

**BOARD OF RECREATION COMMISSIONERS
COUNTY OF MONMOUTH
NEW JERSEY**

**FURNISHING OF SERVICES FOR THE PREPARATION AND RE-PAINTING OF
METAL ROOFING AND THE REMOVAL OF EXISTING ASPHALT/FIBERGLASS
ROOF SHINGLES AND CEDAR SHINGLES AND INSTALLATION OF NEW
ROOFING AND GUTTERS FOR 2013**

BID No: #0063-13

BID ADVERTISED: Wednesday, September 11, 2013

BID DUE: WEDNESDAY, OCTOBER 2, 2013 AT 10:00 AM



Prepared By:

Monmouth County Park System
805 Newman Springs Road
Lincroft, New Jersey 07738
(732)-842-4000

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MONMOUTH COUNTY
NOTICE TO BIDDERS

ADVERTISED DATE: **WEDNESDAY, SEPTEMBER 11, 2013**

TAKE NOTICE that sealed Bids for a proposed Contract for the project known as **FURNISHING OF SERVICES FOR THE PREPARATION AND RE-PAINTING OF METAL ROOFING AND THE REMOVAL OF EXISTING ASPHALT/FIBERGLASS ROOF SHINGLES AND CEDAR SHINGLES AND INSTALLATION OF NEW ROOFING AND GUTTERS FOR 2013 (Bid #0063-13)** 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 **WEDNESDAY, OCTOBER 2, 2013 at 10:00 am** prevailing time.

PRE-BID INSPECTION. A pre-bid meeting is **not** scheduled for this Project. Bidders are expected to examine existing conditions at the project site that will bear on the proposed work.

BIDDING DOCUMENTS AVAILABLE. Bid Documents, including Instructions to Bidders, complete Plans and Specifications, and Proposal Forms may be obtained by qualified bidders on our website at www.monmouthcountyparks.com; **“Doing Business with Us;” “Request for Bids”** or at Monmouth County Park System, Headquarters, Thompson Park, 805 Newman Springs Road, Lincroft, New Jersey 07738 between the hours 8:00 a.m. and 4:30 p.m., Monday through Friday. If requested by potential bidders, the Monmouth County Park System will mail a bid packet to such bidders. The Monmouth County Park System only assumes the responsibility for email 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.

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.512101 et 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 for **FURNISHING OF SERVICES FOR THE PREPARATION AND RE-PAINTING OF METAL ROOFING AND THE REMOVAL OF EXISTING ASPHALT/FIBERGLASS ROOF SHINGLES AND CEDAR SHINGLES AND INSTALLATION OF NEW ROOFING AND GUTTERS FOR 2013 (Bid #0063-13)**". The envelope must also bear the Bidder's 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, 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.

INQUIRIES. All inquiries are to be directed to the Purchasing Department at (732)-842-4000.

BY ORDER OF THE BOARD OF RECREATION COMMISSIONERS
COUNTY OF MONMOUTH

EDWARD J. LOUD, CHAIRMAN
JAMES J. TRUNCER, SECRETARY-DIRECTOR
STEPHANIE WEISE, PURCHASING AGENT

NOTICE

THE PUBLIC WORKS CONTRACTOR REGISTRATION ACT (P.L.1999, s.238, as amended by P.L.2003,c.91)

Revision to Existing Law effective August 17, 2003:

34:11-56.51 Registration required for contractors, subcontractors.

No contractor shall bid on any contract for public work as defined in section 2 of P.L.1963,c.150 (C.34:11-56.26) unless the contractor is registered pursuant to this act. No contractor shall list a subcontractor in a bid proposal for the contract unless the subcontractor is registered pursuant to P.L.1999, c.238 (C34:11-56.48 et seq.) at the time the bid is made. No contractor or subcontractor, including a subcontractor not listed in the bid proposal, shall engage in the performance of any public work subject to the contract, unless the contractor or subcontractor is registered pursuant to that act.

34:11.56.55 Submission of all subcontractor registration certificates by contractor.

Each contractor shall, after the bid is made and prior to the awarding of the contract, submit to the public entity the certificates of registration for all subcontractors listed in the bid proposal. Applications for registration shall not be accepted as a substitute for a certificate of registration for the purposes of this section.

