

DUTCHESS BOCES
ATTN: BARBARA COSTAKIS, PURCHASING AGENT
5 BOCES ROAD
POUGHKEEPSIE, NY 12601
PHONE: 845-486-4800 EXT. 2262/FAX 845-486-4822
EMAIL: barbara.costakis@dcboces.org

RECEIPT CONFIRMATION FORM

RFP NUMBER: 2324-13

TITLE: SPC GYMNASIUM CURTAIN WALL

VENDORS: PLEASE COMPLETE AND RETURN THIS RECEIPT CONFIRMATION FORM AS SOON AS POSSIBLE:

IF YOU PLAN TO SUBMIT A PROPOSAL, PLEASE RETURN THIS FORM TO ENSURE THAT YOU WILL RECEIVE ALL FURTHER COMMUNICATIONS REGARDING THIS REQUEST FOR BID.

Company Name:

Address:

City, State, Zip Code:

Contact Person:

Title:

Phone Number:

Fax Number:

Email Address:

I authorize the Dutchess BOCES to send by the following method, further correspondence that the BOCES deems to be of an urgent nature regarding this bid:

Email:

Other (specify):



**Request for Proposals
SPC GYMNASIUM CURTAIN WALL
#2324-13**

Optional Walkthrough: Wednesday, April 10, 2024 at 10:00 AM
**Meet at the Dutchess BOCES Administration Bldg., 5 BOCES Rd.,
Poughkeepsie, NY 12601**

RFP Response Deadline: Wednesday, April 24, 2024 at 2:00 PM

5 BOCES Road
Poughkeepsie, NY 12601
845.486.4800

**DUTCHESS BOCES
REQUEST FOR PROPOSALS: SPC GYMNASIUM CURTAIN WALL
RFP #2324-13**

I. PURPOSE OF THE RFP

Dutchess Board of Cooperative Educational Services (BOCES) is requesting proposals from qualified vendors (referred to hereafter as “Contractor”) to manufacture and install a four-part curtain wall in the Salt Point Center (SPC) Gymnasium located on the Dutchess BOCES campus. RFP documents can be found on the Dutchess BOCES website at <https://www.dcboces.org/business/bidding> .

There will be an **optional walkthrough** held on **Wednesday, April 10, 2024 at 10:00 AM**. Vendors should report to the Administration Bldg. (1st bldg. on the left when you enter campus), to participate in the walkthrough.

To be considered, two (2) copies of a **sealed** proposal with “**RFP 2324-13 SPC GYMNASIUM CURTAIN WALL, RFP OPENING 4/2/24 AT 2:00 APM**” clearly written on the outside of the envelope, must be received by the BOCES’ Purchasing Agent **no later than 2:00 PM on Wednesday, April 24, 2024** at the following address:

Dutchess BOCES
ATTN: Barbara Costakis
5 BOCES Road
Poughkeepsie, NY 12601

It is anticipated that the selection of a vendor will be completed by **May 8, 2024**.

II. BACKGROUND INFORMATION

The BOCES is governed by the laws of New York State. The BOCES is an independent entity governed by an elected Board of Education consisting of seven (7) members. The President of the Board serves as the chief fiscal officer and the District Superintendent as the chief executive officer. The Board is responsible for and controls all activities related to public school education within the BOCES. Board members have authority to make decisions, power to appoint management personnel, and primary accountability for all fiscal matters.

The Boards of Cooperative Educational Services (BOCES) were established by New York State Legislation in 1948 to enable smaller school districts to offer more breadth in their educational programs by sharing teachers. In 1955, Legislation was passed allowing BOCES to provide vocational and special education. The BOCES are voluntary, cooperative associations of school districts in a geographic area that share planning, services, and programs to provide educational and support activities more economically, efficiently, and equitably than could be provided locally.

The BOCES provides instructional support programs and services to the following thirteen (13) school districts in New York's Dutchess County:

1. Arlington Central School District
2. Beacon City School District
3. Dover Union Free School District
4. Hyde Park Central School District
5. Millbrook Central School District
6. Northeast (Webutuck) Central School District
7. Pawling Central School District
8. Pine Plains Central School District
9. Poughkeepsie City School District
10. Red Hook Central School District
11. Rhinebeck Central School District
12. Spackenkill Union Free School District
13. Wappingers Central School District

BOCES' programs and services include special education, vocational education, academic and alternative programs, summer school, staff development, computer services (management and instructional), educational communication, and cooperative purchasing.

