is being financed with Community Development Block Grant funds (24 CFR Part 570);
2. This project and all related construction contracts are subject to the U.S. Department of Housing and Urban Development's Federal Labor Standards Provisions (HUD 4010); and
3. This project is subject to all applicable laws and regulations as listed in the General Federal Provisions; and
4. If my bid is \$200,000 or more, this project and all related contracts will subject to Section 3 requirements (12 U.S.C.1701u).

CONTRACTOR'S DBA: M.E.I.D. LLC

BUSINESS ADDRESS: 10 Castle Street, Oneida NY 13421

AUTHORIZED REPRESENTATIVE: (Type Name) Kevin Richmond, Estimator

SIGNATURE: 

DATE: 5/9/2024

## Bidder Questionnaire

Please complete by circling or highlighting the appropriate answer and submit the following information per the United State Department of Housing and Urban Development (HUD) 2516 CDBG Contract and Subcontract Activity report.

Name of organization: M.E.I.D. LLC

Point of contact: Kevin Richmond

Contract: RFB: 2024:016/504 N. James St. Commercial Facade Improvements

Award amount: \$75,250

- 1) Based on the following Trade Codes, please confirm which best identifies your service:

1 – New Construction	6 – Professional
2 – Substantial Rehabilitation	7 – Tenant Services
3 – Repair	8 – Education/Training
4 – Service	9 – Architecture/Engineering Appraisal
5 – Project Management	0 – Other
  
- 2) Based on the following Racial/Ethnic Codes, please confirm which best identifies the racial/ethnic/gender character of the owners and controllers of 51% of the business. (When 51% or more is not owned and controlled by any single racial/ethnic category, please select which seems most appropriate):

<u>1 – White Americans</u>	4 – Hispanic Americans
2 – Black Americans	5 – Asian/Pacific Americans
3 – Native Americans	6 – Hasidic Jews
  
- 3) Are you a Woman-Owned business?  
Yes or No
  
- 4) What is your Contractor Identification Number? (This is your Employer IRS Number of the Prime Contractor as the unique identifier for primer recipient of HUD funds): 22-3300902
  
- 5) Are you a Section 3 business?  
Yes or No

Please sign and date at the bottom of this page that you authorize the use of this information:

Kevin Richmond  
Name

[Signature]  
Signature

5/9/2024  
Date



STATEMENT OF SURETY'S INTENT

To: City of Rome, City Treasurer  
(Owner)

We have reviewed the Bid of M.E.I.D., LLC  
(Contractor)

of 10 Castle Street, Oneida, NY 13421  
(Address)

for 504 N. James Street Commercial Facade Improvements - RFB-2024-016  
(Project)

Bids for which will be received on May 09, 2024  
(Bid Opening Date)

and wish to advise that should this Bid of the Contractor be accepted and the Contract awarded to him, it is our present intention to become surety on the performance bond and labor and material bond required by the Contract.

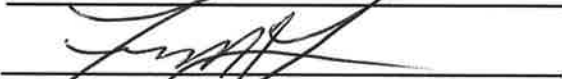
Any arrangement for the bonds required by the Contract is a matter between the Contractor and ourselves and we assume no liability to you or third parties if for any reason we do not execute the requisite bonds.

We are duly authorized to do business in the State of New York

Attest:



The Service Insurance Company, Inc.

  
Surety's Authorized Signature(s)  
Francis A. Lowther, Attorney-in-Fact

Attach Power of Attorney

(Corporate seal if any. If no seal, write "No Seal" across this place and sign.)

(This Form Must Be Completed and Submitted with the Bid)



**AIA**<sup>®</sup>

# Document A310<sup>TM</sup> – 2010

## Bid Bond

**CONTRACTOR:**

(Name, legal status and address)  
M.E.I.D., LLC

10 Castle Street  
Oneida, NY 13421

**OWNER:**

(Name, legal status and address)

City of Rome, City Treasurer  
198 North Washington Street  
Rome, NY 13440

**BOND AMOUNT:** \*\*\* FIVE PERCENT OF AMOUNT BID \*\*\* (5% of Bid)

**PROJECT:**

(Name, location or address, and Project number, if any)

504 N. James Street Commercial Facade Improvements

**SURETY:**

(Name, legal status and principal place of business)

The Service Insurance Company, Inc.

80 Main Street, 3rd Floor  
West Orange, NJ 07052

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

Project Number, if any: RFB-2024-016

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 7th day of May 2024

(Witness)

M.E.I.D., LLC

(Principal)

(Seal)

(Title) Kevin Richmond, Estimator  
The Service Insurance Company, Inc.

(Surety)

(Seal)

(Title) Francis A. Lowther, Attorney-in-Fact

Init.

**ACKNOWLEDGMENT OF PRINCIPAL, IF A LIMITED LIABILITY COMPANY**

State of New York  
County of Madison

On this 9<sup>th</sup> day of May, 2024, before me personally came and appeared Kevin Richmond to me known, who being by me duly sworn, did depose and say that he resides in the City of Oneida; that he is the Estimator of M.E.I.D., LLC, the limited liability company described in and which executed the foregoing instrument; that he knows the seal of said limited liability company; that one of the seals affixed to said instrument is such seal; that it was so affixed by order of the managing members of said limited liability company, and that he signed his name thereto by like order.

Megan Mercer  
Notary Public

MEGAN MERCER  
Notary Public, State of New York  
Reg. No. 01ME6414897  
Qualified in Madison County  
Commission Expires March 1, 2025

**SURETY ACKNOWLEDGMENT**

State of New York  
County of Onondaga

On this 7<sup>th</sup> day of May, 2024, before me personally appeared Francis A. Lowther to me known, who being by me duly sworn, did depose and say: that he resides in the City of Syracuse, NY; that he is the Attorney-In-Fact of the above signed surety, the corporation described in and which executed the within instrument; that he knows the corporate seal of said corporation; that the seal affixed to said instrument is 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.

Matthew J. Capriotti  
Notary Public

MATTHEW J. CAPRIOTTI  
Notary Public - State of New York  
No. 01CA6434571  
Qualified in Onondaga County  
My Commission Expires June 6, 2026





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**Commercial Façade Program**

Bidder:

MEID, LLC  
10 Castle St.  
Oneida, NY 13421  
315-361-1768

**Bidder's Checklist**

All forms listed below must be submitted in order for the bid to be considered complete, unless they are designated post-bid submissions. Incomplete Proposals will not be considered.

- BD-3 Bid Summary Sheet
- BD-4 Certificate of Non-Collusion
- BD-5 Responsible Bidder Form
- BD-6 MWBE Form (Post-Bid)
- BD-7 MWBE Utilization Plan (Post-Bid)
- BD-12 Federal Contract Provisions Bidder Certification Form
- BD-13 Federal Contract Provisions Questionnaire
- BD-15 Section 3 Insert (If applicable)(Post-Bid)