L.1999,c.238,s.8; amended 2003,c.91., s4.

Registration now pertains to ALL ‘PUBLIC WORKS’ not just buildings with public access.

NEW JERSEY BUSINESS REGISTRATION REQUIREMENTS - CONSTRUCTION

All New Jersey and out of state business organizations must obtain a Business Registration Certificate (BRC) from the Department of Treasury, Division of Revenue, prior to conducting business in the State of New Jersey. Proof of valid business registration with the Division of Revenue, Department of Treasury, State of New Jersey, must be submitted for the bidder and any designated subcontractors (N.J.S.A. 40A:11-16, including plumbing, HVAC, electrical and structural steel). No contract will be awarded without proof of business registration with the Division of Revenue. The contract will contain provisions in compliance with N.J.S.A. 52:32-44, as amended, outlined below.

The contractor shall provide written notice to its subcontractors and suppliers of the responsibility to submit proof of business registration to the contractor. The requirement of proof of business registration extends down through all levels (tiers) of the project.

Before final payment of the contract is made by the contracting agency, the contractor shall submit an accurate list and proof of business registration of each subcontractor or supplier used in the fulfillment of the contract, or shall attest that no subcontractors were used.


For the term of the contract, the contractor and each of its affiliates and each subcontractor and each of its affiliates (N.J.S.A. 52:32-44 (g) (3)) shall collect and remit to the Director, New Jersey Division of Taxation, the use tax due pursuant to the "Sales and Use Tax Act" (N.J.S.A. 54:32 B-1, et seq.) on all sales of tangible personal property delivered into this state.

A business organization that fails to provide a copy of a registration as required pursuant to section 1 of P.L. 2001, c.134 (N.J.S.A. 52:32-44 et seq.) or subsection e. or f. of section 92 of P.L. 1977, c.110 (N.J.S.A.5:12-92), or that provides false business registration information under the requirements of either of those sections, shall be liable for a penalty of \$25.00 for each day of violation, not to exceed \$50,000.00 for each business registration copy not properly provided under a contract with a contracting agency.


Sample Business Registration Certificates are attached. Other forms, such as a Certificate of Authority to collect Sales and Use Taxes or a Certificate of Employee Information Report Approval, are **not** proof of Business Registration.

Any questions in this regard can be directed to the Division of Revenue at (609) 292-9292. Form NJ-REG can be filed online at: <http://www.state.nj.us/treasury/revenue/gettingregistered.shtml>

THESE ARE SAMPLES OF THE ONLY ACCEPTABLE
N.J. BUSINESS REGISTRATION CERTIFICATES:

	STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE
Taxpayer Name:	
Trade Name:	
Address:	
Certificate Number:	
Effective Date:	
Date of Issuance:	
For Office Use Only:	

OR

STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE		<small>DEPARTMENT OF TREASURY DIVISION OF REVENUE FD-608 (2-77) TRENTON, N.J. 08646-0155</small>
TAXPAYER NAME:	TRADE NAME:	
ADDRESS:	SEQUENCE NUMBER:	
EFFECTIVE DATE:	ISSUANCE DATE:	
		 Acting Director New Jersey Division of Revenue
<small>FCBM-DR-02-011 This certificate is NOT valid unless properly stamped. It is not the responsibility of the issuer of this address.</small>		

SUBMITTED BY: _____

PROPOSAL 1

**FURNISHING OF SERVICES FOR THE PREPARATION AND PAINTING
OF A METAL ROOF AND THE REMOVAL OF
EXISTING ASPHALT ROOF SHINGLES,
AND THE INSTALLATION OF NEW ROOFING AND GUTTER GUARDS
TO THE MONMOUTH COUNTY PARK SYSTEM, LINCROFT, NEW JERSEY
TO THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS.**

The undersigned hereby declares that _he has carefully examined the advertisement, specifications, and form of contract for furnishing the specified items and that _he will execute the contract according to the specifications, terms, and conditions with respect to the following:

