

## INVITATION TO BID

The Housing Authority of Bergen County in conjunction with the Housing Development Corporation of Bergen County will be receiving sealed bids for: **“ON CALL” CONTRACTOR TO PROVIDE SNOW PLOWING & ICE REMOVAL AND SAND/SALT SPREADING SERVICES AT BUILDINGS OWNED AND/OR MANAGED BY THE HOUSING AUTHORITY OF BERGEN COUNTY** in accordance with specifications HABC 2014-08-01 dated August, 2014.

The Snow Plowing and Ice Removal and Salt/Sand Spreading Service Contract will be in effect for the snow season beginning October 1, 2014 and terminating May 31, 2015. The Housing Authority of Bergen County reserves the right to delete sections of the work from the Contract after the award of the bid has been made due to funding or other reasons. The prices bid for the various items of work shall not be adjusted due to the deflection of any work or due to the variation of any quantity for the various items scheduled in the bid.

**The bid opening will be held at 11:00 A.M. (prevailing time) on Thursday, August 28, 2014** at the Housing Authority of Bergen County's Conference Room, One Bergen County Plaza, Floor 2, Hackensack, New Jersey 07601, at which time they will be opened and publicly read. LATE BIDS WILL NOT BE ACCEPTED. PHOTOCOPIES OR FACSIMILIES OF THE BID DOCUMENTS WILL NOT BE ACCEPTED IN LIEU OF THE ORIGINALS.

Bid documents may be obtained in person at the Housing Authority's Main Office any business day Monday thru Friday between 9:00 A.M. and 4:30 P.M. at no cost. Interested vendors may also submit their Fed-ex account number together with their contact information to the Authority's Contract Coordinator, George Stavrou, and the bid documents will be send to you using your Fed-ex number.

Bidder shall submit a certified check, cashier's check or bid bond in the amount of One Thousand Dollars (\$1,000), payable to the Housing Authority of Bergen County. The check or bond of the unsuccessful bidder(s) shall be returned as prescribed by law. The check of the bidder to whom the contract is awarded shall be retained until a contract is executed. If the successful bidder fails to enter into a contract within (21) days from the date of notification to do so, then the certified check or bid bonds deposited by him/her shall, at the option of the Authority, be retained as liquidated damages.

**THE SURETY COMPANY WHERE BONDING IS OBTAINED MUST BE LICENSED IN THE STATE OF NEW JERSEY AND ALSO MUST APPEAR IN THE MOST CURRENT DEPARTMENT OF THE TREASURY'S LISTING OF APPROVED SURETIES (DEPARTMENT CIRCULAR 570).**

All questions and requests for clarification are to be submitted in writing only, and addressed to the Contracting Officer of the Housing Authority. All responses from the Authority shall be in the form of a written addendum to the bid documents, plans or specifications which shall be advertised in the newspaper. Telephone inquiries will not be responded to.

Prospective bidders are urged to visit the sites prior to submitting a bid. Failure to do so will not waive the contractor of their responsibility.

Bidders shall be required to comply with the provisions of the following State Laws and Regulations:

- Section 3 of the Housing and Urban Development Act of 1968, as amended, (12U.S.C. 170u [section 3]) of HUD's regulations 24 CFR part 135
- Local Public Contracts Law N.J.S.A. 40A:11-2 et.seq. as supplemented and amended
- Disclosure Notice (P.L. 1977, c33)N.J.S.A. 52:24.1
- P.L. 1975C.127 regarding Affirmative Action
- Executive Order 11246 regarding Equal Employment Opportunity Laws of 1977 regarding disclosure of

Partners and Stockholders

- Other applicable State Laws and Regulations.
- N.J.S.A. 10:5-31 et seq. and the requirements of Title II of the Americans with Disabilities Act of 1990(U.S.C. S12101 et seq.)
- Statement of Corporate Ownership (Stockholder Disclosure Certification) as required under N.J.S.A. 52:25-24.2
- New Jersey Business Registration of Public Contractors (BRC) as required under N.J.S.A. 52:32-44

All contractors and subcontractors for construction or purchase of materials are subject to Section 3 of the Housing and Community Development Act of 1968 where to the greatest extent possible, opportunities for training and employment shall be given to lower income residents for the project area, and when possible, contracts shall be awarded to business concerns owned by area residents.

The Authority solicits and encourages Small Minority and Women's Business Enterprises participation.

The Housing Authority of Bergen County reserves the right to reject any or all bids, waive any identified informalities or technicalities in the bidding, sever or make awards of all or parts of any bids to one or more responsible bidders if it is in the best interest of the Authority to do so. Without limiting the generality of the foregoing, any bid which is incomplete, obscure, or irregular may be rejected, any bid in which unit prices are omitted, or in which unit/total prices are unbalanced, may be rejected. The Authority also reserves the right to reject the bid of any respondent who has previously failed to perform properly, or to complete on time any contract work of a similar nature or who is not in a position to perform the contract. No bid shall be withdrawn for a period of sixty (60) days subsequent to the bid opening without the consent of the Housing Authority of Bergen County.

The Housing Authority of Bergen County further reserves the right to award each item 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 Housing Authority of Bergen County. Without limiting the generality of the foregoing, the Authority 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.

The Housing Authority of Bergen County reserves the right to award equal or tie bids at their discretion to any one of the tie bidders. Should the bidder, to whom the contract is awarded, fail to enter into a contract, the Authority may then, at its option, accept the bid of the next lowest responsible bidder.

Notice of contract award will be given to the general public and to unsuccessful respondents within 10 days of the contract award.

Lynn Bartlett  
Acting Executive Director  
Housing Authority of Bergen County

By: George Stavrou  
Purchasing/Contract Procurement Coordinator