



Letchworth Central School District

5550 School Road ~ Gainesville, NY 14066

Todd Campbell
Superintendent
(585) 493-5450

John Novak
Business Admin
(585) 493-5150

Cheryl Wilkolaski
Pupil Personnel Dir
(585) 493-3512

Michelle Bergmann
Dir of Curr & Instr
(585) 493-3513

Rachel Webster
PK-4 Principal
(585) 493-2581

Amy Leone
5-8 Principal
(585) 493-2592

Paul Rogers
9-12 Principal
(585) 493-2571

Tyler King
Asst Principal 5-12
(585) 493-2571

Directory
Auto Attendant
(585) 493-5999

August 18, 2026

To Prospective Bidders:

The Letchworth Central School Board of Education is accepting bids for a Lift. Bid Specifications, Notice to Bidders, Non-Collusive Statement, and Proposals for Contract are attached.

Sealed bids must be marked "Lift"; a signed Non-Collusive Statement must accompany all bids. Bids will be publicly opened and read on August 28, 2026 at 10:00 a.m. at the Business Office, 5550 School Road, Gainesville, NY 14066.

If you have any questions, please contact me at 585-493-5150.

Sincerely,

John P. Novak
Business Administrator

Enc.

BID DOCUMENTS FOR PARKING LOTS

**Letchworth Central School
5550 School Road
Gainesville, NY 14066**

DO NOT SEPARATE THESE SHEETS

To be opened:

**August 28, 2026 at 10:00 a.m.
In the Business Office of
Letchworth Central School
5550 School Road
Gainesville, New York 14066**

NAME OF BIDDER: _____

ADDRESS: _____

TELEPHONE #: _____ **FAX #:** _____

NOTICE TO BIDDERS

The Board of Education, Letchworth Central School, hereby invites the submission of sealed bids for a Lift. Specifications are listed below.

Sealed bids must be marked “Lift” and a signed Non-Collusive Statement must accompany all bids. Bids will be publicly opened and read on August 28, 2026 at 10:00 a.m. at the Business Office, 5550 School Road, Gainesville, NY 14066.

The Board of Education hereby reserves the right to reject any and/or all bids.

DATED: 8/18/26

**Kimberly Cummins, Clerk
Board of Education
Letchworth Central School
Gainesville, NY 14066**

I. PROPOSALS FOR CONTRACT

The bidder understands and agrees that the District will make an individual award to the lowest, responsible bidder. The Board of Education of Letchworth Central School reserves the right to reject any and all bids.

AMOUNT OF BID

Bid Price: _____

**\$ _____
(state in words and figures)**

**TO BE OPENED:
August 28, 2026 at 10:00 a.m.
In the Business Office of
Letchworth Central School
5550 School Road
Gainesville, New York 14066**

DATED: _____ **SIGNED:** _____

NAME: _____ **TELEPHONE:** _____

ADDRESS: _____ **FAX:** _____

NOTE: NON-COLLUSIVE BIDDING CERTIFICATION MUST BE SUBMITTED WITH EACH BID

Letchworth Central School Lift Specifications

NEW SkyJack SJ3232E or similar

- 31'6" or greater platform height
- 32" or less width
- Length no greater than 92"
- Deck Extension
- Non-marking tires
- Capacity of 550 lbs. or greater capable of carrying up to 2 persons
- AGM Batteries
- Unit to be drivable at full height without stabilizers or outriggers
- Delivery to Letchworth Central School

CONTRACT

1. Each bid will be received with the understanding that the acceptance thereof in writing by the Board, to furnish any or all of the items described therein shall constitute a contract between the successful bidder and the school district. Contract shall bind the successful bidder on his part to furnish and deliver at the prices and in accordance with the conditions of his bid. Contract shall bind the school district on its part to order from such successful bidder and to pay for at the contract prices, all items ordered and delivered.
2. The placing in the mail of a notice of award or purchase order to a successful bidder, to the address given in his bid, will be considered sufficient notice of acceptance of contract.
3. If the successful bidder fails to deliver as ordered, or within the time specified, or within reasonable time as interpreted by the school district, or fails to make replacement of rejected articles, when so requested immediately or as directed by the school district, the school district may purchase from other sources to take the place of the item rejected or not delivered. The school district reserves the right to authorize immediate purchase from other sources against rejections on any contract when necessary. On all such purchases the successful bidder agrees to reimburse the school district promptly for excess costs occasioned by such purchases. Should the cost be less, the successful bidder shall have no claim to the difference. Such purchases will be deducted from contract quantity.
4. A contract may be canceled at the successful bidder's expense upon nonperformance of contract.
5. Cancellation of contract for any reason may result in removal of the successful bidder's name from mailing list for future proposals for an indeterminate period.