ITEM	LOCATION / DESCRIPTION	AMOUNT
1.	Building #202 – Maintenance Storage Barn – Holmdel Park (Remove and Replace Pitched Roof)	\$ _____
2.	Building #203 – Residence – Holmdel Park (Remove and Replace Pitched Roofs ONLY; Install Gutter Guards)	\$ _____
<p>These Add Alternates apply ONLY IF cedar shingles are found to be under the asphalt shingles on either of the two lower pitched roofs. They are to cover <u>only</u> the removal of the cedar shingles and the installation of 5/8” plywood sheathing over the spaced sheathing. That would be in addition to Item #2 above.</p>		
3.	Add Alternate Item #1 for Building #203 Middle Pitched Roof – over the front entrance (Remove Cedar Shingles; Install 5/8” Plywood Sheathing Over Spaced Sheathing)	\$ _____
4.	Add Alternate Item #2 for Building #203 East End Pitched Roof – driveway end of the house (Remove Cedar Shingles; Install 5/8” Plywood Sheathing Over Spaced Sheathing)	\$ _____
5.	Building #229 – Tenant House – Longstreet Farm (Clean and Paint the Raised Seam Roof, Gutters and Leaders According to Contract Specifications)	\$ _____
TOTAL LUMP SUM		\$ _____

Proposal is to be awarded based on the total lump sum of all five items

The following items are to be bid for work as specified in the sections itemized for "if and where" directed by the owner. These materials only cover those conditions that were not evident at the time of bidding

- Additional CDX Exterior Douglas Fir Plywood roof sheathing,
 - ½" installed; Unit Price per square foot \$ _____ s.f.
 - ⅝" installed; Unit price per square foot \$ _____ s.f.
 - ¾" installed; Unit price per square foot \$ _____ s.f.

Additional roof spaced sheathing, pine, to match existing, installed;
Unit price per linear foot \$ _____ l.f.

Additional roof solid sheathing, pine, to match existing, installed;
Unit price per square foot \$ _____ s.f.

ACKNOWLEDGMENT OF ADDENDA

BIDDER acknowledges receipt of the following listed Addenda that have been issued for this Project. BIDDER warrants that this Bid fully accounts for all requirements, terms and conditions of these Addenda. (BIDDER must type or print acknowledged Addenda numbers and dates --- or "NONE" ---on the lines below.

Addendum # _____ Date Received: _____

Addendum # _____ Date Received: _____

Addendum # _____ Date Received: _____

TAX EXEMPTION: NO. #69-0220842

VARIANCE IF ANY: _____

The undersigned fully understands that if awarded this Contract, the Monmouth County Park System expects substantial completion of all Work within (10) working days per building. This Contract Time shall commence on the next day following the Contractor's receipt of the Notice-to-Proceed from the Monmouth County Park System. It is agreed by all parties that this Contract Time may be adjusted for cause in accordance with terms and conditions of the General Conditions of the Contract.

LIQUIDATED DAMAGES (not a penalty) shall be assessed at the rate of \$250 for contracts in the maximum amount of \$500,000 and \$500 for contracts in excess of \$500,000 for each and every calendar day that completion of the work overruns the CONTRACT TIME.

Accompanying this proposal is a Certificate (Consent of Surety) from _____
_____ INSURANCE COMPANY that they will give a bond in the amount called for in this specification, and () Certified Check, () a Cashier's check, or () Bid Bond made payable to the order of the Monmouth County Board of Recreation Commissioners in the sum of DOLLARS (\$ _____) (must be at least ten percent (10%) of the total lump sum bid) as liquidated damages - not as a penalty- if the contract is awarded to the undersigned, and the undersigned shall fail to execute the contract for the project or furnish a bond required within a stipulated time. Otherwise, the check will be returned to the undersigned.

