

MONTCLAIR STATE UNIVERSITY NOTICE TO BIDDERS

The Director of Procurement Services at Montclair State University will receive bids for Request for Proposal # 1343–Richardson Hall – Interior Renovation, through 9:30 AM, March 22, 2018 when they will be publicly opened at the Facilities Conference Room 3002, Third Floor, Overlook Corporate Center, 150 Clove Road, Little Falls, NJ 07424.

Scope of Work: The project consists of general contractor services for the renovation of Richardson Hall, which includes renovation of laboratories and offices on first and second floor, and upgrades to HVAC system and duct work.

A Pre-Bid Meeting and Site Inspection will be held on March 1, 2018 at 9:30 AM at the Facilities Conference Room 3002, Third Floor, Overlook Corporate Center, 150 Clove Road, Little Falls, NJ 07424. Bidders are advised that attendance at both the pre-bid meeting and site visit is strongly recommended, and no special consideration will be provided to any bidder that does not attend.

Copies of the request for proposal, including Information for Bidders, bidding forms and specifications may be downloaded on or about February 22, 2018 at <http://www.montclair.edu/finance/news/index.php?ChannelID=92>

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 et seq. regarding Affirmative Action; State of New Jersey Prevailing Wage Rate Act, N.J.S.A. 34:11-56.26 et seq.; and N.J.S.A. 52:25-24.2 regarding Ownership Disclosure. Bidders shall also be classified by the Division of Property Management and Construction (DPMC). Montclair State University is an Equal Opportunity Purchaser.

In accordance to N.J.A.C., 17:14-1.2 et seq. and Executive Order 71, signed by Governor James E. McGreevey in 2003, the University requires bidders to make a good faith effort to provide opportunities for Small Business Enterprises (SBE) to participate in the performance of this contract as subcontractors consistent with the overall goals established for construction services by the New Jersey Commerce and Economic Growth Commission (NJ Commerce).

SBE subcontracting goals are not applicable if the bidder is currently registered with NJ Commerce as an SBE firm.

Details regarding the requirements for vendors bidding this work are contained in this request for proposal. Questions shall be in writing and may be directed to Halyna Hotsko, Contract Manager, via fax at 973-655-5468, or e-mail at hotskoh@montclair.edu. No oral questions or answers shall be authorized or relied upon by bidders.

By: Halyna Hotsko, Contract Manager, Montclair State University.

The Contract Manager of Procurement Services will receive bids for:

**CONTRACT: Request for Proposal # 1343
 Richardson Hall – Interior Renovation
 Lump Sum General Construction**

Until 9:30 AM on March 22, 2018 at which time they will be publicly opened and read aloud in the Facilities Conference Room, Third Floor, Overlook Corporate Center, 150 Clove Road, Little Falls, NJ 07424.

Requests for additional information and bidders contact information shall be in writing and directed to Halyna Hotsko, Contract Manager, via fax at (973) 655-5468, or e-mail at hotskoh@montclair.edu.

Any award of contract resulting from this Request for Proposal will be subject to the availability of sufficient funds. All proposals must be delivered or mailed. Electronic bids via fax or telephone will not be accepted. Bids must be enclosed in a sealed envelope/package bearing the name of the Bidder and clearly marked as follows on the outside of the envelope:

**RFP# 1343 – Richardson Hall - Interior Renovation
Director of Procurement Services
Montclair State University
Third Floor, Overlook Corporate Center,
150 Clove Road, Little Falls, NJ 07424.
Phone: (973) 655-4145**

Bidder's written questions are due by March 9, 2018 by 12:00 Noon. All responses to questions will be issued via formal addendum and posted to our website prior to the bid due date. There are no designated dates for release of addendum. In accordance with University Procurement Policy #15, the advertisement of addenda will be provided to all interested bidders by posting on the Procurement Services' webpage. Interested Bidders should check the Procurement Services webpage on a daily basis from the time of RFP issuance through bid proposal submission.

Qualifications –

Bidders shall include in their bid information about all subcontractors to be used on this project as outlined in the bid documents. Contractors and sub-contractors must be licensed under the provisions of the New Jersey State construction code. All contractors and sub-contractors performing work on the project must be certified (Public Works Contractor) pursuant to N.J.S.A. 34:11 – 56:48 et seq. at the time of submission of bid. Bidders shall include in their bid documents all sub-contractors to be used on this project as required in the bid documents.

Each proposal shall be accompanied by a Proposal Guarantee payable to Montclair State University, that if a contract is awarded, the bidder shall enter into contract, and shall furnish a Performance Bond (100%). The Proposal Guarantee shall be in the amount of ten (10) percent and shall be given, at the option of the Bidder, by Certified Check, Cashier's Check or Bid Bond.

In accordance with N.J.S.A. 52:32-44, all New Jersey and out of State business organizations must obtain a Business Registration Certificate (BRC) from the Department of the Treasury, Division of Revenue, prior to conducting business with the State of New Jersey.

Bidders are required to be registered with the New Jersey Department of Property Management and Construction (DPMC) and possess a valid C009 classification with a minimum rating of \$40Mln or more at the time of proposal submission and contract execution.

In accordance to N.J.A.C., 17:14-1.2 et seq. and Executive Order 71, signed by Governor James E. McGreevey in 2003, the University requires bidders to make a good faith effort to provide opportunities for Small Business Enterprises (SBE) to participate in the performance of this contract as subcontractors consistent with the overall goals established for construction services by the New Jersey Commerce and Economic Growth Commission (NJ Commerce).

SBE subcontracting goals are not applicable if the bidder is currently registered with NJ Commerce as an SBE firm.

Bidders are required to comply with the requirements of N.J.S.A. 52:34-13.2 regarding Source Disclosure for Service.

Bidders are required to comply with the requirements of N.J.S.A. 19:44A-20.13, et. seq. and Executive Order 117 regarding Political Contribution Disclosures.

No bid shall be withdrawn for a period of sixty (60) days after the scheduled time and date of the bid opening.

Montclair State University reserves the right to reject all bids in accordance with N.J.S.A. 18A:64-69.

A Project Labor Agreement will be a requirement for this project.

By:

Halyna Hotsko
Contract Manger
Montclair State University