The BOCES student enrollment is approximately 1,200 students, plus approximately 100 adults who take short-term courses at our Adult Learning Institute.

III. SCOPE OF WORK

The BOCES is requesting proposals to build and install four curtain walls in the Gymnasium of Building 25 (Salt Point Center) on the Dutchess BOCES campus located at 5 BOCES Road, Poughkeepsie, NY 12601. These will replace the existing curtain walls.

Dutchess BOCES Facilities and Operations Dept. will remove existing windows and cover openings with plywood prior to the vendor installing the new curtain walls.

Vendor shall also be responsible for coordinating with our Facilities and Operations Dept., to design, build and install the four curtain walls within the time period specified including:

- A. Furnish and supply all design, labor, equipment, materials and supervision for installation of the four curtain walls. The windows must comply with Category II of CPSC 15 CFR Part 1201 or Class A of ANSI Z97.1 for Gymnasium and Basketball Court glazing in multipurpose gymnasiums, basketball courts and similar athletic facilities; complying with human impact loads specified.
- B. Awarded vendor to provide shop drawings including plans, elevations, sections, full-size details and attachments to other work (if any). Dutchess BOCES may ask for samples of glazing, aluminum finishes and joinery.
- C. Vendors must carry and maintain all required/applicable licenses from state and federal agencies (e.g. NYS DOL, NYS DEC, EPA) and use only certified/experienced personnel. Award will be based upon whatever is in the best interest of Dutchess BOCES.

- D. Overall dimensions of each curtain wall are approximately 18'6" high by 2' wide. The lower aluminum panel of each unit will be approximately 7' high by 2' wide. The aluminum panel at the top of each unit will be approximately 2' high by 2' wide. The two glass panels will measure approximately 4'9" by 2' wide each. Total overall size of all four units combined is approx. 136 square feet. See Page 13 of this bid document for rough sketch of four curtain walls.
- E. The Frame thickness is to be 2 ½" by 6". Framing materials and components are to be aluminum.
- F. Glass is to be clear, tinted, tempered 1" insulated, minimum double-glazed glass unit with Solarban 60 or Equal. Minimum performance values U-Value Winter 0.29; U-Value Summer 0.27. Insulating unit construction minimum ¼" (6 mm) glass + ½" (13 mm) air space + ¼" (6 mm) glass.
- G. Fixed aluminum panel at bottom to be 1" insulated aluminum, standard color.
- H. Project includes design, manufacturing and complete installation of the four units.
- I. Dutchess BOCES Facilities & Operations Dept. will remove existing windows and replace with temporary plywood panels prior to installation date. Dutchess BOCES will be responsible for disposal of old windows.
- J. Field observations, verifying measurements prior to manufacturing is the awarded bidder's responsibility. Attached rough drawing showing the window in four sections, with solid panel at bottom of unit. This drawing does not give exact individual panel dimension. Awarded vendor shall provide Dutchess BOCES with scaled drawings for approval prior to manufacturing.
- K. Include a **Proposal Form (Page 12)** including all charges for this project.

IV. REQUIREMENTS

The Vendor must provide documentary evidence of their experience in commercial gymnasium window walls. In setting forth its qualifications, each Vendor shall, in concise but adequate detail:

- A. Provide documentary evidence that the Vendor has a **minimum of three years' experience in installation of gymnasium window walls** in school districts, BOCES, or other multi-function educational institutions or agencies similar in size to BOCES. Provide information on how long the vendor has been in business.
- B. State the names of the Vendor's officers and associates.
- C. State the size of the organization, the size of the organizations consulting staff, and the location of the office from which the services will be provided.
- D. State the names and provide résumés of all partners, associates, and other staff that might be assigned to provide services pursuant to this RFP.
- E. **Conflict of Interest and Independence** – The Vendor must disclose all conflicts of interest both in fact and/or in appearance. In addition, the Vendor shall give the BOCES written notice of any professional relationships giving rise to potential conflicts of interest entered into during the period of the contract. The Vendor shall identify the nature of any potential conflict of interest the Vendor may have in providing outdoor signage to the BOCES and its participating school districts, and fully disclose any conflicts of interest, actual or potential, that might arise in connection with the Vendor's association with the BOCES participating school districts. The Vendor shall state whether the Vendor represents any party that is or may be averse to BOCES;

and if the Vendor believes that a conflict of interest may arise, the Vendor must describe how such conflict would be resolved.

