

TOWNSHIP OF FRANKLIN, COUNTY OF SOMERSET

475 DeMott Lane, Somerset, NJ 08873-6704

MUNICIPAL BUILDING

Somerset, NJ 08873-6704

PURCHASING DEPARTMENT

Cindy Belanger

Purchasing Agent, QPA, RPPO



PHONE: (732) 873-2500 ext. 6239

Email: Cindy.Belanger@franklinnj.gov

NOTICE TO BIDDERS

NOTICE IS HEREBY GIVEN that sealed bids will be opened and read in public by the Purchasing Agent for Township of Franklin, Somerset County, Municipal Building 475 DeMott Lane, Somerset, New Jersey, at 12:15 p.m. prevailing time on June 20, 2024 for the following:

**Water System Emergency Repair Services
Contract # MC-0011-24**

Bids shall be delivered in sealed envelopes and addressed to Cindy Belanger, Purchasing Agent, Purchasing Office at the Municipal Building, 475 DeMott Lane, Somerset, NJ 08873, **clearly marked on the outside with the contract name and number, bearing the name and address of the bidder on the outside.**

Specifications and instructions may be obtained at the Purchasing Office or can be downloaded from the website <https://www.franklintwpnj.org/> on or after June 5, 2024

Bidder shall submit with the bid a certified check, cashier's check or bid bond in the amount of ten percent (10%) of the total price bid, but not in excess of \$20,000, payable unconditionally to Franklin Township, along with a Certificate (Consent of Surety) with Power of Attorney for full amount of bid price from a Surety Company authorized to do business in the State of New Jersey and that said Surety will furnish a Performance and Payment Bond in amounts of 100% of successful bidder's contract.

*All Bid Addenda and bid tabulations will be issued on the website at www.franklintwpnj.org. and processed in accordance with N.J.S.A 40A: 11-23(c). All interested respondents should check the website from now through bid opening. It is the sole responsibility of the respondent to be knowledgeable of all addenda related to this procurement.

Bidders shall comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27 et seq.

Cindy Belanger, QPA, RPPO

Posted: June 5, 2024

TOWNSHIP OF FRANKLIN, COUNTY OF SOMERSET

GENERAL INSTRUCTIONS

1. SUBMISSION OF BIDS

- A. Sealed bids shall be received in accordance with public advertisement as required by law, a copy of said notice being attached hereto and made a part of these specifications.
- B. Each bid shall be submitted on the proposal form attached, in a sealed envelope
 - (1) addressed to the Purchasing Agent
 - (2) bearing the name and address of the bidder on the outside
 - (3) clearly marked "BID" with the name of the item(s) being bid.
Provide One (1) Original & one (1) copy of the bid.
 - (4) The Township is storing all responses electronically; therefore submit **all pages** of the response on a CD or flash drive in addition to the printed copies.
- C. It is the bidder's responsibility to see that bids are presented to the Purchasing Agent on the hour and at the place designated. The Township disclaims any responsibility for bids forwarded by regular or express mail. If the bid is sent by express mail, the designation in B. above must also appear on the outside of the express company envelope. Bids received after the designated time and date will be returned unopened.
- D. The Township reserves the right to postpone the date for presentation and opening of bids and will give written notice of any such postponement to each prospective bidder as required by law.
- E. More than one bid from an individual, a firm or partnership, a corporation or association under the same or different names shall not be considered.

2. BID SECURITY

The following provisions, if indicated by an (x), shall be applicable to this bid and be made a part of the bidding documents:

A. **BID GUARANTEE**

Bidder shall submit with the bid a certified check, cashier's check or bid bond in the amount of ten percent (10%) of the total price bid, but not in excess of \$20,000, payable unconditionally to the Township.

When submitting a Bid Bond, it shall contain Power of Attorney for full amount of Bid Bond from a surety company authorized to do business in the State of New Jersey and acceptable to the Township.

The check or bond of the unsuccessful bidder(s) shall be returned as prescribed by law. The check or bond of the bidder to whom the contract is awarded shall be retained until a contract is executed and the required performance bond or other security is submitted.

The check or bond of the successful bidder shall be forfeited if the bidder fails to enter into a contract pursuant to statute. Failure to submit the required bid guarantee shall be cause for rejection of the bid.

B. **CONSENT OF SURETY**

Bidder shall submit with the bid a Certificate (Consent of Surety) with Power of Attorney for full amount of bid price from a Surety Company authorized to do business in the State of New Jersey and acceptable to the Township, stating that it will provide said bidder with a Performance and Payment Bond in the full amount of the bid. This certificate shall be obtained in order to confirm that the bidder to whom the contract is awarded will furnish Performance and Payment bond from an acceptable surety company on behalf of said bidder, any or all subcontractors, or each respective subcontractor, or any combination thereof, which results in performance and payment security equal to the total amount of the contract, pursuant to statute.

Failure to submit this shall be cause for rejection of the bid.

C. **PERFORMANCE AND PAYMENT (LABOR AND MATERIAL) BOND**

Successful bidder shall simultaneously with the delivery of the executed contract, submit an executed Performance and Payment bond in the amount of one hundred percent (100%) of the acceptable bid as security for the faithful performance of this contract and guarantee of all payments to laborers and suppliers for the labor and material used in the work performed in the contract.

D. **MAINTENANCE BOND: REQUIRED IF CHECKED**

1. Upon acceptance of the work by the Township, the vendor shall submit a maintenance bond in the amount of ten percent 10% guaranteeing against defective quality of work or materials for the period of one (1) year.
2. The performance bond provided shall not be released until final acceptance of the whole work and then only if any items or claims have been satisfied and any maintenance bonds required have been executed and approved by the Township.
3. The surety on such bond or bonds shall be a duly authorized surety company authorized to do business in the State of New Jersey and acceptable to the Township.

3. **QUOTATIONS, BIDS AND FORMS**

- A. (1). Franklin Township, County of Somerset is exempt from any local, state or federal sales, use or excise tax. **Franklin Township will not pay service charges such as interest and late fees.**
(2). The Township of Franklin or any of its offices and divisions will not complete credit applications as a result of contract(s) resulting from award based on these specifications.
- B. Bids must be signed in ink by the bidder, all quotations shall be made with a typewriter or pen and ink. Any quotation showing any erasure alteration must be initialed by the bidder in ink. Unit prices and totals are to be inserted in spaces provided.
- C. Failure to sign and give all information in the bid may result in the bid being rejected.
 - D. Insert prices for furnishing all of the material/or labor described. Prices shall be all inclusive (gross) including all transportation charges fully prepaid by the contractor (F.O.B. destination, freight prepaid) and placement as designated by the Township. No additional charges will be allowed for any transportation costs resulting from partial shipments made at vendors' convenience when a single shipment is ordered.
 - E. Any bidder may withdraw his bid at any time before the time set for receipt of bids. No bid may be withdrawn in the 60 day period after the bids are received, except as provided by N.J.S.A. 40A:11-23.3.
 - F. All forms shall be completed and attached to the bid proposal. *BIDDER IS ALERTED TO THE BID DOCUMENT CHECK LIST PAGE.*

4. **INTERPRETATIONS AND ADDENDA**

- A. The bidder understands and agrees that its bid is submitted on the basis of the specifications prepared by the Township. The bidder accepts the obligation to become familiar with these specifications.
- B. Bidders are expected to examine the specifications and related documents with care and observe all their requirements. Ambiguities, errors or omissions noted by bidders should be promptly reported in writing to the Purchasing Administrator. In the event the bidder fails to notify the Township of such ambiguities, errors or omissions, the bidder shall be bound by the bid.
- C. No oral interpretation of the meaning of the specifications will be made to any bidder. Every request for an interpretation shall be in writing, addressed to the Purchasing Administrator. In order to be given consideration, written requests for interpretation must be received at least ten (10) days prior to the date fixed for the opening of the bids. Any and all such interpretations and any supplemental instructions will be in the form of written addenda to the specifications, and will be distributed to all prospective bidders, in accordance with statute N.J.S.A. 40A:11-23 (c)(2). For all contracts for construction work, notice shall

be provided no later than seven days, Saturdays, Sundays, or holidays excepted, prior to the date for acceptance of bids, to any person who has submitted a bid or who has received a bid package in any of the following ways: i) in writing by certified mail or ii) by certified facsimile transmission, meaning that the sender's facsimile machine produces a receipt showing date and time of transmission and that the transmission was successful or iii) by a delivery service that provides certification of delivery to the sender. All addenda so issued shall become part of the contract documents, and shall be acknowledged by the bidder in the bid. The Township's interpretations or corrections thereof shall be final.

- D. 1. If the amount shown in words and its equivalent figures do not agree, the written words shall be binding. Ditto marks are not considered writing or printing and shall not be used.
2. In the event that there is a discrepancy between the unit prices and the extended totals, the unit prices shall prevail. In the event there is an error of the summation of the extended totals, the computation by the Township of the extended totals shall govern.

5. **BRAND NAMES, STANDARDS OF QUALITY, PATENTS**

- A. Only manufactured and farm products of the United States, wherever available, shall be used on this contract in accordance with prevailing statutes.
- B. Brand names and/or descriptions used in this bid are to acquaint bidders with the type of commodity desired and will be used as a standard by which alternate or competitive materials offered will be judged. Competitive items must be equal to the standard described and be of the same quality of work. Variations between materials described and the materials offered are to be fully explained by the bidder on a separate sheet and submitted with the proposal form. Vendor's literature will not suffice in explaining exceptions to these specifications. In the absence of any or equivalent product request by the bidder, it will be presumed and required that materials as described in the proposal be delivered.
- C. It is the responsibility of the bidder to demonstrate the equivalency of item(s) offered. The Township reserves the right to evaluate the equivalency of a product which, in its deliberations, meets its requirements.
- D. The contractor shall hold and save harmless the Township, its officers, agents, servants, and employees, from any liability of any nature and kind for or on account of the use of any copyrighted or un-copyrighted composition, secret process, patented or unpatented invention or article furnished or used in the performance of this contract.
- E. Estimated Quantities, the Township has attempted to identify the item(s) and the estimated amounts of each item bid to cover its requirements; however, past experience shows that the amount ordered may be different than that submitted for bidding. The right is reserved to decrease or increase the quantities specified in the specifications pursuant to Statute. No minimum purchase is implied or guaranteed.

6. **AWARD OF BID**

- A. The Township reserves the right to accept or reject any or all bids, to waive identified irregularities and technicalities, and to award in whole or in part to the lowest responsible bidder, in accordance with applicable laws. Without limiting the generality of the foregoing, any bid which is incomplete, obscure, or irregular may be rejected, any bid having erasures or corrections in the price sheet may be rejected; any bid in which unit prices are omitted, or in which unit/total prices are unbalanced, may be rejected; any bid accompanied by any insufficient or irregular certified check, cashier's check or bid bond may be rejected.
- B. The Township further reserves the right to award each branch separately to the lowest responsible bidder meeting specifications or to make an award based on the total bid to the bidder whose total sum is the low bid meeting the specifications, whichever in the awarding authorities' opinion is in the best interest of the Township. Without limiting the generality of the foregoing, the Township reserves the right to award a contract based on either option that may be described in the bid proposal or based on any combination thereof.
- C. The Township reserves the right to award equal or tie bids to the vendor whose response, in the discretion of the contracting unit, is the most advantageous, price and other factors considered. In such a case, the award resolution or purchase order documentation shall explain why the vendor selected is the most advantageous, in accordance with N.J.S.A. 40A:11-6.1..
- D. Should the bidder, to whom the contract is awarded, fail to enter into a contract, the Township may then, at its option, accept the bid of the next lowest responsible bidder.

