



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

Phone: 607.432.0114
Fax: 607.432.3055
Internet Address:
www.oneonta.ny.us
E-Mail Address:
jpangman@oneonta.ny.us

DOWNTOWN REVITALIZATION INITIATIVE – DOWNTOWN IMPROVEMENT FUND

Grantee:	Joyce Knuth						
Project Address:	9 Elm Street – Denim & Diamonds						
Project Contact:	(607) 267-4025 Jkidd.449@gmail.com						
Estimated Cost:	\$3,500						
Grant Award:	\$3,500						
General Scope of Work (detailed scope of work attached)	X	SIGN(S)	AWNING(S)	GLASS	X	ELECTRICAL	GENERAL CONSTRUCTION
	New signage, new exterior lighting						



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

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: Denim & Diamonds Hair Salon, 9 Elm Street, Oneonta, NY 13820

Scope of Work:

- Design, fabricate and install a 43" round, double-faced blade sign with 45" black scroll bracket hanger
- Supply and install three (3) gooseneck lights, including all electric work (wiring, supplies, etc.) on building exterior to illuminate existing awning and new blade sign


Sign-off by:




Joyce Knuth



Judy Pangman, Community Development Director
City of Oneonta



Date



Date





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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
Total	

 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.
- 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.

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.