- F. Provide information on the circumstances and status of **any disciplinary action** taken or pending against the Vendor during the past three (3) years with federal or state regulatory bodies or professional organizations
- G. Describe any subjects related to this service in which the Vendor has special expertise that will benefit BOCES and Participants and the nature of that special expertise.
- H. Provide the name, address, and telephone number of **three references** for whom you have performed similar work.
- I. Provide any other information that would assist BOCES in determining a qualified Vendor.
- J. Provide a schedule of costs and fees for work as stated in the **Proposal Form** of this document.
- K. Provide information regarding warranty of materials and labor included in proposal.
- L. Include all pages of this RFP document, filled in, signed and dated.

V. STANDARD INSURANCE REQUIREMENTS

****Contractor/Vendor shall not commence work under this RFP until all insurance required under this RFP has been obtained, and such insurance has been approved by Dutchess BOCES.****

INSURANCE IDENTIFICATION: The RFP Number is to appear on all insurance certificates.

INDEPENDENT CONTRACTOR: The CORPORATION/CONTRACTOR/AGENCY/CONSULTANT, is an independent contractor and covenants and agrees that it, its agents, servants and/or employees will neither hold itself/themselves out as, nor claim, demand or application to or for any right or privilege applicable to an officer or employee of Dutchess BOCES including, but not limited to Worker's Compensation coverage, Unemployment Insurance benefits, Social Security coverage or retirement membership or credit.

INSURANCE: Contractor/Vendor shall not commence work under this contract until they have obtained all insurance required under the following paragraphs, and Dutchess BOCES has approved such insurance.

WORKERS COMPENSATION: Contractor/Vendor shall take out and maintain during the life of this contract, such insurance as will protect both Dutchess BOCES and the contractor/vendor from claims under worker's compensation acts and amendments thereto and from any other claims for property damage and for personal injury including death, which may arise from operations under this contract, whether such operations by contractor or by any other party directly or indirectly employed by the contractor. Copy of Certificate, a C105.2 form or the New York State Insurance Fund's form, shall be provided to Dutchess BOCES.

DISABILITY INSURANCE & UNEMPLOYMENT INSURANCE: Contractor/vendor shall take out and maintain during the entire term of the contract any disability benefits and employment insurance as required by law. Copy of Certificate shall be provided to Dutchess BOCES.

GENERAL LIABILITY INSURANCE: The contractor/vendor shall take out and maintain during the life of the contract, such bodily injury liability and property damage liability insurance as shall protect him and Dutchess BOCES from claims for damages for bodily injury including accidental death, as well as from claims for property damage which may arise from operations under this contract, whether such

operations be by himself or by any subcontractor or by anyone directly or indirectly employed by either of them. Any subcontract shall conform to the same specifications and requirements as the contractor. It shall be the responsibility of the contract/vendor to maintain such insurance in amounts sufficient to fully protect himself and Dutchess BOCES, but in no instance shall amounts be less than those set forth below. These amounts are specified only to establish the **minimum** coverage acceptable.

Bodily injury liability insurance in an amount not less than \$1,000,000 (one million dollars) for damages per occurrence, and in an amount of not less than \$2,000,000 (two million dollars) per general aggregate.

OTHER CONDITIONS OF COMMERCIAL GENERAL LIABILITY INSURANCE:

1. Coverage shall be written on commercial general liability form.
2. Coverage shall include:
 - A. Contractual liability
 - B. Independent contractors
 - C. Products and completed operations

AUTOMOBILE LIABILITY INSURANCE: Automobile bodily injury liability and property damage liability insurance shall be provided by the contractor/vendor with a minimum combined single limit (CSL) of \$1,000,000 (one million dollars). Automobile coverage is required from those who provide delivery. Bidders who use common carriers for delivery do not need automobile coverage statements.

OTHER CONDITIONS OF AUTOMOBILE LIABILITY INSURANCE:

1. Coverage shall include:
 - A. All owned vehicles
 - B. Hired car and non-ownership liability coverage
 - C. Statutory no-fault coverage

ADDITIONAL CONDITIONS OF INSURANCE:

1. Contractor/vendor shall submit copies of any or all required insurance policies as and when requested by Dutchess BOCES.
2. If any of the contractor's/vendor's policies of insurance are cancelled or not renewed during the life of the contract, immediate notice of cancellation or non-renewal shall be delivered to Dutchess BOCES no less than 10 days prior to the date and time to cancellation or non-renewal.
3. Contractor/Vendor must submit copies of the additional insured endorsement(s) or the policy language that confirms both on-going AND completed operations.