- E. Continuation of the terms of this contract beyond the fiscal year is contingent on availability of funds in the following year's budget. In the event of unavailability of such funds, the Township reserves the right to cancel this contract.
 - F. Government entities are not private business/consumer clients; therefore, separate company agreements are not honored. Terms of the specifications/bid package prevail.
 - G. If applicable, successful bidder shall be responsible for being fully informed about the cost and for obtaining any applicable permits or licenses from any government entity that has jurisdiction to require the same. All bids submitted shall include this cost in the bid price agreement. These approvals may be from persons or government bodies other than the Township. The contractor shall be responsible for obtaining the approval and acceptance of this work by such persons, counties and similar bodies. Such work may include, but shall not be restricted to, township road opening permits, replacement of sidewalks, curbs, pavement or utilities and other incidental work required to complete the contract. Any fees associated with building permits and any associated inspection fees shall be borne by the contractor.
 - H. The successful bidder will not assign any interest in this contract and shall not transfer any interest in the same without the prior written consent of the Township. If, during the life of the contract, the contractor disposes of his/her business concern by acquisition, merger, sale and/or transfer or by any means convey his/her interests to another party, all obligations are transferred to that new party. In this event, the new owner(s) will be required to submit all documentation/legal instruments that were required in the original bid/contract. Any change shall be approved by the Township.
 - I. The successful bidder will not assign any interest in the contract and shall not transfer any interest in the same without the prior written consent of the Township.
 - J. If the award is to be made on the basis of a base bid only, it shall be made to that responsible bidder whose base bid is the lowest.
 - K. If the award is to be made on the basis of a combination of a base bid with selected options, it shall be made to that responsible bidder whose net bid on such combination is the lowest.
 - L. Comparison of bids will be made on the basis of the relative amount of the respective base bids, as corrected for any errors, together with the adoption of any alternative items deemed advantageous to the Township or necessary to maintain the cost of the work within the funds available. The Township reserves the right to select the size and type of construction deemed by it to be the most advantageous and to its best interest.
- M. **P.L. 2021, c. 301 requires a contractor submitting the lowest bid for a contract that is subject to the Prevailing Wage Act, if that bid is 10 percent or more lower than the next lowest bid, to certify to the public body that the prevailing wage rates required by the Act shall be paid. If the bidder does not provide the certification prior to the award of the contract, the public body shall award the contract to the next lowest responsible and responsive bidder.**
7. **NEW JERSEY PREVAILING WAGE ACT (When Applicable)**
Pursuant to N.J.S.A. 34:11-56.25 et seq., contractors on projects for public work shall adhere to all requirements of the New Jersey Prevailing Wage Act. The contractor shall be required to submit a certified payroll record to the owner **within ten (10) days of the payment of the wages**. The contractor is also responsible for obtaining and submitting all subcontractors' certified payroll records within the aforementioned time period. The contractor shall submit said certified payrolls in the form set forth in N.J.A.C. 12:60-6.1(c). It is the contractor's responsibility to obtain any additional copies of the certified payroll form to be submitted by contacting the New Jersey Department of Labor and Workforce Development, Division of Workplace Standards. Additional information is available at http://lwd.dol.state.nj.us/labor/wagehour/wagerate/prevailing_wage_determinations.html.
- a. The Wage Rates for the trade/locality of the project will be included by the Township in the final executed contract;
 - b. Workers cannot be employed at less than the prevailing wage rates; and,
 - c. If the Employer pays less than the prevailing wage rates, the Township may, in addition to any other remedies, terminate the work.

8. **THE PUBLIC WORKS CONTRACTOR REGISTRATION ACT**

N.J.S.A. 34 :11-56.48 et seq. requires that a general or prime contractor and any listed subcontractors named in the contractor's bid proposal shall possess a certificate at the time the bid proposal is submitted. After bid proposals are received and prior to award of contract, the successful contractor shall submit a copy of the contractor's certification along with those of all listed subcontractors. All non-listed subcontractors and lower tier sub-subcontractors shall be registered prior to starting work on the project. It is the general contractor's responsibility that all non-listed sub-contractors at any tier have their certificate prior to starting work on the job.

Under the law a "contractor" is "a person, partnership, association, joint stock company, trust, corporation or other legal business entity or successor thereof who enters into a contract" which is subject to the provisions of the New Jersey Prevailing Wage Act (N.J.S.A. 34 :11-56.25, et seq.) It applies to contractors based in New Jersey or in another state.

The law defines "public works projects" as contracts for "public work" as defined in the Prevailing Wage statute (N.J.S.A. 34 :11-56.25(5)). The term means:

- "Construction, reconstruction, demolition, alteration, or repair work, or maintenance work, including painting and decorating, done under contract and paid for in whole or in part out of the funds of a public body, except work performed under a rehabilitation program.
- "Public work" shall also mean construction, reconstruction, demolition, alteration, or repair work, done on any property or premises, whether or not the work is paid for from public funds... "
- "Maintenance work" means the repair of existing facilities when the size, type or extent of such facilities is not thereby changed or increased. While "maintenance" includes painting and decorating and is covered under the law, it does not include work such as routine landscape maintenance or janitorial services.

To register, a contractor must provide the State Department of Labor with a full and accurately completed application form. The form is available online at www.state.nj.us/labor/lsse/lspubcon.html. N.J.S.A. 34:11-56.55 specifically prohibits accepting applications for registration as a substitute for a certificate or registration.

9. **NON-COLLUSION AFFIDAVIT**

The Non-Collusion Affidavit, which is part of these specifications, shall be properly executed and submitted intact with the proposal.

10. **NON-DISCRIMINATION**

There shall be no discrimination against any employee engaged in the work required to produce the commodities covered by any contract resulting from this bid, or against any applicant to such employment because of race, religion, sex, national origin, creed, color, ancestry, age, marital status, affectional or sexual orientation, familial status, liability for service in the Armed Forces of the United States, or nationality. This provision shall include, but not be limited to the following: employment upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The contractor shall insert a similar provision in all subcontracts for services to be covered by any contract resulting from this bid.

11. **MANDATORY EEO/AFFIRMATIVE ACTION EVIDENCE**

NO FIRM MAY BE ISSUED A CONTRACT UNLESS THEY COMPLY WITH THE EEO/AFFIRMATIVE ACTION REGULATIONS OF P.L. 1975, c. 127, AS AMENDED FROM TIME TO TIME, AND THE AMERICANS WITH DISABILITIES ACT.

A. Procurement, Professional and Service Contracts

All successful vendors must submit prior to an award of the contract one of the following:

- (1) A photocopy of their Federal Letter of Affirmative Action Plan Approval, or
- (2) A photocopy of their State Certificate of Employee Information Report, or
- (3) A photocopy of completed Affirmative Action Employee Information Report:
AA302- Available on-line at www.state.nj.us/treasury/contract_compliance

B. Construction Contracts

All successful contractors must submit prior to signing of the contracts an Initial Project Manning Report (AA201-available on-line at www.state.nj.us/treasury/contract_compliance) for any contract award that meets or exceeds the bidding threshold.

12. WORKER AND COMMUNITY RIGHT TO KNOW ACT

The manufacturer or supplier of chemical substances or mixtures shall label them in accordance with the N.J. Worker and Community Right to Know Law (N.J.S.A. 34: 51 et seq., and N.J.A.C 5:89-5 et seq.,). Containers that the law and rules require to be labeled shall show the Chemical Abstracts Service number of all the components and the chemical name. Further, all applicable Material Safety Data Sheets (MSDS) aka hazardous substance fact Sheet, must be furnished.

13. STATEMENT OF OWNERSHIP

In accordance with N.J.S.A. 52:25-24.2, no corporation, partnership, limited partnership, limited liability corporation, limited liability partnership, Subchapter S corporation or sole proprietorship, shall be awarded a contract, unless prior to the receipt of the bid or accompanying the bid of the corporation, partnership, limited partnership, limited liability corporation, limited liability partnership, subchapter S corporation or sole proprietorship, there is submitted to the Township a statement setting forth the names and addresses of all stockholders who own 10% or more of the stock, of any class, or of all individual partners or members who own a 10% or greater interest in the corporation, partnership, limited partnership, limited liability corporation, limited liability partnership, Subchapter S corporation or sole proprietorship. If one or more such interestholders is itself a corporation or partnership or limited liability company, the interestholders holding 10% or more of that entity's stock, partnership, or other form of interest, as the case may be, shall also be listed. The disclosure shall be continued until names and addresses of every individual interestholder exceeding the 10% ownership criteria established in this act has been listed. This form shall be signed and submitted with the bid/proposal whether or not any interestholder(s) owns more than 10% of the business submitting the bid. Failure to comply requires mandatory rejection of the bid/proposal.

14. ACQUISITION, MERGE, SALE AND/OR TRANSFER OF BUSINESS, ETC.

It is understood by all parties that if, during the life of the contract, the contractor disposes of his/her business concern by acquisition, merger, sale and/or transfer or by any means convey his/her interest(s) to another party, all obligations are transferred to that new party. In this event, the new owner(s) will be required to submit, when required, a performance bond in the amount of the open balance of the contract. Any transfer of contracts must be submitted in writing and approved by Franklin Township.

15-18 Reserved for Future Use

19. ADDITIONS/DELETIONS OF SERVICE:

The Township reserves the right to add and/or delete services to this contract, in accordance with applicable laws including, but not limited to, N.J.A.C. 5:30-113. Should a service requirement be deleted, payment to the Contractor will be reduced proportionally to the amount of service deleted in accordance with the bid price. Should additional services be required, payment to the Contractor will be increased proportionally to the amount of service added in accordance with the bid price.

20. Vendor's literature and/or pricing sheets will not be accepted in lieu of completing the proposal blank(s) set forth in these specifications.

21. ALTERING OFFICIAL DOCUMENT

Bidders shall not write in margins or alter the official content or requirements of the Township bid documents.

22. SPECIFICATIONS

Any prospective bidder who wishes to challenge a bid specification shall file such challenges in writing with the contracting agent no less than three business days prior to the opening of the bids. Challenges filed after that time shall be considered void and having no impact on the contracting unit or the award of contract.

23. OWNERSHIP OF MATERIAL

The owner shall retain all of its rights and interest in any and all documents and property both hard copy and digital furnished by the owner to the contractor for the purpose of assisting the contractor in the performance of this contract. All such items shall be returned immediately to the owner at the expiration or termination of the contract or completion of any related services, pursuant thereto, whichever comes first. None of the documents and/or property shall, without the written consent of the owner, be disclosed to others or used by the contractor or permitted by the contractor to be used by their parties at any time except in the performance of the resulting contract.

Ownership of all data, materials and documentation originated and prepared for the owner pursuant to this contract shall belong exclusively to the owner. All data, reports, computerized information, programs and materials related to this project shall be delivered to and become the property of the owner upon completion of the project. The contractor shall not have the right to use, sell, or disclose the total of the interim or final work products, or make available to third parties, without the prior written consent of the owner. All information supplied to the owner may be required to be supplied on CD-ROM media compatible with the owner's computer operating system, windows based, Microsoft Office Suite 2000.

24. AMENDMENTS TO N.J.S.A. 2C: 21-33 et. seq. "TRUTH IN CONTRACTING"

Provisions of law govern false claims and representation. It is a serious crime for the vendor to knowingly submit a false claim and/or knowingly make material misrepresentation. There are enhanced penalties for areas of false claims, bid rigging and bribery, gratuities and gifts; and conflict of interest. Please consult the statute for further information.

25. N.J. BUSINESS REGISTRATION PROGRAM

Pursuant to N.J.S.A. 52:32-44, Franklin Township Somerset NJ ("Contracting Agency") is prohibited from entering into a contract with an entity unless the bidder/proposer/contractor, and each subcontractor that is required by law to be named in a bid/proposal/contract has a valid Business Registration Certificate on file with the Division of Revenue and Enterprise Services within the Department of the Treasury at the time of contract award.

26. "PAY TO PLAY" – NOTICE OF DISCLOSURE REQUIREMENT – P.L. 2005, Chapter 271, Section 3 Reporting (N.J.S.A. 19:44A – 20.27)

1. Any business entity that has received \$50,000 or more in contracts from government entities in a calendar year is required to file an annual disclosure report with ELEC. The instructions and form are available on the ELEC website.
2. Annual Disclosures require submission by March 30th of each year covering contracts and contributions for the prior calendar year.
3. At a minimum, a list of all business entities that file an annual disclosure report will be listed on ELEC's website at www.elec.state.nj.us.
4. If you have any questions please contact ELEC at: 1-888-313-ELEC (3532) (toll free in NJ) or 609-292-8700

27. NON-ALLOCATION OF FUNDING TERMINATION

Each fiscal year payment obligation of the Owner is conditioned upon the availability of Owner funds appropriated or allocated for the payment of such an obligation. If funds are not allocated and available for the continuance of any services performed by the Contractor hereunder, whether in whole or in part, the Owner at the end of any particular fiscal year may terminate such services. The Owner will notify the Contractor in writing immediately of any services that will be affected by a shortage of appropriated funds. This provision shall not be construed so as to permit the Owner to terminate this Agreement during the term, or any service hereunder, merely in order to acquire identical services from a third party contractor.

28. FORCE MAJEURE

Neither party shall be responsible for any resulting loss or obligation to fulfill duties as specified in any of the terms or provisions of this Agreement if the fulfillment of any term or provision of this Agreement is delayed or prevented by any revolutions, insurrections, riots, wars, acts of enemies, national emergencies, strikes, floods, fires, acts of God, or by any cause not within the control of the party whose performance is interfered with which by the exercise of reasonable diligence such party is unable to prevent. Additionally, if the fulfillment of any of the terms and provisions of this Agreement is delayed or prevented by any court order, or action or injunction or other such agreement, this Agreement shall become voidable by the Franklin Township by notice to each party.

29. The Township and the Contractor each bind themselves and their successors, executors, administrators, heirs and assigns and legal representatives of the other party respecting all covenants and agreements and obligations of this contract.

30. The terms of this Agreement shall be construed and interpreted, and all respective rights and duties of the parties shall be governed by the laws of the State of New Jersey.

31. **NON-PAYMENT OF PENALTIES AND INTEREST ON OVERDUE BILLS**

Public funds may be used to pay only for goods delivered or services rendered. Franklin Township will not pay penalties and/or interest on overdue bills. No employee is authorized to sign a letter of credit or any other document that represents a legal commitment on the part of the Township to pay additional fees.

32. **FIRM FIXED CONTRACT**

This is a firm fixed contract, prices firm, FOB Township locations. No price escalation. The vendor shall void the contract and permit the Township to solicit open market pricing should any price increase or surcharge be imposed.

