

A. BIDDING REQUIREMENTS:

A.1 REQUEST FOR BIDS:

Florham Park Board of Education
67-71 Ridgedale Avenue
PO Box 39
Florham Park, NJ 07932

Attention: Mr. John Csatlós, Business Administrator

Telephone No. 973-822-3880 (Ext. 1005) / Facsimile No. 973-822-0716

Notice is hereby given that the Florham Park Board of Education will be receiving sealed bids at the Board offices located at 67-71 Ridgedale Avenue, Florham Park, NJ 07932 for the following project:

**CONTRACT #13 – HVAC & DDC CONTROLS UPGRADES
AT
BROOKLAKE ELEMENTARY SCHOOL
STATE PLAN #1530-020-19-2000**

The bid documents have been prepared by the firm, **LAN Associates, Engineering, Planning, Architecture, Surveying, Inc. (LAN)** and can be inspected at their office at 445 Godwin Ave. Ste. 9, Midland Park, NJ 07432, Telephone #201-447-6400, Fax #201-447-1233.

Commencing on **Tuesday, February 25, 2020**, bid documents for this project will be available for review and/or pick up between the hours of 9:00 a.m. & 4:00 p.m. on business days at the offices of LAN Associates, Engineering, Planning, Architecture, Surveying, Inc. (LAN), 445 Godwin Avenue, Midland Park, NJ 07432. Bidding documents shall be available on a flash drive (FD). A **One Hundred-Fifty (\$150) Dollar non-refundable deposit for each bid package** via cash, check (made payable to LAN Associates, Engineering, Planning, Architecture, Surveying, Inc. (LAN)), Visa or MasterCard, is required for each FD. Documents will not be sent via overnight mail or US mail.

All technical questions, comments, and inquiries should be directed to LAN (Attention: Mr. Alex Li, PE) at Telephone #201-447-6400 or Email: alex.li@lanassociates.com.

Further information may be obtained by contacting Mr. John Csatlós, Business Administrator at Telephone #973-822-3880 or Fax #973-822-0716.

A non-mandatory Pre-Bid Conference for the purpose of considering questions posed by all Bidders will be held on **Wednesday, March 4, 2020 at 3:30 p.m. at Brooklake Elementary School, 235 Brooklake Road, Florham Park, NJ 07932, T #973-822-3888**. It is **RECOMMENDED** that Bidders attend the Pre-Bid Conference for purposes of clarifying specific information concerning the Project work, hearing other Bidders' questions regarding various aspects of the Project and the answers thereto, and learning the manner of proper completion and submission of the Bid Documents to ensure a responsive Bid. A Bidder's failure to attend the Pre-Bid Conference is at its own risk. **The last day for questions shall be on Monday, March 9, 2020 at 12:00 p.m. (noon)**. Addendum shall be released to all registered Bidders on **Tuesday, March 10, 2020**.

All bidders must use and complete all bid forms and must comply with every requirement contained in the instructions and specifications. Bids are to be marked in a sealed envelope and delivered to **Florham Park Board of Education, Attention: Mr. John Csatlós** with the name of the project, **"Contract #13 – HVAC & DDC Controls Upgrades at Brooklake Elementary School,"** plainly marked on the front of the envelope. Every

bid must be accompanied by a certified check or a bid bond in the amount of ten percent (10%) of the bid, but not in excess of \$20,000.

All bidders and their subcontractors shall be registered with the New Jersey Department of Labor, pursuant to the Public Works Contractor Registration Act, N.J.S.A. 34:11-56.48 et seq. All bids must be accompanied by a Certificate issued by the New Jersey Department of Labor, pursuant to the Public Works Contractor Registration Act as to the Bidder and all subcontractors.

Pursuant to P.L. 2004 c.57, (N.J.S.A. 52:32-44) all bids must be accompanied by a New Jersey Business Registration Certificate issued by the New Jersey Department of Treasury, Division of Revenue. The Bidder must include with its bid its own Business Registration Certificate and that of all subcontractors.

Bidders are required to comply with the requirements of N.J.S.A. 10:2-1 et seq., "The Law Against Discrimination" and Affirmative Action, N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq.

Pursuant to N.J.S.A. 18A:18A-26, in order to be eligible to submit a Bid for a Project, the Bidder and/or its subcontractor(s) shall be classified by NJDPMC and NJSDA in at least one of the following disciplines as listed below:

C032 HVACR

No bidder who is on the State Treasurer's or the Federal Government's List of Debarred, Suspended or Disqualified Bidders shall be eligible to bid on this project.

Bids must be submitted to the Florham Park Board of Education no later than **11:00 a.m. on Friday, March 20, 2020**. All bids will be opened and read to the public at that time by the School Business Administrator at the Board offices. No bid may be withdrawn for a period of sixty (60) days from the opening of the bids.

The Florham Park Board of Education reserves the right to reject any or all bids and waive any informality in the bidding process in accordance with the law if it is in the best interest of the Board of Education. The contract, if awarded, shall be awarded to the lowest responsible bidder whose bid is responsive in all material respects to the bid requirements. No bid shall be deemed accepted until the adoption of a formal resolution by the Florham Park Board of Education.

BY ORDER OF FLORHAM PARK
BOARD OF EDUCATION,
MORRIS COUNTY, NJ:


Mr. John Csatlós,
Business Administrator

DATE: 2/25/20