LAKEWOOD Board of Education
LAKEWOOD, New Jersey

PUBLIC WORKS

Bid Specifications
&
General Requirements
For

NONPUBLIC SCHOOLS FENCING AND INSTALLATION

TIME AND MATERIALS

BID 07-2425

_ Tuesday, September 24, 2024

__10:00 a.m.

Opening Location: 200 Ramsey Ave

Lakewood, NJ 08701

School Business Administrator/Board Secretary
Kevin Campbell

LAKEWOOD BOARD OF EDUCATION

REQUEST FOR BIDS
PUBLIC WORKS

Bid Advertisement

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

Bid No. 07-2425 **NONPUBLIC SCHOOL FENCING AND INSTALLATION /TIME AND MATERIALS**

Bidders shall be prequalified by the New Jersey Division of Property Management and Construction in either trade categories listed below if total Bid exceeds $20,000:

Classification Code	Classification Trade Name
C022	**FENCING**
OR	
C008	**GENERAL CONSTRUCTION**
OR	
C009	**GENERAL CONSTRUCTION/ALTERATIONS & ADDITIONS**

All necessary bid specifications and bid forms may be secured upon written request to:

Kevin Campbell
Business Administrator/Board Secretary
Lakewood Board of Education
200 Ramsey Ave
Lakewood, New Jersey 08701
Fax: 732-905-3574
Email: dpiasentini@Lakewoodpiners.org

Bids must be sealed and delivered to the Office of the School Business Administrator/Board Secretary of the LAKEWOOD Board of Education ***on or before*** date and time indicated below. The envelope to bear the following information:

Title:	**NONPUBLIC SCHOOLS FENCING AND INSTALLATION TIME AND MATERIALS**
Bid No.:	**07-2425**
Name and Address of the Bidder	
Date:	**Tuesday, September 24, 2024**
Time:	**10:00 a.m.**
Attn:	**Purchasing Manager**

The bid opening process will begin on the above advertised date and time at the Board Offices 200 Ramsey Ave. Lakewood, New Jersey 08701. Bids may also be submitted to the School Business Administrator/Board Secretary or his designee at the bid opening meeting, prior to the advertised date and time. On the advertised date and time, the School Business Administrator/Board Secretary or his designee shall receive and open all bids in person at the Board Offices, 200 Ramsey Avenue, Lakewood, New Jersey 08701.

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 at this time.

All respondents 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.

The district shall not be responsible for the loss, non-delivery, late delivery or physical condition of bids sent by mail or courier service. In the event the district is closed due to an emergency, the opening of the bids will be rescheduled and posted on the website.

Submission of Bids—US Postal Service/Delivery Service

All potential respondents are encouraged to send their responses through the US Postal Service via certified mail/overnight delivery or other recognized delivery service that provides certification of delivery to the sender.

Submission of Bids—Hand Deliver—Day of the Bid Opening

While the use of the US Postal Service or courier service is preferred, the district will accept hand-delivered bid packages at the Board of Education Administrative Offices, 200 Ramsey Ave., Lakewood, NJ. A **Security Specialist** is posted at the reception area from 8:00 a.m. to 4:00 p.m. Monday thru Friday and will accept any Bid Packages hand delivered. Respondents using this option are to submit bids prior to the advertised date and time, to insure the Bid Package is received by the Business Administrator in a timely manner. No Bids will be accepted after the scheduled time of the Bid opening.

Statement of Ownership Requirement: Pursuant to N.J.S.A. 52:25-24.2, Respondents shall submit a statement setting forth the names and addresses of all persons and entities that own ten percent or more of its stock or interest of any type at all levels of ownership.

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—No Material Adverse Change, a copy of a valid and active NOTICE OF CLASSIFICATION, a certified copy of a Total Amount of Uncompleted Contracts Form and such Affidavit that subsequent to the latest such statement submitted 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 Lakewood Board of Education for ten percent (10%) of the amount of the total bid, however, not to exceed $20,000.00.

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 proposal shall possess a valid and current New Jersey Department of Labor and Workforce Development Public Works Contractor's Registration Certificate pursuant to N.J.S.A. 34:11-56.48 et seq., at the time the proposal is received by the Board of Education.

The Board of Education reserves the right to reject any non-responsive bids or all bids, pursuant to N.J.S.A. 18A:18A-22, and to waive minor informalities or non-material exceptions.

KEVIN CAMPBELL
School Business Administrator/Board Secretary

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- Pre-Bid Meeting
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Affirmative Action Acknowledgement
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Reminder from the Board of Education

LAKEWOOD BOARD OF EDUCATION

ETHICS IN PURCHASING

School District Responsibility

Recommendation of Purchases
The Board of Education desires to have all Board employees and officials practice exemplary ethical behavior in the procurement of goods, materials, supplies, and services.

School district officials and employees who recommend purchases shall not extend any favoritism to any contractor/vendor. Each recommended purchase should be based upon the quality of the items, service, price, delivery, and other applicable factors in full compliance with N.J.S.A. 18A:18A-1 et seq.

Solicitation/Receipt of Gifts – Prohibited
School district officials and employees are prohibited from soliciting and receiving funds, gifts, materials, goods, services, favors, and any other items of value from contractors/vendors doing business with the Board of Education or anyone proposing to do business with the Board of Education.

Contractor/Vendor Responsibility

Offer of Gifts, Gratuities -- Prohibited
Any contractor/vendor doing business or proposing to do business with the Board of Education shall neither pay, offer to pay, either directly or indirectly, any fee, commission, or compensation, nor offer any gift, gratuity, or other things of value of any kind to any official or employee of the Board of Education or any member of the official's or employee's immediate family.

Contractor/vendor Influence -- Prohibited
No contractor/vendor shall cause to influence or attempt to cause to influence, any official or employee of the Board of Education, in any manner which might tend to impair the objectivity or independence of judgment of said official or employee.

Contractor/Vendor Certification
Contractors/vendors or potential contractors/vendors will be asked to certify that no official or employee of the Board of Education or immediate family members are directly or indirectly interested in this request or have any interest in any portions of profits thereof. The contractor/vendor participating in this request must be an independent contractor/vendor and not an official or employee of the Board of Education.

LAKEWOOD BOARD OF EDUCATION

ADVISORY INFORMATION FOR BIDDERS

PROMPTNESS OF BID SUBMITTAL

It is the responsibility of the bidder to ensure that their bid is presented in a sealed envelope to the Office of the School Business Administrator or designee prior to the advertised bid date and time. The advertised bid date and time for this bid are on **Tuesday, September 24, 2024 @ 10:00 a.m.** No bids shall be received after the time designated in the bid advertisement. No extensions or exceptions will be made. The Business Office is open Monday through Friday from 8:00 am – 4:00 pm, according to the school calendar, and 8:00 am – 3:00 pm during the summer. Access to the Business Office may be delayed because of security clearance. Bidders may also submit bids to the School Business Administrator or his designee at the bid opening meeting prior to the advertised bid opening date and time. Once again, bids will not be received after the time designated in the advertisement.

PARKING

Parking in the vicinity of the Board of Education Administration Building is at a premium. ***Allow enough time to locate a parking space.***

MAIL

Mail is brought to the Board Offices in mailbags at approximately 10:00 a.m. each day. It is then sorted within the district system by departments. The Business Office routinely receives its mail at approximately 11:30 a.m.

UPS / FED EX / AND OTHER EXPRESS DELIVERY SERVICES

Deliveries of this type usually begin at 10:00 a.m. There may be some delay in getting bids to the Business Office.

HAND DELIVER BIDS – SUGGESTED PRACTICE

Keeping the aforementioned items in mind, the Board suggests that bidders arrange to hand-deliver their bid to the Office of the School Business Administrator and personally turn it into the Office before the advertised date and time. Please understand that bids arriving after the advertised bid date and time, for any reason, cannot be accepted, opened, or considered.

LAKEWOOD BOARD OF EDUCATION

BID CHECKLIST (A)

A. Bid packages must be submitted in duplicate on the proposed forms as provided, and in the manner designated. The Board of Education will accept one original bid package and one copy of the bid package. Please include all items organized as follows:

Addenda Acknowledgement

Affirmative Action Acknowledgement

Americans with Disabilities Acknowledgement

Assurance of Compliance

Bid Proposal Form

Bid Guarantee (Bid Bond, Cashier's Check, or Certified Check)

Certificate of Authority

Certificate (Consent) from Surety

Chapter 271 Political Contribution Disclosure Form

Contractor Questionnaire / Certification

Contractor's Registration Certification (Public Works)

Contractor Registration Certificate (Public Works) Submit prior to award of the contract.

Contractor Trade Licenses

Equipment Certification

Non-Collusion Affidavit

Notice of Classification Form

Prequalification Affidavit—No Material Adverse Change

Prevailing Wages Compliance Certification

Statement of Ownership Disclosure

Subcontractor's Disclosure Statement and all required attachments for subcontractors.

Sworn Contractor Certification; Qualifications and Credentials

Total Amount of Uncompleted Contracts Form – Certified (DPMC Form 701)

Failure to submit the above-listed documents with the bid package may be cause for rejection of the entire bid for being non-responsive (N.J.S.A. 18A:18A:2(y)).

LAKEWOOD BOARD OF EDUCATION

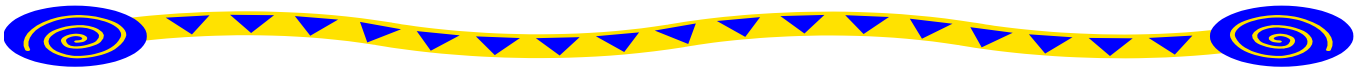
BID CHECKLIST (B)

B. Reminder Checklist

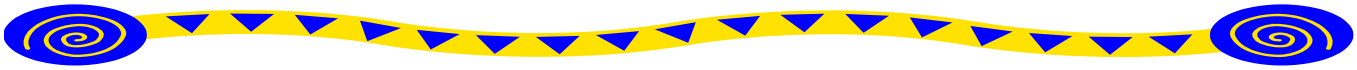
As a courtesy, the Office of the School Business Administrator has prepared this reminder checklist of items pertaining to this bid. The checklist is not considered to be all-inclusive. Bidders are to read and become familiar with all instructions outlined in the bid package.

Item	Yes	No
1. Have you verified your pricing to ensure accuracy?		
2. Have you answered every question fully and accurately?		
3. Have you signed all your documents (**blue ink**)? Facsimile, rubber-stamped, electronic, or digital signatures are not acceptable.		
4. Have you prepared all documents for submission?		
5. Did you make a copy of the bid package for your records?		
6. Did you make duplicate copies of the bid for the Board of Education?		
7. Did you submit a signed Bid Guarantee? Signed Consent of Surety?		
8. Did you correctly address the envelope?		
9. Have you allowed ample time for the bid to reach the Business Office?		

LAKEWOOD BOARD OF EDUCATION



GENERAL SPECIFICATIONS



Kevin Campbell

School Business Administrator/Board Secretary

LAKEWOOD BOARD OF EDUCATION

NONPUBLIC SCHOOLS FENCING AND INSTALLATION/TIME & MATERIALS

INSTRUCTIONS TO BIDDERS

1. . **BIDS ARE TO BE SUBMITTED TO:**

   i. Kevin Campbell
   Business Administrator/Board Secretary
   C/O Diane Piasentini, QPA
   Lakewood Board of Education
   200 Ramsey Ave
   Lakewood, New Jersey 08701

BY: **10:00 a.m.** PREVAILING TIME ON: **Tuesday, September 24, 2024**
by mail, delivery service or in person. Bids that are submitted are to be sealed and will be unsealed and announced at the bid opening meeting.

2. **Bid Packages are to be submitted in Duplicate**. Bids must be placed in a *sealed* envelope/package marked as shown below on the front of the envelope/package. Bid packages must be submitted **in duplicate** on the proposed bid submittal forms as provided and in the manner designated. The Board of Education requires one original bid package and one duplicate copy of the bid package. The extra copy is necessary for the processing of the bids. Bidders should also keep a complete copy of the bid packet, exactly as submitted.

Bids are to be delivered to the Office of the School Business Administrator of Lakewood Board of Education ***on or before*** the date and time indicated below. The envelope is to bear the following information:

Envelope Label Information

District**:**	**Lakewood Board of Education**
Bid Number:	**BID 07-2425**
Project:	**NONPUBLIC SCHOOLS WINDOWS & DOOR REPLACEMENT TIME AND MATERIALS**
Bid Date:	**Tuesday, September 24, 2024**
Bid Time:	**10:00 a.m.**
Bidder:	*Name of Company* *Address* *City, State Zip*

Failure to properly label the bid envelope may be a cause for the rejection of the bid.

The Board of Education does not accept electronic (e-mail) submissions of bids.

3. BID OPENING MEETING

All bids will be publicly received and unsealed by the School Business Administrator opened at the above address and read beginning at 10:00 a.m. on Tuesday, September 24, 2024 Bidders and/or their authorized agents, as well as the general public, are invited to be present at the bid opening. It is the responsibility of each bidder to ensure that their bid is complete and presented to the School Business Administrator prior to the advertised bid date and time. No bids shall be received or accepted by the Board of Education after the advertised bid date and time. (N.J.S.A. 18A:18A:21(b))

BIDDING REQUIREMENTS

1. AFFIRMATIVE ACTION—EQUAL EMPLOYMENT OPPORTUNITY IN PUBLIC CONTRACTS--EEO

The construction contractor shall complete and submit an Initial Project Workforce Report, Form AA-201, upon notification of award by the board of education. Proper completion and submission of this Report shall constitute evidence of the contractor's compliance with the regulations. Failure to submit this form may result in the contract being terminated. The contractor also agrees to submit a copy of the Monthly Project Workforce Report, Form AA-202, once a month thereafter for the duration of the contract to the Department of Labor Workforce and Development and the Board of Education Public Agency Compliance Officer.

All bidders should familiarize themselves with N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1.1 et seq. MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE—EXHIBIT B. If awarded a contract, your company/firm will be required to comply with the above requirements.

All relevant questions should be related to:

Department of Treasury
Division of Purchase and Property
Contract Compliance and Audit Unit
EEO Monitoring Program—PO Box 206
Trenton, New Jersey 08625-0206

All bidders are required to complete and submit the Affirmative Action Construction Contracts Acknowledgment Form, here enclosed in the bid package.

2. AMERICAN GOODS

In accordance with N.J.S.A. 18A:18A-20, only manufactured products of the United States, wherever available and where possible, are to be used with this project.

3. AMERICANS WITH DISABILITIES ACT; FACILITIES FOR PERSONS WITH DISABILITIES

The contractor must comply with all provisions of Title II of the Americans with Disabilities Act (ADA), P.L 101-336, in accordance with 42 U.S.C. S121.01 et seq. The Board of Education further recognizes that all specifications for the construction, remodeling, or renovation of any public building shall provide facilities for persons with disabilities. Reference—N.J.S.A. 18A:18A-17.

It is further recommended that bidders are required to read the Americans with Disabilities language form that is included in these specifications. The form shall be signed to show agreement with the provisions of Title II of the Act, and the provisions are to be made a part of the contract. The signed form shall be submitted with the bid proposal. The contractor is obligated to comply with the Act and to hold the owner harmless.

4. ANTI-BULLYING BILL OF RIGHTS—REPORTING OF HARASSMENT, INTIMIDATION, AND BULLYING—CONTRACTED SERVICE

The contracted service provider shall comply with all applicable provisions of the New Jersey Anti-Bullying Bill of Rights Act—N.J.S.A. 18A:37-13.1 et seq., all applicable codes and regulations, and the Anti-Bullying Policy of the Board of Education. The district shall provide the contracted service provider with a copy of the board's Anti-Bullying Policy.

In accordance with N.J.A.C. 6A:16-7.7 (c), a contracted service provider, who has witnessed, or has reliable information that a student has been subject to harassment, intimidation, or bullying shall immediately report the incident to any school administrator or safe schools resource officer, or the School Business Administrator.

5. ANTI-DISCRIMINATION PROVISIONS—N.J.S.A. 10:2-1

N.J.S.A. 10:2-1. Anti-discrimination provisions. Every contract for or on behalf of the State or any county or municipality or other political subdivision of the State, or any agency of or authority created by any of the foregoing, for the construction, alteration, or repair of any public building or public work or for the acquisition of materials, equipment, supplies or services shall contain provisions by which the contractor agrees that:

a. In the hiring of persons for the performance of work under this contract or any subcontract hereunder, or for the procurement, manufacture, assembling or furnishing of any such materials, equipment, supplies or services to be acquired under this contract, no contractor, nor any person acting on behalf of such contractor or subcontractor, shall, by reason of race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation or sex, discriminate against any person who is qualified and available to perform the work to which the employment relates;

b. No contractor, subcontractor, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee engaged in the performance of work under this contract or any subcontract hereunder, or engaged in the procurement, manufacture, assembling or furnishing of any such materials, equipment, supplies or services to be acquired under such contract, on account of race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation or sex;

c. There may be deducted from the amount payable to the contractor by the contracting public agency, under this contract, a penalty of $50.00 for each person for each calendar day during which such person is discriminated against or intimidated in violation of the provisions of the contract; and

d. This contract may be canceled or terminated by the contracting public agency, and all money due or to become due hereunder may be forfeited, for any violation of this section of the contract occurring after notice to the contractor from the contracting public agency of any prior violation of this section of the contract.

No provision in this section shall be construed to prevent a board of education from designating that a contract, subcontract or other means of procurement of goods, services, equipment or construction shall be awarded to a small business enterprise, minority business enterprise or a women's business enterprise pursuant to P.L.1985, c.490 (C.18A:18A-51 et seq.).

6. ARCHITECT OR CONSTRUCTION DISPUTES; ALTERNATIVE DISPUTE RESOLUTION PROCESS

All disputes relating to construction contracts or relating to contracts for engineers or architects, surveyors, design, or skilled services relating to construction contracts for prompt payment issues shall be submitted to the following Alternative Dispute Resolution process ("ADR").

All disputes shall first be submitted to the architect of record, if there is one, for a determination. If thirty (30) days pass without a determination by the architect or a determination is made that does not resolve the dispute, then the claims shall be submitted for non-binding mediation by a single mediator.

The mediation shall be held where the project is located before a mediator who is mutually acceptable to the parties. The parties shall share the mediator's fees equally. If the dispute is submitted for mediation, the neutral party involved must demonstrate knowledge of the Public School Contracts Law.

Nothing shall prevent either party from seeking injunctive or declaratory relief in court at any time.

The alternative dispute resolution practices required by this section shall not apply to disputes concerning the bid solicitation process or the formation of contracts.

The Bidder further agrees to include a similar provision in all agreements with independent contracts and consultants retained for the project and to require all independent contractors to include similar mediation provisions in all agreements with subcontractors, suppliers, or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements. The arbitration of claims is expressly excluded under this Contract.

If the parties cannot resolve their dispute through the mediation process, the parties are free to file an action in the appropriate court of law.

7. BID GUARANTEE AND BONDING REQUIREMENTS

- **Bid Guarantee--N.J.S.A. 18A:18A-24**

Bidders shall submit with their bid package a bid guarantee made payable to the Lakewood Board of Education ("Board"). The guarantee shall be in the form of a certified check, cashier's check, or bid bond in the amount of 10% of the bid but not in excess of $20,000. Such deposit shall be forfeited upon the refusal of a bidder to execute a contract. Any bid in the form of a check shall be returned when the contract is executed and a surety (performance) bond filed with the Board of Education.

The bid guarantee checks from unsuccessful bidders, if requested, will be returned as soon after the bid opening as possible, but in no event later than (10) days after the bid opening.

Please note: *Uncertified business checks, personal checks, or money orders are not acceptable*.
All bid bonds submitted must be signed and witnessed with original signatures. The Board will not accept facsimile or rubber stamp signatures on the bid bond. Failure to sign the bid bond by either the Surety or Principal and/or failure to submit the properly executed bid bond with the bid package, shall be deemed cause for disqualification and rejection of the bid.

The Attorney-in-Fact who executes the bond on behalf of the surety shall affix to the bond a certified and current copy of the Power of Attorney. The Board of Education will only accept bid bonds from companies that are licensed and qualified to do business in the State of New Jersey. Such a list may be available upon request to the State of New Jersey, Department of Banking and Insurance, P.O. 040, Trenton, New Jersey 08625. Failure to submit a properly executed bid guarantee shall be cause for disqualification and rejection of the bid.

Please note: All bonds submitted to the Board of Education must include the bond underwriter's name, address, and phone number, as well as the Bond Number. The bid guarantee must also include the bid number or solicitation number assigned by the board of education. The Board *will not* accept a bid with multiple bid numbers listed on the bid bond.