33. **W-9**

Successful bidder/respondent shall complete W-9 Form and submit to Purchasing prior to contract award. The form is available at the following link: www.irs.gov/pub/irs-pdf/fw9.pdf

34. **Future use**

35. **PUBLIC EMERGENCY**

In the event of a Public Emergency declared at the Local, State or Federal Level, if the Township opts to extend terms and conditions of this bid, the contractor agrees to extend the terms and conditions of this bid, whether existing, expiring or expired no longer than six months, for goods and/or services for the duration of the emergency. In the event the original contractor cannot meet this requirement, the Township may solicit the goods and/or services from any bidder on this contract.

36. **SOURCE OF SPECIFICATIONS/BID PACKAGES**

Specifications and instructions may be obtained at the Purchasing Office or can be downloaded from the website <https://www.franklintwpnj.org/>

All addenda are posted on the website site. Potential bidders are cautioned that they are bidding at their own risk if a third party supplied the specifications that may or may not be complete. The Township is not responsible for third party supplied specifications.

37. **EMPLOYEE WAGE REPORTING:**

The contractor and any subcontractor thereof engaged under a contract pursuant to this specification is subject to and shall comply with the provisions of N.J.S.A. 34:11-68 with respect to record keeping of all individuals engaged in the collection or transportation of solid waste or recyclable material, excluding recycled or reclaimed asphalt or concrete, collected under this contract.

By entering into a contract, the contractor acknowledges the provisions of N.J.S.A. 34:11-68 with regard to the authority of the Commissioner of the Department of Labor and Workforce Development to investigate the contractor or subcontractor's wages and any penalties that may result from failure to comply.

38. **CONTRACT PERIOD:**

A. The contract shall be in effect for one year (12 months) with one 12 month extension for a contract total of 24 months

B. In any event, the Township reserves the right to cancel the contract with 30-day notification to the vendor.

C. If, through any cause, the successful bidder shall fail to fulfill in a timely and proper manner obligations under this contract, or if the contractor shall violate any of the requirements of this contract, the Township shall thereupon have the right to terminate this contract by giving written notice to the contractor of such termination and specifying the effective date of termination. Such termination shall relieve the Township of any obligation for balances to the contractor for work not yet completed or approved by the Township.

- D. Notwithstanding the above, the contractor shall not be relieved of liability to the Township for damages sustained by the Township by virtue of any breach of the contract by the contractor and the Township may withhold any payments to the contractor for the purpose of compensation until such time as the exact amount of the damage due the Township from the contractor is determined.
- E. The contractor agrees to indemnify and hold the Township harmless from any liability to subcontractors/suppliers concerning payment for work performed or goods supplied arising out of the lawful termination of the contract by the Township under this provision.
- F. In case of default by the successful bidder, the Township may procure the services from other sources and hold the successful bidder responsible for any excess costs occurred.
- G. Continuation of the terms of this contract beyond the fiscal year is contingent on availability of funds in the following year's budget. In the event of unavailability of such funds, the Township reserves the right to cancel this contract.

39. DELIVERY AND INSPECTION:

- A. Bidders shall guarantee delivery of materials in accordance with the delivery schedule provided in the specifications and/or bid proposal form.
- B. All materials, equipment, supplies and/or services delivered to or performed for the Township shall be inspected upon delivery to insure compliance with specifications. Items which are not in accordance with the specifications will be rejected.
- C. The successful bidder shall guarantee any and all materials and services supplied under these specifications. Defective or interior materials shall be replaced at the expense of the contractor. In case of rejected materials, the contractor will be responsible for return freight or removal from the site and proper disposal.

40. PAYMENTS

- A. All payments will be processed in accordance with the Prompt Payment Act NJSA 2A:30A-1 et seq. and the Public Works payment requirements of 40A:11-16-2, 16.3 and 16.4. The bidder must provide an itemized invoice and signed Purchase Order/Voucher. The Voucher will be certified correct by the Department Head who receives the material or service. Payment will only be made following the approval of the Township Council. The Township Council meets and approves warrants on the second and fourth Tuesday of each month, except July, August and December, when they meet only on the 2nd Tuesday of the month. Payment vouchers and invoices must reach the Department for review no later than three weeks before the Township Council meeting in order for payment to be on the agenda for approval. Once approved by Council, payment is made within five days.
- B. Acceptance of the final payment by the bidder shall be considered as a release in full of all claims against the Township of Franklin, Somerset County.
- C. Partial and Final Payments:

If the work progresses according to this contract, the contractor will be paid 98 percent (98%) of the work completed during the preceding month.

Upon completion of the work and acceptance by the Township, contractor will receive full final payment, including the 2 percent (2%) retainage held during the project.

All retainage shall be processed in accordance with NJSA 40A:11-16.1.
- D. Township of Franklin will not pay penalties, interest, or late fees. No employee is authorized to sign a letter or

credit of any other document that represents a legal commitment on the part of the Township to pay additional fees.

41. **INSURANCE & INDEMNIFICATION**

A. **INDEMNIFICATION**

If it becomes necessary for the bidder to enter upon the premises or property of the Township, or any other property not owned by the Township but where the bidder is acting as an agent for the township, to construct, erect, inspect, make delivery or remove property hereunder, the Contractor covenants and agrees to take, use, provide and make all proper, necessary and sufficient precautions, safeguards and protection against any accidents, injuries or damages. This includes land, and adjacent or nearby areas where incidental operations are performed including areas off the project site used for the purpose of storing materials, and excluding permanent locations of any insured party.

The obligation to indemnify and hold the Township of Franklin harmless under this Agreement shall extend to any negligent acts or omissions of the Contractor, its agents, employees, any of its Subcontractors, their agents, employees, anyone directly or indirectly employed by the Contractor or its Subcontractors, or anyone for whose acts they may be held liable. This obligation shall not limit, negate, diminish or otherwise reduce any other rights or obligations that may exist as to a party or person as described under this section.

In any claim by an employee of the Contractor, the Contractor's Subcontractors, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, that may be made against the Township of Franklin or any person or entity indemnified under this Agreement, the indemnification obligation shall not be reduced or limited by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor, or its Subcontractors, under any laws, regulations or acts regarding workers compensation, disability benefits or any other employee benefits.

B. **INSURANCE**

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees, or subcontractors. A Certificate of Insurance shall be filed with the Township of Franklin prior to commencement of the work.

C. **MINIMUM SCOPE AND LIMIT OF INSURANCE**

1. **Commercial General Liability (CGL):** Coverage for all operations including, but not limited to, contractual, products and completed operations, and personal injury with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** Coverage for all owned, non-owned and hired vehicles with limits not less than \$1,000,000 per occurrence, combined single limits (CSL) or its equivalent.
3. **Workers Compensation:** As required by the State of New Jersey and Employers Liability with limits not less than \$1,000,000 per accident for bodily injury or disease.
4. **Professional Liability** (if design/build): Coverage with limits not less than \$1,000,000 per occurrence or claim, \$2,000,000 aggregate.
5. **Contractor's Pollution Legal Liability and/or Asbestos Legal Liability and/or Errors & Omissions** (if project

involves environmental hazards): Coverage with limits no less than \$1,000,000 per occurrence or claim/\$2,000,000 aggregate.

6. **Builders Risk** (for major renovations): During the course of construction utilizing an "All Risk" coverage form with limits equal to the completed value of the project and no coinsurance penalty provisions. The Township of Franklin shall be named as Loss Payee as their interest may appear.

D. OTHER INSURANCE PROVISIONS

- The Township of Franklin, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired, or borrowed by or on behalf of the Contractor.
- For any claims related to this project, the Contractor's insurance coverage shall be primary insurance coverage as respects the Township of Franklin, its officers, officials, employees, and volunteers.
- Each insurance policy required by this clause shall provide that coverage shall not be canceled, except with notice to the Township of Franklin.
- Any combination of primary and umbrella/excess policies may be used to satisfy the limits.
- Acceptability of Insurers - Insurance is to be placed with insurers authorized to conduct business in the State of New Jersey with a current A.M. Best rating of no less than A: VII, unless otherwise acceptable to the Township of Franklin.
- Subcontractors - Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that the Township of Franklin is an additional insured on insurance required from subcontractors.
- Policies shall remain in force until all work has been completed and until all maintenance bonds have been released.
- Special Risks or Circumstances: The Township of Franklin reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other circumstances.

42. SUBCONTRACTORS: (Failure to submit shall result in rejection of bid.)

Bidders must submit names of subcontractors for the specialty trade categories shown below. Prospective prime contractor's failure to identify in its bid the particular subcontractors with whom it would deal will be cause for rejection of bid. These include:

- Plumbing and gas fitting
- Heating and air conditioning
- Electric
- Structural steel

43. CHANGE ORDERS:

- A. New or unforeseen work will be determined by the Township's representative as that work which is substantially different from that on which the contractor bid. Should the contractor encounter conditions materially different from those indicated by the specifications or materially different from conditions generally recognized as inherent in the kind of work being performed, the Township shall be immediately notified. If the Township is in agreement with the contractor, a Change Order will be issued for an appropriate adjustment in contract time and cost.
- B. If a mutually-satisfactory price can be agreed upon, the contractor shall proceed with the work without undue delay and payment shall be made as outlined below.
- C. A Change Order authorizing any such work will be issued by the Township. The Township may refuse to

compensate the contractor for any work performed which is not covered by the proposal or a Change Order.

44. ALTERNATE DISPUTE RESOLUTION:

- A. If a dispute between the Township and the Contractor arises during the course of the contract, the parties will attempt to resolve the dispute, in good faith, through non-binding mediation.
- B. Either party may demand such mediation by providing written notice to the other party. The written notice shall contain: (1) a detailed statement of the nature of the dispute, including all pertinent information and documentation; and (b) the name, address, and telephone number of that party's present designated representative for the purposes of mediation. Any demand for mediation shall be delivered within three calendar days after the event or dispute in question arises. The other parties shall designate its representative for mediation, in writing, no later than five business days after the receipt of the demand for medication. The respective designees shall thereupon, and promptly, with due regard for the need for timely action, choose a mediator. If the parties cannot agree on a mediator, or if they prefer, they shall choose a reputable mediation firm. Any mediation firm so chosen shall present a list of at least five proposed mediators to the parties, and shall provide the parties with a summary of each person's qualifications to serve as the mediator. Each party shall rank the proposed mediators in order of preference. The fifth and any lower ranked person on each list will be excluded from further consideration. The chosen mediator shall be the remaining person who is the combined highest ranking mediator on both preference lists, after deleting all excluded persons. In the event of a tie, the mediator shall be chosen by lot.
- C. The parties will not be bound by the Rules of Evidence in presenting their positions before the mediator.
- D. The mediation shall be conducted in such reasonable and efficient manner as may be agreed between the parties, and the mediator, or, in the lack of such an agreement, as may be determined by the mediator.
- E. Each party will bear its own costs of participation in mediation, and they will divide the cost of the mediator equally.
- F. If, after a good faith effort to resolve the dispute through mediation, the dispute is not resolved, either party may terminate the mediation by written notice to the mediator and to the other party, whereupon either party may submit the dispute to the Superior Court of New Jersey, Somerset County, for adjudication, which Court shall be exclusive original jurisdiction over the dispute.

45. TIME OF BEGINNING, COMPLETION AND DAMAGES FOR NON-COMPLETION:

- A. The contractor shall carry on the work regularly and uninterruptedly at a rate to insure full completion of the entire contract.
- B. If the contractor has finished the work after the above period of full completion, there may be deducted from the contract price and retained by the Township an amount to cover the actual cost paid by the Township for any inspection or construction-related engineering services related to the work for the number of days in excess of the completion time above mentioned.
- C. In addition to the actual cost of observation and engineering services, the Township shall have full authority to and may deduct and retain from the payments to the contractor the sum of \$500.00 for each day any portion of the work (exclusive of minor punch list items which have no substantial impact upon the usability or performance of the contract) remains uncompleted beyond the time limit noted above. This sum will be retained as liquidated damages due to the extreme difficulty of estimating the actual costs which would be suffered by the Township as a result of late completion and does not represent a penalty for late completion.

- D. Extension of time may be granted by the Township by reason of unusual difficulty or for other cause deemed by the Township to be good and sufficient, provided that requests for extension be accompanied by the approval, in writing, the Surety Company appearing as such on the bonds furnished by the contractor in accordance with this contract.

46. FEDERAL HOUSING AND COMMUNITY DEVELOPMENT REQUIREMENTS: APPLICABLE IF CHECKED

- A. Bidders should be aware that Federal Housing and Community Development funds are being provided for this project, and compliance with all HUD-mandates are required. It is the bidder's responsibility to read, understand and pay close attention to all documentation included in this bid package to ensure that all local and state requirements are understood and met at the time of bid proposal and in completion of the contract.

47. TRAFFIC CONTROL (if Applicable):

- A. The contractor is responsible for traffic control and all costs associated to insure the safety of the public and workers during the entire construction period. This includes purchasing and erecting, where needed, all traffic control devices, including, but not limited to signs, traffic cones and barricades. Contractor will be responsible to coordinate with Traffic Safety Bureau, Franklin Township Police Department to schedule Traffic Control Directors and approve detour plan and or Traffic Control plan for road closings. Township work hours shall be adhered to for all roads within the project (9:00am-3:30pm). Traffic cones and traffic signs are to be new and MUTCD Compliant and shall remain as property of Franklin Township.

