MONTCLAIR STATE UNIVERSITY
NOTICE TO BIDDERS

The Director of Procurement Services at Montclair State University will receive bids for Request for Proposal # 1490–Snow Guards for CELS and SCM, through 11:00am, August 31, 2021 when they will be publicly opened at the Facilities Conference Room 3002, Third Floor, Overlook Corporate Center, 150 Clove Road, Little Falls, NJ 07424.

SCOPE OF WORK: Install additional rooftop snow guards on the CELS and SCM buildings.

A Pre-Bid Meeting and Site Inspection will be held on August 11, 2021 at 2:00pm on campus at the entrance of the Center for Environmental and Life Sciences Building (https://www.montclair.edu/campus-map/). Bidders are advised that attendance at both the pre-bid meeting and site visit is strongly recommended, and no special consideration will be provided to any bidder that does not attend. Bidders are required to follow public health guidelines regarding social distancing and protective wear. Face coverings must be worn at the pre-bid meeting/walk through and bid opening.

Bidders must Complete the MSU Hawk Check on the internet at [https://www.montclair.edu/redhawk-restart/about-hawkcheck/](https://www.montclair.edu/redhawk-restart/about-hawkcheck/) before coming to campus. You will be asked to answer a series of questions, about your current health and recent travel, as well as your email address and cell phone number.

Copies of the request for proposal, including Information for Bidders, bidding forms and specifications may be downloaded on or about August 3, 2021 at [http://www.montclair.edu/finance/news/index.php?ChannelID=92](http://www.montclair.edu/finance/news/index.php?ChannelID=92)

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq. regarding Affirmative Action; State of New Jersey Prevailing Wage Rate Act, N.J.S.A. 34:11-56.26 et seq.; and N.J.S.A. 52:25-24.2 regarding Ownership Disclosure. Bidders shall also be classified by the Division of Property Management and Construction (DPMC). Montclair State University is an Equal Opportunity Purchaser.

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

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

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

By: Chris Palma, Procurement Director, Goods and Services, Procurement Services, Montclair State University.