

## **INSTRUCTIONS TO BIDDERS**

### **COPY OF NOTICE TO BIDDERS (LEGAL ADVERTISEMENT)**

Notice is hereby given that sealed bids will be received by the **Town of Secaucus by the Mayor – Michael Gonnelli** for the **New Addition with Bathroom Renovations to the Existing Community Center at 101 Centre Avenue - Secaucus, NJ 07094** together with all work incidental thereto in accordance with Drawings and Specifications prepared by Minervini Vandermark Architecture.

Bids will be received by the Owner at its offices, located at **1203 Paterson Plank Road - Secaucus, NJ 07094** until **3:00 pm** prevailing time on **Thursday, October 8<sup>th</sup>, 2015** and will be opened and read aloud immediately thereafter. Bids must include all applicable allowances, unit prices, and numbered alternate bids.

**SINGLE CONTRACT BIDS:** Includes all work and materials required to complete the project.

### **New Addition with Bathroom Renovations to the Existing Community Center** **At 101 Centre Avenue - Secaucus, NJ 07094**

**Previous plan holders will not be required to purchase new plan sets. The existing plans sets are current for this project scope of work. New bidders are welcome. However will be required to purchase plan sets.**

The Instructions to Bidders, Form of Bid, Specifications, Drawings and other contract documents are available at the office of the Architect, **360 Fourteenth Street - Hoboken, NJ 07030** for the sum of **(\$50.00)** dollars, "**NON-REFUNDABLE**", for each complete set. **Payment is to be in the form of a check made payable to "Town of Secaucus"**.

**Bid documents will not be mailed to prospective bidders under any circumstances.**

- Bidders shall use complete sets of Bidding Documents in preparing Bids. Neither the Owner nor the Architect will assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.
- Each bid must be accompanied by a bid security deposit of an amount equal to at least ten (10%) percent of the amount of the base bid, but not in excess of \$20,000, the deposit may be either a certified check or cashier's check drawn on an incorporated bank or trust company payable to the order of the Owner, or a bid bond in favor of the Owner as a guarantee that, in case the contract is awarded to the bidder, he will execute such contract. Upon failure to do so, the bid security will become liable up to its full amount for any difference between the amount of his bid and the Contract which the Owner may be obliged to award another bidder or bidders.
- The bid security deposits of all excepting the three lowest bidders will, if requested, be returned after ten (10) days from the opening of bids, Sundays and holidays excepted, and the remaining deposits will be returned when the contract of the successful bidder is approved. The bid bond must be issued by a surety company listed in the most recently published U.S. Treasury Circular No.570. Regardless of whether the bid bond or certified check is submitted for a bid guarantee, each bidder must submit a Consent of Surety from a surety company which is listed in the most recently published U.S. Treasury Circular No. 570, stating that it will issue the necessary Performance and Maintenance bonds should the bidder enter into a contract for this work with the **Town of Secaucus**.
- The successful bidder will be required to furnish a New Jersey Statutory Performance Bond and a Labor and Material Payment Bond in the amount of the contract sum.
- The Owner reserves the right to waive any informalities in, or to reject, any or all bids.
- Attention of the bidders is called particularly to the requirements of conditions of employment and to the minimum prevailing wage rates to be paid under the contract as stated in the Instructions to Bidders, the General Conditions of the Contract for Construction, and the Supplementary General Conditions.
- Bidders are required to comply with the "Affirmative Action" requirements of P.L. 1975, c.127 (NJAC 17:27).
- Bidder are required to adhere to the "Buy American" Guidelines of Section 165 of the Recovery Act and "use only iron, steel and manufactured goods produced in the United States in their projects".
- No bidder may withdraw his bid for a period of sixty (60) days after the actual date of the opening thereof.
- Bidders shall contact the Owner to arrange to examine the site.
- There will a non-mandatory pre-bid walkthrough meeting on Tuesday September 29<sup>th</sup>, 2015 at 2:00pm at the site located at 101 Centre Avenue, Secaucus NJ 07094.**

BY ORDER OF THE: **Town of Secaucus**

**(END OF NOTICE TO BIDDERS)**