Basis of Payment:
are a predetermined amount.

Payment will be made under:

<u>Pay Item</u>	<u>Pay Unit</u>
Traffic cones	EA

- B. Cones or barrels shall be used around manholes and inlets when such structures are in a milled area or are raised before the surface course is placed. Manholes shall also be ramped immediately with base course asphalt for further protection.
- C. Payment for barricades and signs are to be included in the aforementioned bid items. Directors are a predetermined amount.
- D. Depending on the roads where the work is being done, contractor may have to hire police officers to supervise the traffic control during construction. If required, there is an established allowance in the proposal pages based on the best estimates available for this job and the roadways that will be affected during construction. If there is an allowance in the bid proposal pages, all bidders shall include this amount when figuring their bid.
- E. The use of Police Traffic Directors will be discussed at the pre-construction meeting with the RE, Contractor, and local Traffic Safety Officer present. The Contractor will take the lead in scheduling police traffic directors with the approval of the RE.
- F. Any road resurfacing will require temporary traffic markings on the road. Markings shall be placed after milling and paving operations, payment for this will be under the aforementioned bid item.

POLICE OFFICERS— (IF APPLICABLE)

- G. Depending on the roads where the work is being done, contractor may have to hire police officers to supervise the traffic control during construction. If required, there is an established allowance in the proposal pages based on the best estimates available for this job and the roadways that will be affected during construction. If there is an allowance in the bid proposal pages, all bidders shall include this amount when figuring their bid.
- H. The allowance is only an estimate and the contractor awarded the contract shall be obligated to pay for the actual costs, either lower or higher than the estimate. The current payment for on-site police coverage is \$83.00 per officer per hour. This covers the cost for the officer, vehicle, equipment and administrative costs. It does not, however, cover costs of any required signage as noted in the specifications.

48. WORK HOURS:

- A. All construction work hours will be governed by Franklin Township ordinance chapter 226- 32 for work on, under and/or above a public right of way and by Franklin Township ordinance chapter 167 for work outside the public right of way. The codes can be found on the Township website, www.fraklintwpnj.org and <http://www.ecode360.com/ecode3-back/getSimple.jsp?quid=FR0703>

49. WITHDRAWAL OF BID (N.J.S.A. 40A:11-23.3)

- A. N.J.S.A. 40A:11-23.3 authorizes a bidder to request withdrawal of a public works bid due to a mistake on the part of the bidder. A mistake is defined by N.J.S.A. 40A:11-2(42) as a clerical error that is an unintentional and substantial computational error or an unintentional omission of a substantial quantity of labor, material, or both, from the final bid computation.
- B. A bidder claiming a mistake under N.J.S.A. 40A:11-23.3 must submit a request for withdrawal, in writing, by certified or registered mail to (name and title of the local official at the complete address to which the bid was submitted.) The bidder must request withdrawal of a bid due to a mistake, as defined by the law, within five business days after the receipt and opening of the bids. Since the bid withdrawal request shall be effective as of the postmark of the certified or registered mailing, (the name and title of the local official) may contact all bidders, after bids are opened, to ascertain if any bidders wish to, or already have exercised a request to withdraw their bid pursuant to N.J.S.A. 40A:11-23.3.
- C. A bidder's request to withdraw the bid shall contain evidence, including any pertinent documents, demonstrating that a mistake was made. Such documents and relevant written information shall be reviewed and evaluated by the public owner's designated staff pursuant to the statutory criteria of N.J.S.A. 40A:11-23.3.
- D. The public owner will not consider any written request for a bid withdrawal for a mistake, as defined by N.J.S.A. 40A:11-2(42), by a bidder in the preparation of a bid proposal unless the postmark of the certified or registered mailing is within the five business days following the opening of bids.

50. IRAN EMBARGO

- A. New Jersey P.L. 2012, c. 25 prohibits State and local public contracts with persons or entities engaging in contracts with persons or entities engaging in certain investment activities in energy or finance sectors of Iran.
- B. Bidders should complete and submit with their bid the Disclosure of Investments in Iran certificate which is enclosed in the bid package.

51. DIFFERING SITE CONDITIONS.

In the event that the contractor encounters differing site conditions or changed conditions on the contract site, then the following provisions shall apply:

- (1) If the contractor encounters differing site conditions during the progress of the work of the contract, the contractor shall promptly notify the Township in writing of the specific differing site conditions encountered before the site is further disturbed and before any additional work is performed in the impacted area.
- (2) Upon receipt of a differing site conditions notice in accordance with paragraph (1) above, or upon the Township otherwise learning of differing site conditions, the Township shall promptly undertake an investigation to determine whether differing site conditions are present.
- (3) If the Township determines differing site conditions that may result in additional costs or delays to exist, the Township shall provide prompt written notice to the contractor containing directions on how to proceed.
- (4) The Township agrees that it shall make an equitable adjustment to the contract price and the contract completion date for increased costs and delays resulting from the agreed upon differing site conditions encountered by the contractor.
- (5) If both the contractor and the Township agree that the Township's investigation and directions decrease the contractor's costs or time of performance, the Township shall be entitled to a fair and equitable downward adjustment of the contract price or time of performance.
- (6) If the Township determines that there are no differing site conditions present that would result in additional costs or delays, the Township shall so advise the contractor, in writing, and the contractor shall resume performance of the contract, and shall be entitled to pursue a differing site conditions claim against the Township for additional compensation or time attributable to the alleged differing site conditions.
- (7) The execution of the contract between the Township and the contractor shall constitute a representation that the contractor has visited the site and has become generally familiar with the local conditions under which the work is to be performed.
- (8) Differing site conditions shall mean physical conditions at the contract work site that are subsurface or otherwise concealed and which differ materially from those indicated in the contract documents, or are of such an unusual nature that the conditions differ materially from those ordinarily encountered and generally recognized as inherent in the work of the character provided for in the contract.

SUSPENSION OF WORK.

- (1) The Township agrees to provide written notice to the contractor in advance of any suspension of work lasting more than ten (10) calendar days of the performance of all or any portion of the work of the contract.
- (2) If the performance of all or any portion of the work of the contract is suspended by the Township for more than ten (10) calendar days due to no fault of the contractor or as a consequence of an occurrence beyond the Township's control, the contractor shall be entitled to compensation for any resultant delay to the project completion or additional contractor expenses, and to an extension of time, provided that, to the extent feasible,

the contractor, within ten (10) calendar days following the conclusion of the suspension, notifies the Township, in writing, of the nature and extent of the suspension of work. The notice shall include available supporting information, which information may thereafter be supplemented by the contractor as needed and as may be reasonably requested by the Township. Whenever a work suspension exceeds sixty (60) days, upon seven (7) days' written notice, either party to this agreement shall have the option to terminate the contract for cause and to be fairly and equitably compensated therefor.

- (3) Upon receipt of the contractor's suspension of work notice in accordance with paragraph (2) of this section, the Township shall promptly evaluate the contractor's notice and promptly advise the contractor of its determination on how to proceed in writing.
- (4) (a) If the Township determines that the contractor is entitled to additional compensation or time, the Township shall make a fair and equitable upward adjustment to the contract price and contract completion date.

(b) If the Township determines that the contractor is not entitled to additional compensation or time, the contractor shall proceed with the performance of the contract work, and shall be entitled to pursue a suspension of work claim against the Township for additional compensation or time attributable to the suspension.
- (5) Failure of the contractor to provide timely notice of a suspension of work shall result in a waiver of a claim if the Township can prove by clear and convincing evidence that the lack of notice or delayed notice by the contractor actually prejudiced the Township's ability to adequately investigate and defend against the claim.

CHANGE IN CHARACTER OF WORK PROVISIONS.

- (1) If the contractor believes that a change directive by the Township results in a material change to the contract work, the contractor shall so notify the Township in writing. The contractor shall continue to perform all work on the project that is not the subject of the notice.
- (2) Upon receipt of the contractor's change in character notice in accordance with paragraph (1) above, the Township shall promptly evaluate the contractor's notice and promptly advise the contractor of its determination on how to proceed in writing.
- (3) (a) If the Township determines that a change to the contractor's work caused or directed by the Township materially changes the character of any aspect of the contract work, the Township shall make a fair and equitable upward adjustment to the contract price and contract completion date. The basis for any such price adjustment shall be the difference between the cost of performance of the work as planned at the time of contracting and the actual cost of such work as a result of its change in character, or as otherwise mutually agreed upon by the contractor and the Township prior to the contractor performing the subject work.

(b) If the Township determines that the contractor is not entitled to additional compensation or time, the contractor shall continue the performance of all contract work, and shall be entitled to pursue a claim against the Township for additional compensation or time attributable to the alleged material change.
- (4) As used in this section, "material change" means a character change which increases or decreases the contractor's cost of performing the work, increases or decreases the amount of time by which the contractor completes the work in relation to the contractually required completion date, or both.
- (5) (a) The Township may increase or decrease the quantity of work to be performed by the contractor.

(b) (1) If the quantity of a pay item is cumulatively increased or decreased by 20 percent or less from the bid proposal quantity, the quantity change shall be considered a minor change in quantity.

(2) If the quantity of a pay item is increased or decreased by more than 20 percent from the bid proposal quantity, the quantity change shall be considered a major change in quantity.

(3) For any minor change in quantity, the Township shall make payment for the quantity of the pay item performed at the bid price for the pay item.

(4) (a) For a major increase in quantity, the Township or contractor may request to renegotiate the price for the quantity in excess of 120 percent of the bid proposal quantity. If a mutual agreement cannot be reached on a negotiated price for a major quantity decrease, the Township shall pay the actual costs plus an additional 10 percent for overhead and an additional 10 percent for profit unless otherwise specified in the original bid.

(b) For a major decrease in quantity, the Township or contractor may request to renegotiate the price for the quantity of work performed. If a mutual agreement cannot be reached on a negotiated price for a major quantity decrease, the Township shall pay the actual costs plus an additional 10 percent for overhead and an additional 10 percent for profit unless otherwise specified in the original bid; provided, however, that the Township shall not make a payment in an amount that exceeds 80 percent of the value of the bid price multiplied by the bid proposal quantity.

(5) Bid proposal quantity shall mean the quantity indicated in the bid proposal less the quantities designated in the project plans as "if and where directed".

52. FEDERAL NON-DEBARMENT CERTIFICATION N.J.S.A. 52:32-44.1 (P.L. 2019, c.406)

Pursuant to state law any natural person, company, firm, association, corporation, or other entity prohibited, or "debarred," from contracting with the federal government agencies, shall also be prohibited from contracting for public work in the state of New Jersey. This prohibition also extends to any affiliate organization(s) held by or subject to the control of an entity of that prohibited person or entity.

Prior to awarding a contract for public work a Franklin Township must obtain written certification from the contracting person or entity through the CERTIFICATION OF NON-DEBARMENT form within this bid document, attesting to their non-debarment from contracting with federal government agencies.

53. State Comptroller (N.J.A.C. 17:44-2.2)

Contractor shall maintain all documentation related to the Services under this contract for a period of five (5) years from the date of final payment. Such records shall be available to the New Jersey Office of the State Comptroller upon request.

2.0 TECHNICAL SPECIFICATIONS

2.1 SCOPE OF WORK

Work to be done under this contract shall consist of emergency repairs and/or replacements of all sizes of water system mains on an as needed basis. Repairs shall include excavation, removal/repair/replacement of system components, backfilling, temporary restoration and cleanup. The contractor shall provide all labor, equipment, tools, materials, safety equipment and supplies required to complete the repair. All work shall be completed to satisfaction of the Township Engineer, or his designee. The contract shall be renewable for, one 12 month extension for a total contract of 24 months, should the Township choose to do so.

The Township's water system consists of 4" thru 42" mains comprised of approximately 50% ductile iron with the balance being asbestos cement pipe class 200 and 150 and cast iron. Service connections are ¾" and 3 ½". There is in excess of 75 miles of total mains at an approximate depth between 3 and 4 feet. There are approximately 600 fire hydrants in the system.

2.2 QUANTITIES ESTIMATED

Quantities for each item provided for on the bid form are maximum estimated quantities for bid comparison. This contract shall be considered open ended, maximum quantities are provided on the bid form, all minimum quantities shall be zero. The Township reserves the right to increase or decrease these amounts to best meet its needs.

2.3 AVAILABILITY OF STAFF

The successful contractor shall have 24 hours a day, 7 days a week service capability. The successful contractor shall be able to respond to a request for emergency service within 2 hours of a call from the Township. Failure to respond within 2 hours of a call from the Township may result in the Township seeking the services of another contractor and/or liquidated damage assessment. The successful bidder shall maintain an inventory of parts, which are typically used for emergency repairs. The successful bidder shall have available at all times to equipment which is required to make emergency repairs. The successful contractor shall provide, along with his contract documents, a list of individuals and emergency contact phone numbers for this purpose.

