



# 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

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## **BID ANNOUNCEMENT    BID #0027-24**

Project Caption:            **STANDBY GENERATOR UPGRADE  
THOMPSON PARK ADMINISTRATIVE BUILDING (#531)**

Work Includes:            Replace the Monmouth County Park System Administration Building's (#531) existing small natural gas standby packaged generator that only services critical loads with a new natural gas fueled standby packaged generator that will service the entire building in the event of an electric utility outage. The scope of this project includes the demolition and disposal of the existing stand-by generator system; the supply and installation of the new generator and automatic transfer switch; modifications to the building's existing natural gas utility and electric utility services to accommodate its installation and the interface of the new standby packaged generator with the building's existing electrical distribution system.

Pre-Bid Inspection:        A pre-bid inspection is scheduled for **THURSDAY, FEBRUARY 15, 2024 FROM 10:00 AM - 11:00 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.

Bids Due:                    **THURSDAY, FEBRUARY 29, 2024 at 10:00 AM**  
Jennifer Kaczala, QPA, Purchasing Agent  
Monmouth County Park System Headquarters  
805 Newman Springs Road  
Lincroft, NJ 07738

Dollar Range:              < **\$200,000.00**

The Nation's First Accredited Park and Recreation Agency



Project Caption: **STANDBY GENERATOR UPGRADE  
THOMPSON PARK ADMINISTRATIVE BUILDING (#531)**

Plans Available: Purchasing Department  
Monmouth County Park System Headquarters  
805 Newman Springs Road  
Lincroft, NJ 07738  
  
8:30 AM to 4:00 PM

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: **FRIDAY, FEBRUARY 9, 2024**

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: **Susan Molzon**

Fax: (732) 842-3640

E-mail: [Susan.Molzon@co.monmouth.nj.us](mailto:Susan.Molzon@co.monmouth.nj.us)

MONMOUTH COUNTY  
NOTICE TO BIDDERS

ADVERTISED DATE: **FRIDAY, FEBRUARY 9, 2024**

**TAKE NOTICE** that sealed Bids for a proposed Contract for the project known as **STANDBY GENERATOR UPGRADE THOMPSON PARK ADMINISTRATIVE BUILDING #531 (BID #0027-24)** 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 Building, Thompson Park, 805 Newman Springs Road, Lincroft, New Jersey on **THURSDAY, FEBRUARY 29, 2024** at **10:00 AM** prevailing time.

**PRE-BID INSPECTION.** A pre-bid meeting is scheduled for, **THURSDAY, FEBRUARY 15, 2024 FROM 10:00 AM – 11:00 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.** Bidders may obtain copies of the Bidding Documents on a Compact Disk (CD):

- Via Fed Ex by calling the Monmouth County Park System Purchasing Department at (732) 842-4000 ext. 4334 or 4217. (The Monmouth County Park System only assumes the responsibility for e-mail and /or fax notifications and for placing bid packet in the mail, and not for the proper and timely delivery of such notices or packets.)
- If requested by potential bidders, a Bidding Document CD may be obtained by calling the Monmouth County Park System Purchasing Department at the above phone numbers, and may be picked up at the Monmouth County Park System Headquarters Building located at Thompson Park, 805 Newman Springs Road, Lincroft, New Jersey between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday.

**STATUTORY REQUIREMENTS.** The successful Bidder will be required to comply with 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 "**STANDBY GENERATOR UPGRADE THOMPSON PARK ADMINISTRATIVE BUILDING #531 (BID #0027-24)**" 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.

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.

**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). **Bidders shall submit at least one (1) original of each form, with an original signature.**

**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, 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; to reject a Bid not accompanied by a Bid Guarantee, Consent of Surety, or any of the other documents called for by the Bidding Documents; to reject a Bid which is in any way incomplete or irregular; to reject a Bid that does not contain original signed documents; 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.

**CONTACT REGARDING TECHNICAL QUESTIONS:** Refer any technical questions regarding this bid in writing via letter or fax to: **Susan Molzon** (email: [Susan.Molzon@co.monmouth.nj.us](mailto:Susan.Molzon@co.monmouth.nj.us) / fax: 732-842-3640). Questions regarding non-technical bidding questions may be directed to Jennifer Kaczala, QPA, Purchasing Agent, at 732-842-4000, ext. 4217.

BY ORDER OF THE BOARD OF RECREATION COMMISSIONERS  
COUNTY OF MONMOUTH

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