



HOUSING AUTHORITY OF  
GLOUCESTER COUNTY

**RFP/IFB NUMBER: 17-009**

HAGC FINANCE  
DEPARTMENT  
PROPOSAL/BID  
COVER SHEET

INVITATION For B ID (IFB)

DESCRIPTION OF GOODS AND SERVICES

*Direct Questions concerning this RFP/IFB to:*

PERSON/TITLE: R. Bernardini Modernization Coordinator  
PHONE/FAX: 856-845-4959 ext 240  
E-MAIL ADDRESS: rbernardini@hagc.org

REPAIR AND RECOAT OF ASPHALT PARKING AREA AT  
CARINO PARK APTS.

Form PO 501  
(rev. November 2015)

CONTRACT TERM	BEGINNING	ENDING
60 days	5/1/2017	6/29/2017

The Authority reserves the right to reject any and all offers and to waive non-material deficiencies.

GENERAL PROPOSAL/BID REQUIREMENTS

1) **SUBMISSION DEADLINE:** (no later than this date & time)

**DATE: March 29, 2017 TIME: 2:00PM**

**NOTE: TIME IS OF THE ESSENCE. LATE OFFERS WILL BE REJECTED.**

2) **Mailing Address** Attention: Kimberly Gober, Executive Director  
c/o: Housing Authority of Gloucester County  
100 Pop Moylan Boulevard, Deptford, NJ 08096

\*The Bid Opening shall be held at the same location.

- 3) The Proposal/Bid must conform to specifications as outlined in the RFP/IFB
- 4) Bids ONLY must be enclosed in a sealed envelope addressed to the above.
- 5) ALL Respondents must indicate the RFP/IFB NO. on the outside envelope.
- 6) Proposals/Bids must include all price information, typed or written in **ink**.
- 7) Proposal/Bid prices must remain valid and firm for **60** days after bid deadline.
- 8) The Respondent must sign the Proposal/Bid in **ink** and all corrections or alterations in units or prices must be initialed by the respondent in **ink**.
- 9) If Proposal/Bid Amount exceeds the State Bid Threshold of: \$ **17,500.00**  
Then the following items, a. and b., will apply if indicated here: **YES**
  - a. A **Bid Guaranty/Bond** will be required at **10%** of Bid, but not to exceed **\$20,000** (max), presented in a **Certified Check** or executed **Bid Bond**.  
If a Construction Contract exceeds \$100,000, then **5%** is required. And,
  - b. A **Consent of Surety** is required equal to **100%** of the contract price.
- 10) Regarding Only -- **Invitation for Bids: YES**
  - a. A **Performance & Payment Bond** totalling **100%** of the **Bid** is required at the awarding from all contractors & subcontractors collectively.
  - b. A **Maintenance Bond** is required prior to final payment (**Construction Only**).
- 11) An **Affirmative Action Cert. & Project Workforce Report** (form-AA201) may be required at contract awarding & during term of contract.

12.) **REQUIRED FORMS & CERTIFICATES**

Failure to properly execute & sign the following documents may result in the rejection of the proposal or bid.

↓ [PLEASE INITIAL TO ACKNOWLEDGE COMPLIANCE]

- a. **IRS Form W-9**
- b. **Owner Disclosure Statement**
- c. **"Debarment" Certification**
- d. **Certificate for Contracts, etc.**
- e. **Non-Collusion Affidavit**
- f. **Affirmative Action Statement & Affidavit**
- g. **Disclosure of Lobbying Activities (if any)**
- h. **Drug-Free Workplace Affidavit**
- i. **Non-Default Affidavit**
- j. **HUD-5369-A, Statements of Bidders**
- k. **NJ Business Registration Cert.-Contractor**
- l. **Certificate(s) of Liability Insurance**
- m. **Certificate(s) of Workers Comp Insurance**
- n. **Statement of Bidder's Qualification**
- o. **NJ Public Works Contractor Reg. Cert.**
- p. **Iranian Certification**
- q. **Consent of Surety Certificate**
- r. **Subcontractor list**
- s. **NJ Business Registration Cert.-Subcontractor**
- t. **Addendum Sheet**
- u. \_\_\_\_\_
- v. \_\_\_\_\_

Required DOCs must also be filed by authorized subcontractors.

PROPOSAL/BID - TO BE COMPLETED BY RESPONDENT

PLEASE TYPE OR PRINT IN INK.

13) Firm Name and Address	14) Federal Taxpayer ID Number
15) Telephone Number	
16) E-Mail Address, if any	17) Fax Number

<b>PROPOSAL/BID</b>	18a.) Proposal/Bid Amount In Words (BASE BID) Please Type or Print Legibly		Dollars
	18b.) Proposal/Bid Amount in Numbers (BASE BID) U.S. Currency Format	\$ Please Type or Print Legibly	19) Date Price Guarantee Expires
	18c.) Alternates	ALTERNATE 1 -- if applicable ADDENDUM 1	ALTERNATE 3 -- if applicable N/A

NOTE: DETAILED PRICING SHOULD BE REPORTED ON THE PROPOSAL/BID DETAIL SHEET

Signature of the Respondent attests that the Respondent has read, understands and agrees to all terms, conditions, and specifications set forth in this Request For Proposal/Invitation For Bid, including all addenda.

20) ORIGINAL Signature of Respondent	21) Print/Type Name and Title
	22) Date

<b>Form</b> PO 501a	HOUSING AUTHORITY OF GLOUCESTER COUNTY <b>PROPOSAL/BID DETAIL SHEET</b>	RFP/BID <b>17-009</b>
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<b>DESCRIPTION</b>	REPAIR AND RECOAT OF ASPHALT PARKING AREA AT CARINO PARK APTS.
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<b>PROPOSER/ BIDDER NAME:</b>
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**PROPOSED/BID PRICING:**

	ALTERNATE DEDUCTS		
#1	APPLY ONLY ONE (1) COAT SEALCOATING DEDUCT SECOND COAT COST		\$
	ADDENDUM #1		
	BLACKTOP PATCHING: UNIT COST PER SQUARE FOOT INSTALLED.		\$
<b>TOTAL</b>			<b>\$</b>

<b>BID AMOUNT IN WORDS (please print legibly)</b>
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I have read, understand and agree to all terms, conditions, and specifications set forth in this Request For Proposal / Invitation for Bid, including all addenda.

SUBMITTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT NAME & TITLE: \_\_\_\_\_