

REQUEST FOR PROPOSALS (RFP)

Inspection, Maintenance, and Repair Services for Windham and Hunter Mountain Communications Infrastructure

Greene County Department of Emergency Services

1. Introduction

The Greene County Department of Emergency Services (the County) is soliciting proposals from qualified vendors to provide inspection, maintenance, and repair services at two communications tower sites and two associated VFP shelters located on Windham Mountain and Hunter Mountain in Greene County, New York. This RFP includes three projects. Vendors may submit proposals for one, two, or all three projects. All work performed under this RFP is subject to prevailing wage requirements. Note all work must be completed before November 1st, 2026.

2. Project Overview

Project 1 — Tower Inspection and Maintenance (Windham and Hunter Sites)

Windham Mountain Tower is a 135 ft Valmont tower, installed 2014; located at 42°17'6.29"N / 74°15'54.92"W.

Hunter Mountain Tower is a 180 ft Valmont tower, installed 2016; located at 42°11'54.32"N / 74°13'55.05"W.

Access to both towers requires coordination with mountain management and travel up the ski slopes.

Optional Item (Windham Site): Removal of an unused 6-foot dish antenna and associated waveguide.

Project 2 — Hunter Mountain VFP Shelter Roof Repair

The Hunter VFP shelter roof has cracking and previous repair failures. Required work includes grinding and epoxy sealing cracks, patching holes, applying Accu-Shield coating, repainting with Tammscoat, washing all exterior surfaces, applying T-96 sealant, inspecting and resealing electrical components, and repainting trim.

Project 3 — Windham Mountain VFP Shelter Maintenance and Fence Repair

Work includes washing exterior surfaces, applying T-96 sealant, applying Accu-Shield roof coating, resealing electrical components, repainting trim, and excavating/resetting a loose gate post with new concrete.

3. Detailed Scope of Work

3.1 Tower Inspection and Repairs (Project 1) Windham and Hunter

Vendor is expected to climb the tower, inspect and retighten every bolt including antenna mounts. Vendor will inspect antenna connections and reapply sealant tape if needed. As part of the final report the vendor will provide the county with photos of every antenna, coax connections, and any areas of concern. The final report should also include a diagram showing antenna locations, height, mounted leg and coax connection correlation to point in polyphaser rack. Vendors may use a drone to assist in the inspection; however, drone-only inspection will not be considered.

3.1.1 Optional Item Windham There is an unused six-foot dish antenna which should be removed. Bidder asked to submit a cost to remove this dish and associated waveguide. This will be awarded if funds allow for it this year.

3.2 Hunter Mountain VFP Shelter repair

The Hunter Mountain VFP shelter suffered a crack in its concrete roof which was repaired in 2022. That repair has since failed and additional breakage has occurred. The roof is currently tarped. There is ice protection over the shelter. There is enough room to crawl between the ice shield and the roof, however if the vendor wishes to remove the shield to make repairs, they will be responsible to do so and to replace the panels when they finish. This scope of work will require:

- Grind out cracks in roof and seal with epoxy
- Fill in damaged areas, holes and cracks with concrete
- Apply two coats of Accu-Shield roof coating
- Repaint with Tammscoat
- Additionally
 - o Washing of exterior surfaces (no water on site)

- Aquastain t-96 sealant to be applied to all exterior surfaces of the walls.
- Exterior lights, boxes, penetrations, GFIs and waterproof covers, HAVC units, door drip caps, etc. will be inspected and re-sealed as required.
- Tammscoat trim paint reapplied.

Vendors must perform all repairs and coatings specified, provide all labor and materials, coordinate access, restore disturbed areas, and ensure all work complies with manufacturer requirements.

3.3 Windham Mountain Preventative Maintenance and minor repairs

Preventative Maintenance for VFP Shelter at Windham Mountain site and fence repair. The scope of work will require:

- Washing of roof and exterior surfaces (no water on site)
- Aquastain t-96 sealant to be applied to all exterior surfaces of the walls.
- Accu shield roof coating applied
- Exterior lights, boxes, penetrations, GFIs and waterproof covers, HAVC units, door drip caps, etc. will be inspected and re-sealed as required.
- - Tammscoat trim paint reapplied.
- - Fence repair. One gate post of the entry point has become loose. The repair will involve digging the post out and resetting it with new concrete.

4. Vendor Qualifications

Proposals must include company history, relevant experience, references, confirmation of prevailing wage compliance, and ability to coordinate mountain-top logistics.