CERTIFICATE OF INSURANCE: The contractor/vendor shall file with Dutchess BOCES, prior to commencing work under this contract, a certificate of insurance.

1. Certificate of insurance shall include:

- | | |
|---------------------------------------|--|
| A. Name and address of insured | F. Inception and expiration dates of policies included of certificate |
| B. Issued date of certificate | G. Limits of liability for all policies included on certificate |
| C. Insurance company name | H. Corresponding Bid Number |
| D. Type of coverage in effect | |
| E. Policy number | |

Description of operations/locations/etc. Box must include the statement:

“DUTCHESS BOCES IS LISTED AS ADDITIONAL INSURED FOR BOTH ON-GOING AND COMPLETED OPERATIONS. CONTRACTOR’S POLICY IS PRIMARY & NON-CONTRIBUTORY.”

CERTIFICATE HOLDER SHALL BE LISTED AS:

**DUTCHESS BOCES
5 BOCES Road
Poughkeepsie, New York 12601**

2. If the contractor’s/vendor’s insurance policies should be non-renewed, cancelled or expire during the life of the contract, Dutchess BOCES shall be provided with a new certificate indicating the replacement policy information as requested above. Thirty days (30) prior written notice to Dutchess BOCES for cancellation is applicable.

Dutchess BOCES may require the successful bidder to provide separate Performance and Labor Materials Payment Bonds in the amount of the contract price prior to the start of this project.

VI. TERM OF SERVICE

The services shall commence, upon receipt of a signed Purchase Order from Dutchess BOCES, on or after June 26, 2024, and should be completed no later than August 30, 2024. This agreement may be terminated by the Board of Education subject solely to payment of fees and disbursements as of the date of termination.

VII. BOARD OF TRUSTEES PROCESS

The Dutchess County BOCES reserves the right to reject any and all bids, or to accept any bid or waive any informality in any bid if deemed for the best interest of the said District, and may reject as informal, such bids as, in its opinion, are incomplete, conditional, obscure, or which contain irregularities of any kind.

The Dutchess County BOCES reserves the right to award bids on individual items or on total sum bids whichever will be for the benefit of the said District. The entire work and/or delivery of the materials, furnishings and equipment called for, as awarded in whole or in part to the one or more bidders must be completed and/or furnished as soon as possible at the school specified.

It is anticipated that the selection of a firm will be completed when the Board of Trustees meets on Wednesday, **May 8, 2024**. The vendor(s) will be notified of selection as soon as possible thereafter.

VIII. CRITERIA FOR SELECTION

The selection process will include, but not be limited to, evaluation in the following areas:

Description	Percent
1) Price	20%
2) Design, Conformity of Materials, Proposal to Specifications	10%
3) Ability to Complete Project by August 30, 2024	20%
3) Experience with Similar Projects	20%
4) References	20%
5) Warranty of Materials & Labor	10%

IX. SUBMISSION GUIDELINES

All proposals must be received by Dutchess BOCES, no later than 2:00 PM on Wednesday, April 24, 2024. Any proposals received after this deadline will be returned unopened to the firm.

Each vendor shall submit one original proposal and one copy to the following address:

Dutchess BOCES
 ATTN: Barbara Costakis
 5 BOCES Road
 Poughkeepsie, NY 12601

Proposals are to be submitted in a sealed envelope clearly labeled “**RFP #2324-13 SPC GYMNASIUM CURTAIN WALL**”.

X. INQUIRIES

All inquiries concerning this **Request for Proposal #2324-13 for SPC GYMNASIUM CURTAIN WALL**, should be directed to:

Dutchess BOCES
 Barbara Costakis, Purchasing Agent
 5 BOCES Road
 Poughkeepsie, NY 12601
 845.486.4800 Ext. 2262
barbara.costakis@dcboces.org

Questions should be received no later than April 10, 2024 and will be responded to in written format as appendices to this RFP.

There will be an optional site walkthrough held at the Dutchess BOCES campus on Wednesday, April 10, 2024 at 10:00 AM. Vendors are asked to report first to the Administration Bldg. which is the first building on the left when you enter the campus. Please contact Cole Bender (845-486-4800 Ext. 2299), no later than **Wednesday, April 10, 2024 if you cannot attend this walkthrough.**

XI. PREVAILING WAGE

The pay rate that is required to be paid to all private workers (non- government) on all New York State public works projects. Generally, prevailing wage rates apply to construction, repair or renovation of government facilities (State or local) or building service contracts. The New York State Department of Labor issues wage schedules on a county-by-county basis that contain minimum rates of pay for various job classifications (Labor Law Articles 8 and 9).