- **Certificate (Consent) of Surety—N.J.S.A. 18A:18A-25**

Each bidder must submit with their bid a certificate from a surety company stating that the surety company will provide the contractor with a performance bond in an amount equal to the amount of the contract (N.J.S.A. 18A: 18A-25). Such a surety company must be licensed and qualified to do business in the State of New Jersey. All certificates (consent) of surety documents must be signed with original signatures.

The Board will not accept facsimile or rubber-stamp signatures. The certificate (consent) of surety, together with a power of attorney, must be submitted with the bid. Submission of a Consent of

Surety which contains any prior conditions upon the Surety's issuance of the required Bonds (other than the award of the contract) may be cause for rejection of the bid.

Failure to sign the Certificate (Consent) of Surety by either the Surety or Principal and/or failure to submit the properly executed Certificate (Consent) of Surety with the bid package shall be deemed cause for disqualification and rejection of the bid.

- **Performance Bond--(N.J.S.A. 2A:44-143/2A:44-147)**

The successful contractor shall furnish a Performance, Payment, and Completion Bond in a sum of at least one hundred percent (100%) of the total amount payable by the terms of his Contract. Such written guarantee shall be made payable to the Lakewood Board of Education and shall be in the form required by Statute. Attached to the performance bond shall be a Surety Disclosure Statement and Certification, which shall be complete in all respects and duly acknowledged according to law. A model Surety Disclosure Statement and Certification is presented in the Appendix Section of this proposal.

Such bond shall further carry a stipulation that no advance, premature, excessive, or delayed payments by the Board shall in any way affect the obligation of the Surety on its bond.

Such bond shall further stipulate that no payments made to the contractor, nor partial or entire use of occupancy of the work by the Board shall be an acceptance of any work or materials not in accordance with this Contract, and the Surety shall be equally bound to the same extent as the Contractor.

It is expressly stipulated that the Surety for the Contractor on the project shall be obligated to make periodic inquiries of the Board at reasonable times to determine whether its Principal has performed or was performing the Contract in accordance with all of its terms and conditions, particularly in relation to the progress payments scheduled under said Contract with the Board.

In the event the Contractor defaults or fails to perform or finish the work prescribed under the Contract for any reason whatsoever, it shall become the unqualified obligation of the Surety for the defaulting contractor to complete the Contract in accordance with its terms following receipt of notice from the Board of such default.

The Board shall only accept one payment and performance bond to cover this public works contract. The performance bond shall contain language as found in N.J.S.A. 2A:44-14. The bond form language is presented in the Appendix Section of this proposal.

Such Performance, Payment and Completion Bond shall be executed and delivered to the Board of Education when so requested by the Notice to Proceed Letter or within ten (10) days after the award of the contract. The Board of Education will only accept performance bonds from surety companies that are licensed and qualified to do business in the State of New Jersey, and if the amount of the bond is $850,000 but not more than $3.5 million, the surety shall hold a current

certificate of authority, issued by the United States Secretary of the Treasury pursuant to 31 U.S.C. 9305. (N.J.S.A. 2A:44-143 (b))

Please note The name, address, and phone number of the Bond Underwriter, as well as the Bond Number, shall be included with all bonds submitted to the Board of Education and must be duly signed with original signatures.

When applicable, for multi-year contracts and extension of contracts, the Performance Bond may be re-submitted each year on the contract anniversary date for one hundred percent (100%) of the contract amount.

8. BID PROPOSAL FORM

All bid pricing is to be written in typewriter or ink in a legible manner on the official Bid Proposal Form. Any bid price showing any erasure or alteration must be initialed by the bidder in ink at the right margin next to the altered entry. Failure to initial any erasure or alteration may be cause to disqualify that particular bid entry. If the disqualified entry is a required one, the entire bid may be subject to rejection, so please fill out all entries with care.

Business Organization

Each Bid Proposal Form must give the full business address, business phone, fax, e-mail, and the contact person of the bidder and be signed by an authorized representative as follows:

- Bids by partnerships must furnish the full names of all partners and must be signed in the partnership name by one of the members of the partnership or by an authorized representative, followed by the signature and designation of the person signing.

- Bids by corporations must be signed in the legal name of the corporation, followed by the name of the State in which incorporated and must contain the signature and designation of the president, secretary, or other person authorized to bind the corporation in the matter.

- Bids by sole proprietorship shall be signed by the proprietor.

- When requested, satisfactory evidence of the authority of the officer signing shall be furnished.

The Bid Proposal Form must be duly signed by the authorized representative of the company at the end of the Bid Proposal Form. **Failure to sign the Bid Proposal Form may be cause to disqualify the entire bid**. If the Bid Proposal Form contains more than one sheet, then bidders are requested to affix the company name and address on each intervening sheet between the front sheet and the signature sheet, which already bears the company information.

The Board of Education will not consider any bid on which there is any alteration to or departure from the bid specifications. Bidders are not to make any changes to the Bid Proposal Form or qualify their bid with conditions differing from those defined in the contract documents. If

bidders do make changes to the Bid Proposal Form, except as noted above for initialed clerical mistakes, it may be cause to disqualify that particular bid as non-responsive. (N.J.S.A. 18A:18A-2(y))

The bidder also conveys by submitting a bid that the company they represent is financially solvent, experienced in, and competent to perform the type of work so specified.

9. BID PROTESTS AND CONTRACTOR'S RESPONSIBILITY

Vendors or contractors may contact the School Business Administrator in writing when they feel it necessary to challenge a procurement specification item or to protest an award of contract. All challenges and protests will be reviewed by the School Business Administrator, the District Administrator of the contract, and the Board Attorney. All determinations shall be made in writing to the vendor or contractor.

A protest filed shall:

- Include the name, address, electronic mail address, and telephone and facsimile numbers of the protester;
- Be signed by the protester or its representative;
- Identify the bid or solicitation number and date of bid or solicitation;
- Include a detailed statement of the legal and factual grounds of protest, including copies of relevant documents;
- Set forth all information establishing that the protester is an interested party for the purpose of filing a protest;
- Set forth all information establishing the timeliness of the protest and
- Provide any or all information pertaining to the bid protest.

10. BIDDER'S RESPONSIBILITY FOR BID SUBMITTAL

It is the responsibility of the bidder to ensure that their bid is presented to the Board of Education and officially received before the advertised date and time of the bid. It is understood and agreed upon that any person in the Board of Education will be absolved from responsibility for the premature opening of any bid not properly labeled and sealed. Failure to properly label the bid envelope may be a cause for the rejection of the bid.

11. BUSINESS REGISTRATION CERTIFICATE (N.J.S.A. 52:32-44)

Pursuant to N.J.S.A. 52:32-44, the board of education is prohibited from entering into a contract with an entity unless the bidder/proposer/contractor and each subcontractor that is required by law to be named in a bid has a valid Business Registration Certificate on file with the Division of Revenue and Enterprise Services within the Department of the Treasury.

Request of the Board of Education

All bidders or companies providing responses to the bid are **requested** to submit a copy of their "New Jersey Business Registration Certificate" with their response package as issued by the Department of Treasury of the State of New Jersey. The Board reminds all respondents that failure

to submit the New Jersey Business Registration Certificate **prior to the award of the contract** will result in the rejection of the proposal.

Subcontractors
Prior to contract award or authorization, the contractor shall provide the Contracting Agency with its proof of business registration and that of any named subcontractor(s). Subcontractors named in a bid or other proposal shall provide proof of business registration to the bidder, who in turn, shall provide it to the Board prior to the time a contract, purchase order, or other contracting document is awarded or authorized.

During the course of contract performance:

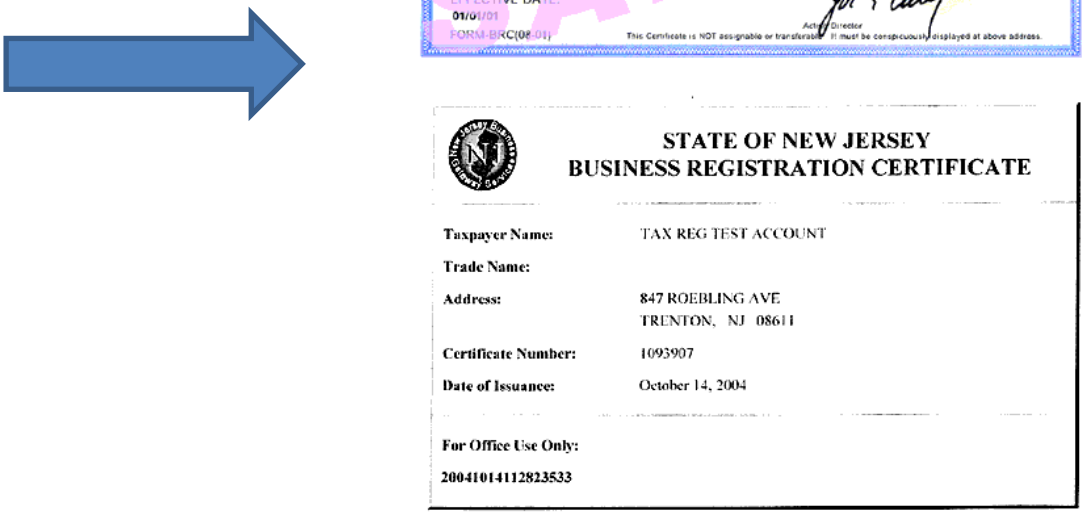
- The contractor shall not enter into a contract with a subcontractor unless the subcontractor first provides the contractor with valid proof of business registration.

- The contractor shall maintain and submit to the Contracting Agency a list of subcontractors and their addresses that may be updated from time to time.

- The contractor and any subcontractor providing goods or performing services under the contract, and each of their affiliates, shall collect and remit to the Director of the Division of Taxation in the Department of the Treasury, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:32B-1 et seq.) on all sales of tangible personal property delivered into the State. Any questions in this regard can be directed to the Division of Taxation at (609)292-6400.

Before final payment is made under the contract, the contractor shall submit to the Board a complete and accurate list of all subcontractors used and their addresses.

Samples of New Jersey Business Registration Certificates



N.J.S.A. 54:49-4.1: Violations of Registration Requirements; Penalties.

A business organization that fails to provide a copy of a business registration as required pursuant to section 1 of P.L.2001, c.134 (C.52:32-44 et al.) or subsection e. or f. of section 92 of P.L.1977, c.110 (C.5:12-92), or that provides false information of business registration under the requirements of either of those sections, shall be liable for a penalty of $25 for each day of violation, not to exceed $50,000 for each business registration copy not properly provided under a contract with a contracting agency or under a casino service industry enterprise contract.

12. CERTIFICATE OF AUTHORITY

All bidders are to submit their Sworn Contractor Certification, a current valid "Certificate of Authority," as issued by the New Jersey Department of Treasury. Reference—N.J.S.A. 18A:7G-37.

Sample Certificate of Authority

STATE OF NEW JERSEY

Certificate of Authority

DIVISION OF TAXATION
TRENTON, N J 08695

The person, partnership or corporation named below is hereby authorized to collect
NEW JERSEY SALES & USE TAX

pursuant to N.J.S.A. [redacted]

This authorization is good ONLY for the named person at the location specified herein.
This authorization is null and void if any change of ownership or address is effected.

Acting Director, Division of Taxation

[redacted]

Tax Registration No. [redacted]
Tax Effective Date 10-15-10
Document Locator No. [redacted]
Date Issued 10-14-10

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

13. CHALLENGES TO BID SPECIFICATIONS (N.J.S.A. 18A:18A-15)

Any prospective bidder who wishes to challenge a bid specification shall file such challenges in writing with the School Business Administrator no less than three (3) days prior to the opening of bids. Challenges filed after that date shall be considered void and have no impact on the Board of Education or the award of a contract.

14. CHANGE ORDERS (N.J.A.C. 6A:26-4.9, 4.10 et seq.) (N.J.A.C. 5:30-11.1 et seq.)

A. Board of Education Approval Required; Prior to Issuance of Change Order (N.J.A.C. 5:30-11.3-9)

Change orders may be approved by the Board of Education in an amount up to twenty percent (20%) when necessitated by one of the following:

- Emergencies consistent with N.J.S.A. 18A:18A-7;
- Unforeseeable physical conditions or
- Minor modifications to the project/scope that achieve cost savings, improve service, or resolve construction conditions.

B. Division of Finance (NJDOE) Approval for Change Orders

All other change orders shall be approved by the Division of Finance (NJDOE) when extraordinary circumstances exist, such as:

- Change order amounts greater than twenty percent (20%);
- Change orders that eliminate or affect the project scope; or
- Change orders that affect the number, size, configuration, location, or use of educational spaces.

Contractors are prohibited to perform any change order unless so directed in writing by the Board of Education, Office of the School Business Administrator.

15. CONTRACTS

A. Award of Contract; Rejection of Bid

The contract shall be awarded, if at all, to the lowest responsible bidder as determined by the Board of Education. The Board of Education reserves the right to reject any non-responsive bids or all bids, pursuant to N.J.S.A. 18A:18A-22, and to waive minor informalities or non-material exceptions.

B. Award the Contract or Reject All Bids--Sixty (60) Days

Pursuant to N.J.S.A. 18A:18A-36 (a), the Board of Education shall award the contract or reject all bids within sixty (60) days of the advertised date and time, except that bids of any bidders who consent thereto may, at the request of the board, be held in consideration for such longer period as may be agreed.

C. Equal Prices

Pursuant to N.J.S.A. 18A:18A-37(d) when two or more bidders submit equal prices and the prices are the lowest responsible bids, the Board may award the contract to the vendor whose response, at the discretion of the Board, is the most advantageous, price and other factors considered.

D. Return of Contracts and Related Contract Documents

Upon written notification of the award of the contract by the Board of Education, the contractor shall sign and execute a formal contract agreement between the Board of Education and the Contractor and return the executed contracts along with:

1. Performance Bond in the total amount of the contract.
2. Insurance Certificate with the Board of Education named as an additional insured.
3. Affirmative Action Form AA-201 - Initial Project Workforce Report - Yellow copy.
4. Other required documents may be outlined in bid specifications.

The above documents may also be required for submission with the official Notice to Proceed. The contracts and related documents shall be returned to the Office of the School Business Administrator within **ten (10) days of receipt of notification** and shall not exceed twenty-one (21) days. Failure to execute the contract and return said contract and related required documents within the prescribed time may be cause for the annulment of the award by the Board with the bid security becoming the property of the Board of Education.

E. Alterations of Contract

The Board of Education reserves the right to alter or amend the contract by adding to or subtracting from the work herein specified, such additions or omissions being done under the general conditions of these specifications and the terms of the Contract. No changes shall be permitted from the specifications except that the same be in writing and the amount of the extra compensation or credit stipulated therein. Refer to the Change Order Section.

F. Term of Contract

The contractor to whom the contract is awarded will be required to do and perform the work/services and to provide and furnish the materials in connection therewith in accordance with the plans and specifications on or before the date listed in the Technical Specifications.

G. Purchase Order Required

No contractor shall commence any public works project until he is in receipt of an approved purchase order authorizing work to begin. (See Notice (Authorization) to Proceed)

16. CONTRACTOR/VENDOR REQUIREMENTS—ACCESS AND MAINTENANCE OF RECORDS

Contractors/vendors doing business with the board of education are reminded of the following legal requirements pertaining to the Office of the New Jersey State Comptroller:

- **Access to Relevant Documents and Information—N.J.S.A. 52:15C-14 (d)**

Private vendors or other persons contracting with or receiving funds from a unit in the Executive branch of State government, including an entity exercising executive branch authority, independent State authority, public institution of higher education, or unit of local government or board of education shall upon request by the State Comptroller provide the State Comptroller with prompt access to all relevant documents and information as a condition of the contract and receipt of public monies. The State Comptroller shall not disclose any document or information to which access is provided that is confidential or proprietary. If the State Comptroller finds that any person receiving funds from a unit in the Executive branch of State government, including an entity exercising executive branch authority, independent State authority, public institution of higher education, or unit of local government or board of education refuses to provide information upon the request of the State Comptroller, or otherwise impedes or fails to cooperate with any audit or performance review, the State Comptroller may recommend to the contracting unit that the person be subject to termination of their contract, or temporarily or permanently debarred from contracting with the contracting unit.

- **Maintenance of Contract Records—N.J.A.C. 17:44-2.2**

Relevant records of private vendors or other persons entering into contracts with covered entities are subject to audit or review by the Office of the State Comptroller pursuant to N.J.S.A. 52:15C-14 (d). The contractor/vendor to whom a contract has been awarded shall maintain all documentation related to products, transactions, or services under this contract for a period of five (5) years from the date of final payment. Such records shall be made available to the New Jersey Office of the State Comptroller upon request.

- **Board of Education Requirement**

In addition to, and independent of, the requirements of N.J.S.A. 52:15C-14 (d) and N.J.A.C. 17:44-2.2, the Contractor shall also maintain and make any or all books and records related to product transactions or services rendered under this contract, available to the Board of Education upon request.

- **Federal Contracts**

Contractors and vendors having federal contracts shall provide access to their records to duly authorized representatives of the district and any requesting Federal Agency, when applicable.

17. CONTRACTOR TRADE LICENSES

All bidders are to submit with their proposal all current, valid contractor or trade licenses as issued by the New Jersey Division of Consumer Affairs, for any trade or specialty area the contractor seeks to perform work for this particular proposal.

Sample Contractor Trade License

THIS DOCUMENT IS PRINTED ON WATERMARKED PAPER, WITH A MULTI-COLORED BACKGROUND AND MULTIPLE SECURITY FEATURES. PLEASE VERIFY AUTHENTICITY.

NOT AN ELECTRICIAN'S OR PLUMBER'S LICENSE

State Of New Jersey
New Jersey Office of the Attorney General
Division of Consumer Affairs

THIS IS TO CERTIFY THAT THE
Division of Consumer Affairs

HAS REGISTERED

ABC CONSTRUCTION
123 YOUR BLOCK
ANYTOWN USA

FOR PRACTICE IN NEW JERSEY AS A(N): Home Improvement Contractor

11/01/2013 TO 12/31/2014
VALID

1234567890123
LICENSE/REGISTRATION/CERTIFICATION #

Signature of Licensee/Registrant/Certificate Holder

DIRECTOR

18. CRIMINAL HISTORY BACKGROUND CHECKS--REQUIRED

The contractor and all subcontractors for the project shall provide to the school district (School Business Administrator) evidence or proof that each worker assigned to the project who comes in regular contact with students has had a criminal history background check and that said check indicates that no criminal history record information exists on file for that worker. The determination of "regular contact with students" will be made by the school district. Failure to provide proof of criminal history background check for any contractor or subcontractor employee coming in regular contact with students may be cause for breach of contract. If it is discovered during the course of the contract that a contractor or subcontractor employee has a disqualifying criminal history or the employee has not had a criminal history background check, that employee is to be removed from the project immediately. All contracted service providers shall comply with N.J.S.A. 18A:6-7.6 et seq., and NJDOE Broadcast September 9, 2019, as it pertains to disclosure of information from previous employers, when applicable.

19. DEBARMENT, SUSPENSION, OR DISQUALIFICATION – (N.J.A.C. 17:19-1.1 et seq.)

The Board of Education will not enter into a contract for work with any person, company, or firm that is on the State Department of Labor and Workforce Development, Prevailing Wage Debarment List, or the State of New Jersey Consolidated Debarment Report (www.state.nj.us/treasury/debarred). Pursuant to N.J.S.A. 52:32-44.1 (a), any person who is debarred at the **federal level** from contracting with a federal government agency shall be debarred from contracting for any public work in this State. All bidders are required to submit a sworn statement indicating whether the entity listed on the bid form or any person employed by this entity nor the person's affiliates are not debarred from contracting with a federal government agency or debarred from contracting with the State of New Jersey.

The Board of Education will verify the certification by consulting the following.

- New Jersey Department of Treasury – Consolidated Debarment Report
- NJ Department of Labor and Workforce Development– Prevailing Wage Debarment List
- Federal Debarred Vendor List—System for Award Management (SAM.gov Exclusions Extract)

Workplace Accountability in Labor List (The WALL)
P.L. 2019, c. 366 (N.J.S.A. 34:1A-1.16) authorized the New Jersey Department of Labor and Workforce Development (NJDOL) to create a list on its website, dubbed the Workplace Accountability in Labor List (The WALL), of any person found in violation of any State wage, benefit, and tax laws and against whom a final order has been issued by the NJDOL for such violation.

