

Hopewell Township Board of Education
122 Sewall Road
Bridgeton, NJ 08302

**REQUEST FOR BIDS
PUBLIC WORKS PROJECT**

Bid Advertisement

The Hopewell Township Board of Education hereby advertises for competitive bids in accordance with N.J.S.A. 18A:18A-21(a) (b) for:

HOPEWELL CREST SCHOOL – NEW RAMP AND STAIR

Drawings and Specifications (electronic format only) can be obtained from the Architect's ShareFile site at <https://mmpfa.sharefile.com> but ONLY after the bidder has been added to the official bidders list.

To be added to the bidders list please send an email with your First Name, Last Name, Company Name, Contact Information, and a primary contact Email to Mrs. Arlene Feaster at afeaster@mmpfa.com. If you do not receive a response within 2 hours, resubmit your request. Once added to the bidders list, if you are not already in our system you will receive an email from ShareFile with instructions on setting up your account for which you will need to create your own unique password. If you have used our ShareFile previously your prior email and password remains valid. Once added to the bidders list and validated with ShareFile, you will be granted access to the project's bid documents folder. Note: You MUST establish an account with our ShareFile site in order to access the electronic bid documents. They will not be distributed by any other means.

Documents will be available beginning Friday, May 15, 2020. Questions regarding the bid must be made via email to: afeaster@mmpfa.com. Reference the specific project name noted above. All questions should be submitted no later than 2:00 PM on Tuesday, May 26, 2020.

Bids must be sealed and delivered to the Office of the School Business Administrator/Board Secretary of **Hopewell Township Board of Education** on or before date and time indicated below. See instructions for the submission of bids under the **Special Notice** included in this advertisement. **No bids shall be received after the time designated in the advertisement.** (N.J.S.A. 18A:18A-21(b)). The Board of Education does not accept electronic (e-mail) submission of bids. The envelope to bear the following information:

Name and Address of the Bidder

Title: **HOPEWELL CREST SCHOOL – NEW RAMP AND STAIR**

Bid Date: **Wednesday, June 3, 2020**

Bid Time: **1:00 PM**

The bid opening process will begin on the above advertised date. The time of the opening shall be 2:00 PM in the **HOPEWELL TOWNSHIP BOARD OF EDUCATION** offices, 122 Sewall Road, Bridgeton, NJ 08302. On this date and time, the School Business Administrator / Board Secretary shall publicly open all bids.

All bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq., Affirmative Action Against Discrimination (N.J.A.C. 17:27-1 et seq.). An Initial Project Workforce Report will be required from the successful contractor. (Form AA-201).

Contractors bidding on this project are to comply with the requirements of the Prevailing Wage Rate Determination pursuant to N.J.S.A. 34:11-56.25.

A bidder on a public works project for a Board of Education where the cost of the work exceeds \$20,000.00 must first have been qualified by the Department of the Treasury, Division of Property Management and Construction, pursuant to N.J.S.A. 18A:18A-27 through 33, and shall submit with his bid a Prequalification Affidavit, a copy of a valid and active NOTICE OF CLASSIFICATION, a certified copy of a Total Amount of Uncompleted Contracts Form and an Affidavit that subsequent to the latest such statement submitted by him, there has been no material adverse change in his qualification information except as set forth in said Affidavit

Each bid shall be accompanied by a bid bond, cashier's check or certified check made payable to the **Hopewell Township Board of Education**, for ten percent (10%) of the amount of the total bid, however, not to exceed \$20,000.00.

Statement of Ownership: Pursuant to N.J.S.A. 52:25-24.2, Bidders shall submit a statement setting forth the names and addresses of all persons and entities owning ten (10%) percent or more of its stock or interest on any type at all levels of ownership.

A Non-Collusion Affidavit and a Contractor Questionnaire/Certification also must be submitted with the bid. The bid package will also include other documents that must be completed and returned with the bid. Failure to comply with the instruction to Bidders and to complete the required forms, may be cause for disqualification and rejection of the bid.

The bid package will also include other documents that must be completed and returned with the bid. Failure to comply with Instructions to Bidders and to complete and submit all required forms, may be cause for disqualification and rejection of the bid.

All contractors named in this bid, shall possess a valid Contractor's Registration Certificate pursuant to N.J.S.A. 34:11-56.48 et seq., at the time the bid is received.

The Board of Education reserves the right to reject any or all bids pursuant to N.J.S.A. 18A:18A-18, 18A:18A-2(s), (t), (x), (y), 18A:18A-4(a-c), 18A:18A-22, and to waive any informalities.

Special Notice - Office of the School Business Administrator

The Board of Education during this emergent time, is currently closed and there is no guarantee the district offices will be opened by the advertised submission date. As the School Business Administrator/Board Secretary of the district, I am providing this Special Notice concerning the submission and opening of bids. The district remains closed until further notice.

Submission of Bids

All potential bidders are to send their responses through the US Postal Service or other recognized delivery service that provides certification of delivery to the sender. Bids may also be hand delivered to the **Hopewell Township Board of Education** offices, 122 Sewall Road, Bridgeton, NJ, prior to the bid date and time on Wednesday, June 3, 2020 between the hours of 10:00 AM and 1:00 PM via a drop box/container in the main entrance to the school. The Deadline for receipt of bids remains 1:00 PM at which time the bid packages will be collected and brought to the Board Conference Room for the live-streamed bid opening which will occur at 2:00 PM.

Opening of Bids—Online Live Streaming

The board of education is aware of N.J.S.A. 18A:18A-21 which states the following:

At such time and place the purchasing agent of the board of education shall publicly receive the bids and thereupon immediately proceed to unseal them and publicly announce the contents, which announcement shall be made in the presence of any parties bidding or their agents who are then and there present.

To ensure there is “**social distancing**” amongst all parties in the bid opening, the bid opening will be conducted via online live streaming. The names of the vendors and their prices will be announced on the online live streaming which may be viewed by the general public and interested parties on the advertised bid date and time. To access the online streaming go to:

<https://us02web.zoom.us/j/87600534828?pwd=c0UxQTB6cmg5bW1iNkJKT2k4VmxFQT09>

PLEASE DO NOT PLAN ON ATTENDING THE PUBLIC OPENING IN PERSON.

Stephanie Kuntz
Business Administrator/Board Secretary