



**OFFICE OF COMMUNITY DEVELOPMENT**  
 City Hall, 258 Main Street  
 Oneonta, NY 13820-2589

**Phone:** 607.432.0114  
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**Internet Address:**  
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**DOWNTOWN REVITALIZATION INITIATIVE – DOWNTOWN IMPROVEMENT FUND**

<b>Grantee:</b>	<b>Greater Oneonta Historical Society</b>				
<b>Project Address:</b>	<b>183 Main Street</b>				
<b>Project Contact:</b>	<b>Bob Brzozowski (607) 432-0960 director@oneontahistory.org</b>				
<b>Estimated Cost:</b>	<b>\$8,000</b>				
<b>Grant Award:</b>	<b>\$8,000</b>				
<b>General Scope of Work</b> (detailed scope of work attached)	<input checked="" type="checkbox"/> SIGN(S)	<input checked="" type="checkbox"/> AWNING(S)	<input type="checkbox"/> GLASS	<input checked="" type="checkbox"/> ELECTRICAL	<input checked="" type="checkbox"/> GENERAL CONSTRUCTION
	New awning valances, new blade sign, new light fixtures, entry door repair/replacement				



**Proposal Submission:**

Contact the grantee for additional information. Estimates may be submitted directly to the Grantee or to Delaware Engineering, 55 S. Main St. Oneonta, NY 13820  
 ATT: Robert Chiappisi  
[rchiappisi@delawareengineering.com](mailto:rchiappisi@delawareengineering.com)

**GENERAL TERMS & CONDITIONS:**

Only one (1) contract will be prepared for all work. As such, estimates must include all elements described in the scope of work. The successful contractor will be responsible for securing the necessary subcontractors to complete the project. Contractors will contract directly with, and submit all invoices to, the property/business owner (Grantee), and the Grantee will pay the Contractor. Following the successful completion of all work and payment of all Contractor invoices, Grantees will be reimbursed by New York State. If signage specifications are included with the project scope, then the contractor will be responsible for ensuring compliance and those costs should be included in the estimate.



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**City of Oneonta  
DRI Downtown Improvement Fund  
SCOPE OF WORK**

Project Location: Greater Oneonta Historical Society, 183 Main Street, Oneonta, NY 13820

Scope of Work:

**Base Bid**

- Design, fabricate and install a new blade sign to project diagonally from corner of building, sign approximately 24" high, oval or round, double-faced, colors and materials to adhere to DRI Design Guidelines, mounted on scroll bracket (please note: If sign cannot be attached to existing column without creating permanent damage, the sign must be mounted elsewhere on the building; mounting to exterior brick would be acceptable)
- Furnish light fixtures to illuminate blade sign, install, and perform any necessary electric work to connect lighting
- Fabricate replacement valences for awnings, color and materials to adhere to Design Guidelines
- Repair existing west-side entry door and frame – new door to be code-compliant and visually/historically compatible with facade

**Bid Alternate**

- Remove existing valences and install new

Sign-off by:

Robert Brzozowski

Judy Pangman, Community Development Director  
City of Oneonta

Date

Date

12 June 2019

6/12/2019



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Each individual **Base Bid and Bid Alternate** item detailed in the **Scope of Work** should be included under the Work Item column below. Please be sure to include all costs associated with each work item, including but not limited to; materials, labor, debris removal, equipment rental, project signage, etc.

Please note that permit fees will be waived by the City, and do not need to be included in this estimate. However, please include obtaining necessary permits as part of your quotation.

If you prefer, instead of completing the table below, you may attach an itemized estimate to this letter.

Work Item	Cost
<b>Total</b>	

\_\_\_\_\_  
 Contractor and Business Name

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Contractor Signature

## **Permits & Approvals, Design Guidelines, and other Requirements**

- Contractor shall ensure that all appropriate permits and approvals are secured prior to the start of construction.
- All City permit fees for this project will be waived.
- All work will be consistent with the DRI Design Standards available for review at Delaware Engineering, 55 South Main Street, Oneonta, NY 13820, or online at [https://www.oneonta.ny.us/files/3415/3011/1177/DIF\\_Design\\_Guidelines.pdf](https://www.oneonta.ny.us/files/3415/3011/1177/DIF_Design_Guidelines.pdf).
- All work will comply with other reports and regulations (reports and requirements attached, if applicable to this project).
- Contractors must be on the City's established list of contractors for the DRI DIF program to work on this project. To be added to the list, please contact Elizabeth Horvath of Delaware Engineering for the requirements.
- Plumbing and electrical subcontractors must be licensed with the City to work on this project. A complete list of licensed contractors can be found online at [http://www.oneonta.ny.us/lic\\_master](http://www.oneonta.ny.us/lic_master).

## **Insurance**

The selected Contractor shall provide proof of adequate liability insurance and workers compensation naming the City of Oneonta, 258 Main Street, Oneonta, NY 13820 as named insured.