**INCORPORATED VILLAGE OF ISLAND PARK**

**127 LONG BEACH ROAD**

**ISLAND PARK, NEW YORK 11558**

**LEGAL NOTICE**

**PUBLIC NOTICE TO BIDDERS**

PLEASE TAKE NOTICE THAT sealed proposals will be received from authorized individuals or entities by the Incorporated Village of Island Park on Tuesday, March 2, 2021 at 11:00 a.m. prevailing time at the Village Hall, 127 Long Beach Road, Island Park, New York at which time they will be publicly opened and read, and the contract awarded as soon thereafter as practicable for:

**Management of Two-Sided Digital Billboards on Village Property including Design, Installation, Operation, and Maintenance**

The Scope of Work Package will be available at the Office of the Village Clerk at Village Hall, 127 Long Beach Road, on or after Tuesday, February 16, 2021 between the hours of 9:00 a.m. and 4:30 p.m. prevailing time, Monday through Friday, except on holidays. A complete Scope of Work Package can be obtained for a non-refundable fee of one hundred dollars ($100.00) per bid set. Only those documents obtained in this manner will enable a prospective bidder to be identified as an official plan holder of record. All proposals must be upon forms furnished by the Village, and such documents submitted in any other form shall be subject to rejection.

Each bid must be prepared and submitted in accordance with the Instructions to Bidders and must be accompanied by Bid Security in the form of a certified check, bank check, or bid bond in the amount of five percent (5%) of the total amount of the bid.

All sealed Request for Proposals must be in before opening date and time and can be mailed or delivered to Village Clerk, Village of Island Park, 127 Long Beach Road, Island Park, New York 11558.

The Village encourages vendors/suppliers that are certified as a Minority or Women Owned Business Enterprise to participate in our bidding process.

The Mayor and Board of Trustees reserve the right to reject any and all proposals.

**BY ORDER OF THE MAYOR AND BOARD OF TRUSTEES**

of the Incorporated Village of Island Park, New York.

Constance L. Conroy

Village Clerk

Dated: February 8, 2021

Island Park, New York