



# Monmouth County Park System

Providing Open Space, Parks, and Recreation

805 Newman Springs Road, Lincroft, NJ 07738-1695 732-842-4000  
www.monmouthcountyparks.com

Board of  
Recreation  
Commissioners

Brown's Letters (1-800-875-5329)  
F.W. Dodge (1-888-529-0801)  
Landscape Materials Information Service (1-845-887-4401)  
Construction Information System (1-800-962-0544)  
Construction Data News (1-800-395-1162)

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## **BID ANNOUNCEMENT**    **Bid #0038-15**

Project Caption:            **RESTORATION OF THE MAIN HOUSE AND CARRIAGE HOUSE AT  
PORTLAND PLACE PHASE II – HARTSHORNE WOODS PARK**

Location:                    Hartshorne Woods Park (Monmouth County Park System)  
220 Hartshorne Road  
Middletown, NJ 07748

Work Includes:            Phase II restoration of 7,754 SF historic site known as Portland Place,  
listed on the National Register of Historic Places. Single prime  
contract including general conditions; selective demolition;  
reconstruction of brick stoop and walkways; rough and finish  
carpentry; wood floor restoration and refinishing; wood doors and  
hardware; repair of plaster and gypsum board wall finishes; painting  
and wallpaper; new tiling and fixtures for bathrooms; kitchen cabinets  
and countertops; new garden fencing. Contract also includes new  
wood shingle roof on 2,775 SF Carriage House. Contractors must  
demonstrate successful experience with similar historic restoration  
projects.

Bids Due:                    **Tuesday, April 7, 2015 at 10:00 AM**  
Stephanie Weise, Purchasing Agent  
Monmouth County Park System Headquarters  
805 Newman Springs Road  
Lincroft, NJ 07738

Dollar Range:            \$400,000 - \$450,000



Project Caption: **RESTORATION OF THE MAIN HOUSE AND CARRIAGE HOUSE AT  
PORTLAND PLACE – PHASE II**

Plans Available: Plans are available online at [www.monmouthcountyparks.com](http://www.monmouthcountyparks.com)  
Purchasing Department  
Monmouth County Park System Headquarters  
805 Newman Springs Road  
Lincroft, NJ 07738

8 AM to 4:30 PM

Cost of Bid Package: \$25.00

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, March 6, 2015**

For Purchasing questions, please contact Stephanie Weise, Purchasing Agent, at (732) 842-4000,  
extension 4330.

All technical questions regarding this project must be in writing and forwarded to the project  
manager by fax or e-mail.

Project Manager: Gail Hunton

Fax: (732) 842-3640

E-mail: [ghunton@monmouthcountyparks.com](mailto:ghunton@monmouthcountyparks.com)

MONMOUTH COUNTY  
NOTICE TO BIDDERS

ADVERTISED DATE: **FRIDAY, MARCH 6, 2015**

**TAKE NOTICE** that sealed Bids for a proposed Contract for the project known as ***RESTORATION OF THE MAIN HOUSE & CARRIAGE HOUSE AT PORTLAND PLACE – PHASE II, HARTSHORNE WOODS PARK (Bid #0038-15)*** 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, Thompson Park, 805 Newman Springs Road, Lincroft, New Jersey on **TUESDAY, APRIL 7, 2015 at 10:00 am** prevailing time.

**PRE-BID INSPECTION.** A pre-bid meeting is scheduled for **MONDAY, MARCH 16, 2015, at 10:00 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) from the Purchasing Department, Monmouth County Park System, Headquarters Building, located at Thompson Park, 805 Newman Springs Road, Lincroft, New Jersey, between the hours of 8:00 am and 4:30 pm, Monday through Friday. These Documents may be obtained upon submission of a check drawn to the order of the Monmouth County Board of Recreation Commissioners in the amount of **\$25.00 for each CD.** This fee is not refundable unless the project is not awarded.

CD may also be mailed to Bidder by calling the Purchasing Department at 732-842-4000. The Monmouth County Park System only assumes responsibility for placing CD in the mail and not for the proper and timely delivery of same.

**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 made using the Proposal Form that is provided in these Bidding Documents or on copy machine reproductions thereof. Each delivered Bid must be enclosed in a sealed opaque envelope bearing the prominent notations "**Bid Proposal *RESTORATION OF THE MAIN HOUSE & CARRIAGE HOUSE AT PORTLAND PLACE – PHASE II, HARTSHORNE WOODS PARK (Bid #0038-15)***". The envelope must also bear the Bidder's company name and address, and be directed to the Monmouth County Board of Recreation Commissioners, 805 Newman Springs Road, Lincroft, New Jersey 07738.

**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.

NOTICE TO BIDDERS  
(Continued)

**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).

**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 if required, 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; 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: Gail Hunton (email: [ghunton@monmouthcountyparks.com](mailto:ghunton@monmouthcountyparks.com), fax: 732-842-3640). Questions regarding non-technical bidding questions may be directed to Stephanie Weise, Purchasing Agent, at 732-842-4000, ext. 4330.

BY ORDER OF THE BOARD OF RECREATION COMMISSIONERS  
COUNTY OF MONMOUTH

FRED J. RUMMEL, CHAIRMAN  
JAMES J. TRUNCER, SECRETARY-DIRECTOR  
STEPHANIE WEISE, PURCHASING AGENT