6. When materials, equipment, or supplies are rejected, they must be removed by the successful bidder from the premises of the school district within ten (10) days of notification. Rejected items left longer than ten (10) days will be regarded as abandoned, and the school district shall have the right to dispose of them as its own property.

7. No items are to be shipped or delivered until receipt of an official purchase order from the school district.

8. It is mutually understood and agreed that the successful bidder shall not assign, transfer, convey, sublet or otherwise dispose of the contract or his right, title, or interest therein, or his power to execute such contract, to any other person, company, or corporation, without the previous written consent of the school district.

GUARANTEES BY THE SUCCESSFUL BIDDER

8. The successful bidder guarantees:

a) His products against defective material or workmanship and to repair any damages or marring occasioned in transit.

b) To furnish adequate protection from damage for all work and to repair damages of any kind for which he or his workmen are responsible, to the building or equipment, to his own work, or to the work of other successful bidders.

c) To carry adequate insurance to protect the school district from loss in case of accident, fire, theft, etc.

d) That all deliveries will be equal to the accepted bid sample.

e) That the equipment delivered is standard, new, latest model of regular stock product or as required by the specifications; also that no attachment or part has been substituted or applied contrary to manufacturer's recommendations and standard practice. Every unit delivered must be guaranteed against faulty material and workmanship for a period of at least one year from date of delivery. If during this period such faults develop, the successful bidder agrees to replace the unit or the part affected without cost to the school district. Any merchandise provided under the contract which is or becomes defective during the guarantee period shall be replaced by the successful bidder free of charge with the specific understanding that all replacements shall carry the same guarantee as the original equipment. The successful bidder shall make any such replacement immediately upon receiving notice from the school district.

DELIVERY OF SUPPLIES, EQUIPMENT AND MATERIALS

9. Delivery must be made in accordance with the instructions to bidders and specifications. If delivery instructions do not appear on order, it will be interpreted to mean prompt delivery. The decision of the school district as to reasonable compliance with delivery terms shall be final.

10. The school district will not accept any deliveries on Saturdays, Sundays, or legal holidays, except commodities required for daily consumption or where the delivery is for an emergency.

11. Items shall be securely and properly packed for shipment, storage, and stocking in shipping containers and according to accepted commercial practice, without extra charge for packing cases, baling, or sacks.

12. The successful bidder shall be responsible for delivery of items in good condition at point of destination. He shall file with the carrier all claims for breakage, imperfections, and other losses, which will be deducted from invoices. The receiving school district will note for the benefit of successful bidder when packages are not received in good condition.

13. Unless otherwise stated in the specifications, all items must be delivered into and placed at a point within the building as directed by the shipping instructions or the agent for the school district. The successful bidder will be required to furnish proof of delivery in every instance.
14. Unloading and placing of the equipment and furniture is the responsibility of the successful bidder, and the school district accepts no responsibility for unloading and placing of equipment. Any costs incurred due to the failure of the successful bidder to comply with this requirement will be charged to him. No help for unloading will be provided by the school district, and suppliers should notify their truckers accordingly.

PAYMENTS

15. Payment for the used portion of an inferior delivery will be made by the school district on an adjusted price basis.
16. Payment will be made only after correct presentation of claim forms or invoices as may be required.
17. Payments of any claim shall not preclude the school district from making claim for adjustment on any item found not to have been in accordance with the contract specifications.

SAVING CLAUSE

18. The successful bidder shall not be held responsible for any losses resulting if the fulfillment of the terms of the contract shall be delayed or prevented by wars, acts of public enemies, strikes, fires, floods, acts of God, or for any other acts not within the control of the successful bidder and which by the exercise of reasonable diligence he is unable to prevent.

NOTE: NON-COLLUSIVE BIDDING CERTIFICATION MUST BE SUBMITTED WITH EACH BID

NON-COLLUSIVE BIDDING CERTIFICATION

Name: _____

Business Address: _____

Telephone Number: _____ Date of Bid: _____

I. General Bid Certification

The bidder certifies that he will furnish, at the prices herein quoted, the materials, equipment and/or services as proposed on this bid.

II. Non-Collusive Bidding Certification

By submission of this bid proposal, the bidder certifies that he is complying with Section 103-d of the General Municipal Law as follows:

Statement of non-collusion in bids and proposals to political subdivision of the state. Every bid or proposal hereafter made to a political subdivision of the state or any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation, or local law, for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under the penalties of perjury: Non-collusive bidding certification.

(a) By subdivision of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best knowledge and belief:

- (1) The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
- (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
- (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition."

(b) A bid shall not be considered for award nor shall any award be made where (a) (1) (2) and (3) above have not been complied with; provided, however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefor. Where (a) (1) (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices

being bid, does not constitute, without more, a disclosure within the meaning of subparagraph one (a).

Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, and where such bid contains the certification referred to in subdivision one of the section, shall be deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.

Signature (Authorized) _____

Name (Printed) _____

Title _____