

**TOWNSHIP OF MILLBURN  
ESSEX COUNTY, NEW JERSEY**

**INVITATION TO BIDDERS**

**NOTICE** is hereby given, that sealed proposals will be received by the Township Clerk, of the Township of Millburn, in the County of Essex, for:

**Interior Renovations – Millburn Township Municipal Building**

A single lump sum bid with an alternate bid will be received for general construction relating to the renovation of public rest rooms at the Millburn Township Municipal Building. Bidders should be prequalified with the DPMC classification C008-General Construction or C009-General Construction / Alteration and Addition. Said sealed bids will be opened and read in public at Millburn Town Hall on **Thursday, 1 November 2018 at 11:30 AM**. local prevailing time.

Specifications, Proposal Forms, and Plans for the proposal may be obtained from the Township Clerk, 375 Millburn Avenue, Millburn, New Jersey, during the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday. The cost of plans and specifications in electronic format is **\$ 10.00/set**. Questions should be referred to Business Administrators Office, at 973-564-7072 or [administrator@millburntwp.org](mailto:administrator@millburntwp.org).

Bids must be made on Proposal Forms to be furnished by the Business Office in the manner designated therein and required in the Specifications and must be enclosed in a sealed envelope bearing the name and address of the bidder and the name of the project on the outside, addressed to the Township Clerk, 375 Millburn Avenue, Millburn, NJ 07041.

**Each bid must be accompanied by a certified check, cashier's check or bid bond in favor of the Township of Millburn, in an amount equal to ten percent (10%) of the total of said proposal, but not in the excess of \$20,000.00.**

Bidders shall be required to submit a notarized non-collusion affidavit in accordance with N.J.S.A. 52:34-15. In accordance with N.J.S.A. 52:25-24.2,

A certified Statement of Ownership Disclosure which 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 and 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. If the 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, must be submitted with the bid. If 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, the same shall be indicated by the bidder on the certified Statement of Ownership Disclosure. The successful bidder shall be required to comply with the New Jersey prevailing wage law (N.J.S.A. 34:11-56.25, et seq.). Bidders must comply with the "Affirmative Action" requirements, N.J.S.A. 10:5-31 (P.L 1975, c.127) and N.J.A.C 17:27.

In the event that a potential bidder obtains the Bid Documents in any manner other than as specified herein, the Township will not have the contact information of the potential bidder for purposes of issuing bid addenda, if any. The non-receipt of any addenda (in the event that any addenda are issued) and the failure of the bidder to acknowledge the receipt of any and all addenda at the time of bid shall be considered a fatal defect in such Bidder's submission and said Bid shall be immediately rejected. Therefore, if a potential bidder obtains the Bid Documents in any manner other than as specified herein, said Bidder shall promptly provide written notice to the Township accordingly.

Prospective Bidders are cautioned not to rely solely on this Notice to Bidders in preparing their Bids, but to read the Bid Documents in their entirety and comply with all bidding requirements set forth therein.

**A Pre-Bid Conference/Walk-Thru will be held at the conference room of the Municipal Building on Wednesday, 3 October 2018 at 11:00 AM.**

The right is reserved by the Township Committee to reject any and all bids and to waive informalities or technical defects therein and to accept such bids as shall be in the best interest of the Township of Millburn.

By Order of the Millburn Township Committee

Christine Gatti, RMC  
Township Clerk