

HOUSING AUTHORITY OF THE TOWN OF WEST NEW YORK

INVITATION FOR BIDS

The Housing Authority of the Town of West New York (hereinafter referred to as the "Authority") invites sealed bids for inspection, servicing, and maintenance of fire water pumps, standpipes, fire hydrants, fire extinguishers, wet systems, and Ansul systems within eight (8) housing developments owned and managed by the Authority. Bids will be received at the main office of the Authority, 6100 Adams Street, West New York, New Jersey 07093, at 10:30 a.m. on the 14th day of November 2024 at which time they will be publicly opened and read aloud.

The bid shall be for services for a one year period, with an additional one year renewal at the option of the Authority.

The successful bidder shall employ bonded employees to perform the work, and shall furnish proof of same to the Authority.

Attention is called to the provisions for equal employment opportunity and bid conditions of Executive Order 11625 regarding provision and procedures pertaining to the minority business enterprises program in connection with HUD projects, Executive Order 11246 and Section 3 of Housing and Urban Development Act of 1968, set forth in Title 24, Part 135. Section 3 requires that to the greatest extent feasible opportunities for training be given lower-income residents of the project areas and contracts for work in connection with the project be awarded to business concerns which are located in or owned in substantial part by persons residing in the area of the project.

The Authority solicits and encourages minority business enterprise participation. MBE's will be afforded full consideration of their responses and will not be subject to discrimination. Bidders will be required to comply with the Authority's Minority Interest Enterprise Program goal requirement where applicable.

Bidding documents, including specifications, may be obtained at the Authority's main office or by telephoning (201) 868-6100, between the hours of 9:00 a.m. and 5:00 p.m., Monday thru Friday.

Contract award will be made to the lowest responsible bidder whose bid meets the requirements of the invitation for bids. A contract will be awarded only to the corporation or other entity under whose name qualifications, pre-qualifications (where provided for by the Authority and applicable), bonding documentation, and other documentation are submitted. Corporate affiliates, subsidiary or Parent Corporation or related entities are not automatically qualified.

Notice of contract award will be given to the general public and to unsuccessful bidders within thirty (30) days of the bid opening.

The Authority will only accept original and originally executed bidding documents (including but not limited to the required Proposal/Bid Form, Bidders Affidavit, form of Bid Bond or Bid Guarantee, Consent of Surety, Statement of Ownership, Experience and Qualification

Questionnaire, Non-Collusive Affidavit, etc. Photocopies and/or telefax copies of such documents will not be accepted in lieu of originals.

All bidders will be required to submit with their bid an insurance certificate(s) evidencing the fact that they carry sufficient insurance to protect them and the Housing Authority from any property damage or bodily injury claims arising out the contract work.

Required insurance coverage shall include:

1. Workers Compensation Insurance applicable to the laws of the State of New Jersey, and Employer's Liability Insurance as required by applicable State and Federal Law.
2. Comprehensive General Liability Policy including automobile and truck, which coverage shall be in accordance with the standard coverage form currently in use in the State of New Jersey; same shall not be circumscribed by any endorsement limiting the breadth of coverage. Limits shall not be less than \$1,000,000 single limit coverage for personal liability and \$500,000 for property damage liability.

In accord with the State of New Jersey laws of 2004 A-13130, CH57, as of September 1, 2004 all parties doing business with public agencies, in the State of New Jersey, excluding non-profit organizations and other government agencies are required to be registered with the NJ State Department of Treasury and to provide such agencies with a copy of their Business Registration Certificate before entering into a contractual agreement (formal contract, purchase order, etc.) with such agencies for the provision of goods or services at a cost in excess of 15% of the State mandated bid threshold.

The subject registration can be accomplished via the Internet:

<http://www.nj.gov/dca/lgs/lpcl/busregis/nj-reg-a.pdf>

Note: It is expected that the value of the contractor to be awarded under his Request for Proposals will exceed the Pay-to-Pay threshold.

Respondents are advised of the responsibility to file an annual disclosure statement on political contributions with the State of New Jersey Election Law Enforcement Commission pursuant to N.J.S.A. 19:44-A-20.13 (P.L. 2005, c. 271, s 3) if they receive contracts in excess of \$50,000.00 from public entities in a calendar year. It is the contractor's responsibility to determine if filing is necessary. Additional information on this requirement is available from ELC at 888-313-3532 or at www.elec.state.nj.us.

All bidders will be required to submit a bid guarantee with their bid, same shall be in the form of a certified or cashier check made payable to the Authority in the amount of One Thousand Dollars (\$1,000.00) or a U.S. government Bond(s) at par value or a bid bond executed by a surety company qualified to do business in the State of New Jersey.

The bid guarantee shall insure the execution of the Contract and the furnishing of Performance and Payment Bond(s). Consent of Surety must be furnished with any and all forms of bid guarantee, including check(s).

The successful bidder will be required to furnish and pay for a satisfactory Performance and Payment Bond(s) in an amount equal to Fifteen Thousand Dollars (\$15,000.00).

Bid Bond, Consent of Surety, Performance and Payment Bond(s) must be obtained from Bid Bond/Surety Companies authorized to do business in the State of New Jersey.

All bids and security must be enclosed in a properly sealed envelope bearing on the outside the words "Bid Documents", the name of the bidder, the date and time of receipt of bids, and any project or other identifying number and name.

No bid shall be withdrawn for a period of thirty (30) days subsequent to the bid opening without the consent of the Authority.

The Authority reserves the right to reject any or all bids and to waive any informalities in bidding. The Authority also reserves the right to reject the bid of any bidder who has previously failed to perform properly, or to complete on time, contract work of a similar nature; who is not in position to perform the contract; or who has habitually and without just cause neglected the payment of bills or otherwise disregard his obligations to subcontractors, material men or employees.

A pre-bid meeting will be held at the Authority's main office at 10:30 a.m. on November 7, 2024

Date: November 14, 2024

David. Hepperle Interim, Executive Director

THE WEST NEW YORK HOUSING AUTHORITY IS AN EQUAL OPPORTUNITY EMPLOYER.