



Monmouth County Park System

Providing Open Space, Parks, and Recreation

**Board of
Recreation
Commissioners**

805 Newman Springs Road, Lincroft, NJ 07738-1695
732-842-4000
www.monmouthcountyparks.com

Kevin Mandeville,
Chairman
Anthony Fiore,
Vice Chairman
Michael G. Harmon
Thomas E. Hennessy, Jr.
Patricia M. Butch
Thomas W. Adcock
Lori Ann Davidson
Brian Foster
Rachael Stolte
Andrew J. Spears,
Director
Ross F. Licitra,
County Commissioner-Liaison

BID ANNOUNCEMENT BID #F-89-2025

**Project Caption: WINDOW REPLACEMENT AT MANASQUAN RESERVOIR
ENVIRONMENTAL CENTER, HOWELL TOWNSHIP, NEW JERSEY**

**Location: 331 GEORGIA TAVERN RD
HOWELL TOWNSHIP, NJ 07731**

Work Includes: Replace and seal the existing windows, including flashing, and replace
damaged sheathing, insulation, and wood boards.

Bids Due: WEDNESDAY, JULY 2, 2025 at 10:00 AM
Jennifer Kaczala, QPA, Purchasing Agent
Monmouth County Park System Headquarters
805 Newman Springs Road
Lincroft, NJ 07738

Pre-Bid: TUESDAY, JUNE 24, 2025 AT SITE LOCATION AT 10:00 AM

Dollar Range: \$120,000 to \$150,000

The Nation's First Accredited Park and Recreation Agency



Project Caption: **WINDOW REPLACEMENT AT MANASQUAN RESERVOIR
ENVIRONMENTAL CENTER, HOWELL TOWNSHIP, NEW JERSEY**

Bidding Documents Available: Bid Documents, including Instructions to Bidders, complete Plans and Specifications, and Proposal Forms must be downloaded on the Monmouth County website at www.visitmonmouth.com/purchasing under "Upcoming RFB's (Request for Bids)". All notices of revisions or addenda to the specifications will also be posted on the County website.

Cost of Bid Package: No Charge.

Bid Security: 10% of amount bid not to exceed \$20,000.00

Performance Bond: 100%

Payment Bond: 100%

Combination Payment
& Performance Bond: 200%

Maintenance Bond: 100%

Other Requirements: Prevailing Wages, Affirmative Action, Americans with Disabilities Act, Consent of Surety, and others specified in the Bid Documents

Advertised Date: **WEDNESDAY, JUNE 11, 2025**

For Purchasing questions, please contact Jennifer Kaczala, QPA, Purchasing Agent, at (732) 842-4000, extension 4217.

All technical questions regarding this project must be in writing and forwarded to the project manager by fax or e-mail.

Project Manager: **Maryam Tronco**

Fax: (732) 842-3640

E-mail : **Maryam.Tronco@co.monmouth.nj.us**

MONMOUTH COUNTY
NOTICE TO BIDDERS

ADVERTISED DATE: **WEDNESDAY, JUNE 11, 2025**

TAKE NOTICE that sealed Bids for a proposed Contract for the project known as **WINDOW REPLACEMENT AT MANASQUAN RESERVOIR ENVIRONMENTAL CENTER, HOWELL TOWNSHIP, NEW JERSEY (BID #F-89-2025)** will be publicly received, opened and read aloud by the Purchasing Agent for the Monmouth County Board of Recreation Commissioners at the Monmouth County Park System Headquarters, Thompson Park, 805 Newman Springs Road, Lincroft, New Jersey on **WEDNESDAY, JULY 2, 2025** at **10:00** am prevailing time.

PRE-BID INSPECTION. A voluntary pre-bid meeting is scheduled for **TUESDAY, JUNE 24, 2025** at **10:00 AM** at the project site. **This is the only time a Park System representative will meet Contractors.** Bidders are expected to examine existing conditions at the project site that will bear on the proposed work.