Any person or business named on The WALL is prohibited from contracting with any contracting unit until the liability for violations of State wage, benefit, and tax laws have been paid in full. The WALL is live at https://www.nj.gov/labor/ea/osec/wall.shtml.

All bidders are required to submit a sworn statement, found in Attachment C in the Certification Section, indicating whether or not the bidder is, at the time of the bid, included on the State Department of Labor and Workforce Development; Prevailing Wage Debarment List or the State of New Jersey Consolidated Debarment Report, or the Federal Debarred Vendor List--Excluded Parties List System—System for Award Management—SAM.gov/exclusions.

Certification of Federal Non-Debarment for Public Works Contracts
Pursuant to N.J.S.A. 52:32-44.1, any natural person, company, firm, association, corporation, or other entity prohibited, or "debarred," from contracting with the federal government agencies, shall also be prohibited from contracting for public work in the state of New Jersey. This prohibition also extends to any affiliate organization(s) held by or subject to the control of an entity of that prohibited person or entity.

The Board has provided in this bid package the Certification of Non-Debarment for Federal Government Contracts which must be completed, certified to, and submitted to the Board of Education prior to the contract award.

Prior to awarding any contract for public work, a person must provide written certification to the Board of Education that neither the person nor the person's affiliates are debarred at the federal level from contracting with a federal government agency. The Board shall not make, negotiate, or award a contract for public work to any person who does not provide such written certification as required.

20. DOCUMENTS, MISSING/ILLEGIBLE

The bidder shall familiarize themselves with all forms provided by the Board that are to be returned with the bid. If there are any forms either missing or illegible, it is the responsibility of the bidder to contact the School Business Administrator during regular business hours or the architect of the project as outlined in the bid advertisement for duplicate copies of the forms. This must be done before the bid date and time. The Board accepts no responsibility for duplicate forms that were not received by the bidder in time for the bidder to submit their bid.

21. DOCUMENT SIGNATURES – ORIGINAL; BLUE INK

All documents returned to the Board shall be signed in ink (blue) with an original signature. Failure to sign and return all required documents with the bid package may be cause for disqualification and for the bid to be rejected pursuant to N.J.S.A. 18A:18A-2(y) (non-responsive). Facsimile, rubber-stamped, electronic, or digital signatures are not acceptable.

Checklist of Required Documents (Forms Provided in Bid Package)

	Acknowledgment of Addenda
	Affirmative Action Acknowledgement
	Assurance of Compliance
	Americans with Disabilities Act Acknowledgement
	Bid Proposal Form
	Chapter 271 Political Disclosure Form
	Contractor Questionnaire/Certification
	Contractor's Registration Certification Form
	Equipment Certification
	Non-Collusion Affidavit
	Prequalification Affidavit—No Material Adverse Change
	Prevailing Wages Compliance Certification
	Statement of Ownership Disclosure
	Subcontractor's Disclosure Statement
	Sworn Contractor Certification; Qualifications and Credentials
	Other Documents as May be Specified

Please check your bid package for these forms!

22. EQUIPMENT CERTIFICATION (N.J.S.A. 18A:18A-23)

Each bidder shall provide a certification showing that he owns, leases, or controls all the necessary equipment required by the specifications. If the bidder is not the actual owner or lessee of any such equipment, he shall submit a certificate stating the source from which the equipment will be obtained and shall obtain a certificate from the owner and person in control of the equipment, definitely granting to the bidder the control of the equipment required during such time as may be necessary for the completion of that portion of the contract for which it is necessary. The certificates are to be submitted with the bid. If the contract involves the installation of a

manufactured system that requires the contractor to have special knowledge or training or to be specifically certified by the manufacturer to install their system, this form is used to submit such required evidence of the bidder's approval from the manufacturer.

23. EXAMINATION OF SPECIFICATIONS, ACKNOWLEDGEMENT

The bidder, by submitting a proposal, acknowledges that they have carefully examined the bid specifications, documents, addenda (if any), and the site; and that from their investigation, they have satisfied themselves as to the nature and location of the work, the general and local conditions and all matters which may in any way affect the work or its performance, and that as a result of such examination, they fully understand the intent and purpose thereof, their obligations thereunder, and that they will not make any claim for, or have any right to damages, because of the lack of any information.

Each bidder submitting a bid for a service contract shall include in their bid price all labor, materials, equipment, services, and other requirements necessary, or incidental to, the completion of the work, and other pertinent work as hereinafter described, in accordance with the bid specifications and documents.

24. FALSE MATERIAL REPRESENTATION/TRUTH IN CONTRACTING

A person commits a crime if the person knowingly makes a material representation that is false in connection with the negotiation, award or performance of a government contract. If the contract amount is $25,000.00 or above, the offender is guilty of a crime of the second degree. If the contract amount exceeds $2,500.00 but is less than $25,000.00, the offender is guilty of a crime of the third degree. If the contract amount is $2,500.00 or less, the offender is guilty of a crime of the fourth degree. Bidder should be aware of the following statutes that represent "Truth in Contracting" laws:

- N.J.S.A. 2C:21-34, et seq. governs false claims and representations by bidders. It is a serious crime for the bidder to knowingly submit a false claim and/or knowingly make a material misrepresentation.

- N.J.S.A. 2C:27-10 provides that a person commits a crime if said person offers a benefit to a public servant for an official act performed or to be performed by a public servant, which is a violation of official duty.

- N.J.S.A. 2C:27-11 provides that a bidder commits a crime if the said person, directly or indirectly, confers or agrees to confer any benefit not allowed by law to a public servant.

- Bidder should consult the statutes such as N.J.S.A. 18A:7G-39 or legal counsel for further information.

25. FORCE MAJEURE

Neither party shall be liable in damages for any failure, hindrance or delay in the performance of any obligation under this Agreement if such delay, hindrance or failure to perform is caused by

conditions beyond the control of either party, including, but not limited to, Acts of God, flood, fire, war or the public enemy, explosion, government regulations whether or not valid (including the denial or cancellation of any export or other necessary license), court order, state funding, or other unavoidable causes beyond the reasonable control of the party whose performance is affected which cannot be overcome by due diligence.

Vendors, and/or contractors who have a contract with the Board of Education to provide goods or services cannot unilaterally claim an increase in the cost of the contract because of Force Majeure.

26. INSURANCE AND INDEMNIFICATION

The bidder to whom the contract is awarded for any service work or construction work shall secure, pay the premiums for and keep in force until the contract expires, insurance of the types and amounts listed as listed:

- **Commercial General Liability** with a $1,000,000 and $2,000,000 General Aggregate per each occurrence for Bodily Injury, Personal and Advertising Injury, Property Damage, and Products Liability.

- **Automobile Liability** with a $1,000,000 Combined Single Limit of Liability for Bodily Injury and Property Damage per accident. Automobile liability insurance shall be included to cover any vehicle used by the insured.

- **Cyber Security and Privacy Liability** with a $1,000,000 per occurrence or claim.

Other Insurance Coverage

$ 100,000	Pollution Cleanup
$ 50,000	Fire Damage
$ 5,000	Medical Expense
$4,000,000	Excess Umbrella Liability
$1,000,000	Sexual Harassment, Abuse or Molestation

Insurance Certificate – When Required

The contractor shall present to the Board of Education an insurance certificate in the above types and limits before any work or service begins.

Lakewood Board of Education
C/o Office of the School Business Administrator
200 Ramsey Ave
Lakewood, New Jersey 08701

Additional Insured Clause-- The contractor must include the following clause on the insurance certificate.

"Lakewood Board of Education is named as an additional insured."

27. OTHER INSURANCE

WORKERS' COMPENSATION Evidence of adequate Workers' Compensation Insurance as required by the laws of the State of New Jersey and the United States must be available for perusal. The minimum limits are the following unless a greater amount is required by law:

Bodily Injury by Accident	$1,000,000. Each Accident
Bodily Injury by Disease	$1,000,000. Policy Limit
Bodily Injury by Disease	$1,000,000. Each Employee
Contract Liability	Same as General Liability

Indemnification

The contractor shall assume all risk of and responsibility for and agrees to indemnify, defend, and save harmless the Board and its agents, employees, and Board members from and against all claims, demands, suits, actions, recoveries, judgments, and costs and expenses (including, but not limited to, attorney's fees) in connection therewith on account of the loss of life or property or injury or damage to any person, body or property of any person or persons whatsoever, which shall arise from or result directly or indirectly from the work and/or materials supplied under this contract or the performance of services by the contractor under the agreement or by a party for the whole contract is liable. This indemnification obligation is not limited by but is in addition to, the insurance obligations contained in this agreement.

The Contractor is to assume all liability of every sort incident to the work, including property damage caused by their workers or by any subcontractor employed by the contractor or any of the subcontractor's workers.

Builders Risk ☐ Applicable ☒ Not Applicable

The contractor shall obtain and pay for within their bid, a Builder's Risk Policy providing coverage for all risk of physical loss or damage to the property in an amount equal to the total project value, less excavations, and foundations.

The policy must be maintained for the duration of the project from the beginning of construction until:

(i) written acceptance by the architect or substantial completion, and
(ii) a temporary certificate of occupancy or certificate of occupancy has been issued.

A copy of the policy must be delivered to the Board of Education before construction begins. All of the contractor's policies, with the exception of workers' compensation, shall be endorsed by naming the Board of Education, its elected and appointed officials, and employees as additional insured. The contractor must also name the State of New Jersey, the NJSDA, the NJDOE, and the architect and staff as additional insured with respect to the work.

28. INTERPRETATIONS AND ADDENDA (N.J.S.A. 18A:18A-21(c) (2))

No interpretation of the meaning of the specifications will be made to any bidder orally. Every request for such interpretations should be made in writing to the School Business Administrator or the Architect/Engineer of Record and must be received by at least ten (10) business days, not including Saturdays, Sundays, and holidays, prior to the date fixed for the opening of bids to be given consideration. Any interpretations and supplemental instructions will be distributed in the form of written addenda to the specifications. The addenda will be provided by the board of education in accordance with N.J.S.A. 18A:18A-21(c) (2) to the bidder by certified mail, certified fax, or delivery service, no later than seven (7) days, not including Saturdays, Sundays, or holidays prior to the date for acceptance of the bids. All addenda so issued shall become part of the contract document.

29. LIABILITY – COPYRIGHT

The contractor shall hold and save the Board of Education, its officials, and employees, harmless from liability of any nature or kind for or on account of the use of any copyrighted or un-copyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in the performance of their contract.

30. LIQUIDATED DAMAGES

The contractor agrees to substantially complete this public works project to the complete satisfaction of the Board of Education by the stated contract completion date or within the number of working days specified in the contract.

Failure to complete the project within the specified time frame or contract completion date shall lead to the Board of Education assessing liquidated damages against the contractor in accordance with and pursuant to N.J.S.A. 18A:18A-41 and 18A:18A-19.

For each calendar day thereafter that the work included under this contract remains uncompleted in accordance with the provision of the contract or not completed to the satisfaction of the Board of Education, the Board shall assess liquidated damages as follows:

Amount of Contract	Liquidated Damages
$ 20,000 and less than $ 50,000	$ 200.00 per calendar day
50,001 and less than $ 100,000	300.00 per calendar day
100,001 and less than $ 250,000	500.00 per calendar day
251,001 and less than $ 500,000	1,000.00 per calendar day
500,000 and less than $1,000,000	2,000.00 per calendar day
1,000,000 and over	2,500.00 per calendar day

The Board may assess liquidated damages by deducting the amount from monies that may be due or become due to the contract.

The Board may also assess the contractor for additional damages for costs the Board may incur because each day the project remains uncompleted. These costs include but are not limited to:

- Construction management fees
- Architect/engineer fees
- District administrative costs
- Any inspector or inspectors necessarily employed by the Board of Education on the work for any number of days in excess of the number allowed in the specifications

The Board of Education may also assess against all monies owed to the contractor, liquidated damages for the violation of any terms and conditions of the contract or agreement by the contractor or the failure to perform said contract or agreement in accordance with its terms and conditions or the terms or conditions of the "Public School Contracts Law," in accordance with and pursuant to N.J.S.A. 18A:18A-19 and 18A:18A-41.

31. MAINTENANCE BONDS ☒ Required ☐ Not Required

When required by the Board of Education, the contractor shall furnish a Maintenance Bond for the total sum of the contract price, indemnifying the Board of Education against defects in construction for a period of two (2) years after the completion of the work, general wear and tear excepted.

The condition of this obligation is such that if the successful contractor shall indemnify and hold harmless the Board of Education from and against all losses, costs, damages, and expenses, whatsoever, which the Board may suffer or be compelled to pay because of the failure of the successful contractor to indemnify the Board against defects in construction for a period of two (2) years after the completion of the work.

32. NON-COLLUSION AFFIDAVIT

A notarized Non-Collusion Affidavit shall be submitted with the bid/proposal. The bidder/respondent has to certify that he has not directly or indirectly, entered into any agreement, participated in any collusion, discussed any or all parts of this proposal with any potential bidders, or otherwise taken any action in restraint of free, competitive bidding in connection with the bid and that all statements contained in the said proposal and this affidavit are true and correct, and made with full knowledge that the Board of Education relies upon the truth of the statements contained in the said proposal and in the statements contained in this affidavit in awarding the contract for the said bid.

The respondent has to further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except bona fide employees of bona fide established commercial or selling agencies maintained by the respondent. The Board of Education has provided a Non-Collusion Affidavit form here within the specifications package. All respondents are to complete, sign, have their signature notarized, and submit the form with the proposal response.

Failure to submit the Non-Collusion Affidavit with the bid may be cause for the disqualification of the bid/proposal.

33. NOTICE (AUTHORIZATION) TO PROCEED N.J.S.A. 18A:18A-36 (b)

The contractor shall not perform any work or provide any services, materials, or supplies until a Notice (Authorization) to Proceed is received from the Office of the School Business Administrator. (N.J.S.A. 18A:18A-36(b)).

The Board of Education only recognizes the contractor's receipt of an approved signed purchase order as a Notice to Proceed. No word of mouth, phone, fax, e-mail, letter, or other form of communication to proceed is a valid Notice to Proceed.

The Board intends to officially notify the Contractor to whom the contract was awarded through a Notice to Proceed letter issued by the School Business Administrator. A purchase order will accompany the Notice to Proceed letter. The contractor shall submit certain documents to the Board as requested in the Notice to Proceed letter.

34. PAYMENTS

Every effort will be made to pay vendors and contractors within thirty (30) to sixty (60) days provided the Board of Education receives the appropriate documentation including but not limited to:

- Signed voucher by the vendor/contractor
- Packing slips
- Invoices

Payment will be rendered upon completion of services or delivery of full order to the satisfaction of the Board of Education unless otherwise agreed to by written contract or mandated by State Law*. The Board may, at its discretion, make partial payments. All payments are subject to approval by the Board of Education at a public meeting. Payment may be delayed from time to time, depending on the Board of Education meeting schedule.

* See N.J.S.A. 18A:18A-40.1--Public Works Contracts

35. PAYMENT, PARTIAL, WITHHOLDING

A. Contract Thresholds; Partial Payments/Withholding

- Contracts – Less than $100,000 – Lump Sum Payment

Public works contracts less than $100,000 shall be paid in one lump total sum, upon completion of the project and to the satisfaction of the Board of Education. (Ref. N.J.S.A. 18A:18A-40.1)

- Contracts – Exceeding $100,000 – Monthly Payments

Public works contracts that exceed $100,000 shall be paid with partial payments on a monthly basis for work that was completed to the satisfaction of the Board of Education.
(Ref. N.J.S.A. 18A:18A-40.1)

B. Withholding of Monies – Percentage to be Withheld

The Board of Education shall withhold the following percentages of outstanding balances of monies owed to contractors:

- Balances Exceeding $500,000 Two (2%) Percent
- Balances Less than $500,000 Five (5%) Percent

The amounts withheld shall be returned to the contracts upon fulfillment of the terms of the contract. (Ref. N.J.S.A. 18A:18A-40.3)

C. Prompt Payment

The Board of Education will provide payment in accordance with the "Prompt Payment" law as codified in N.J.S.A. 2A:30A-1 et seq. All payments to contractors are subject to approval by the Board of Education at a public meeting.

All bills submitted to the Board for approval and payment pursuant to N.J.S.A. 2A:30A-1 et seq. must comply with the following provisions. The "billing date" shall be the date that the contractor signs the certification on the voucher/purchase order that the work has been performed. These bills include all bills for improvements to real property and contracts for engineers, architects, surveyors, design, or skilled services relating to construction work.

Bills that are required to be approved by an engineering or architecture firm (prior to submission to the Board for approval) for purposes of confirmation of successful completion of construction work shall be approved or disapproved within twenty (20) days of submission of same to the architect or engineer. If bills are disapproved or monies withheld from payment, the notice of the reason for same shall be given within the same twenty (20) days of the contract.

The Board must approve the payment of all bills. For the Board to consider a bill for approval, it must be submitted to the School Business Administrator at least two weeks prior to a scheduled/or re-scheduled Board meeting date. If the Board, or any agent or officer of the Board, determines that the bill is not approved, then notice of the disapproval shall be sent to the contractor within five (5) days of the Board meeting on which the bill was listed for approval. If the bill is approved by the Board, then payment shall be made to the contractor within seven (7) days of the Board meeting as per the "payment cycle."

D. Release of Liens

Neither the final payment nor any part of the retained percentage shall become due until the contractor delivers to the Board of Education a complete Release of all Liens arising out of this Contract and an affidavit that so far as he has knowledge or information, the releases include all labor and material for which a lien could be filed, but the Contractor may if any subcontractor refuses to furnish a release in full, furnish a bond satisfactory to the Board of Education, to indemnify themselves against any liens. If any lien remains unsatisfied after all payments are made, the Contractor shall refund to the Board of Education all monies that the latter may be compelled to pay in discharging such a lien, including all costs and reasonable attorney's fees.

36. PERFORMANCE REVIEW—REPORT BY THE SCHOOL BUSINESS ADMINISTRATOR

The Board of Education is informing all bidders that pursuant to N.J.S.A. 18A:18A-15, the School Business Administrator, upon completion of every contract for public work that exceeds $20,000, shall report to the department as to the contractor's performance and shall also furnish such report from time to time during the performance of the contractor is then in default. The Board shall use NJDPMC Form 43-A Contractor Evaluation Report as the basis of its report.

37. POLITICAL CONTRIBUTIONS DISCLOSURE – REQUIREMENTS

- **Annual Disclosure**

A business entity as defined by law is advised of its responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-20.27 (P.L. 2005 c.271 s.3) if the business entity receives contracts in excess of $50,000 from public entities in a calendar year. It is the business entity's responsibility to determine if filing is necessary. Additional information on this requirement is available from the New Jersey Election Law Enforcement Commission at 1-888-313-3532 or at www.elec.nj.us.

- **Chapter 271 Political Contribution Disclosure Form**

Business entities (excluding those that are not non-profit organizations) receiving contracts in access of $17,500 from a board of education are subject to the provisions of N.J.S.A. 19:44A-20.26. The law and rule provide that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- Any State, county, or municipal committee of a political party
- Any legislative leadership committee*
- Any continuing political committee (a.k.a., political action committee)
- Any candidate committee of a candidate for, or holder of, an elective office:
    - of the public entity awarding the contract
    - of that county in which that public entity is located
    - of another public entity within that county
    - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county.

The disclosure must list reportable contributions to any of the committees that exceed $200 per election cycle that were made during the 12 months prior to the award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

The Board of Education has provided a Chapter 271 Political Contribution Disclosure Form within the specifications package for use by the business entity. The Board has also provided a list of agencies to assist the contractor. The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected officials and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement. The enclosed Chapter 271 Political

Contribution Disclosure Form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

38. POLITICAL CONTRIBUTIONS/AWARD OF CONTRACTS

Pursuant to N.J.A.C. 6A:23A-6.3 (a) (1-4), please note the following:

- **Award of Contract -- Reportable Contributions -- N.J.A.C. 6A:23A-6.3 (a) (1)**

"No board of education will vote upon or award any contract in the amount of $17,500 or greater to any business entity which has made a contribution reportable by the recipient under N.J.S.A. 19:44A-1 et seq. to a member of the board of education during the preceding one year period.

- **Contributions During Term of Contract – Prohibited -- N.J.A.C. 6A:23A-6.3 (a) (2-3)**

"Contributions reportable by the recipient under P.L. 1973, c.83 N.J.S.A. 19:44A-1 et seq. to any member of the school board from any business entity doing business with the school district are prohibited during the term of the contract."

"When a business entity referred in (a) (2) above is a natural person, contribution by that person's spouse or child that resides therewith shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity."

