

**SARANAC CENTRAL SCHOOL DISTRICT
REQUEST FOR BIDS
Cleaning of Septic Tanks/ Pumping Stations**

The Saranac Central School District is requesting bids for the cleaning of septic tanks/pumping stations at the following District buildings for the 2024-2025 school year as follows:

Saranac Elementary School:	1 (5,000 gal. grease trap)	1 (2,500 gal. tank)
	1 (4,600 gal. tank)	1 (1,000 gal. tank)
	1 (4,300 gal. tank)	1 Pumping Station
Saranac Bus Garage:	2 (1,000 gal. tanks)	
Morrisonville Elementary School:	1 (6,500 gal. tank)	2 (5,000 gal. tanks)
	1 Pumping Station	
Saranac Middle/Senior High School:	1 (16,000 gal. tank)	1 (7,000 gal. tank)
	2 (4,000 gal. tanks)	1 Pumping Station

Please note that all off-site disposals must conform to current New York State Department of Conservation regulations and applicable local regulations. To arrange site visits, please call Ethan Goslin, Director of Facilities II, at 565-5621.

Pumping Stations are to be field verified, and price provided per gallon. The award is contingent upon the district's receipt and approval of required insurance (requirements attached).

Bids will be received at the above office until 2:00 p.m. on Thursday, March 14, 2024, and will be opened at 2:00 p.m. that day at the District Office. Bids received after the time and date mentioned above shall be rejected regardless of the reason for late arrival. Facsimiles will not be accepted.

To submit a bid by mail:

Mail bid to one of the addresses listed below. Enclose bid in a sealed envelope, addressed to Danielle McAfee, Business Administrator, and show on the face of the envelope the name of the company, the date and time of the bid opening, and shall clearly be marked "Cleaning of Septic Tanks/Pumping Stations Bid".

Via Regular Mail:

Saranac Central School District
District Office
P.O. Box 8
Saranac, NY 12981

Via Courier Service:

Saranac Central School District
District Office
#32 Emmons Street
Dannemora, NY 12929

To submit a bid by e-mail:

Electronically mail bid by sending it to bids@saranac.org. Bids received electronically will not be opened until the opening date and time referenced above.

DM/ap
Encl.

cc: Ethan Goslin; Director of Facilities II

SEPTIC TANK QUOTE: \$ _____

PUMPING STATION QUOTE: \$ _____ (per gallon)

NAME OF COMPANY: _____

ADDRESS: _____

SIGNATURE: _____

PRINT NAME: _____

GENERAL INSURANCE REQUIREMENTS

Contractor/vendor shall not commence work under this contract until he has obtained all insurance required under the following paragraphs and such insurance has been approved by the Saranac Central School District.

Workers' Compensation Insurance: Contractor/vendor shall take out and maintain during the life of this contract workers' compensation insurance and employer's liability insurance for all of his employees employed at the site of the project. If work involves the inter-state waters of Lake Champlain, then coverage for United States Longshoremen's and Harbor Workers' Act is to be included.

New York State Disability Benefits: Contractor/vendor shall maintain coverage as required by law for disability benefits.

General Liability Insurance: The contractor/vendor shall take out and maintain during the life of the contract, such bodily, personal injury and property damage liability insurance as shall protect him and the school district from claims for damages 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. It shall be sufficient to fully protect himself and the school district, but in no instance shall amounts be less than those set forth below. These amounts are specific only to establish the MINIMUM coverage acceptable. Bodily injury, property damage, and personal injury liability insurance in an amount not less than \$1,000,000 (one million dollars) per occurrence for injuries, including wrongful death, subject to an annual aggregate limit in an amount not less than \$1,000,000 (one million dollars).

Other Conditions of General Liability Insurance:

1. Coverage shall be written on Commercial Liability Form, or its equivalent.
2. Coverage shall include:
 - a. contractual liability
 - b. independent contractors
 - c. products and completed operation
3. Saranac Central School District, P.O. Box 8, Saranac, New York 12981 shall be added to the General Liability policy as "Additional Insured".

Evidence of Insurance: The contractor/vendor shall file with the school district insurance office before commencing work under this contract, a certificate that shall bear the following information:

1. Name and address of insured.
2. Titles and location of operations to which insurance applies.
3. Policy number, insurance company name, and type or types of insurance in force thereunder on the date borne by such certificate.
4. Inception and expiration dates of policies and limits or limits of liability thereunder on date borne by such certificate.
5. Thirty day notice of cancellation and non-renewal.
6. If contractor's/vendor's insurance policies should expire or not be renewed during the life of the contract, contractor/vendor shall provide the school district with a new certificate of insurance which indicates the replacement policy information as requested above.
7. Saranac Central School District, P.O. Box 8, Saranac, New York 12981, shall be added to the General Liability policy as "Additional Insured".