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## NOTICE TO BIDDERS

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**Philips Healthcare  
Westchester County Health Care Corporation, Valhalla, New York**

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### SOLICITATIONS FOR BIDS

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PHILIPS HEALTHCARE TRANSFORMATION SERVICES

WESTCHESTER MEDICAL CENTER  
CONTRACT NO. CMC-14980

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### **AMBULATORY CARE PAVILION - 4TH FLOOR FIT-OUT**

(PUBLIC BIDDING PROCEDURES ARE BEING MODIFIED TO REFLECT COVID-19 CONCERNS AND TO ALLOW FOR SAFE SOCIAL DISTANCING PRACTICES, AS NOTED BELOW.)

SEALED BIDS FOR THE ABOVE-REFERENCED CONTRACT PROJECT FOR WESTCHESTER MEDICAL CENTER, VALHALLA CAMPUS, VALHALLA, NEW YORK will be received and accepted by the Westchester Medical Center Health Network (the "Owner"), | 100 Wood Road | Attention: **Thomas Lurcott** | Conference Room in the Facilities Management Department in the basement level of Macy Pavilion | Valhalla, New York 10595 until [ ] **2:00 PM, July 23, 2020** and immediately thereafter, the bids will be opened and read aloud in the Facilities Management Department Conference Room. Bidders may not be present at the bid opening, but will participate in the bid opening via a video/teleconference call, for which a web link/telephone number will be provided. For additional bidding questions or information, call Designated Contacts **Michael DiNapoli (516) 279-9583** or **Thomas Lurcott (914) 493-5249** NOTE - *designated contacts are the only ones that can speak to Bidders about the project.*

Prospective Contractors, Subcontractors and other interested parties are required to register with Lothrop Associates to participate in bidding. Bidders may request complete electronic sets of the Bidding Documents from Lothrop Associates LLP via e mail. The following information is required:

1. Company name, address, phone number.
2. Contact person and e mail address.
3. Fax number (optional).
4. Request access to web link to obtain bid documents.

Send the above information via e mail to: **wkarabinos@lothropassociates.com** [ ] Upon receipt of this information, a web link will be sent to the registered prospective bidder via e-mail and prospective bidders may then download the bid documents. The Bidding Documents will be available **June 10, 2020**. Bids will be accepted only from registered bidders. Only registered bidders will be notified of addenda availability via the web link.

Interpretations during bidding: address questions to **Wayne Karabinos** [ ] at Lothrop Associates LLP Architects by written correspondence or via e-mail **wkarabinos@lothropassociates.com** [ ]. Telephone questions will not be accepted. Responses will be by addendum made available on the web link. Bidders should periodically check the web link to be assured of receiving all the official contract documents and addenda.

Bidders must be properly licensed under the laws governing their respective trades and be able to obtain Insurance and Bonds required for the Work.

Due to COVID-19 and social distancing concerns, there will be no bidder's conference, but it is recommended that bidders attend a pre-bid walk-through inspection of the project site. A written project summary will be provided to bidders at the walk-through inspection.

The Bidders' pre-bid walk-through inspections of the project site will be held on **June 23, 2020**, in groups of, at most, ten individuals. Each prime bidder is allowed a maximum of three persons to attend the walk-through inspection. Ten-person walk-through inspection groups will have times scheduled in the order that bidder registrations are received. All bidders will be required to bring their own personal protection equipment in order to walkthrough the project site.

Walk-through inspection groups will gather at the scheduled time, outside the front entrance of the Ambulatory Care Pavilion, (ACP), on the WMC Valhalla Campus, Valhalla, New York 10595. Bidders will be accompanied by WMC staff to ACP rear stairs and elevators for access to the ACP 4<sup>th</sup> floor project site. Bidder questions answered orally during walkthrough inspections will not be considered official. All bidder questions must be asked in writing.

Final RFI questions from all bidders will be due **July 2, 2020**, by 4:00 PM.

Final RFI responses and Addendum from the Architect will be issued on **July 9, 2020**, by 4:00 PM.

The Owner reserves the right to waive any informality in the Bid, or to reject any and all Bids.

It is the Owner's policy to encourage and support significant, meaningful participation by business enterprises owned and controlled by people of color and/or women (MBE/WBE) in contracts and projects funded by the Owner.

The successful Contractor will be required to submit a Performance and Payment bond in an amount equal to one hundred (100%) percent of the contract price and both in a form acceptable to the Owner. A Bid Bond and Consent of surety in the form specified in the bid specifications must be executed Bidder's surety and submitted with the bid.

All bids shall be submitted in an opaque, sealed envelope clearly marked "**Ambulatory Care Pavilion - 4th Floor Fit-out**", addressed to: Westchester Medical Center Health Network | Attention: **Thomas Lurcott** | 100 Wood Road | Facilities Management Department in the basement level of Macy Pavilion | Valhalla, New York 10595. Unless otherwise permitted by law, no bids may be withdrawn for a period of forty-five (45) days after the date of the bid opening.

Time of Completion: **120 calendar days from Notice to Proceed.**

The Westchester County Health Care Corporation reserves the right to reject all bids and to waive any informality or irregularity in any or all bids.

LATE BIDS - All bids received after the deadline date and time stated above will not be considered and will be returned to the bidder unopened. The bidder assumes the risk of any delay in the mail or in the handling of the mail by Owner's employees or volunteers. Whether sent by mail or by means of personal delivery, the bidder assumes all responsibility for having the bid deposited on time at the place specified.