XII. DEBARMENT

By submission of this Proposal, Vendor certifies that they are not suspended or disbarred by any United States government agency. Vendor further acknowledges that, if at any time during this contract award, the Vendor becomes suspended or disbarred, that they will notify Dutchess BOCES immediately. Debarment would result in immediate cessation of this contract with said Vendor.

PROPOSAL ACKNOWLEDGMENT FORM

Please return a signed copy of this Acknowledgment with RFP.

The Respondent acknowledges that he/she has carefully read the RFP and understands the specifications requested.

The Respondent also acknowledges that should this Proposal be accepted by Dutchess BOCES, such action shall constitute a legally binding agreement and therefore be subject to all terms and conditions of the RFP documents.

Respondent further acknowledges that he/she will contract with Dutchess BOCES and comply with the requirements of the RFP and the purchase order terms and conditions.

Company Name of Respondent: _____

Business Address of Respondent: _____

Business Phone Number: _____

Email Address: _____

Business is legally listed as (please check one):

- Sole Proprietorship
- Partnership
- Corporation

Authorized Agent (Please Print): _____

Signature of Authorized Agent: _____

Date: _____

PROPOSAL FORM

RFP 2324-13 SPC GYMNASIUM CURTAIN WALL		
	<u>PROPOSAL FOR SPC GYMNASIUM CURTAIN WALL</u>	<u>TOTALS</u>
1	<i>CHARGE FOR DESIGN OF FOUR SALT POINT CENTER GYMNASIUM CURTAIN WALLS</i>	\$
2	<i>LABOR CHARGES FOR MANUFACTURING AND INSTALLATION OF FOUR SALT POINT CENTER GYMNASIUM CURTAIN WALLS</i>	\$
3	MATERIALS CHARGES FOR FOUR SALT POINT CENTER GYMNASIUM CURTAIN WALLS	\$
4	TOTAL DESIGN, LABOR, MATERIALS AND MISC. CHARGES FOR THE ENTIRE PROJECT (SUM OF #'S 1, 2 AND 3 ABOVE)	\$

All laborers, workers and mechanics working on the site of this project must be certified as having successfully completed the OSHA 10-hour construction safety and health course.

Signature: _____

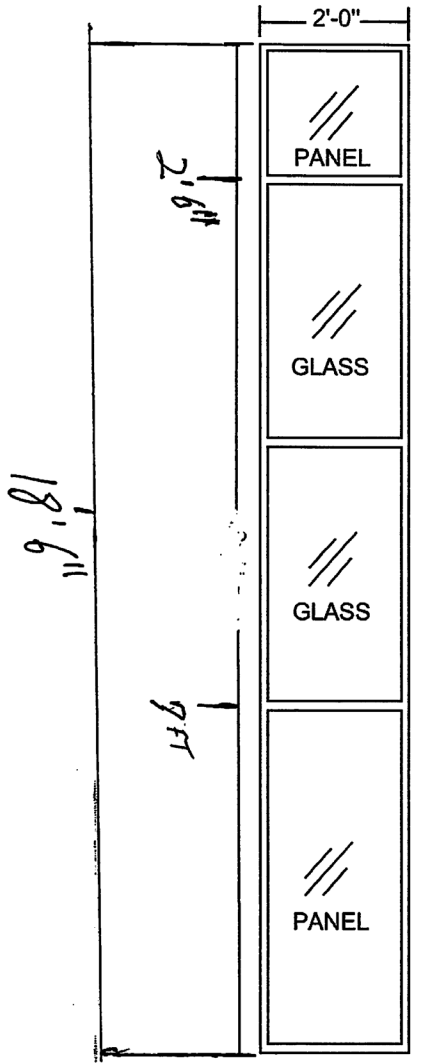
Print Name: _____

Title: _____

Company Name: _____

Date: _____

Please return a signed copy of this Statement with RFP.



CW1 - QTY 4

STATEMENT OF NON-COLLUSION
RFP 2324-13 – SPC GYMNASIUM CURTAIN WALL

Please return a signed copy of this Statement with RFP.