The undersigned is a partnership under the laws of the State of _____
a corporation
an individual
having principle offices at _____

CONTRACTOR _____

SIGNATURE _____

ADDRESS _____

BUSINESS PHONE: _____ FAX#: _____

EMAIL ADDRESS: _____

WEB ADDRESS: _____

FEDERAL TAX ID # or SOCIAL SECURITY #: _____

DATED: _____

SUBMITTED BY: _____

PROPOSAL 2

FURNISHING OF SERVICES FOR THE REMOVAL OF EXISTING CEDAR ROOF SHINGLES, AND THE INSTALLATION OF NEW ASPHALT SHINGLES, GUTTERS AND GUTTER GUARDS TO THE MONMOUTH COUNTY PARK SYSTEM, LINCROFT, NEW JERSEY TO THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS.

The undersigned hereby declares that _he has carefully examined the advertisement, specifications, and form of contract for furnishing the specified items and that _he will execute the contract according to the specifications, terms, and conditions with respect to the following:

<u>ITEM</u>	<u>LOCATION / DESCRIPTION</u>	<u>AMOUNT</u>
1.	Building #2003 – Cabana/Pool House – Dorbrook Recreation Area (Remove Cedar Shingles; Install Plywood Sheathing; Install Asphalt Shingles; Install Ridge Vent)	\$ _____
2.	Building #2023 – Pool Filter Building – Dorbrook Recreation Area (Remove Cedar Shingles; Install Asphalt Shingles)	\$ _____
3.	Building #2024 – Rest Room Building – Dorbrook Recreation Area (Remove Cedar Shingles; Install Asphalt Shingles; Install Gutters, Leaders, Gutter Guards)	\$ _____
4.	Building #2025 – Picnic Shelter – Dorbrook Recreation Area (Remove Cedar Shingles; Install Asphalt Shingles)	\$ _____
TOTAL LUMP SUM		\$ _____

Proposal is to be awarded on a Lump Sum basis

The following items are to be bid for work as specified in the sections itemized for "if and where" directed by the owner. These materials only cover those conditions that were not evident at the time of bidding

- Additional CDX Exterior Douglas Fir Plywood roof sheathing,
 - 1/2" installed; Unit Price per square foot \$ _____ s.f.
 - 5/8" installed; Unit price per square foot \$ _____ s.f.
 - 3/4" installed; Unit price per square foot \$ _____ s.f.
- Additional roof spaced sheathing, pine, to match existing, installed;
 - Unit price per linear foot \$ _____ l.f.

ACKNOWLEDGMENT OF ADDENDA

BIDDER acknowledges receipt of the following listed Addenda that have been issued for this Project. BIDDER warrants that this Bid fully accounts for all requirements, terms and conditions of these Addenda. (BIDDER must type or print acknowledged Addenda numbers and dates --- or "NONE" ---on the lines below.

Addendum # _____ Date Received: _____

Addendum # _____ Date Received: _____

Addendum # _____ Date Received: _____

TAX EXEMPTION: NO. #69-0220842

VARIANCE IF ANY: _____

The undersigned fully understands that if awarded this Contract, the Monmouth County Park System expects substantial completion of all Work within (10) working days per building. This Contract Time shall commence on the next day following the Contractor's receipt of the Notice-to-Proceed from the Monmouth County Park System. It is agreed by all parties that this Contract Time may be adjusted for cause in accordance with terms and conditions of the General Conditions of the Contract.

LIQUIDATED DAMAGES (not a penalty) shall be assessed at the rate of \$250 for contracts in the maximum amount of \$500,000 and \$500 for contracts in excess of \$500,000 for each and every calendar day that completion of the work overruns the CONTRACT TIME.

Accompanying this proposal is a Certificate (Consent of Surety) from _____
_____ INSURANCE COMPANY that they will give a bond in the amount called for in this specification, and () Certified Check, () a Cashier's check, or () Bid Bond made payable to the order of the Monmouth County Board of Recreation Commissioners in the sum of DOLLARS (\$_____) (must be at least ten percent (10%) of the total lump sum bid) as liquidated damages - not as a penalty- if the contract is awarded to the undersigned, and the undersigned shall fail to execute the contract for the project or furnish a bond required within a stipulated time. Otherwise, the check will be returned to the undersigned.

