

## NOTICE TO BIDDERS

NOTICE IS HEREBY GIVEN that the Town of North Castle will receive sealed Proposals for the Operation of the Athletic Facilities at Community Park – 205 Business Park Drive, Armonk within the Town of North Castle, Westchester County, New York. Sealed bids for performing the work herein described will be received at the Office of the Town Clerk, Town of North Castle, 15 Bedford Road, Armonk, New York 10504, until 11:00 A.M. E.S.T. on **June 27, 2024**, and immediately thereafter the bids will be publicly opened and read aloud.

Complete specifications and bid forms may be obtained on or after April 18, 2024 at the following link: <https://www.northcastleny.com/bids-and-rfps-currently-for-consideration>

Potential bidders who have downloaded the Bid Documents shall provide their contact information to Matt Trainor [mtrainor@northcastleny.com](mailto:mtrainor@northcastleny.com) in the event any addendums to the RFP Documents are issued.

Proposals shall be made on the Proposal Forms furnished with the Specifications and must be accompanied by a Bid Bond acceptable by the Town, or a certified cashier's check, drawn on a solvent bank, in the amount of not less than 5% of the total amount of the Proposal. Bidders who submit certified checks must accompany them with a Consent of Surety from a recognized Bonding Company. Checks shall be made payable to the Town of North Castle, New York, and are to be held by the Town as a guarantee for the proper execution and delivery of the Contract and Bonds to secure the faithful performance thereof. In default of such execution and delivery of Contract and Bonds, the amount of the deposit represented by the check shall be forfeited to and retained by the Town of North Castle as liquidated damages.

Proposals shall be enclosed in a sealed envelope bearing the name and address of the Bidder, addressed to Alison Simon, Town Clerk - 15 Bedford Road, Armonk, New York 10504 and endorsed "**Community Park Athletic Facility Proposals**".

The Town of North Castle reserves the right to reject any and all proposals, to waive any informality in any Proposal, and to award the Contract to other than the highest Bidder if deemed in the best interest of the Town to do so.

Dated: May 15, 2024

TOWN OF NORTH CASTLE  
BY: Alison Simon, Town Clerk