5. Proposal Submission Requirements

Proposals shall include project identification, lump-sum cost proposals, a separate cost for optional dish removal, estimated timelines, and all required certification forms. Bids must be received by: **1PM, May 22, 2026, to Daniel King, Greene County Emergency Services, 25 Volunteer Drive, Cairo NY.**

6. Administrative & Legal Requirements

ALL VENDORS AND BIDDERS ACKNOWLEDGE AND AGREE TO BE BOUND BY THE GREENE COUNTY SEXUAL HARASSMENT PREVENTION POLICY (adopted 11/20/18) and THE GREENE COUNTY DISCRIMINATORY HARASSMENT PREVENTION POLICY (adopted 11/20/18) found on the county website <https://greenecountyny.gov/category/rfp/> and must include the executed acknowledgment as part of the bid submission.

All bids are to be accompanied by a signed Certificate of Non-Collusion

Proposals submitted under this request for proposal are subject to public disclosure under the New York State Freedom of Information Law.

This is a Prevailing Wage project

Awarded vendor will be required to submit an EEO staffing plan and Vendor Responsibility Profile.

GREENE COUNTY TITLE VI NOTICE: Greene County hereby gives public notice that it is the County of Greene's policy to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States of America shall, on the grounds of race, color, gender, or national origin be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which Greene County receives federal financial assistance. Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with Greene County. Any such complaint must be in writing and filed with the County Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. Title VI Discrimination Complaint Forms may be obtained at no cost to the complainant on our website at www.GreenecountyNY.Gov or by calling (518) 719-3540.

MWBE AND SDVOB INCLUSIONS: Greene County requires its consultants working on New York State funded projects (when applicable) to meet any employment and business goals imposed on grant awards through Executive Law 15-A for the State's Minority and Women Owned Business Enterprise contracting program (MWBE). Greene County also requires its consultants working on New York State funded projects to meet any employment and business goals imposed on grant awards (when applicable) through Executive Article 17-B for participation by Service-Disabled Veteran Owned Businesses. Certified Minority and/or Women Owned Business Enterprises as well as Service-Disabled Veteran Owned Businesses are encouraged to respond to the RFP.

Appendix A — Certificate of Non-Collusion

To: County of Greene

Date: _____

RE: ATTACHED PROPOSAL

I, _____: HEREBY CERTIFY, as follows:

1. That the attached proposal has been independently arrived without collusion with any other bidder or with any competitor or potential competitor.
2. That the proposal has not been knowingly disclosed prior to the opening of proposals to any other bidder or competitor.
3. That no attempt has been or will be made to induce any other person or firm to submit or not to submit a proposal.
4. That the statements are accurate, under penalty of perjury.
5. For Corporate Bidder: That attached hereto is a certified copy of a resolution authorizing the execution of this certificate by the undersigned of this proposal on behalf of the authorizing entity.

Signature of Officer

Title

Name of Company or Corporation

Address of Company or Corporation

This certification is made pursuant to an amendment to the State Finance Law, the General Municipal Law and the Public Authorities Law, relating to non-collusion in public bids and proposals, which became effective September 1, 1965. (Chapter 751 of the Laws of 1965).

Appendix B

BIDDERS AND VENDORS ACKNOWLEDGEMENT

ALL VENDORS AND BIDDERS ACKNOWLEDGE AND AGREE TO BE BOUND BY THE GREENE COUNTY SEXUAL HARASSMENT PREVENTION POLICY (adopted 11/20/18) and THE GREENE COUNTY DISCRIMINATORY HARASSMENT PREVENTION POLICY (adopted 11/20/18)

By signing below, all bidders and/or vendors hereby acknowledge and agree that he/she/they/it have carefully reviewed Greene County's policy(ies) prohibiting sexual harassment and/or discriminatory harassment, as referenced above, and agree to be subject to and bound by all terms and conditions contained therein.

All bidders and vendors hereby agree to indemnify and hold harmless Greene County, inclusive of reasonable attorney fees, from any and all claims related to any violation(s) of the above referenced policies allegedly arising from the conduct of their/its principals, employees, agents, hires and/or assigns.

All bidders and vendors hereby acknowledge and agree that if he/she/they/it reasonably believe that he/she/they/it are subjected to harassment/discrimination in violation of either of the above referenced policy(ies), he/she/they/it shall be responsible for reporting the harassing and/or discriminatory conduct as outlined in said policies.