- **Chapter 271 Political Contribution Disclosure Form – Required --** N.J.S.A. 19:44A-20.26 (a),

Pursuant to N.J.S.A. 19:44A-20.26 (a), all business entities shall submit with their bid/proposal package a completed and signed Chapter 271 Political Contribution Disclosure Form. The Board will review the Chapter 271 Form to determine whether the business entity is in compliance with the aforementioned N.J.A.C. 6A:23A-6.3 (a) (2) Award of Contract. It is noted that the disclosure requirements set forth in Section 2 of P.L. 2005 c. 271 (N.J.S.A. 19:44A-20.26) also shall apply when the contract is required by law to be publicly advertised for bids.

39. PRE-BID MEETING; ATTENDANCE STRONGLY ENCOURAGED!

The pre-bid meeting is an important part of the bidding process. It permits all bidders to have an equal understanding of the procurement/contracting requirements and the scope of work involved. Although pre-bid meetings are not mandatory, all potential bidders are strongly encouraged to attend. Please review the General Specifications for a pre-bid meeting announcement. Any or all changes to the bid specifications discussed as a result of the pre-bid meeting will be formalized in the form of a written addendum to the specifications and distributed in accordance with N.J.S.A. 18A:18A-21(c) (2). It is anticipated that the pre-bid meeting (if any) scheduled for this project will have an agenda format such as:

- **Registration Period**

At this time all attendees will be asked to register to attend this meeting. Proper photo identification is required. Plans and specifications may be available for purchase from the Architect/Engineer of Record. Attendance will be recorded.

- **Review of Procurement/Contracting Requirements—School Business Administrator**

The School Business Administrator will review the major components of the procurement and contracting requirements of the bid.

- **Scope of Work and Scheduled Completion Time—**The Supervisor of the Nonpublic Security and Technology Grants, in conjunction with the Director of Facilities (Buildings and Grounds) and the School Business Administrator, will review the scope of the work that is requested and completion time requirements (Number of Working Days). A review of the plans and any drawings may take place.

- **Walkthrough of Facility/Site**

The Supervisor of the Nonpublic Security and Technology Grants, in conjunction with the Director of Facilities (Buildings and Grounds and/or the School Business Administrator, may conduct a facility site walkthrough with all interested parties.

- **Questions; Clarifications—Official Addenda Process**

Potential bidders are permitted to ask questions during the process. Questions of substantial measure or questions that require clarification of work to be completed may be answered at the meeting; however, the Architect/Engineer shall answer all such questions in writing in the form of an official addendum.

Answers to questions, interpretations, or supplemental instructions will be distributed as a written official addendum to the specifications.

The official addenda will be provided by the School Business Administrator's Office of the Board of Education in accordance with N.J.S.A. 18A:18A-21(c) (2) to the bidder by certified mail, certified fax, or delivery service, no later than seven (7) days, not including Saturdays, Sundays, or holidays prior to the date for acceptance of the bids. All addenda so issued shall become part of the bid and contract document.

40. PRE-EMPLOYMENT REQUIREMENTS--CONTRACTED SERVICE PROVIDERS

When applicable, all contracted service providers, whose employees have regular contact with students, shall comply with the Pre-Employment Requirements in accordance with New Jersey P.L. 2018 c.5, N.J.S.A. 18A:6-7.6 et seq. Contracted service providers are to review the following New Jersey Department of Education—Pre-Employment Resource P.L. 2018 c.5 link below for guidance and compliance procedures.

https://www.nj.gov/education/crimhist/preemployment/

41. PRE-QUALIFICATION OF BIDDERS

A. **DPMC Prequalification--**Pursuant to N.J.S.A. 18A:18A-26, 27 et seq., all bidders on any contract for public work(s) in which the entire cost of the contract exceeds $20,000.00 must be pre-qualified by the Department of Treasury, Division of Property Management and Construction, (DPMC) as to character and amount of public work on which they may submit bids. No person shall be qualified to bid on any public work contract with the Board if he has not submitted a statement to the Department of Treasury, Division of Property Management and Construction, which fully develops the financial ability, adequacy of plant and equipment, organization, and prior experience of the prospective bidder, and such other pertinent and material facts, within a period of one year preceding the date of opening of the bids for such contract.

NJSDA Prequalification---Pursuant to N.J.S.A. 18A:7G-33, all contractors bidding on any contract for a School Facilities Project as defined in N.J.A.C. 6A:26-1.2, shall be prequalified with the New Jersey School Development Authority in the major construction trades listed in N.J.S.A. 18A:76-33. Bidders will have to submit a Sworn Contractor Certification attesting to the NJSDA prequalification. Named subcontractors shall also be pre-qualified with the NJSDA—N.J.A.C. 6A:26-4.7 (b) (3).

Maintenance Projects—Contractors are reminded that maintenance projects solely to achieve the design life of a school facility and routine maintenance do not constitute a school facility project, and therefore, NJSDA prequalification is not a requirement. Reference N.J.A.C. 6A:26-1.2.

B. **Prequalification Affidavit—No Material Adverse Change**
Every pre-qualified bidder shall submit, with his proposal, a notarized affidavit setting forth the type of work and the amount of work for which he has been qualified, that there has been no material adverse change in his qualification information, the total amount of completed work on contracts at the time and date of the classification**. Any bid not including a copy of this affidavit shall be rejected as being non-responsive to bid requirements**. (N.J.S.A. 18A:18A-32)

C. All bidders shall furnish satisfactory evidence that their subcontractors have sufficient means and experience in the type of work to complete the project in accordance with the bid specifications. Subcontractor listing and bidder's personnel and experience sheet shall be submitted to the Board as part of the bidding documents. Where the bidder intends to subcontract any portion of the project, the cost of which will exceed $20,000.00, the sub-contractor shall be pre-qualified to perform the work, and the bidder shall submit the required documentation pertaining to the sub-contractor in accordance with Paragraphs A and B above. The Board may make such additional investigations as it deems necessary to determine the ability, competence, and financial responsibility of the bidder to perform the work. The bidder shall furnish the Board with the information and data for this purpose upon request. The Board reserves the right to reject any bid if the information fails to establish to the Board's satisfaction that the bidder is properly qualified to carry out the obligations of the contract and

to complete the work contemplated here.

D. **Notice Of Classification** (For Contracts Exceeding $20,000) N.J.S.A. 18A:18A-26 et seq., N.J.S.A. 52:35-1 et seq.
Each bidder shall submit with their bid a copy of a valid and active Notice of Classification letter issued by the Department of Treasury, Division of Property Management and Construction as appropriate to the nature of the bid. Any bid submitted to a school board under the terms of New Jersey Statutes, not including a copy of a valid and active classification letter shall be rejected as being non-responsive to bid requirements.

"The Board of Education, through its authorized agent, shall upon completion of the contract report to the State agency listed on the pre-qualification/classification letter as to the contractor's performance and shall furnish such report from time to time during the performance of the contractor is then in default".

E. **Uncompleted Contracts** (**For Contracts Exceeding $20,000)--N.J.A.C. 17:19-2.13 (a)**
The Board also requires that each bidder submits with their bid a certified Total Amount of Uncompleted Contracts form as prescribed by code. (Form DPMC 701). Failure to submit this document will result in the rejection of the bid as being non-responsive.

42. PREVAILING WAGES: CONSTRUCTION, ALTERATIONS, REPAIRS

The State of New Jersey Prevailing Wage Act, with applicable statewide wage rates and the wage rates for the county of the location of the school district, as published by the Department of Labor and Workforce Development in conformance with N.J.S.A. 34:11-56.27 et seq., may be included in these bid contract documents. Copies of these wage rates may be obtained from the State Department of Labor and Workforce Development or may be viewed at the following link. https://www.nj.gov/labor/wageandhour/.

- **Compliance with New Jersey Prevailing Wage Act—Payment to Workers**

Every contractor and subcontractor performing services in connection with this project shall pay all workers a wage rate not less than the published prevailing wage rates for the locality in which the work is being performed, as designated by the New Jersey Department of Labor and Workforce Development.

In the event it is found that any worker employed by the contractor or any subcontractor covered by the said contract, has been paid a rate of wages less than the prevailing wage required to be paid by such contract, the Board of Education may terminate the contractor's or subcontractor's right to proceed with the work, or such part of the work as to which there has been a failure to pay required wages and to prosecute the work to completion or otherwise. Reference N.J.S.A. 34:11-56.27

- **Lowest Bidder Prevailing Wage Certification—Ten Percent (10%)**

The contractor who makes the lowest bid for the contract by ten (10 %) percent or more under the amount of the next lowest bid shall prior to the award of the contract certify to the Board of Education on a form provided by the Board, that the prevailing wage rates required by the Prevailing Wage Act shall be paid in performing the work under the contract.

If the bidder does not provide the certification required prior to the award of the contract, the Board of Education shall award the contract to the next lowest responsible and responsive bidder. Reference N.J.S.A. 34:11-56.27 (a); N.J.A.C. 12:60-9.1

- **Submission of Certified Payrolls to the Board of Education-- Form MW-562 (6/23)**

Every contractor is required to submit certified payrolls to the Board of Education for each payroll period within ten (10) days of paying wages to their employees. The contractor shall use the New Jersey Department of Labor/Workforce Development Form MW-562 (6/23) to certify payroll records. The contractor further understands that no payments will be made to the contractor by the Board of Education if certified payrolls are not received by the Board. The contractor is responsible for ensuring timely receipt by the Board of certified payrolls. Reference N.J.A.C. 12:60-5.1 (c)

- **Submission of Certified Payrolls—Online to NJ Wage HUB**

Contractors are required to submit certified payrolls for each payroll period using the online Form MW-562 (6/23) through the *New Jersey Wage Hub.*

- **Reminder to the Contractor**

Submitting Form **MW-562 (6/23)** online to the New Jersey Wage Hub will NOT satisfy the requirement to submit them to the public body.

- **Submission of Affidavit Filing of Written Statements of Amounts Due Workers**

Before final payment, the contractor shall furnish the Board of Education with an affidavit stating that all workers have been paid the prevailing rate of wages in accordance with State of New Jersey requirements. The contractor shall keep an accurate record showing the name, craft, or trade and the actual hourly rate of wages paid to each workman employed in connection with this work.

Furthermore, before final payment is made by the Board of Education, the contractor and subcontractor shall file written statements with the Board certifying the amounts then due and owing from such contractor and subcontractor filing such statement to all workers for wages due on account of the public work, setting forth therein the names of the persons whose wages are unpaid and the amount due to each respectively, which statement shall be verified by the oath of the contractor or subcontractor, as the case may be, that he has read such statement subscribed by him, knows the contents thereof, and that the same is true of his own knowledge; provided, however, that nothing herein shall impair the right of a contractor to receive final payment because of the failure of any subcontractor to comply with provisions of this act. Reference N.J.S.A. 34:11-56.33

- **Posting of Prevailing Wages**

The contractor and subcontractor shall post the prevailing wage rates for each craft and classification involved in the work, including the effective date of any changes thereof, in prominent and easily accessible places at the Site of the work and in such places as used to pay workmen their wages. Ref. 18A:7G-23 and N.J.S.A. 34:11-56.32.

- **Prevailing Wages Certification—Submission with Bid**

The bidder shall submit a Prevailing Wages Certification with its bid package.

- **Non-compliance Statement**

If it is found that any worker employed by the contractor or any subcontractor covered by the said contract, has been paid a rate of wages less than the prevailing wage required to be paid by such contract, the Board of Education may begin proceedings to terminate the contractor's or subcontractor's right to proceed with the work, or such part of the work as to which there has been a failure to pay required wages and to prosecute the work to completion or otherwise.

43. QUALIFICATION OF BIDDERS - Contractor Questionnaire Certification Form

The Board of Education may make such investigations as it seems necessary to determine the bidder's ability to perform the contract's terms. The bidder shall complete a Contractor Questionnaire Certification Form and return same with the bid and shall furnish all information to the Board as the Board may require to determine the contractor's ability to perform the duties and obligations as outlined in these specifications.

44. PUBLIC WORKS CONTRACTOR'S REGISTRATION EVIDENCE—"Public Works Contractor Registration Act"

- Valid Certificate – Receipt of Bid

All contractors must adhere to the provisions of the Public Works Contractor Registration Act – N.J.S.A. 34:11-56.48 et seq. The PWCRA requires that "*No contractor shall bid on any contract for public work . . . unless the contractor is registered pursuant to this act."* The law requires that all contractors and sub-contractors named in the proposal possess a valid certificate at the time the proposal is received by the contracting unit, in this case, the Board of Education.

- Submission of Public Works Contractor Registration Certificate – Receipt of Bid--Requested; Prior to Award--Mandatory

All bidders **are requested** to submit with the bid package a current New Jersey Department of Labor and Workforce Development Public Works Contractor Registration Act Certificate that was issued prior to the receipt of the bid.

The contractor who most likely is to be considered for the contract award must submit a copy of the current New Jersey Department of Labor and Workforce Development Public Works

Contractor Registration Certificate and, if applicable, copies of certifications of all listed subcontractors prior to the award of contract**. If the successful contractor fails to provide copies of certificates prior to the award of the contract, the bid may be rejected as non-responsive.**

45. REJECTION OF BIDS

- **Bid Rejections—N.J.S.A. 18A:18A-22—Rejection of All Bids**
  The Board of Education reserves the right to reject all bids pursuant to the conditions outlined in N.J.S.A. 18A:18A-22.

- **Bid Rejections—Individual Bids**
  The Board reserves the right to reject individual bids when, in their determination, the bid received is not responsive pursuant to N.J.S.A. 18A:18A- 2 (y) and/or when the bidder is determined by the Board not to be responsible—N.J.S.A. 18A:18A-2 (x).

46. RENEWAL OF CONTRACT; AVAILABILITY AND APPROPRIATION OF FUNDS

The Board of Education may, at its discretion, request that a contract that is subject to renewal be renewed in full accordance with N.J.S.A. 18A:18A-42. The School Business Administrator may negotiate terms for a renewal of the contract proposal and present such negotiated proposal to the Board of Education. The Board of Education is the final authority in awarding renewals of contracts. All multi-year contracts and renewals are subject to the availability and appropriation annually of sufficient funds as may be needed to meet the extended obligation.

47. RIGHT TO KNOW LAW

All potentially hazardous materials or substances must be properly labeled in full accordance with the New Jersey Worker and Community Right to Know Law - N.J.S.A. 34:5A-1 et seq. All contractors or vendors who need additional information about the New Jersey Right to Know Law are to contact the following:

New Jersey Department of Health
Workplace Health and Safety
Right to Know Unit, CN 368
Trenton, New Jersey 08625-0368

48. STATEMENT OF OWNERSHIP (N.J.S.A. 52:25-24.2)

Statement of Ownership

No business organization, regardless of the form of ownership, shall be awarded any contract for the performance of any work or the furnishing of any goods and services unless, prior to the receipt of the bid or accompanying the bid of said business organization, bidders shall submit a statement setting forth the names and addresses of all persons and entities that own ten (10%) percent or more of its stock or interest of any type at all levels of ownership.

The included Statement of Ownership shall be completed and attached to the bid proposal. This requirement applies to all forms of business organizations, including, but not limited to,

corporations and partnerships, publicly-owned corporations, limited partnerships, limited liability corporations, limited liability partnerships, sole proprietorship, and Subchapter S corporations**. Failure to submit a disclosure document shall result in rejection of the bid as it cannot be remedied after bids have been opened.**
Not-for-profit entities should fill in their name, check the not-for-profit box, and certify the form. No other information is required.

49. SUBCONTRACTING: Subcontractor Disclosure Statement

Pursuant to N.J.S.A. 18A:18A-18 (b), any bidder who bids for the overall contract (Paragraph (5) and who will subcontract any of the following work shall identify the subcontractor(s) that will be used on the form provided by the school district.

- Plumbing and gas fitting work;
- Refrigeration, heating, and ventilating systems and equipment;
- Electrical work, including any electrical power plant, tele-data, fire alarm, or security systems; and
- Structural steel and ornamental ironwork;

Qualified Subcontractors

If the cost of the work done by the subcontractors exceeds $20,000.00, then said contractor shall be qualified in accordance with Article 6 N.J.S.A. 18A:18A-26 et seq. For those subcontractors in the four branches listed above, the bidder shall supply proof that the subcontractor is qualified by submitting with the bid response the following subcontractor documents:

- Notice of DPMC Classification Form
- Total Amount of Uncompleted Contractor's Form—Certified (Form DPMC 701)
- Valid and Current Public Works Contractor Registration Certificate
- New Jersey Business Registration Certificate
- Trade Licenses when applicable

For all other subcontractors who will perform work valued in excess of $20,000.00, the bidder shall submit the evidence of the subcontractor's qualifications listed above within ten (10) days of receipt of notice of the award of the contract.

Documents to be Submitted: All Subcontractors

Contractors, other than those submitting a bid pursuant to Paragraph (5) of N.J.S.A. 18A:18A-18A and who will be using a subcontractor on any part of the bid, are requested to identify the subcontractor(s) by submitting the bid package the following subcontractor documents at the time of the bid:

- Notice of DPMC Classification Form
- Total Amount of Uncompleted Contractor's Form—Certified (Form DPMC 701)
- Valid and Current Public Works Contractor Registration Certificate
- New Jersey Business Registration Certificate

- Trade Licenses when applicable

Contractors are reminded that the subcontractors listed on the forms provided by the school district may not be changed later, except in the case of failure in performance or other contract breaches where a change is needed to protect the school district.

NJSDA Prequalification---Pursuant to N.J.S.A. 18A:7G-33, all contractors bidding on any contract for a School Facilities Project as defined in N.J.A.C. 6A:26-1.2, shall be prequalified with the New Jersey School Development Authority in the major construction trades listed in N.J.S.A. 18A:76-33. Bidders will have to submit a Sworn Contractor Certification attesting to the NJSDA prequalification. Named subcontractors shall also be pre-qualified with the NJSDA—N.J.A.C. 6A:26-4.7 (b) (3).

50. SUBCONTRACTING: PROHIBITIONS: HOLD HARMLESS

Prime contractors, with whom the Board of Education have an executed contract, may not subcontract any part of any work done for the Board without first receiving written approval from the Board. Contractors seeking to use subcontractors must first complete the Request to Sub-Contract Form as provided by the Building Services Department.

Subcontractors Prohibited to Sub Contract

It is the responsibility of the prime contractor to ensure that no subcontractor who has received written permission to do work for the Board subcontracts any of their work without first receiving written approval from the prime contractor and the School Business Administrator or designee. The prime contractor assumes all responsibility for work performed by subcontractors. The prime contractor must also provide to the Board Business Office the following documents secured from all approved subcontractors:

- Insurance Certificate as outlined in the bid specifications;
- Affirmative Action Evidence as outlined in the bid specifications;
- Written certification that the subcontractor shall adhere to prevailing wages as provided through New Jersey State Law;
- Evidence of Performance Security;
- Documents listed in the Subcontractor Document Submissions list.

In cases of subcontracting, the Board of Education shall only pay the prime contractor. It is the sole responsibility of the prime contractor to ensure that all subcontractors are paid. The Board of Education shall not be responsible for payments to subcontractors and shall be held harmless against any or all claims generated against prime contractors for non-payment to subcontractors.

Penalties – Unauthorized Subcontractors

The Board of Education shall deduct the amount of $1,000.00 (one thousand dollars) per day as a penalty, for each day a prime contractor uses a subcontractor without first receiving written permission from the School Business Administrator.

51. SWORN CONTRACTOR CERTIFICATION—(Bidder's Certification)

Pursuant to N.J.S.A. 18A:7G-37, a pre-qualified contractor seeking to bid on school facilities projects, and any subcontractors, that are required to be named under N.J.S.A. 18A:7G-1 et seq. shall, as a condition of bidding, submit this Sworn Contractor Certification regarding qualifications and credentials. Failure to complete, sign, and submit the certification may lead to the bid being rejected.

52. TAXES; Contractor's Use of Board's Tax Identification Number—Prohibited

As a New Jersey governmental entity, the Board of Education is exempt from the requirements under New Jersey state sales and use tax (N.J.S.A. 54:32B-1 et seq.), and does not pay any sales or use taxes. Bidders should note that they are expected to comply with the provisions of the said statute and the rules and regulations promulgated thereto to qualify them for examinations and reference to all labor, services, materials, and supplies furnished to the Board of Education.

Contractors may not use the Board's tax identification number to purchase supplies, materials, services, or equipment for this project. A contractor may qualify for a New Jersey Sales Tax Exemption on the purchase of materials, supplies, and services when these purchases are used exclusively to fulfill the terms and conditions of the contract with the Board of Education. All contractors are referred to the New Jersey Division of Taxation–**Tax Bulletin S&U-3** and, in particular, the Contractor's Exempt Purchase Certificate (Form ST-13). Again, contractors are not permitted to use the Board's tax identification number to purchase supplies, materials, services, or equipment.