The undersigned is a partnership under the laws of the State of _____
a corporation
an individual
having principle offices at _____

CONTRACTOR _____

SIGNATURE _____

ADDRESS _____

BUSINESS PHONE: _____ FAX#: _____

EMAIL ADDRESS: _____

WEB ADDRESS: _____

FEDERAL TAX ID # or SOCIAL SECURITY #: _____

DATED: _____

SUBMITTED BY: _____

PROPOSAL 3

FURNISHING OF SERVICES FOR ROOF REPAIR AND THE REMOVAL OF EXISTING ASPHALT ROOF SHINGLES AND INSTALLATION OF NEW ROOFING TO THE MONMOUTH COUNTY PARK SYSTEM, LINCROFT, NEW JERSEY TO THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS.

The undersigned hereby declares that he has carefully examined the advertisement, specifications, and form of contract for furnishing the specified items and that he will execute the contract according to the specifications, terms, and conditions with respect to the following:

<u>ITEM</u>	<u>LOCATION / DESCRIPTION</u>	<u>AMOUNT</u>
1.	Building #207 – Carriage House – Longstreet Farm (Sheathing Replacement; Standing Seam Metal Roof Repair)	\$ _____
2.	Building #212 – New Cow House (Remove and Replace Spaced Sheathing and Bottom Course of Cedar Shingles Under Pole Gutters; Refasten Pole Gutter Bottom Flanges)	\$ _____
3.	Building #512 – 11 Bay Garage – Thompson Park (Remove and Replace Damaged Shingles)	\$ _____
4.	Building #513 – Lumber Shed – Thompson Park (Remove and Replace Damaged Shingles)	\$ _____
5.	Building #514 – Lumber Storage Building – Thompson Park (Remove and Replace Damaged Shingles)	\$ _____
6.	Building #520 – 40 Stall Barn – Thompson Park (Remove and Replace Damaged Shingles)	\$ _____
7.	Building #2019 – Maintenance Garage – Dorbrook Recreation Area (Remove and Replace Damaged Shingles)	\$ _____
8.	Building #2028 – Horse Barn – Dorbrook Recreation Area (Remove and Replace Damaged Shingles)	\$ _____
9.	Building #2517 – Rain Shelter – Charleston Springs Golf Course, (Replace Cupola) North – 3 rd Green	\$ _____
10.	Building #2518 – Rain Shelter – Charleston Springs Golf Course, (Repair Cupola) North – 9 th Tee	\$ _____
TOTAL LUMP SUM		\$ _____

Proposal is to be awarded on a Lump Sum basis

The following items are to be bid for work as specified in the sections itemized for "if and where" directed by the owner. These materials only cover those conditions that were not evident at the time of bidding

- Additional CDX Exterior Douglas Fir Plywood roof sheathing,
 - 1/2" installed; Unit Price per square foot \$ _____ s.f.
 - 5/8" installed; Unit price per square foot \$ _____ s.f.
 - 3/4" installed; Unit price per square foot \$ _____ s.f.

Additional roof spaced sheathing, pine, to match existing, installed;
Unit price per linear foot \$ _____ l.f.

Additional roof solid sheathing, pine, to match existing, installed;
Unit price per square foot \$ _____ s.f.

ACKNOWLEDGMENT OF ADDENDA

BIDDER acknowledges receipt of the following listed Addenda that have been issued for this Project. BIDDER warrants that this Bid fully accounts for all requirements, terms and conditions of these Addenda. (BIDDER must type or print acknowledged Addenda numbers and dates --- or "NONE" ---on the lines below.

Addendum # _____ Date Received: _____

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The undersigned fully understands that if awarded this Contract, the Monmouth County Park System expects substantial completion of all Work within (10) working days per building. This Contract Time shall commence on the next day following the Contractor's receipt of the Notice-to-Proceed from the Monmouth County Park System. It is agreed by all parties that this Contract Time may be adjusted for cause in accordance with terms and conditions of the General Conditions of the Contract.

LIQUIDATED DAMAGES (not a penalty) shall be assessed at the rate of \$250 for contracts in the maximum amount of \$500,000 and \$500 for contracts in excess of \$500,000 for each and every calendar day that completion of the work overruns the CONTRACT TIME.