Your bid is subject to the following Non-Collusion Statement of Section 103-D of the General Municipal Law, which reads as follows:

"103-D. Statement of non-collusion in bids and proposals to political subdivision of the state. Every bid or proposal hereafter made to a political subdivision of the state or any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation or local law, for work or services performed, 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 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 purpose 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, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that the 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).

Any bid hereafter made to any subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, and where such bid contains the certification referred to in subdivision one of the 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.

SIGNED: _____ **PRINT NAME** _____

TITLE OF COMPANY REPRESENTATIVE: _____

COMPANY NAME & ADDRESS: _____

**CERTIFICATION OF COMPLIANCE WITH THE
IRAN DIVESTMENT ACT OF 2012**

Please return a signed copy of this Statement with RFP.

As a result of the Iran Divestment Act of 2012 (Act), Chapter 1 of the 2012 Laws of New York, added new provisions to the State Finance Law (SFL), §165-a and General Municipal Law (GML) §103-g effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) will be developing a list (prohibited entities list) of “persons” who are engaged in “investment activities in Iran” (both are defined terms in the law). Pursuant to SFL § 165-a(3)(b) and GML §103-g, the initial list is expected to be issued no later than 120 days after the Act’s effective date, at which time it will be posted on the OGS website.

By submitting a response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Proposer (or any assignee) certifies that once the prohibited entities list is posted on the OGS website, it will not utilize on such Contract any subcontractor that is identified on the prohibited entities list.

Additionally, Proposer is advised that once the list is posted on the OGS website, any Proposer seeking to enter into, renew or extend a Contract or assume the responsibility of a Contract awarded in response to the solicitation, must certify at the time the Contract is bid upon or a proposal submitted, or the contract is renewed, extended or assigned that it is not included on the prohibited entities list.

During the term of the Contract, should Dutchess BOCES receive information that a person is in violation of the above-referenced certification, Dutchess BOCES will offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then Dutchess BOCES shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages, or declaring the Contractor in default.

Dutchess BOCES reserves the right to reject any bid, proposal or request for assignment for an entity that appears on the prohibited entities list prior to the award of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the prohibited entities list after contract award.

Signature: _____

Print Name: _____

Title: _____

Company Name: _____

Date: _____

Please return a signed copy of this Statement with RFP.

Sexual Harassment Prevention Certification

State Finance Law §139-I requires bidders on state procurements to certify that they have a written policy addressing sexual harassment prevention in the workplace and provide annual sexual harassment training to all its employees and that such policy, at a minimum, meets the requirements of section two hundred one-g of the labor law.

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 its own organization, under penalty of perjury, that the bidder has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of section two hundred one-g of the labor law.

The Bidder's signature below certifies its compliance with State Finance Law §139-I.

Bidder: _____

By (signature): _____

Name (Please Print): _____

Title: _____

Date: _____

This form must be signed by an authorized executive or legal representative.

If the bidder cannot make the above certification, the bidder must provide a statement with their bid detailing the reasons therefor:

CONFLICT OF INTEREST DISCLOSURE STATEMENT

PLEASE COMPLETE A OR B BELOW:

- A. I **do not** have any affiliations or financial interests with any segment of Dutchess BOCES or any employee, board member or elected official.

Signature: _____ Date: _____

Print Name: _____ Title: _____

Firm Name: _____

- B. I **do have** an affiliation or financial interest with a Dutchess BOCES employee, board member or elected official. The affiliation or financial interest is as follows (please be specific):

Signature: _____ Date: _____

Print Name: _____ Title: _____

Firm Name: _____

Please return a signed copy of this Statement with RFP.

**BID #2324-13 SPC GYMNASIUM CURTAIN WALL
NON-BIDDER RESPONSE**

To be received by Wednesday, April 24, 2024

Company Name: _____

Authorized Signature: _____

Dutchess BOCES is interested in the reasons why bidders fail to submit bids. Please indicate your reason(s) by checking all appropriate item(s) below and returning this form to the address below.

- Insufficient time allowed for preparation of bid.
- We do not offer these goods/services.
- Insurance requirements are too restrictive.
- Bond requirements are too restricting.
- Workload does not allow us to bid at this time.
- Specifications unclear or too restrictive.
- Quantities too small.
- Other reasons: please explain below:

Please Return To: Dutchess BOCES
ATTN: Barbara Costakis, Purchasing Agent
5 BOCES Road
Poughkeepsie, NY 12601
Email: barbara.costakis@dcboces.org