53. TERMINATION OF CONTRACT

If the Board determines that the contractor has failed to comply with the terms and conditions of the bid and/or proposal upon which the issuance of the contract is based or that the contractor has failed to perform said service, duties, and or responsibilities in a timely, proper, professional and/or efficient manner, then the Board shall have the authority to terminate the contract upon written notice setting forth the reason for termination and effective date of termination.

Termination by the Board of the contract does not absolve the contractor from potential liability for damages caused to the District by the contractor's breach of this agreement. The Board may withhold payment due to the contractor and apply the same towards damages once established. The Board will act diligently in accordance with governing statutes to mitigate damages. Damages may include the additional cost of procuring said services or goods from other sources. The contractor further agrees to indemnify and hold the District harmless from any liability to subcontractors or suppliers concerning work performed or goods provided arising out of the lawful termination of this agreement.

54. WITHDRAWAL OF BIDS

- Before The Bid Opening

The School Business Administrator may consider a written request from a bidder to withdraw a bid if the written request is received by the School Business Administrator before the advertised time of the bid opening. Any bidder who has been granted permission by the School Business Administrator to have their bid withdrawn cannot re-submit a bid for the same advertised bid project. That bidder shall also be disqualified from future bidding on the same project if the project is re-bid.

- After The Bid Opening

The Board of Education may consider a written request from a bidder to withdraw a bid if the written request is received by the School Business Administrator within five (5) business days after the bid opening. A request to withdraw a bid after the specified number of days will not be honored. The contractor/vendor who wishes to withdraw a bid must provide a certification supported by written factual evidence that an error or omission was made by the contractor and that the error or omission was a substantial computational error unintentional omission, or both.

The request to withdraw a bid after the bid opening may be reviewed by the School Business Administrator, the Director of Facilities (Buildings and Grounds), other interested administrators, and the Architect/Engineer of Record for the project (if necessary) and/or the Board Attorney and a recommendation will be made to the Board of Education. If the Board of Education grants permission to have the bid withdrawn, the contractor/vendor shall be disqualified from bidding on the same project if the project is re-bid. If the contractor/vendor fails to meet the burden of proof to have the bid withdrawn, the request to withdraw the bid will be denied, and if the contractor/vendor fails to execute the contract, the bid guarantee will be forfeited and become the property of the Board of Education.

LAKEWOOD BOARD OF EDUCATION

BID DOCUMENTS
AND
REQUIRED DOCUMENTATION

All documents in this section shall be completed, signed, and submitted with the bid package. Failure to submit the bid documents and other documents so specified may result in the bid being rejected as non-responsive (N.J.S.A. 18A:18A-2(y)).

Kevin Campbell
School Business Administrator/Board Secretary

LAKEWOOD BOARD OF EDUCATION

Business Office
200 Ramsey Avenue
Lakewood, New Jersey 08701

Proposal Form

PRICE MUST INCLUDE DELIVERY, REMOVAL OF EXISTING FENCING AND INSTALLATION

Bid No. **07-2425** Proposal Date: **Tuesday, September 24, 2024 @ 10:00 a.m.**

I/we hereby submit the following proposal for **NONPUBLIC SECURITY/FENCING** as specified in the bid specifications.

*** Please see attached proposal forms which must be completed*****

** **VENDOR MUST PROVIDE INSTALLATION WHERE APPLICABLE. ANY PERMITS REQUIRED FOR THIS PROJECT ARE TO BE OBTAINED BY THE VENDOR**

Name of Company _____

Address _____

City, State, Zip _____

Telephone No. _____ Ext. _____ Fax No. _____

E-Mail : _____

Tax ID No. _____

Authorized Agent _____ Date _____

Authorized Signature _____ Date_____

BID FORM ATTACHMENT CHECKLIST
NONPUBLIC SECURITY/FENCING

Bid Number: 07-2425 Name of Bidder_____

THE FOLLOWING CHECKLIST MUST BE PROPERLY COMPLETED WITH THE BID PACKAGE AND SUBMITTED TO THE LAKEWOOD BOARD OF EDUCATION AS PART OF THE BID DOCUMENTS:

Bidder's Proposal (Bid Form Attached) ☐

Acknowledgement of Addenda (Bid Form Attachment #1) ☐

Bidder's Comment Form (Bid Form Attachment #2) ☐

Political Contribution Form (Bid Form Attachment #3) ☐

Contractor/Vendor- Questionnaire Certification (Bid Form Attachment #4) ☐

Current Public Works Contractor Registration Act Certificate (P.L. 1999, c. 238)
(New Jersey Department of Labor and Workforce Development)
(Attach to Bid Form Attachment #5) ☐

Equipment Certification (Bid Form Attachment #6) ☐

Disclosure of Investment Activities in Iran (Bid Form Attachment #7) ☐

Non-Collusion Affidavit (Bid Form Attachment #8) ☐

Pre-Qualification Affidavit (Bid Form Attachment #9) ☐

Compliance with New Jersey Prevailing Wage Act (Bid Form Attachment #10) ☐

Ownership Disclosure Certificate (Bid Form Attachment #11) ☐

Sub-Contractor's Identification Statement (Bid Form Attachment #12) ☐

Americans with Disabilities Act of 1990 (Attachment #13) ☐

Equal Employment Opportunity Mandatory Language (Attachment #14) ☐

Affirmative Action Questionnaire or Certificate of Employee Information Report

(Bid Form Attachment #15) ☐

Affidavit of No Material Adverse Change of Circumstances (Bid Form Attachment #16) ☐

DPMC Notice of Classification (New Jersey Dept. of Treasury) (Attach to Bid Form Attachment #17) ☐

Total Amount of Uncompleted Contracts (Bid Form Attachment #18) ☐

Affidavit Regarding List of Debarred, Suspended and Disqualified Bidders (Bid Form Attachment #19) ☐

Certificate of Authority (Bid Form Attachment #20) ☐

Consent of Surety (Bid Form Attachment #21) ☐

Bid Bond, Certified Check, Cashier's Check, or any combination thereof, in an amount no less than ten percent (10%) of the total amount of the bid, not to exceed $20,000.00 (attach to Bid Form Attachment #22) ☐

Current Business Registration Certificate (New Jersey Dept. of Treasury) (Attach to Bid Form Attachment #23) must submit <u>at time of contract award.</u> ☐

Current required Trade License(s), if applicable (ATTACH TO SUBCONTRACTOR IDENTIFICATION STATEMENT) ☐

If out of State general contractor and/or subcontractor, attach Certificate of Authority To perform work in New Jersey (attach to Bid Form Attachment #24) ☐

Right to Know (Attachment #25) ☐

REQUIRED FORMS FOR SUBCONTRACTORS LISTED IN N.J.S.A. 18A:18A-18

DPMC Notice of Classification (New Jersey Dept. of Treasury) ☐

Current Public Works Contractor Registration Act Certificate (P.L. 1999, c. 238) ☐

Current Business Registration Certificate (New Jersey Dept. of Treasury) must submit at time of contract award. ☐

Total Amount of Uncompleted Contracts (Form DPMC 701) ☐

Trade License(s), if applicable ☐

FAILURE TO COMPLETE AND SUBMIT ALL OF THE ABOVE DOCUMENTS MAY RESULT IN REJECTION OF YOUR BID.

By placing a checkmark in the boxes provided, I hereby acknowledge having read and fully understand all the requirements of each of the documents referenced herein.

I certify that the forgoing statements are true and I am aware that if any such statements are willfully false, I may be subject to punishment.

Bidder's Authorized Representative:

Name:_____ Title:_____

Signature:_____ Date:_____

VENDOR NAME:_____

This form must be submitted with the Bid. INSERT COST

DESCRIPTION-COMMERCIAL GRADE CHAIN LINK FENCING	QTY	UNIT	GALVANIZED 2" MESH UNIT PRICE	GALVANIZD 5/8" MESH UNIT PRICE	VINYL COATED 2" MESH UNIT PRICE	VINTYL COATED 5/8" MESH UNIT PRICE
Chain Link, 4' High, Less than 100 LN FT	1	LN FT				
Chain Link, 4' High, 100-250 LN FT	1	LN FT				
Chain Link, 4' High, Over 250 LN FT	1	LN FT				
Chain Link, 6' High, Less than 100 LN FT	1	LN FT				
Chain Link, 6' High, 100-250 LN FT	1	LN FT				
Chain Link, 6' High, Over 250 LN FT	1	LN FT				
Chain Link, 8' High, Less than 100 LN FT	1	LN FT				
Chain Link, 8' High, 100-250 LN FT	1	LN FT				
Chain Link, 8' High, Over 250 LN FT	1	LN FT				
Chain Link, 10' High, Less than 100 LN FT	1	LN FT				
Chain Link, 10' High, 100-250 LN FT	1	LN FT				
Chain Link, 10' High, Over 250 LN FT	1	LN FT				
POSTS- GALVANIZED			**UNIT PRICE**			
Post, 4' High x 2"	1					
Post, 4' High x 2.5"	1					
Post, 4' High x 3"	1					
Post, 6' High x 2"	1					
Post, 6' High x 2.5"	1					
Post, 6' High x 3"	1					
Post, 8' High x 2"	1					
Post, 8' High x 2.5"	1					
Post, 8' High x 3"	1					
Post, 10' High x 2"	1					
Post, 10' High x 2.5"	1					
Post, 10' High x 3"	1					
CHAIN LINK ACCESSORIES						
Top/Bottom Rail 15/8" SS40 Pipe or	1	LN FT				

Equivalent						
Top/Bottom Wire	1	LN FT				
Privacy Slats	1	LN FT				
Faux Green Hedge Slats	1	LN FT				
Concrete To fill Posts	1	Per Post				
Post Caps	1	Per Cap				
CHAIN LINK GATES	**4' or less**	**5'**	**6'**			
Single						
Double						
Rolling						
DESCRIPTION- COMMERCIAL GRADE ALUMINUM FENCING	**UNIT PRICE**	**UNIT PRICE**	**TWO RAIL UNIT PRICE**	**THREE RAIL UNIT PRICE**	**THREE RAIL PICKET UNIT PRICE**	
Aluminum, 4' High, Less than 100 LN FT	1	LN FT				
Aluminum, 4' High, 100-250 LN FT	1	LN FT				
Aluminum, 4' High, Over 250 LN FT	1	LN FT				
Fence Post, 4' High Aluminum Coated 2"	1	LN FT				
Fence Post, 4' High Aluminum Coated 2.5"	1	LN FT				
Gate Post, 4' High Coated 3"	1	LN FT				
Gate Post, 4' High Aluminum Coated 4"	1	LN FT				
Aluminum, 5' High, Less than 100 LN FT	1	LN FT				
Aluminum, 5' High, 100-250, LN FT	1	LN FT				
Aluminum, 5' High, Over 250, LN FT	1	LN FT				
Fence Post, 5' High Aluminum Coated 2"	1	LN FT				
Fence Post, 5' High Aluminum Coated 2.5"	1	LN FT				
Gate Post, 5' High Aluminum Coated 3"	1	LN FT				
Gate Post, 5' High, Aluminum Coated 4"	1	LN FT				
Aluminum, 6' High Less than 100 LN FT	1	LN FT				
Aluminum, 6' High 100-250, LN FT	1	LN FT				
Aluminum, 6' High Over 250, LN FT	1	LN FT				
Fence Post, 6' High Aluminum Coated 2"	1	LN FT				
Fence Post, 6' High Aluminum Coated 2.5"	1	LN FT				
Gate Post, 6' High, Aluminum Coated 3"	1	LN FT				
Gate Post, 6' High Aluminum Coated 4"	1	LN FT				

ALUMINUM ACCESSORIES		**UNIT PRICE**				
CAP - 2"	1					
CAP - 2.5"	1					
CAP - 3"	1					
CAP - 4"	1					
Mag Latch	1					
Gravity Latch	1					
Pool/Top Pool Latch	1					
Self Closing Hinges	1					
ALUMINUM GATES			**5'**	**6'**		
Single	1					
Double	1					
Rolling	1					
DESCRIPTION - WOOD FENCING						
Stockade, 6' High, Less than 100 LN FT	1	LN FT				
Stockade, 6' High, 100-250 LN FT	1	LN FT				
Stockade, 6' High, Over 250 LN FT	1	LN FT				
4' Post	1	LN FT				
DESCRIPTION - VINYL FENCING			**SOLID PANEL**	**PICKET**	**RAIL/POOL**	
Vinyl, 4' High, Less than 100 LN FT	1	LN FT				
Vinyl, 4' High, 100-250 LN FT	1	LN FT				
Vinyl, 4' High, Over 250 LN FT	1	LN FT				
Vinyl, 6' High, Less than 100 LN FT	1	LN FT				
Vinyl, 6' High, 100-250 LN FT	1	LN FT				
Vinyl, 6' High, Over 250 LN FT	1	LN FT				
Vinyl, 8' High, Less than 100 LN FT	1	LN FT				
Vinyl, 8' High, 100-250 LN FT	1	LN FT				
Vinyl, 8' High, Over 250 LN FT	1	LN FT				
GATES						
VINYL GATES		**4"or less**	**5'**	**6'**		
Single	1					
Double	1					
Rolling	1					

LIST OF SCHOOLS TO FOLLOW

PLACE A CHECK NEXT TO THE SCHOOL YOUR COMPANY WOULD BE WILLING TO SERVICE.

☐	Aderes Bais Yaakov	2031 Lanes Mill Rd
☐	Bais Brocho Stolin Karlin	1755 Ridge. Ave.
☐	BAIS CHINUCH L'BONOS BAYIS RUCHEL	115 Carey Street
☐	BAIS FAIGA SCHOOL FOR GIRLS	1210 Clifton Ave
☐	Bais Hachinuch L'Banos	20 Monterey Cir
☐	BAIS KAILA TORAH PREP HS	100 Bais Kaila Lane
☐	BAIS MALKA	388 Chestnut Street
☐	BAIS REUVEN KAMENITZ	831 Ridge Ave
☐	BAIS RIVKA ROCHEL SCHOOL	285 River Avenue
☐	BAIS SARAH, INC.	367 Monmouth Ave.
☐	BAIS SHAINDEL H S GIRLS	685 River Ave.
☐	BAIS TOVA INC.	555 Oak Street
☐	Bais Yaakov Bnos Chayil	426 5TH STREET
☐	BAIS YAAKOV H S OF LAKEWOOD	277 James Street
☐	BAIS YAAKOV OF JACKSON	17 HIGH STREET
☐	BEIS YESOCHER TIFERES ARYEH	360 Ridge Avenue
☐	Bet Yaakov Oz Vehadar	360 oak street
☐	BNOS BAIS YAAKOV HIGH SCHOOL	155 N Oberlin Ave
☐	Bnos Basya Inc.	613 Oak Street
☐	BNOS BRACHA	1665 Corporate Road West
☐	BNOS DEVORAH	360 Oak Street
☐	BNOS ESTHER MALKA	488 old whitesville rd
☐	BNOS MELECH	550 James Street
☐	BNOS ORCHOS CHAIM	440 Oberlin Ave S
☐	Bnos Sanz	36 Shefa Chaim Ave
☐	BNOS SARA	7 Tamirand
☐	BNOS TZIPPA	502 New Egypt Road
☐	BNOS YAAKOV ELEMENTARY	2 Kent Road
☐	CALVARY ACADEMY	1133 East County Line Rd.
☐	Chaburah, The	101 Milton Street
☐	CHEDER BNEI TORAH	166 Main St
☐	CHEDER EITZ CHAIM	1483 e spruce street
☐	CHEDER SHIRAS HATORAH	171 Regent Dr.
☐	CHEDER TORAS ZEV	1000 Cross Street
☐	Chedvas Bais Yaakov High School	1665 Corporate Rd., West
☐	Chedvas Bais Yakov	1665 Corporate Road West
☐	CHEIN BAIS YAAKOV/YESHIVA PHILLIP HIRTH ACADEMY	580 Oak Street
☐	Cong. MIKOR HATORAH	180 Sims Ave
☐	CONGREGATION OHR SHRAGA VERETZKY	425 Chestnut Street

☐	Congregation Ohr Yechezkel/Mesivta Nachlas Dov	715 Marlin Ave
☐	Congregation Pri Aharon	924 East County Line Rd
☐	Congregation Vorka Education Center	300 Cross St.
☐	Congregation Yeshiva Mkor Chaim	160 Locust St.
☐	DAMASEK ELIEZER	300 Old Whitesville Road
☐	DERECH HATORAH OF LAKEWOOD	64 Chicanos Drive
☐	JEWISH EDUCATION FOR GIRLS/ BNOS PENINA	501 Prospect Street
☐	KESSER BAIS YAAKOV	140 Lehigh Ave
☐	KNESSES BAIS LEVI	831 Coral Ave
☐	Kochvei Ohr	485 Locust Street
☐	LAKEWOOD CHEDER SCHOOL	725 Vassar Ave.
☐	Lev Rivka Rochel	1475 fernwood ave.
☐	Little People Child Care	222 South Clover St
☐	MA'OR YESHIVA HIGH SCHOOL FOR BOYS	250 Park Avenue
☐	Machzikei Hadas	100 Route 70
☐	MASORES BNOS YISROEL, INC	299 Monmouth Ave
☐	MAYAN BAIS YAKOV	198 Ocean Ave
☐	Meiras Bais Yaakov	600 Vermont Ave
☐	MEKOR HACHINUCH/S.C.S.C.,INC	3A Elderberry Court
☐	MEOHR HATALMUD	31 Spruce Street
☐	Meoros Bais Yaakov	800 ROCKAWAY AVE
☐	Mesikos Hatorah	285 Chestnut Street
☐	MESIVTA AHAVAS HATORAH D'LAKEWOOD	363 Chestnut Street
☐	Mesivta Darkei Noam	1099 Madison Ave.
☐	MESIVTA GAON YAAKOV	1331 RIDGE AVE
☐	Mesivta Keren Orah	1500 Pine St.
☐	MESIVTA KESER TORAH CENTRAL JERSEY	613 Madison Ave
☐	MESIVTA KNESSES BAIS AARON	1951 New Central Avenue
☐	MESIVTA MEOR HATORAH	715 Marlin Ave
☐	MESIVTA NACHLAS YISROEL	1483 East Spruce
☐	MESIVTA NAOS YAAKOV	110 Oakland St
☐	Mesivta Ner Moshe	82 Oak St.
☐	MESIVTA NEZER HATORAH	301 Essex Street, 1st floor
☐	Mesivta of Central Jersey	41 HENRY ST
☐	MESIVTA OF EATONTOWN	1300 New Hampshire Ave
☐	MESIVTA OF LAKEWOOD	801 West Kennedy Blvd.
☐	MESIVTA OHR CHAIM MEIR	1065 W Cross Street
☐	Mesivta Ohr Yisrael	975 West Cross St.
☐	Mesivta Shaar Hatorah	425 Chestnut St
☐	Mesivta Sharei Torah	51 Turin Avenue

☐	MESIVTA SHEVET HALEVI	71 Cushman Street
☐	MESIVTA TIFERES HATALMUD	360 RIDGE RD
☐	Mesivta Tiferes Lipa	110 Newport Ave.
☐	MESIVTA TORAH TEMIMAH OF LAKEWOOD	1727 Lanes Mill Rd.
☐	Mir Alumni Kolel	350 Ridge Ave.
☐	MORESHES BY	140 Lehigh ave
☐	NACHLAS BAIS YAAKOV INC	213 Newport Avenue
☐	Neemas Bais Yaakov	725 Vassar Ave Entrance 1
☐	NESIVOS HATORAH	655 Princeton Avenue
☐	OHR AVROHOM CHAIM	**1065 Cross Street**
☐	Ohr Devora	45 Pawnee Road
☐	OROS BAIS YAKOV	1995 Rutgers University Blvd
☐	Sanz of Lakewood - School for Boys	Deliveries to 36 Shefa Chaim Ave 520 James St. Unit 2B
☐	SEPHARDIC BET YAAKOV	243 PROSPECT STREET
☐	SHALVA HIGH SCHOOL	555 Joe Parker Rd
☐	She'Erit Ezra	419 East 5th St.
☐	SHIRAS CHAIM	805 Cross st
☐	SHIRAS DEVORAH	575 Oak Street
☐	SHIRAS RUCHAMA	17 High Street
☐	Spark Preschool	525 Oberlin Ave S
☐	TALMUD TORAH BAIS AVROHOM	915 New Hampshire
☐	TALMUD TORAH DARCHEI AVOSEINU	1500 Pine Street
☐	TALMUD TORAH OF LAKEWOOD	1464 East Spruce St.
☐	TALMUD TORAH TOLDOS YAKOV YOSEF	1401 Ridge Ave
☐	Talmud Torah Toras Yisroel	1339 River Avenue
☐	TALMUD TORAH YESODEI HATORAH, INC	509 Joe Parker
☐	TASHBAR OF LAKEWOOD	82 Oak Street
☐	TEHILAS CHAYA SARA	1115 W. Cross Street
☐	TIFERES BAIS YAAKOV	613 Oak Street
☐	TIFERES CHAIM	613 Oak Street
☐	TIFERES CHAYA	431 Joe Parker Rd.
☐	TIFERES SHMUEL	1100 Cross St
☐	Tiferes Yisroel	82 Erica Road
☐	TORAS IMECHA, Inc.	970 E CountyLine Road in Sept
☐	UNITED TALMUDICAL ACADEMY	800 Princeton Avenue
☐	UTA of Lakewood	1995 Swarthmore Ave.
☐	UTA of Lakewood, Inc.	1400 Pine St