Accompanying this proposal is a Certificate (Consent of Surety) from _____
_____ INSURANCE COMPANY that they will give a bond in the amount called for in this specification, and () Certified Check, () a Cashier's check, or () Bid Bond made payable to the order of the Monmouth County Board of Recreation Commissioners in the sum of DOLLARS (\$_____) (must be at least ten percent (10%) of the total lump sum bid) as liquidated damages - not as a penalty- if the contract is awarded to the undersigned, and the undersigned shall fail to execute the contract for the project or furnish a bond required within a stipulated time. Otherwise, the check will be returned to the undersigned.

The undersigned is a partnership under the laws of the State of _____
a corporation
an individual
having principle offices at _____

CONTRACTOR _____

SIGNATURE _____

ADDRESS _____

BUSINESS PHONE: _____ FAX#: _____

EMAIL ADDRESS: _____

WEB ADDRESS: _____

FEDERAL TAX ID # or SOCIAL SECURITY #: _____

DATED: _____

CONTRACTORS QUALIFICATION AND REFERENCES

The Bidder must supply a minimum of three references. References must be from jobs similar to this project.

References:

1. Name of Project: _____

Address: _____

Description of Work: _____

Year Installed: _____

Name of Contact: _____

Phone Number of Contact: _____

2. Name of Project: _____

Address: _____

Description of Work: _____

Year Installed: _____

Name of Contact: _____

Phone Number of Contact: _____

3. Name of Project: _____

Address: _____

Description of Work: _____

Year Installed: _____

Name of Contact: _____

Phone Number of Contact: _____

4. Name of Project: _____

Address: _____

Description of Work: _____

Year Installed: _____

Name of Contact: _____

Phone Number of Contact: _____

INSTRUCTIONS TO BIDDERS

1. **OWNER:** The Owner is the Monmouth County Board of Recreation Commissioners. The Board of Recreation Commissioner's representative prior to the execution of the proposed contract is the Monmouth County Park System's Purchasing Agent (see Notice To Bidders for address and telephone number).
2. **BIDDING DOCUMENTS:** The Bidding Documents consist of the Notice To Bidders, the Bid Form and other forms required to be submitted with the Bid, the Park System's standard Form of Agreement, these Instructions To Bidders, the General Conditions of the Contract, project drawings and/or written specifications, and all addenda which have been issued prior to the Park System's receipt of bids.
3. **ADDENDA:** Public Notice of Addenda shall be provided no later than seven days, Saturdays, Sundays and Holidays excepted, prior to the date of acceptance of bids, to any person who submitted a bid or who has received a bid package in any of the following ways: i) in writing by certified mail or ii) by certified facsimile transmission, meaning that the sender's facsimile machine produces a receipt showing date and time of sender's facsimile and that the transmission was successful or iii) by a delivery service that provides certification of delivery to the sender.
4. **SUBSTITUTIONS:** Bids shall not be based on the use of any substitutions for the materials, products and equipment described in the Bidding Documents, unless the use of substitutions have been authorized by the Park System. Any Bidder may propose substitutions to the Park System. Proposed substitutions must be in writing and be delivered to the Park System at least ten days before the bid receipt date. The Park System will issue to all Bidders an addendum for any approved substitution.
5. **FORM OF BID PROPOSAL:** Bidders must use the Park System's pre-printed Bid Form, or copy machine reproductions thereof, to prepare their bids.
6. **SALES AND EXCISE TAXES:** Bids must fully account for all costs imposed by applicable New Jersey Sales Tax and Federal Excise Tax laws. The County/Park System is exempted from paying New Jersey Sales Taxes on equipment and materials which are incorporated in the work, and on supplies and services that are used exclusively to alter, construct, improve or repair County-owned property. The County's sales tax exemption does not extend to the purchase, lease or rental of equipment used to prosecute the work.
7. **BID GUARANTEE:** Checks posted as the Bid Guarantee shall be payable to "Monmouth County Board of Recreation Commissioners," payable in U.S. Dollars, and be drawn on a bank which is authorized to conduct business in the United States. Bid bonds offered as the Bid Guarantee shall be by a surety which is licensed to conduct business and authorized to post such bonds in the State of New Jersey.
8. **RETURN OF BID GUARANTEES:** Bid Guarantees will be returned to the Bidders in accordance with the provisions of the New Jersey Local Public Contracts Law.
9. **DELIVERY OF BID:** Bids may be delivered by the Bidder in person, or by mail or commercial delivery service, to the Monmouth County Park System's Purchasing Agent (see Notice To Bidders for address). The Park System assumes no responsibility for bids which are received later than the time established by the Notice To Bidders for the receipt of bids. Late bids will be returned unopened to the Bidders.
10. **RELEASE OF BID:** Within a reasonable time after the opening of bids, a Bidder may request release of its Bid only if there is an excusable material error in the Bid price(s). Such requests must be in writing. The Park System shall have the sole right to determine if a Bidder will be released from its bid.
11. **MODIFICATION OF BID:** A bid may not be canceled, modified, or withdrawn during the 60 calendar day period after the bids are opened.
12. **AWARD OF CONTRACT:** Unless otherwise stated, the Monmouth County Board of Recreation Commissioners intends to award a single overall contract for the work to the lowest responsible Bidder, or to reject all bids, within 60 calendar days after the receipt of bids, unless the period for award is extended by mutual agreement of the parties.
13. **PERFORMANCE AND PAYMENT BONDS:** Performance and payment bonds, as described by the Model Consent of Surety elsewhere in the Bidding Documents, must be posted with the Park System within 21 business days of the Bidder's receipt notice that it has been awarded the contract.
14. **MAINTENANCE BOND:** The Notice To Bidders will indicate if the Park System will require Maintenance