2.4 QUALIFICATIONS OF BIDDER

The successful bidder shall have a minimum of three years' experience in the repair of municipal water systems in the state of New Jersey. Each bidder shall complete the enclosed Vendor Qualifications form and provide a list of at least three Governmental Divisions for which experience may be validated. Phone numbers and contact names shall be included with the list.

2.5 AVAILABILITY OF EQUIPMENT

The contractor shall own sufficient equipment as provided on the bid page as well as additional equipment to perform routine and emergency service work of the nature described herein. The contractor shall provide with his bid, a list of equipment they own and/or a list of leased equipment. Said information provided may be used in determination of award of bid.

2.6 EMERGENCY WORK DEFINED

Emergency Work - for the purpose of this bid, emergency work shall be all work in which the contractor is called upon to perform work requiring an immediate response.

The contractor shall begin work within 2 hours of notification. Emergency work as defined here shall not mean a "Declaration of an Emergency" by the Township, but rather the work requires immediate repair by the contractor. Should however the Township "Declare an Emergency" or the Governor Declare a State of Emergency, the contractor will be required to comply with this contract.

Restoration Work – The Township may authorize the contractor to perform temporary and/or permanent restoration work at the Townships discretion (where and when directed). The Township reserves the right to have restoration performed by its own forces or under a separate Township contract, at the Township's discretion. No restoration work shall be performed without prior written authorization from the Township.

Temporary restoration shall include all work related to restoration of all types of repair work immediately upon completion of the repair and shall be of such form and to provide safe conditions until final restoration can be performed.

Permanent restoration shall consist of work to restore the area to a condition equal to the appearance and quality that existed before work began. Roadway restoration shall be in accordance with all state, county and local requirements. The contractor shall be responsible for all sinking of the restoration for a period of one year from completion of the work and acceptance by the Township. This work may be scheduled with the Public Works Manager Utilities and availability of the contractor's work force therefore it is expected that this type of work should be at reduced rates.

2.7 LABOR BID PRICES

As provided for on the bid form, two rates of pay shall be paid, for each type of work, for all labor performed on the job. The Township shall pay the standard hourly rate for work between 7:00 AM and 5:00 PM Monday through Friday except legal holidays. The Township shall pay a premium rate for all other hours. Premium rate shall not apply to equipment and supplies. A minimum of two hours shall be paid for any emergency repair call responded to by the contractor when requested by the Township. Hours worked shall be calculated from time of arrival on the job site and ready to work, to time left the job site, rounded to the nearest quarter hour. The Township shall not pay mobilization and travel time expenses. These expenses shall be included in the hourly rate bid. A maximum of one supervisor per job shall be allowed. Employees being billed as operators of equipment shall not be billed separately under another category.

Example; if the supervisor is also the backhoe operator, the Township shall only pay the hourly rate for the backhoe. The Township shall not pay both the Backhoe rate and the supervisor labor rate for the same time at the site.

The labor bid price shall include all items such as contractor management, administration, automobiles, pickup trucks, paver, rollers, milling machine, tool truck, hand tools, traffic cones and traffic signage required to perform this contract. The Township shall review the labor rates bid for uneven bidding. Bids which, as determined by the Township, to reveal uneven bidding, providing the bidder an unfair advantage shall be cause for rejection of the bid.

2.7.1 WATER MAIN

Allowable billing is not to exceed (2) laborers(1) Supervisor, backhoe and dump truck with driver for a total of 5 men, If Additional personnel is required approval must be issued by Public Works Manager.

2.7.2 WATER SERVICE ¾ TO 3 ½" INCH REPAIRS

Allowable billing is not to exceed (2) laborers, (1) Supervisor, backhoe and dump truck for a total of (3) men. If additional personnel are required approval must be issued by the Public Works Manager.

2.8 SMALL EQUIPMENT

Small equipment such as air compressor, pumps, road saws, tampers will only be billable for hours used on site.

2.9 EQUIPMENT BID PRICES

DUMP TRUCK:

The price bid per hour for a dump truck shall include the use of one dump truck with a minimum of five cubic yard capacity, fuel and a driver.

BACKHOE:

The price bid per hour shall include a backhoe/loader Case 580 class with extendable backhoe, fuel, operator and transportation to and from the site.

EXCAVATOR SMALL:

The price per hour bid for an excavator small shall include a crawler type excavator (John Deere 120 class) with a minimum capacity of 3/4 cubic yard, fuel, operator and transportation to and from the job site.

EXCAVATOR LARGE:

The price per hour bid for an excavator large shall include a crawler type excavator (John Deere 225 class) with a minimum capacity of one cubic yard, fuel, operator and transportation to and from the job site.

TRENCH SHORING BOX:

The price per hour bid shall include a trench shoring box with minimum dimensions of 6 feet high by 15 feet long and transportation to and from the job site.

TAMPER:

The price per hour for a walk behind plate tamper. Transportation to and from the site shall be included.

JUMPING JACK:

The price per hour for a jumping jack tamper. Transportation to and from the site shall be included.

MESSAGE BOARD:

Price per hour for safety/traffic message board. Transportation to and from the site shall be included.

SAW:

Price per hour for walk behind concrete/asphalt saw with blades. Transportation to and from the site shall be included.

PUMP:

The price per hour bid shall include one trash type, critically silenced, engine driven 6” pump, fuel, intake and discharge hoses as required, and transportation to and from the job site.

COMPRESSOR:

Price per hour for a 175 CFM or larger compressor. Transportation to and from the site shall be included.

JET-VAC:

Price per hour should be comparable to a Vac-Con Combo Hydro Excavator Type.

All other equipment shall be billed at the contractor’s standard rates. A list of equipment and rates shall be attached to the bid form. These rates shall remain in effect for the full term of the contract. Failure to provide a list of additional equipment may be cause for rejection of the bid. The Township reserves the right to review this list for uneven bidding and reject bids accordingly. The Township, for bidding purposes and bond calculation, has estimated additional equipment charges to be \$50,000.00 for the two year contract term. This amount is for bidding purposes only and shall be considered the maximum amount. The Township does not guarantee this amount and reserves the right to increase or decrease this amount to best meet its needs.

The Township shall not pay for unnecessary equipment on the job site. The Township shall only pay for equipment used and actual time used. The Township reserves the right to limit the type and amount of equipment used, amount of manpower and time spent on any repair.

2.10 MATERIAL BID PRICES

Prices bid shall include all delivery charges to the site.

Select Fill – Cost per cubic yard

Top Soil – cost per cubic yard

Stone, ¾” crushed – cost per half ton

DGA – cost per half ton

Asphalt tonnage prices shall include delivery to site, paving machine, roller, material, operators, laborers and transport of equipment to site.

Asphalt, I-5 hot mix – cost per half ton

Asphalt, I-2 hot mix – cost per half ton

Asphalt, cold patch –cost per half ton

Concrete-Cost per cu. yard

All other materials shall be invoiced on an actual cost plus percentage markup. The markup percentage shall be as bid and provided for on the bid form. For bidding purposes and bond calculation the Township anticipates \$100,000.00 plus markup worth of material to be used during the two year contract term. Percentage markup shall not exceed 15% but may be less. This amount shall be considered the maximum amount. The Township does not guarantee this amount and reserves the right to increase or decrease this amount to best meet its needs.

2.11 UTILITY MARK-OUTS & PERMITS

The contractor shall with the request for routine or emergency repair simultaneously contact the New Jersey One Call System and request a routine or emergency mark out, respectively, for the job site location. The contractor shall be responsible for damages to any utility caused by its employees. The contractor shall obtain all necessary permits that may be required to perform work under this contract. The Township shall waive any permit fees it has authority to waive. This contract may require work to be performed in County or State right of ways. The Township will pay the contractor for such permits as may be required in amounts equal to actual cost.

2.12 PREVAILING WAGE ACT

All workers employed in the performance of this contract shall be paid not less than the current prevailing wage rate for Somerset County. In accordance with the New Jersey Prevailing Wage Act the contractor (or subcontractors) shall provide to the Township

certified payroll records for each employee on the project. These records shall be forwarded to the Township at the time of the contractor's invoice submission.

2.13 JOB SITE SAFETY

The contractor shall be responsible to maintain a safe work site, including but not limited to, trench shoring, electric and gas hazards, lighting and personal protective equipment. The contractor shall meet the minimum requirements for OSHA. The Township may require additional safety related items as it deems necessary. When requested by the Township the contractor shall be required to provide traffic control devices in accordance with Department of Transportation guidelines. When the Township requires the contractor to provide traffic control the Franklin Township Police Department shall be notified by the contractor for all work in the street and shall comply with the applicable Township Ordinance. If Traffic Officers are required by the Township Police department, the Township will pay the cost directly. The Township may at its discretion provide appropriate traffic and safety signs, message boards, cones, steel plating etc. as required. The contractor shall have availability to these items where and when needed.

2.14 WORK STANDARDS

All work performed under this contract shall meet or exceed the following standards and codes:

ANSI
ASTM
AWWA
OSHA
NJDEP
Local Ordinances
MUTCD

2.15 AUTHORITY OF THE TOWNSHIP

To prevent disputes and litigation, the Public Work Manager or his designee shall in all cases determine the quality, acceptability and fitness of work under this contract. The Public Works Manager's decision shall be final.

2.16 PROCEDURE FOR COMMENCING WORK

A Township representative shall notify the contractor when an emergency repair is necessary. The Township shall notify the contractor in writing who will provide 1) traffic control devices, 2) who will perform temporary and/or permanent restoration. The contractor shall sign a Franklin Township supplied "Job Ticket" upon beginning and completion of all work. All emergency work shall commence within two hours of the contractor being notified. When authorized all dig holes shall have final restoration, paving, concrete, seed, etc. within four weeks of the completion of the repair. Failure to make final restoration when authorized may result in liquidated damage assessment.

2.17 PROCEDURE FOR SUBMITTING BILLS

The contractor shall provide the following information with all claims for payment:

1. Date and time of incident, location, time arrived and time completed for each item used on the job site.
2. Total hours and hourly rate for each item used on the job site.
3. The nature of the problem and description of the repair.
4. Certified payroll records as required.
5. Materials cost and the appropriate markup. The Township reserves the right to review the actual cost document.
6. Subcontractor cost and the appropriate markup. The Township reserves the right to review the actual cost document.
7. As built drawings when required by the Township's representative.
8. All claims must be accompanied by a signed Franklin Township Purchase Order.
9. Payment shall be made in accordance with the Townships prompt payment policy provided in this specification.

2.18 CONTRACTORS RESPONSIBILITY

All work performed under this contract shall, in every respect, be under the charge of the Contractor and at his risk. He shall properly safeguard against any and all damage or injury to the public and his employees. The contractor shall solely and without qualifications be responsible for all construction methods and results, use of equipment and personnel, for the safety of his employees and other persons, for the protection of the public and private property, for compliance with all local, state and federal laws and regulations in the performance of work under his contract.

The contractor shall provide a competent individual who shall act as supervisor for all work associated with this contract. He shall have full authority to represent and act for the contractor in all matters pertaining to the work and shall be on the job site at all times to properly coordinate all phases of the work.

The contractor shall at all times be responsible for the conduct of his employees and any subcontractors on the job site. All workmen shall have sufficient knowledge, skill and experience to properly perform the work assigned. Any person who appears to be incompetent or who acts in a disorderly manner shall, at the written request of the Township, be removed from doing any future work associated with this contract.

2.19 SUBCONTRACTOR

The contractor shall not be permitted to subcontract any of the work required under this contract without the written approval of the Township.

2.20 EXCAVATION AND BACKFILLING

Excavation shall include removal of all material in the excavation. It shall include all clearing, barricades, sheeting, bracing, removal of water, disposal of surplus materials and debris. Trench excavation in an existing pavement shall be performed in a manner that will prevent fracture or disturbance of the pavement beyond reasonable working limits.

Clean sand, topsoil and other suitable materials removed from excavations shall be stored separately for future use as backfill. Topsoil shall be used for finished surface work and shall be spread uniformly for a depth of not less than four inches unless otherwise specified or instructed by the Township. All material not needed for backfill or deemed unsuitable for backfill by the Township's representative shall be disposed of by the contractor at his expense.

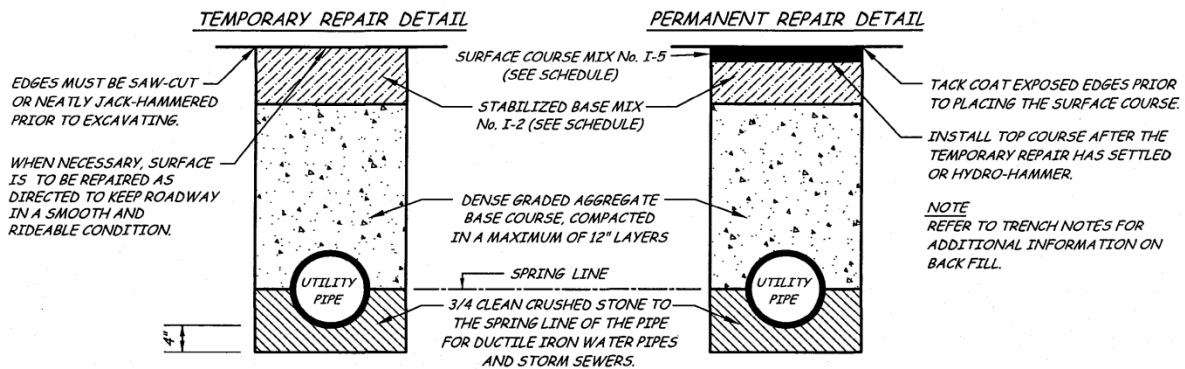
Backfill from the bottom of the trench to spring line of the pipe shall be made with suitable material. The material shall be placed in uniform layers a maximum of six inches thick and compacted on both sides of the pipe with a hand tamper. Backfill from the spring line of the pipe to rough grade shall be made with suitable material. The material shall be placed in uniform layers a maximum of twelve inches thick and compacted with a mechanical tamper.

