

# MONTCLAIR STATE UNIVERSITY

## ADVERTISEMENT FOR BIDS

As published in the Star Ledger on October 10, 2007:

The Director of Procurement Services at Montclair State University will receive bids for **Request for Proposal # 746, Student Residence Conversion at 30 Normal Ave, Lump Sum General Construction** through **10:00 A.M., Wednesday, November 7, 2007** when they will be publicly opened at Procurement Services Conference Room, College Hall, Room 304A, Montclair State University, Montclair, NJ, 07043. **A Mandatory Pre-Bid Meeting will be held on Tuesday, October 16, 2007, at 2:00 P.M.** in the Procurement Services Conference Room, College Hall Room 304A, Montclair State University, Montclair, NJ 07043.

Copies of the request for proposal, including information for Bidders, bidding forms and specifications may be obtained on or about **October 10, 2007** at the office of the Director of Procurement Services for a non-refundable fee of \$50.00. Bidders are required to comply with requirements of P.L 1975, c. 127 (N.J.A.C. 17:27) (Affirmative Action), State of New Jersey Prevailing Wage Rate Act P.L. 1977, Chapter 33, "Statement of Stockholders Exceeding 10%". Montclair State University is an Equal Opportunity Purchaser.

Details regarding the requirements for contractors and subcontractors bidding this work are contained in the request for proposal. Questions may be directed to Halyna Hotsko, Contract Manager, at (973) 655-7010 or via fax at 973-655-5468. Additional details may be found at

[http://www.montclair.edu/pages/procurement/bidding\\_opportunities/index.html](http://www.montclair.edu/pages/procurement/bidding_opportunities/index.html)

By:  
Joseph Reilly, Esq.  
Director of Procurement Services  
Montclair State University

As published on the MSU Procurement Services Web Page:

The Director of Procurement Services at Montclair State University, College Hall, Room 304, Montclair, New Jersey 07043, will receive bids for:

CONTRACT:                   **Student Residence Conversion at 30 Normal Ave  
Lump Sum General Construction  
Request for Proposal # 746  
Montclair State University  
Montclair, New Jersey 07043-1624**

**Until 10:00 A.M., Wednesday, November 7, 2007** at which time they will be publicly opened and read aloud in the Procurement Services Conference Room, College Hall, Room 304A, Montclair State University, Montclair, New Jersey 07043.

**PROJECT SUMMARY: The successful bidder shall provide all labor, materials, equipment and supervision to perform a conversion of a house used as office building into a student residence R-2 use group. Building area is approximately 2,255 S.F.**

**A Mandatory Pre-Bid Meeting will be held on Tuesday, October 16, 2007 at 2:00 P.M. in the Procurement Services Conference Room, College Hall, Room 304A, Montclair State University, Montclair, New Jersey 07043. Attendance at the Pre-Bid Meeting is a requirement of all prospective Bidders.**

**NOTE: Hourly visitor parking is available in the Red Hawk parking deck located adjacent to College Hall.**

Copies of the proposal, including information for Bidders, bidding forms and specifications may be obtained on or about **October 10, 2007** at the office of the Director of Procurement Services, Montclair State University, College Hall, Room 304, Montclair, New Jersey 07043 for a non-refundable fee of \$50.00. Bidders are encouraged to pick up a proposal before the Pre-Bid Meeting and bring a copy of the proposal with them to the Pre-Bid Meeting. Payment for bid packages and specifications shall be made by cash, check, money order or credit card (Discover, MasterCard and Visa ONLY) payable to "Montclair State University" at the Cash Control Office, College Hall Room 216. Requests for additional information may be directed to Halyna Hotsko, Contract Manager, at (973) 655-7010 or via fax at (973) 655-5468. Any award of contract resulting from this Request for Proposal will be subject to the availability of funds. All proposals must be delivered or mailed. Electronic bids via fax or telephone will not be accepted. Bids must be enclosed in a sealed envelope/package bearing the name of the Bidder and clearly marked on the outside of the envelope:

**RFP# 746 – Student Residence Conversion at 30 Normal Ave**  
**Director of Procurement Services**  
**Montclair State University**  
**College Hall Room 304**  
**Montclair, NJ 07043-1624**  
**Phone: (973) 655-4145**

**Deadline for bidder's questions is October 22, 2007 by 4:00 P.M. Answers will be provided by October 26, 2007.**

**Qualifications** –

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

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

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

In accordance to N.J.A.C. 12A:10A, 17:14-1.1 et seq. and Executive Order 71, signed by Governor James E. McGreevey in 2003, the University requires bidders to make a good faith effort to provide opportunities for Small Business Enterprises (SBE) to participate in the performance of this contract as subcontractors consistent with the overall goals established for construction services by the New Jersey Commerce and Economic Growth Commission (NJ Commerce) at N.J.A.C. 12A:10A-4.1(a).

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

Bidders seeking to establish or verify eligibility for Small Business Enterprises subcontracting should contact the New Jersey Commerce & Economic Growth Commission at 609-292-2146.

Bidders are required to comply with the requirements of Executive Order 129, Outsourcing, signed by Governor James E. McGreevey on September 9, 2004.

Bidders are required to comply with the requirements of Public Law 2005, Chapter 51, Political Contributions, signed by Governor Richard J. Codey on March 22, 2005 (formerly Executive Order 134, Political Contributions, signed by Governor James E. McGreevey on September 22, 2004).

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

Montclair State University reserves the right to waive any informality in any proposal and to reject any or all proposals.

Bidders are required to comply with the requirements of P.L. 1975, c. 127 (N.J.A.C. 17:27) (Affirmative Action), State of New Jersey Prevailing Wage Rate Act P.L. 1977, Chapter 33, "Statement of Stockholders Exceeding 10%". Montclair State University is an Equal Opportunity Purchaser.

By:  
Joseph Reilly, Esq.  
Director of Procurement Services  
Montclair State University