

**CLARK HUGHES**

Capital Project Procurement Manager
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TO: Bid Responders

FROM: Clark Hughes

DATE: May 24, 2019

SUBJECT: JIM WHELAN BOARDWALK HALL – EXTERIOR BOARD REPLACEMENT – GIUDE LINES

Bidders should be aware that all submitted **sealed** bids are carefully reviewed for compliance, and non-compliant bids are rejected. Please carefully review your bid submissions for compliance. The following information is required but not limited to.

Documents that must be submitted at the time of the bid.

1. Bid Bond (sect 1.15), Payment and Performance Bond (sect 1.16), Consent of Surety (sect 1.17)
2. Bidder to provide documentation evidencing that the firm meets the minimum requirements.(sect 1.18).
3. Bidder and subcontractors must provide copies of the Business Registration Certificate, New Jersey Department of Labor & Workforce Development Certificate, and Public Works Contractor Registration Certificate.
4. Bidder's Insurance certificate showing evidence of coverage limits, and declaration pages for current policies.

The following Exhibits provided in the bid package must be completed and executed and provided with the bid.

Exhibit A	Signatory Page
Exhibit B	Disclosure of Investigations
Exhibit C	Notice of Intent to Subcontract
Exhibit D	Subcontractor Utilization Form
Exhibit E	<i>Affirmative Action, required after notification of award</i>
Exhibit F	Political Contribution Disclosure
	Part 3: Certification – One of the four options must be marked (i, ii, (C) (D)) off.
Exhibit G	All information on FEE Schedule is required for compliance.
Exhibit H	Affidavit of Non-Collusion
Exhibit I	Contract and Specification (the executed documents must be included with the bid)
	<u>Contract must be signed with the submitted bid.</u>