2.21 WATER REMOVAL

The contractor shall at all times have availability of ample equipment and means with which to properly remove and dispose of all water entering into any excavation or trench.

2.22 WARRANTY

The contractor expressly warrants all workmanship and materials performed or furnished under this contract. The contractor shall immediately remedy, to the satisfaction of the Township, any defects due to faulty materials or workmanship which shall appear within one (1) year from the date of acceptance of the work performed.



SCHEDULE:

ROAD CLASS	USUAL PAV'T WIDTH	R.O.W. WIDTH	STABILIZED BASE	SURFACE COURSE	USE
LOCAL RESIDENTIAL	30 FEET	50 FEET	4"	1 1/2"	
LOCAL NONRESIDENTIAL	40 FEET	60 FEET	6"	1 1/2"	
COLLECTOR RESIDENTIAL	36 FEET	60 FEET	6"	2"	
COLLECTOR NONRESIDENTIAL	42 FEET	66 FEET	7"	2"	
MAJOR COLLECTOR	48 FEET	72 FEET	7"	2"	
ARTERIAL	50 FEET	80 - 100 FEET	7"	2"	

RESTORATION OF STREET OPENINGS

N. T. S.

Cost Page Item 40:

Example of how to fill out item number 40. The amounts for years 1 & 2 are based on the percentage markup provided by the bidder. \$100,000 was used so all bidders calculate the percentage starting with same number.

For example if the mark up bid is 15% the amount bid would be \$15,000 for year 1 & 2.

For example if the mark up bid is 10% the amount bid would be \$10,000 for year 1 & 2.

For example if the mark up bid is 5% the amount bid would be \$5,000 for year 1 & 2.

EXAMPLE TO COMPLETE ITEM 40								
Item Number			estimated quantity	%		%		
*40	Materials (based on \$100,000 estimate)	% markup	\$100,000	15%	\$15,000.00	15%	\$15,000.00	\$30,000.00

BID PROPOSAL FORM /SIGNATURE PAGE

**Water System Emergency Repair Services
Contract # MC-0011-24**

TO THE FRANKLIN TOWNSHIP COUNCIL:

Herewith are submitted unit costs and total cost as determined from the Engineer's estimate of quantities of work to be performed. It is understood that the quantities stated in the Schedule of Prices for the various items are estimates only and may be increased or decreased as provided in the Specifications. The undersigned declares that he/she has read the Notice, Instructions, Affidavits and Scope of Services attached, that he/she has determined the conditions affecting the proposal and agrees, if this proposal is accepted, to furnish and deliver services per the following:

Item Number	Item Description	Unit Bid	Estimated Qty	Per Unit Amt Year 1	Total Amt Year 1 (qty x unit)	Per Unit Amt Year 2	Total Amt Year 2 (qty x unit)	Total Amount Year 1 + Year 2
1	Supervisor – Standard Rate	\$ Per Hour	200 hours	\$	\$	\$		\$
2	Supervisor – Premium Rate	\$ Per Hour	75 hours	\$	\$	\$		\$
3	Laborer – Standard Rate	\$ Per Hour	500 hours	\$	\$	\$		\$
4	Laborer – PremiumRate	\$ Per Hour	175 hours	\$	\$	\$		\$
5	Dump Truck with Driver - Standard Rate	\$ Per Hour	40 hours	\$	\$	\$		\$
6	Dump Truck with Driver – Premium Rate	\$ Per Hour	40 hours	\$	\$	\$		\$
7	Backhoe with Operator – Premium Rate	\$ Per Hour	200 hours	\$	\$	\$		\$
8	Backhoe with Operator – Standard Rate	\$ Per Hour	200 hours	\$	\$	\$		\$
9	Small Excavator with Operator – Premium Rate	\$ Per Hour	40 hours	\$	\$	\$		\$
10	Small Excavator with Operator – Standard Rate	\$ Per Hour	40 hours	\$	\$	\$		\$
11	Large Excavator with Operator – PremiumRate	\$ Per Hour	40 hours	\$	\$	\$		\$
12	Large Excavator with Operatr – Standard Rate	\$ Per Hour	40 hours	\$	\$	\$		\$
13	Jet-Vac with Operator--Premium Rate	\$ Per Hour	40 hours	\$	\$	\$		\$
14	Jet-Vac with Operator--Standard Rate	\$ Per Hour	40 hours	\$	\$	\$		\$
15	Trench Shoring Box	\$ Per Hour	25 hours	\$	\$	\$		\$
16	Tamper	\$ Per Hour	50 hours	\$	\$	\$		\$
17	Message Board	\$ Per Hour	20 hours	\$	\$	\$		\$
18	Compressor	\$ Per Hour	100 hours	\$	\$	\$		\$
19	Saw, Walk Behind	\$ Per Hour	50 hours	\$	\$	\$		\$
20	Jumping Jack	\$ Per Hour	50 hours	\$	\$	\$		\$
21	Milling Machine	\$ Per Hour	50 hours	\$	\$	\$		\$
22	Pump	\$ Per Hour	5 hours	\$	\$	\$		\$
23	Other Equipment Township				\$25,000.00		\$25,000.00	\$50,000.00
24	Select Fill Dirt	\$ Per Yard	50 cubic yards	\$	\$	\$	\$	\$
25	Top Soil/Seed	\$ Per Yard	50 cubic yards	\$	\$	\$	\$	\$
26	¾ Clean Stone	\$ Per Ton	200 ton	\$	\$	\$	\$	\$
27	DGA- QP Stone	\$ Per Ton	200 ton	\$	\$	\$	\$	\$
28	Asphalt, I-5 Small Patch (0-1 ton)	\$ Per Ton	1 ton	\$	\$	\$	\$	\$
29	Asphalt, I-5 Medium Patch (1.01-5 ton)	\$ Per Ton	5 ton	\$	\$	\$	\$	\$
30	Asphalt, I-5 Large Patch (5.01-10 ton)	\$ Per Ton	10 ton	\$	\$	\$	\$	\$
31	Asphalt, I-5 Road Restoration/Resurface(10.1 or more)	\$ Per Ton	50 ton	\$	\$	\$	\$	\$
32	Asphalt, I-2 Small Patch (0-1 ton)	\$ Per Ton	1 ton	\$	\$	\$	\$	\$
33	Asphalt I-2 Medium Patch (1.01-5 ton)	\$ Per Ton	5 ton	\$	\$	\$	\$	\$
34	Asphalt I-2 Large Patch (5.01-10 ton)	\$ Per Ton	10 ton	\$	\$	\$	\$	\$
35	Asphalt I-2 Road Restoration/Resurface(10.01 or more)	\$ Per Ton	50 ton	\$	\$	\$	\$	\$
36	Asphalt, Cold Patch Small Patch (0-5 ton)	\$ Per Ton	5 ton	\$	\$	\$	\$	\$
37	Asphalt, Cold Patch Large Patch (5.01-10 ton)	\$ Per Ton	10 ton	\$	\$	\$	\$	\$
38	Sidewalk 4 inch thick installed	\$ Per sq ft	1 yard	\$	\$	\$	\$	\$
39	Belgium Block for Curb Repair	\$ Per sq ft	10 Block	\$	\$	\$	\$	\$
*40	Materials (based on \$100,000 estimate)	% markup	\$100,000	%	\$	%	\$	\$
	Grand Total				\$		\$	\$

Award is based on the grand total amount bid for 2 years

Bid & Performance Bonds based on grand total for years one & two

* Grand Total Amount Bid year 1 & 2: \$ _____

*Grand Total Amount Bid year 1 & 2 (in words): _____

The undersigned is a _____
(Corporation)
(Partnership) under the laws of the State of _____ having its
(Individual)
Principal office at _____

Company

Federal I.D. # or last 4 digits Social Security #

Address

Signature of Authorized Agent

Type or Print Name

Title of Authorized Agent

Date

Telephone Number

Email Address

Fax Number

NOTE: In case of discrepancy, the amount shown in words shall govern.

Do not leave this form blank

THIS FORM PERTAINS ONLY TO CONSTRUCTION, ALTERATION OR REPAIR
OF ANY PUBLIC BUILDING

Sub Contracts

We have included in the above Base Bid Proposal the Contractors indicated below for the various divisions of work, which will be performed by said contractors on the event we are awarded the contract, it being specifically stated that we will enter into a contract with each and every one of the below named contractors; **Do not leave blank; if none, so state; if self, so state.**

Division of Work	Name and Address of Company
<u>1. The plumbing and gas fitting and all kindred work</u>	_____ _____ _____ _____
In compliance with N.J.S.A. 45:14C-2(h) Licensed master plumber	
Name of Plumber	License number
<u>2. Steam power plants, steam and hot water heating and ventilating and refrigeration apparatus and all kindred work;</u>	_____ _____ _____ _____
<u>3. Electrical work, including any electrical power plants, tele-data, fire alarm, or security system</u>	_____ _____ _____ _____
<u>4. Structural steel and ornamental iron work</u>	_____ _____ _____ _____

The Bidder shall provide evidence of performance security with this list of subcontractors. Evidence of performance security, in the form of a Consent of Surety, shall be supplied by the bidder on behalf of itself and any or all subcontractors, or by each respective subcontractor, or by any combination thereof.

REFERENCES FORM

(Provide three, for similar maintenance services over the past 5 years):

Reference # 1

Name of Client	
Contact Person's Name	
Contact Person's Title	
Telephone Number	
Dates worked	
Scope of service	

Reference # 2

Name of Client	
Contact Person's Name	
Contact Person's Title	
Telephone Number	
Dates worked	
Scope of service	

Reference # 3

Name of Client	
Contact Person's Name	
Contact Person's Title	
Telephone Number	
Dates worked	
Scope of service	

**FRANKLIN TOWNSHIP COUNTY OF SOMERSET
 BID DOCUMENT CHECKLIST**

Required With Bid		Read, Signed & Submitted Bidder's Initial
A.	<u>FAILURE TO SUBMIT ANY OF THESE ITEMS IS MANDATORY CAUSE FOR REJECTION OF BID</u>	
<input checked="" type="checkbox"/>	Ownership Disclosure Certification	_____
<input checked="" type="checkbox"/>	Non-Collusion Affidavit	_____
<input checked="" type="checkbox"/>	Acknowledgement of Receipt of Addenda (To be Completed if Addenda are Issued)	_____
<input checked="" type="checkbox"/>	Required Evidence EEO/Affirmative Action Regulations Certificate or Questionnaire	_____
<input checked="" type="checkbox"/>	Bid Guarantee (bid bond or certified/cashier's check) (with Power of Attorney for full amount of Bid Bond)	_____
<input checked="" type="checkbox"/>	Consent of Surety (Certificate from Surety company)	_____
<input checked="" type="checkbox"/>	Surety Disclosure Statement and Certification	_____
<input checked="" type="checkbox"/>	License(s) or Certification(s) Required by the Specifications	_____
<input checked="" type="checkbox"/>	Three (3) references for similar projects	_____
<input type="checkbox"/>	Catalog/Price List	_____
<input type="checkbox"/>	Certification of available Equipment	_____
<input type="checkbox"/>	Other:	_____
B.	<u>MANDATORY ITEM(S), REQUIRED NO LATER THAN TIME PERIOD INDICATED</u>	
<input checked="" type="checkbox"/>	Public Works Contractor Registration Certificate(s) for the Bidder and Named/Listed Subcontractors (Prior to Award, but effective at time of bid)	_____
<input checked="" type="checkbox"/>	Certification of Non-Debarment Form (must submit prior to award)	_____
<input checked="" type="checkbox"/>	NJ Business Registration Certificate – Bidder – must submit Prior to Award	_____
<input checked="" type="checkbox"/>	NJ Business Registration Certificate – Named /Listed Subcontractor(s) (must submit Prior to Award)	_____
<input checked="" type="checkbox"/>	Performance and Payment (Labor and Material) Bond	_____
<input checked="" type="checkbox"/>	Disclosure of Activities in Iran (must submit prior to award of contract)	_____
<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/>	Copy of Certificate of Insurance Name Owner as Additionally Insured	_____
<input checked="" type="checkbox"/>	Maintenance Bond	_____

This checklist is provided for bidder's use in assuring compliance with required documentation; however, it does not include all specifications requirements and does not relieve the bidder of the need to read and comply with the specifications.