INSTRUCTIONS TO BIDDERS—Continued

Bond to be posted upon completion of the work. In that event the Maintenance Bond shall be for a term of one calendar year from the date the work is completed, and shall be in the amount of 100% of the Contract Sum (as may be adjusted by Change Order)

15. **SURETY:** The surety who will post the bonds called for by the Bidding Documents must be licensed to conduct business and authorized to post such bonds in the State of New Jersey.

16. **SURETY DISCLOSURE STATEMENT.** A surety disclosure statement and certification in the form required by N.J.S.A. 2A:44-143 shall accompany the consent of surety at the time of the bid. The Park System may, however, at its discretion, allow submission of the security disclosure statement and certification after receipt of bids. Performance and payment bonds cannot be accepted by the Park System unless a surety disclosure statement and certification complying with N.J.S.A. 2A:44-143 has been provided.

17. **INSURANCE COVERAGE:** (see General Conditions of the Contract for Construction)

18. **ALLOWANCES:** The Bid Form will indicate if Allowances are to be included in the Total Base Bid. Allowance amounts which are pre-printed on the Bid Form do not include the Bidder's mark-ups; they must be factored into the lump sum bid item(s).

19. **UNIT PRICE BIDS:** When unit price bids are required, the unit prices entered on the Bid Form shall reflect the actual cost to be charged to the Park System for each item, including the Bidder's anticipated direct and other costs, overhead and profit directly related to each bid item. When the Bidder intends to bid zero for a unit price bid item, a "0" shall be entered for the unit price and the extended price.

20. **CORRECTION OF FAULTY ARITHMETIC:** The Park System shall have the right to check and correct the addition of all prices entered on any Bid Form, and will unilaterally substitute correct totals wherever a Bidder's entries are not correct. In the case of unit price bids, the Bidder's unit price shall prevail if the extended price entered on the Bid Form does not equal the Bidder's unit price multiplied by the quantity printed on the Bid Form. In any such instance the Bidder will be informed of the Park System's corrections.

21. **DESIGNATED SUBCONTRACTORS:** The Bid Form will provide for the Bidder to name its proposed Designated Subcontracts if the provisions of N.J.S.A. 40A:11-16 apply to the proposed Contract. Changing of such named Designated Subcontractors will not be permitted after the opening of Bids.

22. **PREVAILING WAGES & LABOR LAWS:** The New Jersey Prevailing Wage Act will apply to the proposed Contract (P.L. 1963, C. 150). By submitting its Bid the Bidder attests that neither they, their company, nor any of their intended subcontractors are prohibited from being awarded their contracts for failure to pay prevailing wages (N.J.S.A. 34:11-56.38). The Contractor and its subcontractors must submit certified payroll records to the Park System's designated representative within ten days of the payment of wages (N.J.A.C. 12:60-1). [Call N.J. Department of Labor at 609-292-2283 to obtain certified payroll form.]

