

MONTCLAIR STATE UNIVERSITY

NOTICE **CONSTRUCTION RFP** **TEMPLATE CHANGE**

Montclair State University Procurement hereby provides this **ALERT** to notify potential bidders that the following documents may now be requested to be submitted with a bidder proposal and submission of the noted documents will not be permissible after the RFP's bid opening. **Failure to submit all information requested in the Form Submittal Checklist noted as with the Proposal may result in the Bid Proposal being deemed non-responsive.**

THE FORM SUBMITTAL CHECKLIST OF THE RFP WAS CREATED AS A GUIDE TO ASSIST BIDDERS AND MAY NOT IDENTIFY ALL REQUIREMENTS FOR SUBMITTING A COMPLETE PROPOSAL. IT IS THE BIDDER'S RESPONSIBILITY TO ENSURE ALL REQUIREMENTS OF THE RFP HAVE BEEN MET.

1. PLEASE NOTE THAT THE BELOW ARE SUBMITTALS THAT THE UNIVERSITY MAY REQUEST THAT *MUST BE SUBMITTED BY THE BIDDER WITH THE PROPOSAL.*

Document Titles

Proposal Form
DPMC Classification Requirement
Public Works Contractor Registration Certification
Bid Security Form, or Equivalent
Agreement of Surety Form
Certification of Uncompleted Work for Bidder
Ownership Disclosure Form Signed by Principal of Company Schedule of SBE Participation, Montclair Form B-1
Affidavit of Outreach, Montclair Form B-2
Contractor – Summary Information Sheet
Project Experience Form
Subcontractor Project Experience Form
Construction Schedule
Prime Contractor Project Team / Resumes
Schedule of Values
Safety Program

REFER TO SECTION 2: FORM SUBMITTAL CHECKLIST ON PAGE 5 OF A SPECIFIC RFP TO VERIFY WHICH OF THE ABOVE IS APPLICABLE.