☐	YESHIVA BAIS AHARON	905 Park Avenue
☐	YESHIVA BAIS HACHINUCH	1732 West County Line Road
☐	YESHIVA BIRCHAS CHAIM	1111 Vine Street
☐	Yeshiva Birchas Yaakov	1401 Ridge Ave
☐	YESHIVA CHAYEI OLAM	1640 W COUNTY LINE ROAD
☐	YESHIVA CHEMDAS HATORAH	950 massachusetts ave
☐	Yeshiva Cheshkas Hatorah	703 Park Ave.
☐	YESHIVA EVEN YISROEL	50 Neiman Rd
☐	YESHIVA GEDOLA OF WOODLAKE VILLAGE	199 Joe Parker Rd.
☐	YESHIVA GEDOLAH KEREN HATORAH	1083 Brook Road
☐	YESHIVA GEDOLAH MEOR HATORAH	720 Massachusetts ave
☐	Yeshiva Hameir L'Yisroel Inc.	425 12th St.
☐	Yeshiva Heichal Hatalumd of Lakewood	121 Second St.
☐	YESHIVA K'TANA	120 2nd Street
☐	Yeshiva Keser Ohr	1500 Vermont Ave.
☐	YESHIVA KETER TORAH	5 meridian rd
☐	YESHIVA KOL TORAH	72 Oak street
☐	Yeshiva Ltzeirim	915 New Hampshire Ave.
☐	YESHIVA MASORAS AVOS	23 Congress St
☐	YESHIVA MESORES HATORAH	40 Neimann Rd
☐	YESHIVA MISHNAS HATALMUD	601 Prospect St.
☐	YESHIVA NACHLEI TORAH	1815 Swarthmore Ave.
☐	YESHIVA NEFESH HACHAIM	400 3rd St
☐	Yeshiva Nesivos Hatalmud	1235 Del Mar Rd.
☐	YESHIVA NETZACH HATORAH	1101-1201 Ridge Rd
☐	Yeshiva Ohl Hatorah	520 James Street
☐	YESHIVA OHR SHMUEL	1980 Swarthmore Ave
☐	YESHIVA OHR SHRAGA LAKEWOOD	750 Vassar Avenue
☐	YESHIVA OHR YEHUDA	110 Franklin Blvd
☐	YESHIVA ORCHOS CHAIM	410 Oberlin Avenue S
☐	YESHIVA ORCHOS YOSHER	971 CALDWELL AVENUE
☐	YESHIVA PE'ER YISROEL	113 West County Line Rd
☐	YESHIVA SHAAR HATALMUD	1951 New Central
☐	YESHIVA SHAAREI ORAH	708 Albert
☐	YESHIVA SHAGAS ARYEH	975 Cross St
☐	YESHIVA STOLIN KARLIN	1640 W. County Line Road
☐	Yeshiva Tiferes Chaim	924 New Hampshire Ave.
☐	YESHIVA TIFERETH TORAH	873 Vine Street
☐	YESHIVA TORAS ARON	500 Summer Ave.

☐	YESHIVA TORAS CHAIM	999 Ridge Ave.
☐	YESHIVA TORAS EMES	577 James St.
☐	YESHIVA TORAS MENACHEM	1990 Swarthmore Ave
☐	YESHIVA TORAS YISROEL INC	1367 Lanes Mills Rd.
☐	YESHIVA VYELIPOL	360 Ridge Rd
☐	Yeshiva Yaaros Devash	1051 West County Line Road
☐	YESHIVA YESODEI HATORAH/CHEDER BAIS YISROEL	2 Yesodei Ct
☐	Yeshivas Lekach Tov Inc.	830 Cross St.
☐	Yeshivas Meor Hatalmud of Lakewood	1815 Swarthmore Ave
☐	YESHIVAS NACHLAS HATORAH	770 Joe Parker Rd
☐	Yeshivas Ohr Hachinuch	924 New Hampshire Ave
☐	YESHIVAS OHR HATORAH	780 Vasser Ave.
☐	YESHIVAS OHR OLAM	900 Cross Street
☐	YESHIVAS OHR YISSOCHOR ACADEMY	300 Cross Street
☐	YESHIVAS SHAREI BINAH	401 Park Avenue
☐	YESHIVAS TORAS MOSHE	347 Ocean Avenue
☐	YESHIVAT OR HACHAIM OF LAKEWOOD	301 Essex Street 2nd floor
☐	YESHIVAT YAGDIL TORAH	100 James Street
☐	YESODOS BAIS YAAKOV	1 East 13th Street
☐	ZECHER YOCHANAN	520 James Street

To be completed, signed, and returned with Bid.

ACKNOWLEDGEMENT OF ADDENDUM

Nonpublic School Fencing

Bid No. 07-2425 Bid Date **Tuesday, September 24, 2024**

The bidder acknowledges receipt of the hereinafter enumerated Addenda which have been issued during the period of bidding and agrees that said Addenda shall become a part of this contract. The bidder shall list below the numbers and issuing dates of the Addenda.

ADDENDA NO.	ISSUING DATES
_____	_____
_____	_____
_____	_____
_____	_____

☐ **NO ADDENDA RECEIVED**

Name of Company _____

Address _____ P.O. Box _____

City, State, Zip Code _____

Name of Authorized Representative _____

Signature _____ Date _____

To be completed, signed, and returned with Bid.

AFFIRMATIVE ACTION—Construction Contracts--Acknowledgement

The undersigned acknowledges and agrees to comply with the following:

AFFIRMATIVE ACTION—EQUAL EMPLOYMENT OPPORTUNITY IN PUBLIC CONTRACTS—EEO

The construction contractor shall complete and submit an Initial Project Workforce Report, Form AA-201, upon notification of award by the board of education. Proper completion and submission of this Report shall constitute evidence of the contractor's compliance with the regulations. Failure to submit this form may result in the contract being terminated. The contractor also agrees to submit a copy of the Monthly Project Workforce Report, Form AA-202, once a month thereafter for the duration of the contract to the Department of Labor Workforce and Development and the Board of Education Public Agency Compliance Officer.

All bidders should familiarize themselves with N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1.1 et seq. MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE—EXHIBIT B. If awarded a contract, your company/firm will be required to comply with the above requirements.

Contractors and vendors are to familiarize themselves with the following document:

Vendor/Contractor Guidelines for Awarded Public Contracts

The document may be obtained from the New Jersey Division of Purchase and Property, Contract Compliance and Audit Unit, Equal Employment Opportunity (EEO) Program website or by visiting the following link.

NJ Department of the Treasury Contract Compliance (state.nj.us)

Name of Company _____

Address _____ P.O. Box _____

City, State, Zip Code _____

Name of Authorized Representative _____

Signature _____ Date _____

id No. 07-2425

To be completed, signed, and returned with Bid.

ASSURANCE OF COMPLIANCE

Contact with Students

During the performance of this contract, a contracted service provider may come in contact with the school district's students. The district fully understands its obligation to provide all students and staff members with a safe, educational environment. To this end, the district requires all bidders to sign a statement of Assurance of Compliance, acknowledging the bidder's understanding of the below-listed requirements and the bidder's assurance of compliance with those listed requirements.

Anti-Bullying Reporting--Requirement

When applicable, the contracted service provider shall comply with all applicable provisions of the New Jersey Anti-Bullying Bill of Rights Act—N.J.S.A. 18A:37-13.1 et seq., all applicable code and regulations, and the Anti-Bullying Policy of the Board of Education. In accordance with N.J.A.C. 6A:16-7.7 (c), a contracted service provider who has witnessed or has reliable information that a student has been subject to harassment, intimidation, or bullying shall immediately report the incident to any school administrator or safe schools resource officer or the School Business Administrator.

Criminal History Background Checks—N.J.S.A. 18A:6-7.1--Requirement

When applicable, the contracted service provider shall provide to the school district, prior to commencement of the contract, evidence or proof that each employee assigned to provide services and who comes in **regular contact** with students has had a criminal history background check and, furthermore, that said background check indicates that no criminal history record information exists on file for that worker. Failure to provide proof of criminal history background check for any employee coming in regular contact with students prior to commencement of contact may be cause for breach of contract. All contracted service providers shall comply with N.J.S.A. 18A:6-7.6 et seq., and NJDOE Broadcast September 9, 2019, as it pertains to disclosure of information from previous employers, when applicable.

Pre-Employment Requirements

When applicable, all contracted service providers whose employees have **regular contact with students** shall comply with the Pre-Employment Requirements in accordance with New Jersey P.L. 2018 c.5, N.J.S.A. 18A:6-7.6 et seq. Contracted service providers are to review the following New Jersey Department of Education, Office of Student Protection—Pre-Employment Resource P.L. 2018 c.5 link below for guidance and compliance procedures.

https://www.nj.gov/education/crimhist/preemployment/

Name of Company _____

Name of Authorized Representative _____

Signature _____ Date _____

To be completed, signed, and returned with Bid.

LAKEWOOD BOARD OF EDUCATION

Chapter 271
POLITICAL CONTRIBUTION DISCLOSURE FORM

(Contracts that Exceed $17,500.00)

Ref. N.J.S.A. 19:44-20.26

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that _____ (Business Entity) has made the following reportable political contributions (more than $200 per election cycle) to any elected official, political candidate, or any political committee as defined in N.J.S.A. 19:44-20.26 during the twelve (12) months preceding this award of contract.

Reportable Contributions

Date of Contribution	Amount of Contribution	Name of Recipient Elected Official/ Committee/Candidate	Name of Contributor

The Business Entity may attach additional pages if needed.

☐ **No Reportable Contributions** (Please check (✓) if applicable.)

I certify that _____ (Business Entity) made no reportable contributions to any elected official, political candidate or any political committee as defined in N.J.S.A. 19:44-20.26.

Certification

The undersigned, being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26.

Name of Authorized Agent _____

Signature _____ **Title** _____

Business Entity_____

Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee*
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
    - of the public entity awarding the contract
    - of that county in which that public entity is located
    - of another public entity within that county
    - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed $200 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Education contracts.**

N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures.

List of Agencies with Elected Officials Required for Political Contribution Disclosure
N.J.S.A. 19:44-20.26

List of Agencies with Elected Officials Required for Political Contribution Disclosure

County Name: Ocean

State: Governor, and Legislative Leadership Committees

Legislative District #s: 9, 10, & 30

State Senator and two members of the General Assembly per district.

County:

Freeholders County Clerk Sheriff Surrogate

Municipalities (Mayor and members of governing body, regardless of title):

Barnegat Light Borough	Jackson Township	Pine Beach Borough
Barnegat Township	Lacey Township	Plumsted Township
Bay Head Borough	Lakehurst Borough	Point Pleasant Beach Borough
Beach Haven Borough	Lakewood Township	Point Pleasant Borough
Beachwood Borough	Lavallette Borough	Seaside Heights Borough
Berkeley Township	Little Egg Harbor Township	Seaside Park Borough
Brick Township	Long Beach Township	Ship Bottom Borough
Dover Township	Manchester Township	South Toms River Borough
Eagleswood Township	Mantoloking Borough	Stafford Township
Harvey Cedars Borough	Ocean Gate Borough	Surf City Borough
Island Heights Borough	Ocean Township	Tuckerton Borough

Boards of Education (Members of the Board):

Barnegat Township	Bay Head Borough	Beach Haven Borough

Berkeley Township
Brick Township
Central Regional
Eagleswood Township
Island Heights Borough
Jackson Township
Lacey Township
Lakehurst Borough
Lakewood Township
Lavallette Borough
Little Egg Harbor Township
Long Beach Island
Manchester Township
Mantoloking
Ocean Gate Borough
Ocean Township
Pinelands Regional
Plumsted Township
Point Pleasant Beach Borough
Point Pleasant Borough
Seaside Heights Borough
Seaside Park Borough
Southern Regional
Stafford Township
Toms River Regional
Tuckerton Borough

Fire Districts (Board of Fire Commissioners):

Brick Township Fire District No. 1
Brick Township Fire District No. 2
Brick Township Fire District No. 3
Dover Township Fire District No. 1
Dover Township Fire District No. 2
Jackson Township Fire District No. 1
Jackson Township Fire District No. 2
Jackson Township Fire District No. 3
Jackson Township Fire District No. 4
Lakewood Township Fire District No. 1
Little Egg Harbor Township. Fire District No. 1
Little Egg Harbor Township Fire District No. 2
Little Egg Harbor Township Fire District No. 3
Plumsted Township Fire District No. 1

To be completed, signed and returned with Bid.

LAKEWOOD BOARD OF EDUCATION

CONTRACTOR QUESTIONNAIRE/CERTIFICATION

Nonpublic School Fencing

Bid No. 07-2425 Bid Date **Tuesday, September 24, 2024**

Name of Company _____

Address _____ P.O. Box _____

City, State, Zip _____

Business Phone Number ( )_____ Extension _____

Emergency Phone Number ( )_____FAX NO. ( )_____

E-Mail _____ FEIN No. _____

Unique Entity Identifier (if applicable)_____CAGE Code (if applicable)_____

Questionnaire

1. How many years have you been engaged in the contracting business under your present firm or trading name?

   _____ Years

2. Have you ever failed to complete any work awarded to your company?

   ☐ Yes ☐ No

   If yes, explain _____

   _____

3. Have you ever defaulted on a contract?

   ☐ Yes ☐ No

   If yes, explain _____

   _____

4. Have you or other principals of your company been debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any public works projects by any federal, state, or local agencies, including any **"prior negative experience** " disqualification pursuant to N.J.S.A. 18A:18A-4 (b) (c)?

   ☐ Yes ☐ No

If yes, explain _____

(Form continued on next page)

CONTRACTOR QUESTIONNAIRE/CERTIFICATION--page 2 ***Return With Bid***

Nonpublic School Fencing

Bid No. 07-2425 Bid Date **Tuesday, September 24, 2024**

_____

Name of Company

Experience – Educational Facilities:

The Board of Education requires evidence from all bidders that they have completed work or projects of a similar nature as outlined in the bid package. Bidders are to provide evidence of satisfactory completion of work of a similar nature as outlined in the bid from Nonpublic and/or public school districts/charter schools in New Jersey within the past three (3) years. Bidders are to complete the section on experience and provide supporting documentation with the bid package.

A. Title of Work/Project: _____

Name of School District: _____

Name of School Official: _____ Title _____

Phone Number _____ E-Mail _____

Date(s) of Project: _____

B. Title of Work/Project: _____

Name of School District: _____

Name of School Official: _____ Title _____

Phone Number _____ E-Mail _____

Date(s) of Project: _____

C. Title of Work/Project: _____

Name of School District: _____

Name of School Official: _____ Title _____

Phone Number _____ E-Mail _____

Date(s) of Project: _____

(Form continued on next page)

CONTRACTOR QUESTIONNAIRE/CERTIFICATION--page 3 ***Return With Bid***

Nonpublic School Fencing

Bid No. 07-2425 Bid Date **Tuesday, September 24, 2024**

_____

Name of Company

References

Architects--List names of architects that you have worked with on projects within the last five (5) years.

	Firm	Principal	Phone Number
1.			
2.			
3.			

Name of Company

Bank--List the name of the principal bank with which your company does business.

Bank	Officer	Phone Number

Trade--List names of companies within your trade with which your company does business:

	Firm	Principal	Phone Number
1.			
2.			
3.			

(Form continued on next page)

To be completed, signed and returned with Bid.

CONTRACTOR QUESTIONNAIRE/CERTIFICATION--PAGE 4

Nonpublic School Fencing

Bid No. 07-2425 Bid Date **Tuesday, September 24, 2024**

_____

Name of Company

CERTIFICATIONS

- **Debarment/Suspension**
  I certify that the entity listed on the form or any person employed by this entity, nor the person's affiliates, are not debarred or suspended from contracting with a federal government agency, nor debarred or suspended from contracting with the State of New Jersey. The Board of Education will verify the certification by consulting the following.

  - New Jersey Department of Treasury – Consolidated Debarment Report
  - NJ Department of Labor and Workforce Development– Prevailing Wage Debarment List
  - Federal Debarred Vendor List—System for Award Management (SAM.gov/exclusions)

- **Direct/Indirect Interests**
  I declare and certify that no member of the Lakewood Board of Education, nor any officer or employee, or person whose salary is payable in whole or in part by said Board of Education or their immediate family members are directly or indirectly interested in this bid or in the supplies, materials, equipment, work or services to which it relates, or in any portion of profits thereof. If a situation so exists where a Board member, employee, officer of the board has an interest in the bid, etc., then please attach a letter of explanation to this document, duly signed by the president of the firm or company.

- **Gifts; Gratuities; Compensation**
  I declare and certify that no person from my firm, business, corporation, association, or partnership offered or paid any fee, commission, or compensation or offered any gift, gratuity, or other things of value to any school official, board member, or employee of the Board of Education.

- **Vendor Contributions**
  I declare and certify that I fully understand N.J.A.C. 6A:23A-6.3 (a) (1-4) concerning vendor contributions to school board members.

- **False Material Representation/Truth in Contracting**
  I further certify that I understand that it is a crime in the second degree in New Jersey to knowingly make a false material representation in connection with the negotiation, award, or performance of a government contract. I further acknowledge my understanding of the New Jersey Truth in Contacting Laws.

_____

President or Authorized Agent

_____

Signature

To be completed, signed and returned with Bid.

PUBLIC WORKS CONTRACTOR REGISTRATION CERTIFICATION
Public Works

Nonpublic School Fencing

Bid No. 07-2425 Bid Date **Tuesday, September 24, 2024**

It is the determination of the Board of Education that this is a public works project in which the contract amount in total will exceed $2,000.00 (two thousand dollars); therefore, pursuant to the Public Works Contractor Registration Act -- N.J.S.A. 34:11-56.48 et seq., contractors are to be aware of the following:

No contractor shall bid on any contract for public work as defined in N.J.S.A.34:11-56.26 unless the contractor is registered pursuant to this act. No contractor shall list a subcontractor in a bid proposal for the contract unless the subcontractor is registered pursuant to N.J.S.A.34:11-56.48 et seq. at the time the bid is made. No contractor or subcontractor, including a subcontractor not listed in the bid proposal, shall engage in the performance of any public work subject to the contract unless the contractor or subcontractor is registered pursuant to that act.

I certify that our company understands that the project of the Board of Education requires that all contractors and subcontractors listed in this proposal possess a valid Contractor Registration Certificate at the time the proposal is received by the Board and furthermore certify that I will provide copies of the valid certificates prior to the award of contract.

Name of Company_____

Authorized Agent_____ Title_____

Authorized Signature_____

To be completed, signed and returned with Bid.

EQUIPMENT CERTIFICATION

Nonpublic School Fencing

Bid No. 07-2425 Bid Date: **Tuesday, September 24, 2024**

In accordance with N.J.S.A. 18A:18A-23, I hereby certify the following.

A) _____ *(Name of Company)* owns all the necessary equipment as required by the specifications and to complete the specified public work project.

or

B) _____ *(Name of Company)* leases or controls all the necessary equipment as required by the specifications and completes the specified public work project.

PLEASE NOTE: If your company is not the actual owner of the equipment, **you shall submit with the bid the following:**

1. A certificate stating the source from which the equipment will be obtained and

2. Obtain and submit with the bid a certificate from the owner and person in control of the equipment, definitely granting to the bidder the control of the equipment required during such time it may be necessary for the completion of that portion of the contract for which said equipment will be necessary.

