



# Purchasing and Central Services

Monroe County, New York

**Maggie Brooks**  
*County Executive*

**Dawn C. Staub**  
*Purchasing Manager*

**ADDENDUM NO:** 1

**BID PROJECT NO:** 0306-12 **LAWN CARE MAINTENANCE; MECHANICAL AND CHEMICAL**

**DATE:** March 16, 2012

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BIDDERS PLEASE NOTE:

**REPLACE THE BID PROPOSAL PAGE WITH THE ATTACHED. BID OPENING DATE HAS BEEN CHANGED TO MARCH 30, 2012 AT 11:00 AM.**

SIGN this Addendum below acknowledging receipt and understanding and either INSERT in document or RETURN under separate cover.

**MONROE COUNTY**

*Sharon A. Berndt*

Sharon A. Berndt, Buyer  
(585) 753-1110

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The undersigned bidder acknowledges receipt and understanding of Addendum No. 1 to Bid Project No. 0306-12 **LAWN CARE MAINTENANCE; MECHANICAL AND CHEMICAL.**

\_\_\_\_\_, 2012  
Date

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title



**MONROE COUNTY  
 BID PROPOSAL**

Division of Purchasing  
 County Office Building, Room 200  
 39 West Main Street  
 Rochester, NY 14614  
 (585) 753-1100

BID PROJECT NUMBER: 0306-12

BID TITLE: LAWN CARE MAINTENANCE;  
 MECHANICAL AND CHEMICAL

BUYER: Sharon A. Berndt

BID TIME: 11:00 AM

PHONE: (585) 753-1110

BID DATE: March 30, 2012

BID SECURITY REQUIRED: No: X  
 Yes, in the amount of \_\_\_\_\_ as specified herein

ITEM AND/OR GROUP NO.	ESTIMATED QUANTITY	ARTICLES OR SERVICES	UNIT PRICE	EXTENSION
GROUP I		LAWN CARE MAINTENANCE Per attached specifications		
		LAWN CUTTING Total from Unit Price Sheet		\$ _____
GROUP II		CHEMICAL TREATMENT Total from Unit Price Sheet		\$ _____

**PRE-BID FOR PROSPECTIVE BIDDERS WILL BE HELD:**  
**DATE:** March 15, 2012  
**TIMES & LOCATIONS:** 9:30 AM - 10:30 AM at FEV Treatment Plant, 1574 Lakeshore Boulevard  
 11:00 AM – 12:00 PM at Fleet Center, 145 Paul Road

I have received, read and agree to the terms and conditions as set forth in General Terms and Conditions, Monroe County, attached, and any special terms and conditions set forth in the General and Technical Specifications herein. I have read, understand and agree to all Instructions to Bidders (including the Non-Collusion Bidding Certification) on the reverse hereof. I hereby recognize and agree that upon execution of this document by an authorized officer of Monroe County, that this document, together with the Contractor's bid as accepted by Monroe County and all other documents prepared by or on behalf of Monroe County for this bid solicitation, shall become the binding contract between the parties for the services to be provided in accordance with the terms and conditions set forth herein.

FIRM NAME \_\_\_\_\_

SIGNED BY \_\_\_\_\_

ADDRESS \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

\_\_\_\_\_

TITLE \_\_\_\_\_

FEDERAL ID NO. \_\_\_\_\_

PHONE NO. \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

FAX NO. \_\_\_\_\_

**BID ACCEPTANCE AND CONTRACT AWARD**

The above bid is accepted, except as noted, and the contract is awarded to you for the following item(s):

Authorization to furnish supplies/services will be made via Purchase Order, as appropriate, signed by the Monroe County Purchasing Manager, or designated agent. Contract period from \_\_\_\_\_ to \_\_\_\_\_.

Date: \_\_\_\_\_

BY: \_\_\_\_\_

Dawn C. Staub, Purchasing Manager, Monroe County

## INSTRUCTIONS TO BIDDERS

- All public bids must be submitted to purchasing in sealed envelopes which clearly identify the bid project number and the title of the service/product being bid. Any other writing on the envelope, with the exception of Company logos, etc. may result in bids being misplaced and otherwise rejected.
- Unsigned bids may be rejected as informal.
- Questions regarding ambiguities or the propriety of these specifications should be addressed, in writing, to the Buyer, prior to the formal bid opening. Such questions will not be entertained after said bid opening.
- Where a Bid Security is indicated on the face of the proposal, the security must be attached to the Proposal as an earnest of good faith. In this case, any bid without a bid security may be rejected as informal.

The Purchasing Manager reserves the right to reject any and all bids, to waive any informality in the bids and to make awards in the best interest of Monroe County.

### NON-COLLUSION BIDDING CERTIFICATION

By submission of this bid, each bidder and each person signing on behalf of any bidder, certifies and in the case of a joint bid, each party 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 its 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.
3. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit a bid for the purpose of restricting competition.