Name of Bidder: _____

Date: _____

By Authorized Representative:

Signature: _____

Print Name & Title: _____

FRANKLIN TOWNSHIP, COUNTY OF SOMERSET

STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of Organization: _____

Organization Address: _____

Part I Check the box that represents the type of business organization:

- Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- For-Profit Corporation (any type) Limited Liability Company (LLC)
- Partnership Limited Partnership Limited Liability Partnership (LLP)
- Other (be specific): _____

Part II

The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST BELOW IN THIS SECTION)**

OR

No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Address

Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above.** The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Address

Part IV Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the **<Township of Franklin>** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with **< Township of Franklin >** to notify the **< Township of Franklin >** in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the **< Township of Franklin >** to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

**FRANKLIN TOWNSHIP, COUNTY OF SOMERSET
NON-COLLUSION AFFIDAVIT**

State of _____
County of _____

ss:

I, _____ of the City of _____ in

the County of _____ and State of _____ of full age, being
duly sworn according to law on my oath depose and say that:

I am _____ of the firm of _____
(Title or position) (Name of firm)

the bidder making this Proposal for the above named project, and that I executed the said proposal with full authority so to do; that said bidder has not, directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above named project; and that all statements contained in said proposal and in this affidavit are true and correct, and made with full knowledge that Franklin Township County of Somerset relies upon the truth of the statements contained in said proposal and in the statements contained in this affidavit in awarding the contract for the said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except bona fide employees or bona fide employees or bona fide established commercial or selling agencies maintained
by _____.
(Name of contractor)

(N.J.S.A. 52:34-25)

Subscribed and sworn to

before me this _____ day

of _____, _____.

Signature

(Type or print name of affiant under signature)

Notary public of

My Commission expires _____.

A.
EEO/AFFIRMATIVE ACTION COMPLIANCE NOTICE
N.J.S.A. 10:5-31 and N.J.A.C. 17:27 et seq

All successful bidders are required to submit evidence of appropriate affirmative action compliance to the Township and Division of Public Contracts Equal Employment Opportunity Compliance. During a review, Division representatives will review the Township files to determine whether the affirmative action evidence has been submitted by the vendor/contractor. Specifically, each vendor/contractor shall submit to the Township, prior to execution of the contract, one of the following documents:

Goods and General Service Vendors

1. Letter of Federal Approval indicating that the vendor is under an existing Federally approved or sanctioned affirmative action program. A copy of the approval letter is to be provided by the vendor to the Township and the Division. This approval letter is valid for one year from the date of issuance.

Do you have a federally-approved or sanctioned EEO/AA program? Yes No
If yes, please submit a photostatic copy of such approval.

2. A Certificate of Employee Information Report (hereafter "Certificate"), issued in accordance with N.J.A.C. 17:27-1.1 et seq. The vendor must provide a copy of the Certificate to the Township as evidence of its compliance with the regulations. The Certificate represents the review and approval of the vendor's Employee Information Report, Form AA-302 by the Division. The period of validity of the Certificate is indicated on its face. Certificates must be renewed prior to their expiration date in order to remain valid.

Do you have a State Certificate of Employee Information Report Approval? Yes No
If yes, please submit a photostatic copy of such approval.

3. The successful vendor shall complete an Initial Employee Report, Form AA-302 and submit it to the Division with \$150.00 Fee and forward a copy of the Form to the Township. Upon submission and review by the Division, this report shall constitute evidence of compliance with the regulations. Prior to execution of the contract, the EEO/AA evidence must be submitted.

The successful vendor may obtain the Affirmative Action Employee Information Report (AA302) on the Division website www.state.nj.us/treasury/contract_compliance.

The undersigned vendor certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27 et seq. and agrees to furnish the required forms of evidence.

The undersigned vendor further understands that his/her bid shall be rejected as non-responsive if said contractor fails to comply with the requirements of N.J.S.A. 10:5-31 et. seq and N.J.A.C. 17:27.et seq.

COMPANY: _____ SIGNATURE: _____

PRINT NAME: _____ TITLE: _____

DATE: _____

EXHIBIT B
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq. (P.L.1975, c.127)
N.J.A.C. 17:27-1.1 et seq.
CONSTRUCTION CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer, pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

When hiring or scheduling workers in each construction trade, the contractor or subcontractor agrees to make good faith efforts to employ minority and women workers in each construction trade consistent with the targeted employment goal prescribed by N.J.A.C. 17:27-7.2; provided, however, that the Dept. of LWD, Construction EEO Monitoring Program, may, in its discretion, exempt a contractor or subcontractor from compliance with the good faith procedures prescribed by the following provisions, A, B, and C, as long as the Dept. of LWD, Construction EEO Monitoring Program is satisfied that the contractor or subcontractor is employing workers provided by a union which provides evidence, in accordance with standards prescribed by the Dept. of LWD, Construction EEO Monitoring Program, that its percentage of active "card carrying" members who are minority and women workers is equal to or greater than the targeted employment goal established in accordance with N.J.A.C. 17:27-7.2 et seq.. The contractor or subcontractor agrees that a good faith effort shall include compliance with the following procedures:

(A) If the contractor or subcontractor has a referral agreement or arrangement with a union for a construction trade, the contractor or subcontractor shall, within three business days of the contract award, seek assurances from the union that it will cooperate with the contractor or subcontractor as it fulfills its affirmative action obligations under this contract and in accordance with the rules promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as supplemented and amended from time to time and the Americans with Disabilities Act. If the contractor or subcontractor is unable to obtain said assurances from the construction trade union at least five business days prior to the commencement of construction work, the contractor or subcontractor agrees to afford equal employment opportunities minority and women workers directly, consistent with this chapter. If the contractor's or subcontractor's prior experience with a construction trade union, regardless of whether the union has provided said assurances, indicates a significant possibility that the trade union will not refer sufficient minority and women workers consistent with affording equal employment opportunities as specified in this chapter, the contractor or subcontractor agrees to be prepared to provide such opportunities to minority and women workers directly, consistent with this chapter, by complying with the hiring or

scheduling procedures prescribed under (B) below; and the contractor or subcontractor further agrees to take said action immediately if it determines that the union is not referring minority and women workers consistent with the equal employment opportunity goals set forth in this chapter.

(B) If good faith efforts to meet targeted employment goals have not or cannot be met for each construction trade by adhering to the procedures of (A) above, or if the contractor does not have a referral agreement or arrangement with a union for a construction trade, the contractor or subcontractor agrees to take the following actions:

- (1) To notify the public agency compliance officer, the Dept. of LWD, Construction EEO Monitoring Program, and minority and women referral organizations listed by the Division pursuant to N.J.A.C. 17:27-5.3, of its workforce needs, and request referral of minority and women workers;
- (2) To notify any minority and women workers who have been listed with it as awaiting available vacancies;
- (3) Prior to commencement of work, to request that the local construction trade union refer minority and women workers to fill job openings, provided the contractor or subcontractor has a referral agreement or arrangement with a union for the construction trade;
- (4) To leave standing requests for additional referral to minority and women workers with the local construction trade union, provided the contractor or subcontractor has a referral agreement or arrangement with a union for the construction trade, the State Training and Employment Service and other approved referral sources in the area;
- (5) If it is necessary to lay off some of the workers in a given trade on the construction site, layoffs shall be conducted in compliance with the equal employment opportunity and non-discrimination standards set forth in this regulation, as well as with applicable Federal and State court decisions;
- (6) To adhere to the following procedure when minority and women workers apply or are referred to the contractor or subcontractor:
 - (i) The contractor or subcontractor shall interview the referred minority or women worker.
 - (ii) If said individuals have never previously received any document or certification signifying a level of qualification lower than that required in order to perform the work of the construction trade, the contractor or subcontractor shall in good faith determine the qualifications of such individuals. The contractor or subcontractor shall hire or schedule those individuals who satisfy appropriate qualification standards in conformity with the equal employment opportunity and non-discrimination principles set forth in this chapter. However, a contractor or subcontractor shall determine that the individual at least possesses the requisite skills, and experience recognized by a union, apprentice program or a referral agency, provided the referral agency is acceptable to the Dept. of LWD, Construction EEO Monitoring Program. If necessary, the contractor or subcontractor shall hire or schedule minority and women workers who qualify as trainees pursuant to these rules. All of the requirements, however, are limited by the provisions of (C) below.
 - (iii) The name of any interested women or minority individual shall be maintained on a waiting list, and shall be considered for employment as described in (i) above, whenever vacancies occur. At the request of the Dept. of LWD, Construction EEO Monitoring Program, the contractor or subcontractor shall provide evidence of its good faith efforts to employ women and minorities from the list to fill vacancies.
 - (iv) If, for any reason, said contractor or subcontractor determines that a minority individual or a woman is not qualified or if the individual qualifies as an advanced trainee or apprentice, the contractor or subcontractor shall inform the individual in writing of the reasons for the determination, maintain a copy of the determination in its files, and send a copy to the public agency compliance officer and to the Dept. of LWD, Construction EEO Monitoring Program.
- (7) To keep a complete and accurate record of all requests made for the referral of workers in any trade covered by the contract, on forms made available by the Dept. of LWD, Construction EEO Monitoring Program and submitted promptly to the Dept. of LWD, Construction EEO Monitoring Program upon request.

(C) The contractor or subcontractor agrees that nothing contained in (B) above shall preclude the contractor or subcontractor from complying with the union hiring hall or apprentice-ship policies in any applicable collective bargaining agreement or union hiring hall arrangement, and, where required by custom or agreement, it shall send journeymen and trainees to the union for referral, or to the apprenticeship program for admission, pursuant to such agreement or arrangement. However, where the practices of a union or apprenticeship program will result in the exclusion of minorities and women or the failure to refer minorities and women consistent with the targeted Township employment goal, the contractor or subcontractor shall consider for employment persons referred pursuant to (B) above without regard to such agreement or arrangement; provided further, however, that the contractor or subcontractor shall not be required to employ women and minority advanced trainees and trainees in numbers which result in the employment of advanced trainees and trainees as a percentage of the total workforce for the construction trade, which percentage significantly exceeds the apprentice to journey worker ratio specified in the applicable collective bargaining agreement, or in the absence of a collective bargaining agreement, exceeds the ratio established by practice in the area for

said construction trade. Also, the contractor or subcontractor agrees that, in implementing the procedures of (B) above, it shall, where applicable, employ minority and women workers residing within the geographical jurisdiction of the union.

After notification of award, but prior to signing a construction contract, the contractor shall submit to the public agency compliance officer and the Dept. of LWD, Construction EEO Monitoring Program an initial project workforce report (Form AA-201) electronically provided to the public agency by the Dept. of LWD, Construction EEO Monitoring Program, through its web-site, for distribution to and completion by the contractor, in accordance with N.J.A.C. 17:27-7. The contractor also agrees to submit a copy of the Monthly Project Workforce Report once a month thereafter for the duration of this contract to the Dept. of LWD, Construction EEO Monitoring Program, and to the public agency compliance officer.

The contractor agrees to cooperate with the public agency in the payment of budgeted funds, as is necessary, for on-the-job and/or off the job programs for outreach and training of minorities and women.

(D) The contractor and its subcontractors shall furnish such reports or other documents to the Dept. of LWD, Construction EEO Monitoring Program as may be requested by the Dept. of LWD, Construction EEO Monitoring Program from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be re-requested by the Dept. of LWD, Construction EEO Monitoring Program for conducting a compliance investigation pursuant to N.J.A.C. 17:27-1.1 et seq.

AMERICANS WITH DISABILITIES ACT OF 1990
Equal Opportunity for Individuals with Disability

The Contractor and the Owner, do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. S121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim, If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

New Jersey Business Registration Requirements

Pursuant to N.J.S.A. 52:32-44, Franklin Township, Somerset County, New Jersey ("Contracting Agency") is prohibited from entering into a contract with an entity unless the bidder/proposer/contractor, and each subcontractor that is required by law to be named in a bid/proposal/contract has a valid Business Registration Certificate on file with the Division of Revenue and Enterprise Services within the Department of the Treasury.

Prior to contract award or authorization, the contractor shall provide the Contracting Agency with its proof of business registration and that of any named subcontractor(s). Subcontractors named in a bid or other proposal shall provide proof of business registration to the bidder, who in turn, shall provide it to the Contracting Agency prior to the time a contract, purchase order, or other contracting document is awarded or authorized.

During the course of contract performance:

- (1) The contractor shall not enter into a contract with a subcontractor unless the subcontractor first provides the contractor with a valid proof of business registration.
- (2) The contractor shall maintain and submit to the Contracting Agency a list of subcontractors and their addresses that may be updated from time to time.
- (3) The contractor and any subcontractor providing goods or performing services under the contract, and each of their affiliates, shall collect and remit to the Director of the Division of Taxation in the Department of the Treasury, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:32B-1 et seq.) on all sales of tangible personal property delivered into the State. Any questions in this regard can be directed to the Division of Taxation at (609)292-6400. Form NJ-REG can be filed online at www.state.nj.us/treasury/revenue/busregcert.shtml.

Before final payment is made under the contract, the contractor shall submit to the Contracting Agency a complete and accurate list of all subcontractors used and their addresses.

Pursuant to N.J.S.A. 54:49-4.1, a business organization that fails to provide a copy of a business registration as required, or that provides false business registration information, shall be liable for a penalty of \$25 for each day of violation, not to exceed \$50,000, for each proof of business registration not properly provided under a contract with a contracting agency.