Name of Company_____

Authorized Agent_____ Title_____

Authorized Signature_____

To be completed, signed, and returned with Bid.

NON-COLLUSION AFFIDAVIT

Nonpublic School Fencing

Bid No. 07-2425 **Bid Date: Tuesday, September 24, 2024**

I, _____ of the City of _____

in the County of _____ and the State of _____

of full age, being duly sworn according to law on my oath depose and say that:

I am_____ of the _____
Title Name of Company

I am the bidder making the Proposal for the above names contract, and I executed the said Proposal with full authority so to do; that I have not, directly or indirectly, entered into any agreement, participated in any collusion, discussed any or all parts of this proposal with any potential bidders, or otherwise taken any action in restraint of free, competitive bidding in connection with the above-named bid, and that all statements contained in said Proposal and this affidavit are true and correct and made with full knowledge that the Board of Education relies upon the truth of the statements contained in said Proposal and in the statements contained in this affidavit in awarding the contract for the said bid.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except bona fide employees of bona fide established commercial or selling agencies maintained by

_____
(**Print Name of Contractor/Vendor)**

Subscribed and sworn to: _____
(**SIGNATURE OF CONTRACTOR/VENDOR**)

before me this _____ day of _____, _____.
Month Year

_____ _____
NOTARY PUBLIC SIGNATURE **Print Name of Notary Public**

My commission expires _____ _____, _____.
Month Day Year

SEAL *STAMP*

To be completed, signed and returned with Bid.

PRE-QUALIFICATION AFFIDAVIT—NO MATERIAL ADVERSE CHANGE

The below affidavit must be submitted with your bid for projects over $20,000.00 pursuant to N.J.S.A. 18A:18A-32:

I, _____ of the City of _____

in the County of _____ and the State of _____

of full age, being duly sworn according to the law on my oath depose and say that:

No Material Adverse Change in Qualification

I am_____ (*Position in Company*), and the bidder for the above-named project. The answers to the following statements are true and correct, and there has been no material adverse change in the qualification information after the latest statement submitted as required (N.J.S.A. 18A:18A-32 et seq.) as amended, except as set forth herewith. I further certify that there is no pending litigation or other action that may jeopardize my rating, status, or contract limits from their current limits.

Notice of Classification (DPMC 27)

_____ *(*Name of Company) is classified by the State of New Jersey pursuant to N.J.S.A. 52:35-1 et seq. This Classification became effective _____ *(*Date)

Type of Contract/Trade Classified: _____

_____

Classification Approved Amount $ _____

A copy of my valid and active prequalification/classification certificate from the Department of Treasury, Division of Property Management and Construction has been submitted with this bid.

Total Amount of Uncompleted Contracts (DPMC 701)

The total amount of uncompleted work is $_____ as of _____ (Date).

A copy of the company's Total Amount of Uncompleted Contracts form is required to be submitted with the bid.

NJSDA Prequalification

The _____ (Name of Company), pursuant to N.J.S.A.18A:7G-33, is prequalified with the NJSDA on contracts for "school facilities" projects as defined by code. NJSDA prequalification is not a requirement for maintenance projects.

_____ _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE Date

Sworn and subscribed to before me this _____ day of _____ in the Year _____.

_____ _____ Notary Public of _____

SIGNATURE OF NOTARY Print Name of Notary

My Commission Expires:_____ _____ _____ **-SEAL-**

Month Day Year

To be completed, signed, and returned with Bid.

PREVAILING WAGES COMPLIANCE CERTIFICATION

Nonpublic School Fencing

The Board of Education determines that this public works project will total more than $2,000.00 (two thousand dollars). Therefore, prevailing wage rules and regulations apply as promulgated by the New Jersey Prevailing Wage Act and in conformance with N.J.S.A. 34:11-56:25 et seq.

Certification
I certify that our company/firm understands that we shall pay all workers a wage rate not less than the published prevailing wage rates for the locality in which the work is being performed, as designated by the New Jersey Department of Labor and Workforce Development.

I further certify that all subcontractors named in this bid understand that this project requires the subcontractor to pay its workers prevailing wages in full accordance with the law.

Certified Payrolls—Form MW 562 (6/23)
I agree to submit certified payrolls to the Board of Education for each payroll period within ten (10) days of the payment of wages. The contractor shall use the New Jersey Department of Labor/Workforce Development **Form MW-562 (6/23)** for certifying payroll records. I further understand that the Board of Education will not make any payments if certified payrolls are not received.

Non-compliance Statement
I understand that if it is found that any worker employed by the contractor or any subcontractor covered by said contract, has been paid a rate of wages less than the prevailing wage required to be paid by such contract, the Board of Education may begin proceedings to terminate the contractor's or subcontractor's right to proceed with the work, or such part of the work as to which there has been a failure to pay required wages and to prosecute the work to completion or otherwise. The contractor and his sureties shall be liable for any excess costs occasioned thereby to the public body.

NOTIFICATION OF VIOLATIONS – New Jersey Department of Labor and Workforce Development
Has the bidder or any person having an "interest" with the bidder been notified by the New Jersey Department of Labor and Workforce Development by a notice issued pursuant to N.J.S.A. 34:11-56:37 that he/she has been in violation for failure to pay prevailing wages as required by the 18 within the last five (5) years?

* Yes _____ No _____

*If yes, please attach a signed document explaining any/or all administrative proceedings with the Department within the last five (5) years. Please include any pending administrative proceedings with the Department if any.

Submission of Certified Payroll Records
All certified payroll records are to be submitted to the person named below, who is coordinating the activities for the project:

James Trischitta
Lakewood Board of Education

Name of Company_____
Authorized Agent_____
Authorized Signature_____

To be completed, signed and returned with Bid.

STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of Organization: _____

Organization Address: _____

City, State, ZIP: _____

Part I Check the box that represents the type of business organization:

☐ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)

☐ Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)

☐ For-Profit Corporation (any type) ☐ Limited Liability Company (LLC)

☐ Partnership ☐ Limited Partnership ☐ Limited Liability Partnership (LLP)

☐ Other (be specific): _____

Part II Check the appropriate box

☐ The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who owns a 10 percent or greater interest therein, as the case may be. (**COMPLETE THE LIST BELOW IN THIS SECTION**)

OR

☐ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. (**SKIP TO PART IV**)

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Address

Part III **DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II**

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. Attach additional sheets if more space is needed.

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II other than for any publicly traded parent entities referenced above. The disclosure shall be continued until names and addresses of every non-corporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. Attach additional sheets if more space is needed.

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Address

Part IV **Certification**

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the *Lakewood Board of Education* is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with the *Board of Education* to notify the *Board of Education* in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the *Board of Education* to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

To be completed, signed, and returned with Bid.

SUBCONTRACTOR'S DISCLOSURE FORM

Nonpublic School Fencing

The _____ *(Name of Bidding Company)*

Please Check One! _____ will sub-contract a portion of this project.
_____ will not sub-contract any portion of this project.

Authorized Agent _____ **Title**_____
Signature of Bidder _____ **Date**_____

If the bidder is not going to subcontract any portion of this project, the bidder need not complete any further part of this document. If the bidder will subcontract any of the work, the bidder must do the following:

- Identify the contract number and type of work they intend to subcontract;
- Provide the name, address, and other pertinent information about the subcontractor.*
- If the cost of the work by the subcontractor shall exceed the amounts listed below, the bidder shall provide in the bid package submission the following documents:

Subcontractor Documents Submission; Single Overall Contract Bid
For those subcontractors in the four branches listed below, the bidder shall supply proof that the subcontractor is qualified by submitting with the bid response the following subcontractor documents:

- Plumbing and gas fitting work;
- Refrigeration, heating, and ventilating systems and equipment;
- Electrical work, including any electrical power plant, tele-data, fire alarm, or security systems; and
- Structural steel and ornamental ironwork;

Documents to be Submitted

- Notice of DPMC Classification Form
- Total Amount of Uncompleted Contractor's Form—Certified (Form DPMC 701)
- Valid and Current Public Works Contractor Registration Certificate
- New Jersey Business Registration Certificate

Subcontractor Documents Submission: All Subcontractors
Contractors, other than those submitting a bid pursuant to Paragraph (5) of N.J.S.A. 18A:18A-18A and who will be using a subcontractor on any part of the bid, are requested to identify the subcontractor(s) by submitting the bid package the following subcontractor documents at the time of the bid:

Documents to be Submitted

- Notice of DPMC Classification Form
- Total Amount of Uncompleted Contractor's Form—Certified (Form DPMC 701)
- Valid and Current Public Works Contractor Registration Certificate
- New Jersey Business Registration Certificate

** Failure to identify the names and addresses of any subcontractors required to be named in the bid, or to submit the appropriate documents for each such subcontractor, may be cause for the bid to be rejected as being non-responsive.*

SUBCONTRACTOR'S DISCLOSURE STATEMENT (Continued) ***Return With Bid***

Nonpublic School Fencing

1. Sub-contractor **for PLUMBING AND GAS FITTING WORK**

Name of Subcontracting Company _____

Address _____

City, State, Zip _____

Telephone _____ Fax _____

E-Mail _____ FEIN No:_____

Authorized Agent _____ Title _____

Will the cost of the sub-contract exceed $20,000.00?

_____ Yes Estimated Value of Contract $ _____

_____ No Estimated Value of Contract $ _____

If checked **yes**, the sub-contractor must be pre-qualified to perform the work. The bidder must provide in the bid package the following:

- Notice of DPMC Classification Form
- Total Amount of Uncompleted Contractor's Form—Certified (Form DPMC 701)
- Valid and Current Public Works Contractor Registration Certificate
- New Jersey Business Registration Certificate

Certification of Equipment

The _____ hereby certifies the above-named
Name of Bidding Company
the subcontractor has the personnel, equipment, experience, financial and sufficient means to complete their portion of the contract in full accordance with the bid specifications.

_____ _____

Authorized Agent (Print) -- Bidder **Signature of Authorized Agent—Bidder**

SUBCONTRACTOR'S DISCLOSURE STATEMENT (Continued)

Return With Bid

Nonpublic School Fencing

2. Sub-Contractor for REFRIGERATION, HEATING & VENTILATING SYSTEMS, AND EQUIPMENT

Name of Subcontracting Company _____

Address _____

City, State, Zip _____

Telephone _____ Fax _____

E-Mail _____ FEIN No:_____

Authorized Agent _____ Title _____

Will the cost of the sub-contract exceed $20,000.00?

_____ Yes Estimated Value of Contract $ _____

_____ No Estimated Value of Contract $ _____

If checked **yes**, the sub-contractor must be pre-qualified to perform the work. The bidder must provide in the bid package the following:

- Notice of DPMC Classification Form
- Total Amount of Uncompleted Contractor's Form—Certified (Form DPMC 701)
- Valid and Current Public Works Contractor Registration Certificate
- New Jersey Business Registration Certificate

Certification of Equipment

The _____ hereby certifies the above-named
Name of Bidding Company
subcontractor has the personnel, equipment, experience, financial and sufficient means to complete their portion of the contract in full accordance with the bid specifications.

_____ _____

Authorized Agent (Print) -- Bidder **Signature of Authorized Agent—Bidder**

SUBCONTRACTOR'S DISCLOSURE STATEMENT (Continued)

Return With Bid

Nonpublic School Fencing

3. Sub-Contractor for ELECTRICAL WORK; TELE-DATA, FIRE ALARM OR SECURITY SYSTEMS

Name of Subcontracting Company _____

Address _____

City, State, Zip _____

Telephone _____ Fax _____

E-Mail _____ FEIN No:_____

Authorized Agent _____ Title _____

Will the cost of the sub-contract exceed $20,000.00?

_____ Yes Estimated Value of Contract $ _____

_____ No Estimated Value of Contract $ _____

If checked **yes**, the sub-contractor must be pre-qualified to perform the work. The bidder must provide in the bid package the following:

- Notice of DPMC Classification Form
- Total Amount of Uncompleted Contractor's Form—Certified (Form DPMC 701)
- Valid and Current Public Works Contractor Registration Certificate
- New Jersey Business Registration Certificate

Certification of Equipment

The _____ hereby certifies the above-named
Name of Bidding Company
subcontractor has the personnel, equipment, experience, financial and sufficient means to complete their portion of the contract in full accordance with the bid specifications.

_____ _____

Authorized Agent (Print) -- Bidder **Signature of Authorized Agent—Bidder**

SUBCONTRACTOR'S DISCLOSURE STATEMENT (Continued) ***Return With Bid***

Nonpublic School Fencing

4. Subcontractor for STRUCTURAL STEEL & IRON WORK

Name of Subcontracting Company _____

Address _____

City, State, Zip _____

Telephone _____ Fax _____

E-Mail _____ FEIN No:_____

Authorized Agent _____ Title _____

Will the cost of the sub-contract exceed $20,000.00?

_____ Yes Estimated Value of Contract $ _____

_____ No Estimated Value of Contract $ _____

If checked **yes**, the sub-contractor must be pre-qualified to perform the work. The bidder must provide in the bid package the following:

- Notice of DPMC Classification Form
- Total Amount of Uncompleted Contractor's Form—Certified (Form DPMC 701)
- Valid and Current Public Works Contractor Registration Certificate
- New Jersey Business Registration Certificate

Certification of Equipment

The _____ hereby certifies the above-named
Name of Bidding Company
subcontractor has the personnel, equipment, experience, financial and sufficient means to complete their portion of the contract in full accordance with the bid specifications.

_____ _____

Authorized Agent (Print) -- Bidder **Signature of Authorized Agent—Bidder**

To be completed, signed and returned with Bid.

SUBCONTRACTOR'S DISCLOSURE STATEMENT
OTHER TRADES

Nonpublic School Fencing

Name of Trade/Type of Work _____
Name of Subcontracting Company _____
Address _____
City, State, Zip _____
Telephone _____ Fax _____
E-Mail _____ FEIN No:_____

Authorized Agent _____ Title _____

Will the cost of the sub-contract exceed $20,000.00?

_____ Yes Estimated Value of Contract $ _____

_____ No Estimated Value of Contract $ _____

If checked **yes**, the sub-contractor must be pre-qualified to perform the work. The bidder must provide in the bid package the following:

- Notice of DPMC Classification Form
- Total Amount of Uncompleted Contractor's Form—Certified (Form DPMC 701)
- Valid and Current Public Works Contractor Registration Certificate
- New Jersey Business Registration Certificate

Certification of Equipment

The _____ hereby certifies the above-named
Name of Bidding Company
subcontractor has the personnel, equipment, experience, financial and sufficient means to complete their portion of the contract in full accordance with the bid specifications.

_____ _____
Authorized Agent (Print) -- Bidder **Signature of Authorized Agent—Bidder**

To be completed, signed, and returned with Bid.

SWORN CONTRACTOR CERTIFICATION; QUALIFICATIONS AND CREDENTIALS
(Bidder's Certification)

Pursuant to N.J.S.A. 18A:7G-37, a pre-qualified contractor seeking to bid on school facilities projects, and any subcontractors, that are required to be named under N.J.S.A. 18A:7G-1 et seq. shall, as a condition of bidding, submit this Sworn Contractor Certification regarding qualifications and credentials.

I, _____, the principal owner or officer of the company, certify that the forging statements are true and our firm has the following qualifications and credentials:

- A current, valid certificate of registration issued pursuant to "The Public Works Contractor Registration Act," N.J.S.A. 34:11-56:48 et seq. A copy of which is submitted with its bid;
- A current, valid Certificate of Authority to perform work in New Jersey issued by the Department of Treasury, a copy of which is submitted with its bid;
- A current valid contractor trade license required under applicable New Jersey Law for any specialty trade or specialty area in which the firm seeks to perform work, a copy of which is submitted with its bid;

During the term of the school facilities project, I as principal owner or officer of the company or corporation, as the contractor, will have in place a suitable quality control and quality assurance program and appropriate safety and health plan.

I certify that, at the time of bidding, the amount of the bid proposal and the value of all of its outstanding incomplete contracts do not exceed the firm's existing aggregate rating limit.

Name of Company_____

Name of Owner or Officer_____

Signature of Owner or Officer_____

Notarized before me this _____ day of _____, _____
Month Year

_____ _____
NOTARY PUBLIC SIGNATURE Print Name of Notary Public

My commission expires _____ _____, _____.
Month Day Year

-SEAL- **STAMP**

To be completed, signed, and returned with Bid.

AMERICANS WITH DISABILITIES ACT OF 1990

Equal Opportunity for Individuals with Disability

The contractor and the Board of Education (hereafter "owner") do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act")
(42 U.S.C. S121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim, If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives. It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

Name of Company_____

Authorized Agent_____

Signature_____ Date_____

EXHIBIT B
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq. (P.L.1975, c.127)
N.J.A.C. 17:27-1.1 et seq.
CONSTRUCTION CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer, pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

When hiring or scheduling workers in each construction trade, the contractor or subcontractor agrees to make good faith efforts to employ minority and women workers in each construction trade consistent with the targeted employment goal prescribed by N.J.A.C. I7:27-7.2; provided, however, that the Dept. of LWD, Construction EEO Monitoring Program, may, in its discretion, exempt a contractor or subcontractor from compliance with the good faith procedures prescribed by the following provisions, A, B, and C, as long as the Dept. of LWD, Construction EEO Monitoring Program is satisfied that the contractor or subcontractor is employing workers provided by a union which provides evidence, in accordance with standards prescribed by the Dept. of LWD, Construction EEO Monitoring Program, that its percentage of active “card carrying” members who are minority and women workers is equal to or greater than the targeted employment goal established in accordance with N.J.A.C. 17:27-7.2. The contractor or subcontractor agrees that a good faith effort shall include compliance with the following procedures:

(A) If the contractor or subcontractor has a referral agreement or arrangement with a union for a construction trade, the contractor or subcontractor shall, within three business days of the contract award, seek assurances from the union that it will cooperate with the contractor or subcontractor as it fulfills its affirmative action obligations under this contract and in accordance with the rules promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et. seq., as supplemented and amended from time to time and the Americans with Disabilities Act. If the contractor or subcontractor is unable to obtain said assurances from the construction trade union at least five business days prior to the commencement of construction work, the contractor or subcontractor agrees to afford equal employment opportunities minority and women workers directly, consistent with this chapter. If the contractor's or subcontractor's prior experience with a construction trade union, regardless of whether the union has provided said assurances, indicates a significant possibility that the trade union will not refer sufficient minority and women workers consistent with affording equal employment opportunities as specified in this chapter, the contractor or subcontractor agrees to be prepared to provide such opportunities to minority and women workers directly, consistent with this chapter, by complying with the hiring or scheduling procedures prescribed under (B) below; and the contractor or subcontractor further agrees to take said action immediately if it determines that the union is not referring minority and women workers consistent with the equal employment opportunity goals set forth in this chapter.

(B) If good faith efforts to meet targeted employment goals have not or cannot be met for each construction trade by adhering to the procedures of (A) above, or if the contractor does not have a referral agreement or arrangement with a union for a construction trade, the contractor or subcontractor agrees to take the following actions:

(l) To notify the public agency compliance officer, the Dept. of LWD, Construction EEO Monitoring Program, and minority and women referral organizations listed by the Division pursuant to N.J.A.C. 17:27-5.3, of its workforce needs, and request referral of minority and women workers;

(2) To notify any minority and women workers who have been listed with it as awaiting available vacancies;

(3) Prior to commencement of work, to request that the local construction trade union refer minority and women workers to fill job openings, provided the contractor or subcontractor has a referral agreement or arrangement with a union for the construction trade.

(4) To leave standing requests for additional referral to minority and women workers with the local construction trade union, provided the contractor or subcontractor has a referral agreement or arrangement with a union for the construction trade, the State Training and Employment Service and other approved referral sources in the area;

(5) If it is necessary to lay off some of the workers in a given trade on the construction site, layoffs shall be conducted in compliance with the equal employment opportunity and nondiscrimination standards set forth in this regulation, as well as with applicable Federal and State court decisions;

(6) To adhere to the following procedure when minority and women workers apply or are referred to the contractor or subcontractor:

(i) The contactor or subcontractor shall interview the referred minority or women worker.

(ii) If said individuals have never previously received any document or certification signifying a level of qualification lower than that required in order to perform the work of the construction trade, the contractor or subcontractor shall in good faith determine the qualifications of such individuals. The contractor or subcontractor shall hire or schedule those individuals who satisfy appropriate qualification standards in conformity with the equal employment opportunity and non-discrimination principles set forth in this chapter. However, a contractor or subcontractor shall determine that the individual at least possesses the requisite skills, and experience recognized by a union, apprentice program or a referral agency, provided the referral agency is acceptable to the Dept. of LWD, Construction EEO Monitoring Program. If necessary, the contractor or subcontractor shall hire or schedule minority and women workers who qualify as trainees pursuant to these rules. All of the requirements, however, are limited by the provisions of (C) below.

