

DISTRICT OFFICE
BERLIN CENTRAL SCHOOL DISTRICT
17400 State Route 22
Cherry Plain, NY 12040
(518) 658-1500, Press 8, Ext. 1020

INVITATION TO BID

The Board of Education of the Berlin Central School District hereby invites sealed bids on the following:

Proposal No.1 – Athletic Field Maintenance

Proposal No. 2 – Grass Cutting and Trimming at Stephentown Elementary School (Sports Complex), Berlin Middle/High School (Lawns & Sports Complex) and Berlin Elementary School

Bids for each Proposal will be received until 3:00 PM on Tuesday, May 2nd, 2023, in the Business Office located at the Berlin Middle / High School, 17400 State Route 22, Cherry Plain, NY 12040, at which time and place they will all be opened and read aloud by the Business Manager or his designee.

The Board of Education reserves the right to waive any informalities in the bidding process, and to reject any or all bids received. Specifications and bid forms are available from the Executive Secretary for the Superintendent of Schools in the Superintendent's Office Monday through Friday between the hours of 8:00 AM and 2:00 PM.

Attention is called to the requirement that a Non-Collusive Bidding Certificate must accompany each bid.

Bids should be submitted in a sealed envelope clearly marked on the outside:

Proposal No.1 – Athletic Fields Maintenance

Proposal No. 2 – Grass Cutting and Trimming at Stephentown Elementary School (Sports Complex), Berlin Middle/High School (Lawns & Sports Complex) and Berlin Elementary School

Any person submitting bids by mail or public / private carrier (such as UPS or Federal Express) must assume the risk of any delay in delivery by these agencies.

Any bids received after the designated time will be returned unopened.

Any person or firm that has questions regarding the Bid Specifications set forth for each Proposal or who would like to review the facilities described in the Bid Proposal(s) is asked to contact Mr. Cyril Grant – Superintendent of Buildings & Grounds at (518) 658-1500, Press 8, Ext. 3011.

Sincerely Yours,

Chris Pallozzi

Business Administrator – Berlin CSD