

**NOTICE TO BIDDERS
BOROUGH OF ROSELAND
ESSEX COUNTY, NEW JERSEY**

Sealed bids will be received by the Borough of Roseland, 140 Eagle Rock Avenue, Roseland, New Jersey, 07068 in the County of Essex and State of New Jersey on Thursday, June 24, 2021 at 11:00 a.m. prevailing time, and then publicly opened and read aloud for:

**FIRST AID SQUAD ENTRY IMPROVEMENTS
BOROUGH OF ROSELAND
ESSEX COUNTY NEW JERSEY**

Due to the COVID-19 State of Emergency, bids shall be dropped off in the grey mailbox in front of the Borough's municipal building at 140 Eagle Rock Avenue and must be received by the Borough Clerk prior to the time of the bid opening. Any questions regarding this process may be addressed to the Borough Clerk, by calling 973-403-6029 or by e-mail at jwatkins@roselandnj.org.

The work to be performed under this contract includes the modification of the existing masonry structure at the Borough's First Aid Squad building. An ADA accessible door entrance will be added along with its associated electrical for an automatic door opening system. Additionally, concrete curb and sidewalk in front of the building will be replaced.

Principal items of work in the project include:

- . L.S. Entry Improvements

The work contemplated under this Contract shall be completed by Friday, October 8, 2021.

Copies of plans, specifications, and Contract Documents have been prepared by Boswell Engineering and will be on file in the Borough of Roseland. Bidders will be furnished with a copy of the Contract Documents by request upon proper notice. Beginning on Wednesday, May 26, 2021 Contract Documents will be made available on the Borough's website at www.roselandnj.org/bids or by contacting the Borough Clerk of the Borough of Roseland, either by calling 973-403-6029 or by email at jwatkins@roselandnj.org. If necessary, prospective bidders can arrange to pick up the Contract Documents in person from the Borough provided they coordinate the same with the Borough Clerk. The pick-up of Contract Documents will be performed at the vestibule of the Borough's Department of Public Works building located at 300 Eagle Rock Avenue, Roseland, N.J. 07068.

Each bid must be made upon the prescribed forms, furnished with the Contract Drawings and Specifications, including the non-collusion affidavit and ownership statement compliance form and must be accompanied by a Consent of Surety and a certified check, cashier's check, or Bid Bond of not less than ten (10%) percent of the amount bid and, not to exceed \$20,000.00. Such checks and Bonds shall be made payable to the Owner and will be held as a Guarantee that in the event the Bid is accepted and a Contract awarded to the bidder, the Contract shall be duly executed and its performance properly secured. The successful bidder shall furnish and deliver to the Owner a performance and payment bond in the amount of 100 percent of the accepted bid amount as security for the faithful performance and payment of the Contract. Further, the successful bidder must

furnish the policies or Certificates of Insurance required by the Contract. In default thereof, said checks and the amount represented thereby will be forfeited to the aforesaid Owner as liquidated damages. Bids must be accompanied, in the case of corporations not chartered in New Jersey, by proper certificate that such corporation is authorized to do business in the State of New Jersey.

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 regarding equal employment opportunity, as amended. All corporations and partnerships must comply with Chapter 33, of the P.L. of 1977, regarding disclosure of partners and stockholders. Each bid must be enclosed in a sealed envelope bearing the name and address of the bidder, addressed to the Owner and labeled for the FIRST AID SQUAD ENTRY IMPROVEMENTS.

The award of the Contract for this project will not be made until the necessary funds have been provided by the Owner in a lawful manner.

The contractor must be aware that amended payment processes and procedures affect this Contract and/or service as well as all delivered goods that the successful awarded contractor/vendor will be providing. The contractor/vendor bidding on this service or supply of specified materials must be aware of the conditions and statements herein as if affects the timing and release of payments to them of all completed work or supplies delivered. Payment processes and procedures will have a different time frame that may exceed that of the New Jersey State Prompt Payment Statute 2A:30A-2. Payments made to the awarded Bidder under this Contract may not be in compliance with said statute which states that payments are due within 30 days of approval of all submitted pay requests by the Architect/Engineer.

Payment requests for completed work or delivered supplies will be processed under the standard approval policies of the Borough of Roseland and are subject to two separate approvals by the Mayor and Council prior to the release of any payment to the awarded Bidder. All payment submittals are subject to cut-off dates which can change monthly. Payment requests submitted to the Borough after these deadline dates will be processed during the next payment cycle and can be subject to a thirty (30) day delay. In addition to the thirty (30) day delay, the cancellation of a scheduled meeting may result in an additional fifteen (15) to thirty (30) day delay.

By submitting a bid for this project or material delivery, the Bidder automatically agrees to comply with this Payment Policy. And Process and Procedures notice established by the Mayor and Council of the Borough of Roseland.

Proposals for this Contract will only be accepted from bidders who have properly qualified in accordance with the requirements of the Contract Documents.

The contract governing this work is funded by monies received by Essex County under Title I of the Housing and Urban-Rural Recovery Act of 1983 (P.L. 98-181). Under the said Act, the Davis-Bacon Act is applicable to the contracted work. Accordingly, the contractor must abide by the provisions of the Federal Labor Standards, which are included as a part of the conditions of the contract.

All bidders must submit their DUNS number (Data Universal Numbering System) and their SAM CAGE Code number (System for Awards Management – Commercial and Government Entity). Prospective bidders without a DUNS and SAM number will not be able to be considered responsible bidders, thus eliminating them from any awards. It is noted that sub-contractors will not need to be registered with SAM.

All bids shall be irrevocable, not subject to withdrawal and shall stand available for a period of sixty (60) days.

The Owner reserves the right to reject any and all bids, to waive informalities or irregularities in the bids received and to accept the bid from the lowest responsible bidder.

BOROUGH OF ROSELAND

Jock H. Watkins
Borough Clerk