(iii) The name of any interested women or minority individual shall be maintained on a waiting list, and shall be considered for employment as described in (i) above, whenever vacancies occur. At the request of the Dept. of LWD, Construction EEO Monitoring Program, the contractor or subcontractor shall provide evidence of its good faith efforts to employ women and minorities from the list to fill vacancies.

(iv) If, for any reason, said contractor or subcontractor determines that a minority individual or a woman is not qualified or if the individual qualifies as an advanced trainee or apprentice, the contractor or subcontractor shall inform the individual in writing of the reasons for the determination, maintain a copy of the determination in its files, and send a copy to the public agency compliance officer and to the Dept. of LWD, Construction EEO Monitoring Program.

(7) To keep a complete and accurate record of all requests made for the referral of workers in any trade covered by the contract, on forms made available by the Dept. of LWD, Construction EEO Monitoring Program and submitted promptly to the Dept. of LWD, Construction EEO Monitoring Program upon request.

(C) The contractor or subcontractor agrees that nothing contained in (B) above shall preclude the contractor or subcontractor from complying with the union hiring hall or apprenticeship policies in any applicable collective bargaining agreement or union hiring hall arrangement, and, where required by custom or agreement, it shall send journeymen and trainees to the union for referral, or to the apprenticeship program for admission, pursuant to such agreement or arrangement. However, where the practices of a union or apprenticeship program will result in the exclusion of minorities and women or the failure to refer minorities and women consistent with the targeted county employment goal, the contractor or subcontractor shall consider for employment persons referred pursuant to (B) above without regard to such agreement or arrangement; provided further, however, that the contractor or subcontractor shall not be required to employ women and minority advanced trainees and trainees in numbers which result in the employment of advanced trainees and trainees as a percentage of the total workforce for the construction trade, which percentage significantly exceeds the apprentice to journey worker ratio specified in the applicable collective bargaining agreement, or in the absence of a collective bargaining agreement, exceeds the ratio established by practice in the area for said construction trade. Also, the contractor or subcontractor agrees that, in implementing the procedures of (B) above, it shall, where applicable, employ minority and women workers residing within the geographical jurisdiction of the union.

After notification of award, but prior to signing a construction contract, the contractor shall submit to the public agency compliance officer and the Dept. of LWD, Construction EEO Monitoring Program an initial project workforce report (Form AA-201) electronically provided to the public agency by the Dept. of LWD, Construction EEO Monitoring Program, through its website, for distribution to and completion by the contractor, in accordance with N.J.A.C. 17:27-7. The contractor also agrees to submit a copy of the Monthly Project Workforce Report once a month thereafter for the duration of this contract to the Dept. of LWD, Construction EEO Monitoring Program, and to the public agency compliance officer.

The contractor agrees to cooperate with the public agency in the payment of budgeted funds, as is necessary, for on-the-job and/or off-the job programs for outreach and training of minorities and women.

(D) The contractor and its subcontractors shall furnish such reports or other documents to the Dept. of LWD, Construction EEO Monitoring Program as may be requested by the Dept. of LWD, Construction EEO Monitoring Program from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Dept. of LWD, Construction EEO Monitoring Program for conducting a compliance investigation pursuant to N.J.A.C. 17:27-1.1 et seq.

(Revised: July 2022)

CERTIFICATION OF NON-DEBARMENT
FOR FEDERAL GOVERNMENT CONTRACTS
N.J.S.A. 52:32-44.1 (P.L. 2019, c.406)

This certification shall be completed, certified to, and submitted to the Lakewood Board of Education prior to contract award, except for emergency contracts where submission is required prior to payment.

PART I: VENDOR INFORMATION	
Individual or Organization Name	
Address of Individual or Organization	
Unique Identifier Number (if applicable)	
CAGE/NCAGE Code (if applicable)	
Check the box that represents the type of business organization:	

☐Sole Proprietorship (skip Parts III and IV) ☐Non-Profit Corporation (skip Parts III and IV)

☐For-Profit Corporation (any type) ☐Limited Liability Company (LLC) ☐Partnership

☐Limited Partnership ☐Limited Liability Partnership (LLP)

☐Other (be specific): _____

PART II – CERTIFICATION OF NON-DEBARMENT: INDIVIDUAL OR ORGANIZATION

I hereby certify that the **individual or organization listed above in Part I** is not debarred by the federal government from contracting with a federal agency. I further acknowledge: that I am authorized to execute this certification on behalf of the above-named organization; that the ***Lakewood Board of Education*** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award by ***Board of Education*** to notify the ***Board of Education*** in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the **Board of Education**, permitting the ***Board of Education*** to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

PART III – CERTIFICATION OF NON-DEBARMENT: INDIVIDUAL OR ENTITY OWNING GREATER THAN 50 PERCENT OF ORGANIZATION

Section A (Check the Box that applies)

☐	Below is the name and address of the stockholder in the corporation who owns more than 50 percent of its voting stock, or of the partner in the partnership who owns more than 50 percent interest therein, or of the member of the limited liability company owning more than 50 percent interest therein, as the case may be.
Name of Individual or Organization	
Physical Address	
OR	
☐	No one stockholder in the corporation owns more than 50 percent of its voting stock, or no partner in the partnership owns more than 50 percent interest therein, or no member in the limited liability company owns more than 50 percent interest therein, as the case may be.
Section B (Skip if no Business entity is listed in Section A above)	
☐	Below is the name and address of the stockholder in the corporation who owns more than 50 percent of the voting stock of the organization's parent entity, or of the partner in the partnership who owns more than 50 percent interest in the organization's parent entity, or of the member of the limited liability company owning more than 50 percent interest in organization's parent entity, as the case may be.
Stockholder/Partner/Member Owning Greater Than 50 Percent of Parent Entity	
Physical Address	
OR	
☐	No one stockholder in the parent entity corporation owns more than 50 percent of its voting stock, no partner in the parent entity partnership owns more than 50 percent interest therein, or no member in the parent entity limited liability company owns more than 50 percent interest therein, as the case may be.

Section C – Part III Certification

I hereby certify that no individual or organization that is debarred by the federal government from contracting with a federal agency owns greater than 50 percent of the Organization listed above in Part I or, if applicable, owns greater than 50 percent of a parent entity of <name of organization>. I further acknowledge: that I am authorized to execute this certification on behalf of the above-named organization; that the *Lakewood Board of Education* is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award *Board of Education* to notify the *Board of Education* in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Board of Education, permitting the *Board of Education* to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

Part IV – CERTIFICATION OF NON-DEBARMENT: Contractor – Controlled Entities

Section A

☐	Below is the name and address of the corporation(s) in which the Organization listed in Part I owns more than 50 percent of voting stock, or of the partnership(s) in which the Organization listed in Part I owns more than 50 percent interest therein, or of the limited liability company or companies in which the Organization listed above in Part I owns more than 50 percent interest therein, as the case may be.

Name of Business Entity	Physical Address
Add additional sheets if necessary	
OR	

☐	The Organization listed above in Part I does not own greater than 50 percent of the voting stock in any corporation and does not own greater than 50 percent interest in any partnership or any limited liability company.

Section B (skip if no business entities are listed in Section A of Part IV)	
☐	Below are the names and addresses of any entities in which an entity listed in Part III A owns greater than 50 percent of the voting stock (corporation) or owns greater than 50 percent interest (partnership or limited liability company).

Name of Business Entity Controlled by Entity Listed in Section A of Part IV	Physical Address
Add additional Sheets if necessary	
OR	

☐	No entity listed in Part III A owns greater than 50 percent of the voting stock in any corporation or owns greater than 50 percent interest in any partnership or limited liability company.

Section C – Part IV Certification

I hereby certify that the Organization listed above in Part I, does not own greater than 50 percent of any entity that is debarred by the federal government from contracting with a federal agency and, if applicable, does not own greater than 50 percent of any entity that in turns owns greater than 50 percent of any entity debarred by the federal government from contracting with a federal agency. I further acknowledge: that I am authorized to execute this certification on behalf of the above-named organization; that the *Lakewood Board of Education* is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award by *Board of Education* to notify the *Board of Education* in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Board of Education, permitting the *Board of Education* to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

LAKEWOOD BOARD OF EDUCATION

Appendix Section

A. Model Performance Bond Form - *Sample*

B. Surety Disclosure Statement and Certification - *Sample*

Model Performance Bond Form
N.J.S.A. 2A:44-147

SAMPLE

2A:44-147. The bond required by this article shall be in substantially the following form:

"Know all men by these presents, that we, the undersigned as principal and as sureties, are hereby held and firmly bound unto in the penal sum of dollars, for the payment of which well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns.

"Signed this ..... day of ..... , 20..... .

"The condition of the above obligation is such that whereas, the above named principal did on the ..... day of ....., 20 ....., enter into a contract with , which said contract is made a part of this the bond the same as though set forth herein;

"Now, if the said ..... shall well and faithfully do and perform the things agreed by ..... to be done and performed according to the terms of said contract, and shall pay all lawful claims of beneficiaries as defined by N.J.S.2A:44-143 for labor performed or materials, provisions, provender or other supplies or teams, fuels, oils, implements or machinery furnished, used or consumed in the carrying forward, performing or completing of said contract, we agreeing and assenting that this undertaking shall be for the benefit of any beneficiary as defined in N.J.S.2A:44-143 having a just claim, as well as for the oblige herein; then this obligation shall be void; otherwise the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

"The said surety hereby stipulates and agrees that no modifications, omissions or additions in or to the terms of the said contract or in or to the plans or specifications therefor shall in anywise affect the obligation of said surety on its bond."

Recovery of any claimant under the bond shall be subject to the conditions and provisions of this article to the same extent as if such conditions and provisions were fully incorporated in the form set forth above.

L.1951 (1st SS), c.344; amended 1996, c.81, s.6.

Surety Disclosure Statement and Certification
N.J.S. A. 2A:44-143

SAMPLE

SURETY DISCLOSURE STATEMENT AND CERTIFICATION

....., surety(ies) on the attached bond, hereby certifies(y) the following:

(1) The surety meets the applicable capital and surplus requirements of R.S.17:17-6 or R.S.17:17-7 as of the surety's most current annual filing with the New Jersey Department of Insurance.

(2) The capital (where applicable) and surplus, as determined in accordance with the applicable laws of this State, of the surety(ies) participating in the issuance of the attached bond is (are) in the following amount(s) as of the calendar year ended December 31, ... (most recent calendar year for which capital and surplus amounts are available), which amounts have been certified as indicated by certified public accountants (indicating separately for each surety that surety's capital and surplus amounts, together with the name and address of the firm of certified public accounts that shall have certified those amounts):

.....

.....

.....

(3) (a) With respect to each surety participating in the issuance of the attached bond that has received from the United States Secretary of the Treasury a certificate of authority pursuant to 31 U.S.C. 9305, the underwriting limitation established therein and the date as of which that limitation was effective is as follows (indicating for each such surety that surety's underwriting limitation and the effective date thereof):

.....

.....

.....

(b) With respect to each surety participating in the issuance of the attached bond that has not received such a certificate of authority from the United States Secretary of the Treasury, the underwriting limitation of that surety as established pursuant to R.S.17:18-9 as of (date on which such limitation was so established) is as follows (indicating for each such surety that surety's underwriting limitation and the date on which that limitation was established):

.....

.....

.....

(4) The amount of the bond to which this statement and certification is attached is $ .....

(5) If, by virtue of one or more contracts of reinsurance, the amount of the bond indicated under item (4) above exceeds the total underwriting limitation of all sureties on the bond as set forth in items (3)(a) or (3)(b) above, or both, then for each such contract of reinsurance:

(a) The name and address of each such reinsurer under that contract and the amount of that reinsurer's participation in the contract is as follows:.....

.....

.....

.....; and

(b) Each surety that is party to any such contract of reinsurance certifies that each reinsurer listed under item (5)(a) satisfies the credit for reinsurance requirement established under P.L.1993, c.243 (C.17:51B-1 et seq.) and any applicable regulations in effect as of the date on which the bond to which this statement and certification is attached shall have been filed with the appropriate public agency.

CERTIFICATE

(to be completed by an authorized certifying agent

for each surety on the bond)

I ..... (name of agent), as ..... (title of agent) for ..... (name of surety), a corporation/mutual insurance company/other (indicating type of business organization) (circle one) domiciled in ..... (state of domicile), DO HEREBY CERTIFY that, to the best of my knowledge, the foregoing statements made by me are true, and ACKNOWLEDGE that, if any of those statements are false, this bond is VOIDABLE.

.....

(Signature of certifying agent)

.....

(Printed name of certifying agent)

.....

(Title of certifying agent)

L.1951 (1st SS), c.344; amended 1979, c.408; 1989, c.316; 1991, c.454; 1995, c.38, s.2; 1995, c.384, s.1; 1996, c.81, s.2.

To All Bidders:

REMINDER!

Did you sign all of the bid documents?

All bid documents returned to the Board shall be signed with original signatures. Please try to use **blue ink.**

The Board will not accept facsimiles, rubber-stamp, electronic or digital signatures.

Failure to sign and submit all bid documents may be cause for disqualification and rejection of the bid.

LAKEWOOD BOARD OF EDUCATION

TECHNICAL SPECIFICATIONS

Kevin Campbell
School Business Administrator/Board Secretary

LAKEWOOD BOARD OF EDUCATION

Price must Include All Necessary Materials & Installation.

PLEASE NOTE:

- **To be in conformance with NJSA 34:11-56.25, if a Public Works project <u>exceeds $2,000,</u> prevailing wage rules and regulations promulgated by the New Jersey Prevailing Wage Act apply. This amount would pertain to the total of the Bid per vendor, NOT the Bid amount per school.**

- **Bidders DO NOT have to bid on all schools, but must bid *all item*s to be considered for award. The award will be made on the lowest total unit cost for ALL ITEMS.**

- **Public Works Bids that <u>exceed $20,000</u> in total per vendor must have the proper Public Works and DPMC Certifications for the State of NJ. Any bidder that is considering exceeding $20,000 including uncompleted contracts MUST provide these documents.**

- **The Total Amount of the Project will be considered after each vendor is awarded per school. School project requests will be considered on a case by case basis to determine the total amount to be awarded per vendor. At the time the vendor contracts exceed $20,000 including uncompleted contracts, the Bidder must provide the proper Public Works and DPMC Certifications for the State of NJ to continue providing goods and services to the schools.**

- **Award will be made to one vendor and one alternate per school. The alternate can only be used in the event that a vendor cannot accommodate all the needs of a particular school.**

INTENT

The Intent and purpose of this bid is to establish a contract with a qualified contractor(s) to supply and install fencing material from the attached list of items and schools chosen.

This work would be on an **"as needed time and materials basis"**. Contract amount would be based on each nonpublic schools Nonpublic Security Grant allocation set aside for these goods and services.

The following trade categories are required in order to submit a proposal for this bid.

Classification Code	Classification Trade Name
C022	**FENCING**
OR	
C008	**GENERAL CONSTRUCTION**
OR	
C009	**GENERAL CONSTRUCTION/ALTERATIONS & ADDITION**

PERMITS

The contractor is responsible to obtain any permits needed and to dispose of all replaced items and associated debris in a manner required by law.

QUALIFICATIONS

The contractor shall provide all labor, tools, equipment, supplies, finishes, and all incidentals required and/or implied, for the complete and satisfactory performance of replacing and installing fencing at the various locations in accordance with the terms and conditions of the bid specifications.

EXPERIENCE

The Board of Education requires evidence from all bidders that they have completed work or projects of a similar nature as outlined in the bid package. Bidders are to provide evidence of satisfactory completion of work of similar nature as outlined in the bid from three (3) Public or Nonpublic located in New Jersey within the past two (2) years.

CONTRACTING AUTHORITY

The Nonpublic schools located in Lakewood were allocated certain Nonpublic Security Grand Funds by the State of New Jersey. The Lakewood School District is the contracting authority for all nonpublic school funds and therefore, the District has prepared this bid for window and door replacements. It will be the Lakewood Board of Education that will award all contracts. All contractors awarded a contract, will be receiving a Lakewood Board of Education purchase order authorizing work to begin.

METHOD OF OPERATION

The Board of Education will be notifying all Nonpublic schools of the contractor(s) who were awarded contracts for this bid. The Nonpublic school will contact the contractor to receive a quote for the desired fencing. The school should let the contractor know their budgeted allocation at this time. The school will allow access to their facility so the contractor can assess the needs of the school and provide the best solution.

PROPOSAL PRICING

The proposal pricing will include all estimated labor hours, and material mark-up to complete the work.

The proposal to the Nonpublic School will clearly state the description of the product to be installed.

The total proposal amount shall not exceed the budget allocation given to the school by the State of New Jersey.

NUMBER OF WORKING DAYS

New Jersey State Law, N.J.S.A. 18A:18A-19 requires all contracts to have a number of working days included in the proposal for the completion of the work. Contractors are to include the number of working days it will take to complete the particular project at the school requesting services.

SCHOOL SELECTION

A list of all Nonpublic Schools has been provided for you. Please check off the schools you would be willing to provide the goods and services outlined in these bid specifications.

PURCHASE ORDER

Once a purchase order is received from the Board of Education, work can begin!

Contract Term:

The term of the contract will be from date of award through June 30, 2025. All projects must be completed by September 15, 2025 due to Nonpublic Security Grant Funding Guidelines.

This contract may be renewed for the 2025/2026 and 2026/2027 school years for the awarded vendors per awarded school, for the item costs awarded, and per the terms of this bid. Renewal is subject to Nonpublic Security Grant Funding and nonpublic school security grant allocations.

Each subsequent school year projects must be completed by September 15th of that year.

THE HOURLY RATES FOR PROJECTS EXCEEDING $2,000 *CANNOT BE BELOW PREVAILING WAGE RATES* FOR THESE SERVICES IN OCEAN COUNTY NEW JERSEY.

A LIST OF ALL NONPUBLIC SCHOOLS HAS BEEN INCLUDED IN THIS BID PACKET. THE CONTRACTOR MUST CHECK THE BOX NEXT TO THE NAME OF THE SCHOOL(S) WHERE THEY ARE PREPARED TO PERFORM WORK.

Supplemental Specifications

Nonpublic School Fencing

AWARD OF CONTRACT
The Board of Education intends to award the contract for the project as follows:
To the lowest responsible and responsive bidders for each school chosen from the list provided.

EXPERIENCE
The Board of Education requires evidence from all bidders that they have completed work or projects of a similar nature as outlined in the bid package. Bidders are to provide evidence of satisfactory completion of work of similar nature as outlined in the bid from three (3) Nonpublic and/or public school districts or charter schools located in New Jersey within the past two (2) years.

NUMBER OF WORKING DAYS; TIME OF COMPLETION -- (N.J.S.A. 18A:18A-19)
The contractor agrees to substantially complete this public works project to the satisfaction of the Board of Education within One hundred twenty (120) working days from the receipt of the official Notice to Proceed and purchase order. The district has defined a working day as a calendar day.

The number of working days set by the district may be extended by mutual agreement between the contractor and the district. The mutual agreement shall be in writing and will be considered an addendum to the contract.

PRE-BID MEETING
A pre-bid meeting for this project is scheduled fo : **NO MEETING SCHEDULED**

~~_____~~
~~Month / Day / Year~~
~~10:00 a.m.~~
~~Lakewood Board of Education~~

The purpose of this meeting is to review the legal and technical requirements of the bid proposal. While attendance is not mandatory, prospective bidders are strongly encouraged to attend this important meeting. As a result of the pre-bid meeting, addenda to this bid proposal may be issued.

TRADE CLASSIFICATION(S) (Optional)

A. Bidder:
For the purpose of this Public Works bid, each bidder shall be classified by the State of New Jersey—Division of Property Management and Construction in the following trade(s):

Classification Code	Classification Trade Name
_____ *(List Code #)*	_____*(List name of trade)*

Proof of classification shall be submitted with the bid package in the form of a current Notice of Classification as issued by the New Jersey Division of Property Management and Construction.

B. Subcontractor:

For the purpose of this Public Works bid, each bidder shall use a subcontractor that is properly classified by the State of New Jersey—Division of Property Management and Construction in the following trade(s):

Classification Code	Classification Trade Name
_____ *(List Code #)*	_____*(List name of trade)*

Proof of classification, in the form of a current Notice of Classification form, for each Sub-Contractor shall be submitted by the bidder with the bid package for any estimated subcontractor work exceeding $20,000.00.