Emergency Purchases or Contracts

For purchases of an emergent nature, the contractor shall provide its Business Registration Certificate **within two weeks from the date of purchase or execution of the contract or prior to payment for goods or services, whichever is earlier.**


All businesses MUST provide a copy of their Business Registration Certificate (BRC) for their registration to be complete. Below are samples of a BRC Certificate. The Taxpayer Name on the BRC must be the same as the name on the Vendor Registration and the W9 form.

Non-profit Organizations must provide proof of 501(c)(3) exemption instead of the BRC.

Online BRC Look-up: https://www1.state.nj.us/TYTR_BRC/jsp/BRCLoginJsp.jsp

Information on BRC Requirements: <http://www.state.nj.us/treasury/revenue/busregcert.shtml>

STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE		DEPARTMENT OF TREASURY/ DIVISION OF REVENUE PD FORM 252 TRENTON, N.J. 08646-0252
TAXPAYER NAME:	TRADE NAME:	
TAXPAYER IDENTIFICATION#:	SEQUENCE NUMBER:	
ADDRESS:	ISSUANCE DATE:	
EFFECTIVE DATE:	<i>John S. Tully</i> Acting Director	
FORM-BRC(08-01)	This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.	

 STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE	
Taxpayer Name:	TAX REG TEST ACCOUNT
Trade Name:	
Address:	847 ROEBLING AVE TRENTON, NJ 08611
Certificate Number:	1093907
Date of Issuance:	October 14, 2004
For Office Use Only:	
20041014112823533	

Disclosure of Investment Activities in Iran

Person or Entity

Part 1: Certification

COMPLETE PART 1 BY CHECKING **EITHER BOX.**

Pursuant to Public Law 2012, c. 25, any person or entity that is a successful bidder or proposer, or otherwise proposes to enter into or renew a contract, must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any parent entity, subsidiary, or affiliate is identified on the State Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The list is found on Treasury's website at www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf.

The Chapter 25 list must be reviewed prior to completing the below certification. If a vendor or contractor is found to be in violation of law, action may be taken as appropriate and as may provided by law, rule or contract, including but not limited to imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

I certify, pursuant to Public Law 2012, c. 25, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate thereof is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR

I am unable to certify as above because the person or entity and/or a parent entity, subsidiary, or affiliate thereof is listed on the N.J. Department of the Treasury's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below sign and complete the Certification below.

Part 2: Additional Information

PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN.

You must provide a detailed, accurate and precise description of the activities of the person or entity, or a parent entity, subsidiary, or affiliate thereof engaging in investment activities in Iran below and, if more space is needed, on additional sheets provided by you.

Part 3: Certification of True and Complete Information

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments there to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity.

I acknowledge that Township of Franklin County of Somerset is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the Township of Franklin County of Somerset to notify the Township of Franklin County of Somerset in writing of any changes to the answers of information contained herein.

I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the Township of Franklin County of Somerset and that the Township of Franklin County of Somerset at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print)		Title	
Signature		Date	

FRANKLIN TOWNSHIP, COUNTY OF SOMERSET

ACKNOWLEDGMENT OF RECEIPT OF ADDENDA

The undersigned Bidder hereby acknowledges receipt of the following Addenda:

ADDENDUM NUMBER	DATE	ACKNOWLEDGE RECEIPT (Initial)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Acknowledged for: _____
(Name of Bidder)

By: _____
(Signature of Authorized Representative)

Name: _____
(Print or Type)

Title: _____

Date: _____

FORM NOT REQUIRED IF NO ADDENDA ISSUED

CERTIFICATION OF NON-DEBARMENT FORM

FOR FEDERAL GOVERNMENT CONTRACTS

N.J.S.A. 52:32-44.1 (P.L. 2019, c.406)

This certification shall be completed, certified to, and submitted to the contracting unit prior to contract award, except for emergency contracts where submission is required prior to payment.

PART I: VENDOR INFORMATION	
Individual or Organization Name	
Address of Individual or Organization	
DUNS Code (if applicable)	
CAGE Code (if applicable)	
Check the box that represents the type of business organization:	

- Sole Proprietorship (skip Parts III and IV) Non-Profit Corporation (skip Parts III and IV)
 For-Profit Corporation (any type) Limited Liability Company (LLC) Partnership
 Limited Partnership Limited Liability Partnership (LLP)
 Other (be specific): _____

PART II – CERTIFICATION OF NON-DEBARMENT: Individual or Organization			
I hereby certify that the individual or organization listed above in Part I is not debarred by the federal government from contracting with a federal agency. I further acknowledge: that I am authorized to execute this certification on behalf of the above-named organization; that the Franklin Township, Somerset County is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award by Township to notify the Township in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Township, permitting the Township to declare any contract(s) resulting from this certification void and unenforceable.			
Full Name (Print):		Title:	
Signature:		Date:	

PART III – CERTIFICATION OF NON-DEBARMENT: Individual or Entity Owning Greater than 50 Percent of Organization

Section A (Check the Box that applies)	
<input type="checkbox"/>	Below is the name and address of the stockholder in the corporation who owns more than 50 percent of its voting stock, or of the partner in the partnership who owns more than 50 percent interest therein, or of the member of the limited liability company owning more than 50 percent interest therein, as the case may be.
Name of Individual or Organization	
Home Address (for Individual) or Business Address	
OR	
<input type="checkbox"/>	No one stockholder in the corporation owns more than 50 percent of its voting stock, or no partner in the partnership owns more than 50 percent interest therein, or no member in the limited liability company owns more than 50 percent interest therein, as the case may be.
Section B (Skip if no Business entity is listed in Section A above)	
<input type="checkbox"/>	Below is the name and address of the stockholder in the corporation who owns more than 50 percent of the voting stock of the organization's parent entity, or of the partner in the partnership who owns more than 50 percent interest in the organization's parent entity, or of the member of the limited liability company owning more than 50 percent interest in organization's parent entity, as the case may be.
Stockholder/Partner/Member Owning Greater Than 50 Percent of Parent Entity	
Home Address (for Individual) or Business Address	
OR	
<input type="checkbox"/>	No one stockholder in the parent entity corporation owns more than 50 percent of its voting stock, no partner in the parent entity partnership owns more than 50 percent interest therein, or no member in the parent entity limited liability company owns more than 50 percent interest therein, as the case may be.
Section C – Part III Certification	
<p>I hereby certify that no individual or organization that is debarred by the federal government from contracting with a federal agency owns greater than 50 percent of the Organization listed above in Part I or, if applicable, owns greater than 50 percent of a parent entity of _____ . I further acknowledge: that I am authorized to execute this certification on behalf of the above-named organization; that the Franklin Township, Somerset County is relying on the information contained herein and that I am under a continuing obligation from the date</p>	

of this certification through the date of contract award Township to notify the Township in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Township, permitting the Township to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

Part IV – CERTIFICATION OF NON-DEBARMENT: Contractor – Controlled Entities

Section A



Below is the name and address of the corporation(s) in which the **Organization listed in Part I** owns more than 50 percent of voting stock, or of the partnership(s) in which the **Organization listed in Part I** owns more than 50 percent interest therein, or of the limited liability company or companies in which the **Organization listed above in Part I** owns more than 50 percent interest therein, as the case may be.

Name of Business Entity

Business Address

Add additional sheets if necessary

OR



The **Organization listed above in Part I** does not own greater than 50 percent of the voting stock in any corporation and does not own greater than 50 percent interest in any partnership or any limited liability company.

Section B (skip if no business entities are listed in Section A of Part IV)



Below are the names and addresses of any entities in which an entity listed in Part III A owns greater than 50 percent of the voting stock (corporation) or owns greater than 50 percent interest (partnership or limited liability company).

Name of Business Entity Controlled by Entity Listed in Section A of Part IV

Business Address

Add additional Sheets if necessary			
OR			
<input type="checkbox"/>	No entity listed in Part III A owns greater than 50 percent of the voting stock in any corporation or owns greater than 50 percent interest in any partnership or limited liability company.		
Section C – Part IV Certification			
<p>I hereby certify that the Organization listed above in Part I does not own greater than 50 percent of any entity that that is debarred by the federal government from contracting with a federal agency and, if applicable, does not own greater than 50 percent of any entity that in turns owns greater than 50 percent of any entity debarred by the federal government from contracting with a federal agency. I further acknowledge: that I am authorized to execute this certification on behalf of the above-named organization; that the Franklin Township, Somerset County is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award by Township to notify the Township in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Township, permitting the Township to declare any contract(s) resulting from this certification void and unenforceable.</p>			
Full Name (Print):		Title:	
Signature:		Date:	

SAMPLE AA- 201 (Initial Project Workforce Report)

FORM AA-201
Revised 11/11

STATE OF NEW JERSEY

DEPARTMENT OF LABOR & WORKFORCE DEVELOPMENT
CONSTRUCTION EEO COMPLIANCE MONITORING PROGRAM

INITIAL PROJECT WORKFORCE REPORT CONSTRUCTION

Official Use Only

Assignment

Code

For instructions on completing the form, go to: http://www.state.nj.us/treasury/contract_compliance/pdf/aa201ins.pdf

1. FID NUMBER		2. CONTRACTOR ID NUMBER		5. NAME AND ADDRESS OF PUBLIC AGENCY AWARDED CONTRACT					
				Name:					
3. NAME AND ADDRESS OF PRIME CONTRACTOR				Address:					
(Name)				CONTRACT NUMBER DATE OF AWARD DOLLAR AMOUNT OF AWARD					
(Street Address)				6. NAME AND ADDRESS OF PROJECT					
(City) (State) (Zip Code)				Name:					
				Address:					
4. IS THIS COMPANY MINORITY OWNED [] OR WOMAN OWNED []		COUNTY		7. PROJECT NUMBER					
9. TRADE OR CRAFT		PROJECTED TOTAL EMPLOYEES		PROJECTED MINORITY EMPLOYEES				8. IS THIS PROJECT COVERED BY A PROJECT LABOR AGREEMENT (PLA)? YES <input type="checkbox"/>	
		MALE FEMALE		MALE FEMALE				PROJECTED PHASE - IN DATE	
		J AP J AP		J AP J AP				PROJECTED COMPLETION DATE	
1. ASBESTOS WORKER									
2. BRICKLAYER OR MASON									
3. CARPENTER									
4. ELECTRICIAN									
5. GLAZIER									
6. HVAC MECHANIC									
7. IRONWORKER									
8. OPERATING ENGINEER									
9. PAINTER									
10. PLUMBER									
11. ROOFER									
12. SHEET METAL WORKER									
13. SPRINKLER FITTER									
14. STEAMFITTER									
15. SURVEYOR									
16. TILER									
17. TRUCK DRIVER									
18. LABORER									
19. OTHER									
20. OTHER									

I hereby certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements are willfully false, I am subject to punishment.

(Signature)

10. (Please Print Your Name) _____ (Title)

(Area Code) (Telephone Number) (Ext.) (Date)

**SAMPLE AA-202
(Monthly Project Workforce Report)**

FORM AA-202
REVISED 11/11

State Of New Jersey
*Department of Labor & Workforce Development
Construction EEO Compliance Monitoring Program*

MONTHLY PROJECT WORKFORCE REPORT - CONSTRUCTION

For instructions on completing the form, go to: http://www.state.nj.us/treasury/contract_compliance/pdf/aa202ins.pdf		3. F ID or SS Number	
1. Name and address of Prime Contractor (NAME)	2. Contractor ID Number	4. Reporting Period	
(ADDRESS)		5. Public Agency Awarding Contract	Date of Award
(CITY) (STATE) (ZIP CODE)		6. Name and Location of Project County	7. Project ID Number

8. CONTRACTOR NAME (LIST PRIME CONTRACTOR WITH SUBS FOLLOWING)	9. PERCENT OF WORK COMPLETED	10. TRADE OR CRAFT	CLASSI- FICATION (SEE REVERSE)	11. NUMBER OF EMPLOYEES						12. TOTAL	13. WORK HOURS		14. % OF WORK HRS		15. CUM. WORK HRS		16. CUM. % OF W/H			
				A.	B.	C.	D.	E.	F.	NO. OF	TOTAL	A.	B.	A.	B.	TOTAL	A.	B.	A.	B.
				TOTAL	BLACK	HISPANIC	AMERICAN INDIAN	ASIAN	FEMALES	MIN. EMP.	WORK HOURS	MIN. WH	FEMALE WH	% OF WH	% OF FEMALE WH	WORK HOURS	MIN. HOURS	FEMALE HOURS	% OF MIN WH	% OF FEM. WH
			J																	
			AP																	
			J																	
			AP																	
			J																	
			AP																	
			J																	
			AP																	
			J																	
			AP																	

17. COMPLETED BY (PRINT OR TYPE)

(NAME)	(SIGNATURE)	(TITLE)
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(AREA CODE)	(TELEPHONE NUMBER)	(EXT.)	(DATE)
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DEPT. OF LABOR & WORKFORCE DEVELOPMENT CONSTRUCTION EEO COMPLIANCE MONITORING PROGRAM