

MONTCLAIR STATE UNIVERSITY NOTICE TO BIDDERS

The Director of Procurement Services at Montclair State University will receive bids for Request for Proposal # 1578 – Rec Center – Reception Desk Replacement through October 03, 2023, at 11:00 a.m. when they will be publicly opened in the Third Floor Lobby of the Overlook Corporate Center, 150 Clove Road, Little Falls, NJ 07424.

Scope of Work: The project consists of the replacement of the front office reception desk in the Student Rec Center. Also included in the scope of work is the demo of the existing desk, new millwork, flooring, wall protection, decorative lighting and relocation of power and data as needed.

Copies of the Request For Proposal, including Information for Bidders, bidding forms and specifications may be downloaded on or about August 29, 2023, at <https://www.montclair.edu/procurement/bidding-opportunities/>.

A Pre-Bid Meeting and Site Inspection will be held on September 12, 2023 at 10:00 a.m., at the Student Rec Center. A campus map is located at <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 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) and possess a valid C008 – General Construction or a C009 – General Construction / Alter & Additions with a minimum aggregate rating of \$250,000.00 or more at the time of proposal submission and contract execution.** 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 Erick M Fernandez, Procurement Systems & Data Specialist, via e-mail at fernandezeri@montclair.edu. No oral questions or answers shall be authorized or relied upon by bidders.

By: Shawn Laidlaw, Director of Procurement Services, Montclair State University.