

NOTICE TO BIDDERS

Notice to Bidders

Notice is hereby given that sealed proposals will be received by the City of Union City, Hudson County, New Jersey for the “Union City Municipal Building HVAC Replacement” project and be opened and read in public at the City of Union City, City Hall, 3715 Palisade Avenue, Union City, New Jersey 07087, in the Office of the City Clerk, on Thursday, February 13, 2020 at 11:30 AM prevailing time.

The project site is 3715 Palisade Avenue (City Hall). The project includes removal of existing Variable Air Volume (VAV) boxes and central station air handling units and associated thermostats and controls on floors two, three, and four, removal of existing rooftop makeup air unit and associated controls, and removal of four (4) gas-fired boilers and associated controls. Three (3) Variable Refrigerant Flow (VRF) systems will be provided for the building, one system serving each floor on floors two, three, and four. Three (3) outdoor heat pump towers will be located on the roof. A branch controller box will be provided on each floor. Each of the zones of the building will be provided with ducted indoor fan-coil units mounted above the ceiling. Supply air ductwork will extend from these ceiling concealed indoor units and connect to the existing supply air ducts. Return air ducts will be open-ended and utilize the space above the ceiling as a return air plenum. Condensate piping shall extend from the primary drains at each of the new indoor units and terminate with an indirect waste at a floor drain within a mechanical or utility closet. Two (2) new modular, condensing, gas-fired boilers shall be provided in place of the four boilers that were removed. Two new hot water pumps will be provided to replace two existing pumps. An electronic, direct digital control (DDC) system shall be provided to support operation monitoring, error/alarm notification, set point adjustments and overrides, scheduling, occupancy, error email distribution, etc. for all new HVAC equipment. Control system shall include head end unit with graphics of all components, parameters, and also shall offer remote access via web browser. All work on this contract must be completed within one hundred eighty (180 days per SP-16) calendar days from issuance of a Notice to Proceed.

Only mechanical contractors with a minimum of five (5) previous Variable Refrigerant Flow (VRF) projects shall be considered for this project. Contractors shall include documentation of this experience as part of the bid submission.

Only mechanical contractors with a minimum of five (5) previous projects installing systems with at least 50-tons total cooling capacity shall be considered for this project. Contractors shall include documentation of this experience as part of the bid submission.

Only contractors with a minimum of five (5) previous projects consisting of occupied office renovations shall be considered for this project. Contractors shall include documentation of this experience as part of the bid submission.

Contract Documents and Drawings for the proposed work, which have been prepared by Alkesh D. Taylor, P.E. of the firm Kitchen & Associates, are on file in the City of Union City, City Hall, 3715 Palisade Avenue, Union City, New Jersey 07087, in the Office of the City Clerk, and at the office of said Engineer at 756 Haddon Avenue, Collingswood, NJ 08108, and may be inspected by prospective bidders during business hours beginning on Monday, January 27, 2020.

Bidders will be furnished with a copy of the Contract Documents by request upon proper notice and payment of a non-refundable charge of \$200.00 payable to Kitchen and Associates Service Inc. to defray the cost thereof. Beginning on Monday, January 27, 2020, Contract documents are available for purchase at the **Kitchen and Associates' Office, 756 Haddon Avenue, Collingswood, NJ 08108, 856-854-1880**. Proposals must be made on the standard Proposal forms in the manner designated in the Contract documents, must be enclosed in sealed envelopes bearing the name and address of the Bidder and the name of the project on the outside and be addressed to City Clerk of Union City and must be accompanied by a Statement of Consent of Surety from a surety company authorized to do business in the State of New Jersey and acceptable to the municipality and either a Bid Bond or a Certified Check drawn to the order of "City of Union City" for not less than ten percent (10%) of the amount bid, except that the check shall not exceed \$20,000.00. The successful bidder is hereby notified that a performance bond and labor and material (payment) bond for the full amount of this project is required. **Contractor must submit within the same sealed bid envelope – one (1) original proposal package and two (2) complete copies of the bid package.**

The award of the Contract for this project will not be made until the necessary funds have been provided by the Owner in a lawful manner.

The Owner or the Engineer reserves the right to require a complete financial and experience statement from prospective bidders showing that they have satisfactorily completed work of the nature required before furnishing proposal forms or specifications, or before awarding the Contract.

Proposals for this Contract will only be accepted from bidders who have properly qualified in accordance with the requirements of the Contract documents.

The right is also reserved to reject any or all bids or to waive any informalities where such informality is not detrimental to the best interest of the Owner. Further, the Owner reserves the right to abandon the project and reject the bids entirely if any legal or state or federal administrative action is taken against the Owner which could delay or jeopardize the project from commencing. The right is also reserved to increase or decrease the quantities specified in the manner designated in the Specifications.

The successful bidder shall be required to comply with the following:

- A. Affirmative Action requirements (P.L. 1975, C.127, N.J.S.A. 10:5-31 et seq. & N.J.A.C. 17:27-1 et seq.).
- B. The provisions of the New Jersey Prevailing Wage Act (N.J.S.A. 34:11-56.25 et seq.).
- C. Anti-Kickback Regulations under Section 2 of the Act of June 13, 1934, known as the Copeland Act.
- D. Worker and Community Right-to-Know Act (N.J.S.A. 34:5A-1).
- E. Anti-Drug/Alcohol plan in accordance with 49 CFR Parts 40, 199 and 391.

The bid must also be accompanied by a list of names and addresses of all stockholders owning 10% or more of the stock in accordance with the provisions of the Public Disclosure Law (P.L. 1988, C.33, N.J.S.A. 52:25-24.2).

By order of the City of Union City, Hudson County, New Jersey

By: Erin Knoedler, City Clerk