I HAVE CAREFULLY REVIEWED THE GREENE COUNTY SEXUAL HARASSMENT PREVENTION POLICY and THE GREENE COUNTY DISCRIMINATORY HARASSMENT PREVENTION POLICY, which I viewed, in their entirety, at www.greenegovernment.com on _____, _____, 2026.

By: _____

Bidder/Vendor

Company Name: _____

Dated: _____, _____, 2026

Appendix C — Debarment & Suspension Certification

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER
RESPONSIBILITY MATTERS -
PRIMARY COVERED TRANSACTIONS**

1. The prospective primary participant certifies to the best of its knowledge that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency; and
 - b. Have not, within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, local) transaction or contract under a public transaction; and have not been convicted of any violations of Federal or State antitrust statutes or the commission of embezzlement, theft, forgery, bribery, falsification, the destruction of records, making false statements, or receiving stolen property; and
 - c. Are not presently indicted, or otherwise criminally or civilly charged, by a government entity (Federal, State, or local) with the commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

2. If the prospective primary participant is unable to certify to any of the statements in this certification, the participant must attach an explanation to this RFQ.

Signature of Officer

Title

Name of Firm

Date

CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

As a result of the Iran Divestment Act of 2012 (the "Act"), Chapter 1 of the 2012 Laws of New York, a new provision has been added to State Finance Law (SFL) § 165-a and New York General Municipal Law § 103-g, both effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) will be developing a list of "persons" who are engaged in "investment activities in Iran" (both are defined terms in the law) (the "Prohibited Entities List"). Pursuant to SFL § 165-a(3)(b), the initial list is expected to be issued no later than 120 days after the Act's effective date at which time it will be posted on the OGS website.

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, each Bidder/Contractor, any person signing on behalf of any Bidder/Contractor and any assignee or subcontractor and, in the case of a joint bid, each party thereto, certifies, under penalty of perjury, that once the Prohibited Entities List is posted on the OGS website, that to the best of its knowledge and belief, that each Bidder/Contractor and any subcontractor or assignee is not identified on the Prohibited Entities List created pursuant to SFL § 165-a(3)(b).

Additionally, Bidder/Contractor is advised that once the Prohibited Entities List is posted on the OGS Website, any Bidder/Contractor seeking to renew or extend a Contract or assume the responsibility of a Contract awarded in response to this solicitation must certify at the time the Contract is renewed, extended or assigned that it is not included on the Prohibited Entities List.

During the term of the Contract, should the County receive information that a Bidder/Contractor is in violation of the above-referenced certification, the County will offer the person or entity an opportunity to respond. If the person or entity fails to demonstrate that he/she/it has ceased engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the County shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages or declaring the Bidder/Contractor in default.

The County reserves the right to reject any bid or request for assignment for a Bidder/Contractor that appears on the Prohibited Entities List prior to the award of a contract and to pursue a responsibility review with respect to any Bidder/Contractor that is awarded a contract and subsequently appears on the Prohibited Entities List.

I, _____, being duly sworn, deposes and says that he/she is the _____ of the _____ Corporation and that neither the Bidder/Contractor nor any proposed subcontractor is identified on the Prohibited Entities List.

Sworn to before me this _____
Day of _____, 20__

Notary Public

SIGNED

INCORPORATION FORM

FIRM NAME: _____

FEDERAL EMPLOYER ID NO. OR SOCIAL SECURITY NO.: _____

DATE OF ORGANIZATION: _____

DATE FILED: _____

STATE FILED IN: _____

TYPE OF ENTITY:

- CORPORATION
- PARTNERSHIP
- LIMITED LIABILITY COMPANY (LLC)
- SOLE PROPRIETOR
- DOING BUSINESS AS (DBA)

IF PUBLICLY OWNED:

LIST PRINCIPAL STOCKHOLDERS (5% OF OUTSTANDING SHARES):

LIST OFFICERS AND DIRECTORS NAME AND TITLES:

IF A PARTNERSHIP:

LIST PARTNERS NAME(S):

Project	Bid amount	Notes:
3.1 Tower Inspection and Maintenance (Windham and Hunter Sites)		
3.1.1 Optional Windham Dish removal		
3.2 Hunter Mountain VFP Shelter repair		
3.3 Windham Mountain Preventative Maintenance and minor repairs		

Suggested format for monetary bid response.

Hunter Mountain Shelter Damage pictures







Area most likely responsible for water entry