BIDDING DOCUMENTS AVAILABLE. Bid Documents, including Instructions to Bidders, complete Plans and Specifications, and Proposal Forms must be downloaded on the Monmouth County website at www.visitmonmouth.com/purchasing under "Upcoming RFB's (Request for Bids)". All notices of revisions or addenda to the specifications will also be posted on the County website.

STATUTORY REQUIREMENTS. The Contractor will be required to comply with requirements of P.L. 1975. C. 127 (N.J.A.C. 17:27) "Affirmative Action," (42 U.S.C. 512101et seq) "American With Disabilities Act", N.J.S.A. 40A:11-16 "Designated Subcontractors" Chapter 150 of New Jersey Laws of 1963 "Prevailing Wages", "The Public Works Contractor Registration Act" (P.L.1999, s.238) as amended by P.L.2003, c.91), New Jersey State Business Registration (N.J.S.A. 52:32-44), and all other laws and regulations that apply to bidding and the performance of the proposed Contract.

FORM OF BID. Bids must be submitted on the proposal form provided or an exact duplicate in the manner designated and required by the specifications. Bid submitted must be enclosed in a sealed envelope bearing the name and address of the bidder, the title of the bid, and the words "Sealed Bid." Bids are to be addressed to the Purchasing Agent, Monmouth County Board of Recreation Commissioners, 805 Newman Springs Road, Lincroft, New Jersey 07738. Bids may be mailed in or placed in the drop box located outside of the Thompson Park Headquarters Building, 805 Newman Springs Road, Lincroft, NJ, prior to the opening date. Bids must be delivered at the place and before the hour mentioned above. Please include one (1) original bid with signatures.

FORMS TO ACCOMPANY BID. Each Bidder shall complete and submit with its Bid the following: Statement of Ownership, Non-Collusion Affidavit (blank copies included in the Bidding Documents), Consent of Surety (sample of acceptable work to be included in the Bidding Documents) and Bid Guarantee, Certificate of Registration with the New Jersey Department of Labor as required under "The Public Works Contractor Registration Act" (P.L. 1999, C.238), New Jersey State Business Registration (N.J.S.A. 52:32-44).

NOTICE TO BIDDERS
(Continued)

BID GUARANTEE. Each Bid must be accompanied by a Bid Guarantee payable to Monmouth County Board of Recreation Commissioners. The Bid Guarantee shall be in the amount of “10% of the Base Bid (as called out in the Bid Form)” or \$20,000.00, whichever is the lesser amount. The Bid Guarantee shall be given by certified check, treasurer's check or bid bond at the Bidder's option.

CONSENT OF SURETY. Consent of Surety must accompany each bid. The Consent of Surety shall provide that if the Contract is awarded to its principal, the Surety on behalf of its principal will post Performance, Payment and Maintenance Bonds if required, each of which shall be for 100% of the amount of the awarded Contract.

RIGHTS TO REJECT BIDS. The Monmouth County Board of Recreation Commissioners shall have the right to reject any or all Bids, in accordance with 40A:11-13.2; to reject a Bid not accompanied by a Bid Guarantee, Consent of Surety, or any of the other mandatory documents called for by the Bidding Documents; to reject a Bid which is in any way incomplete or irregular; and to waive any informalities contained in the Bids.

EQUAL OR TIED BIDS. The Monmouth County Board of Recreation Commissioners shall have the right to award the Contract to any one of the lowest responsible Bidders whose Bids are equal to or tied.

INQUIRIES: Refer any technical questions regarding bid specifications in writing via letter or fax to: Maryam Tronco (email: Maryam.Tronco@co.monmouth.nj.us / fax: 732-842-3640). Purchasing or bidding questions may be directed to Jennifer Kaczala, Purchasing Agent, at 732-842-4000 x4217.

BY ORDER OF THE BOARD OF RECREATION COMMISSIONERS
COUNTY OF MONMOUTH

KEVIN MANDEVILLE, CHAIRMAN
ANDREW J. SPEARS, DIRECTOR
JENNIFER KACZALA, PURCHASING AGENT