



**CLARK HUGHES**  
Capital Project/Procurement Manager  
Atlantic City Convention Center  
Jim Whelan Boardwalk Hall  
2301 Boardwalk, Atlantic City, NJ 08401  
O: 609.348 - 7026 c: 609 226 - 3069  
Clark.hughes@spectrap.com

**TO:** Bid Responders

**FROM:** Clark Hughes

**DATE:** February 18, 2020

**SUBJECT: JIM WHELAN BOARDWALK HALL PACIFIC AVENUE LOADING DOCK RENOVATION  
GENERAL INFORMATION**

---

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.
5. Section: 1.0, 1.18, d - Must provide documentation

The bidder must participate in an apprenticeship program, registered and approved by the United States Department of Labor, for each separate trade or classification for which it employs craft employees. All bidders and subcontractors must continue to participate in such apprenticeship programs for the duration of the project. In addition, the bidder will be required to show that such apprenticeship programs graduated apprentices to journeyman status for three of the past five years.

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)    |
- Contract must be signed with the submitted bid. Contract modification requests shall be presented during the Question and Answer period.**