23. **AFFIRMATIVE ACTION & EQUAL OPPORTUNITY:** The Affirmative Action Regulation of the State of New Jersey will apply to the proposed Contract. (P.L. 1975, C.127). A copy of the Mandatory Affirmative Action Language for Construction Contracts and EEO/Affirmative Action Compliance Notice Checklist is provided in the Bidding Documents to County's Form of Agreement. The Initial Project Manning Report must be submitted within three days of signing the Contract. Monthly Project Manning Reports must be filed with the New Jersey Affirmative Action Office, with copies to the Monmouth County Park System's Purchasing Agent.

24. **U.S. PRODUCTS REQUIRED:** Bid prices must fully account for the use and incorporation in the Work of only manufactured and farm products of the United State of America, wherever they are available (N.J.S.A. 40A:11-18). The Contract Sum will not be increased for any reasons that may stem from the Bidder's failure or neglect to account for this.

25. **FORM OF AGREEMENT BETWEEN COUNTY AND CONTRACTOR:** A copy of the Park System's standard form of Agreement is included in the Bidding Documents.

26. **AMERICANS WITH DISABILITIES ACT:** The Contractor shall comply with the provisions and requirements of the Americans With Disabilities Act, Equal Opportunity for Individuals With Disabilities, a copy of which is included in the Bid Documents.

INSTRUCTIONS TO BIDDERS—Continued

27. **PUBLIC WORKS CONTRACTOR REGISTRATION ACT:** Public Works Contractor Registration Act: The Public Works Contractor Registration Act (P.L.1999, c238 as amended by P.L. 2003, c91). No contractor shall bid on any contract for public work as defined in section 2 of P.L. 1963, c.150 (C.34:11-56.26) unless the contractor is registered pursuant to this act. No contractor shall list a subcontractor in a bid proposal for the contract unless the subcontractor is registered pursuant to P.L. 1999, c.238 (C.34:11-56.48 et seq.) at the time the bid is made. No contractor or subcontractor, including a subcontractor not listed in the bid proposal, shall engage in the performance of any public work subject to the contract, unless the contractor or subcontractor is registered pursuant to that act.

28. **NEW JERSEY BUSINESS REGISTRATION:** *N.J.S.A. 52:32-44* imposes the following requirements on contractors and all subcontractors that knowingly provide goods or perform services for a contractor fulfilling this contract:

NEW JERSEY BUSINESS REGISTRATION REQUIREMENTS - CONSTRUCTION

All New Jersey and out of state business organizations must obtain a Business Registration Certificate (BRC) from the Department of Treasury, Division of Revenue, prior to conducting business in the State of New Jersey. Proof of valid business registration with the Division of Revenue, Department of Treasury, State of New Jersey, must be submitted for the bidder and any designated subcontractors (*N.J.S.A. 40A:11-16*, including plumbing, HVAC, electrical and structural steel). No contract will be awarded without proof of business registration with the Division of Revenue. The contract will contain provisions in compliance with *N.J.S.A. 52:32-44*, as amended, outlined below.

The contractor shall provide written notice to its subcontractors and suppliers of the responsibility to submit proof of business registration to the contractor. The requirement of proof of business registration extends down through all levels (tiers) of the project.

Before final payment of the contract is made by the contracting agency, the contractor shall submit an accurate list and proof of business registration of each subcontractor or supplier used in the fulfillment of the contract, or shall attest that no subcontractors were used.

For the term of the contract, the contractor and each of its affiliates and each subcontractor and each of its affiliates (*N.J.S.A. 52:32-44 (g) (3)*) shall collect and remit to the Director, New Jersey Division of Taxation, the use tax due pursuant to the "Sales and Use Tax Act" (*N.J.S.A. 54:32 B-1, et seq.*) on all sales of tangible personal property delivered into this state.


A business organization that fails to provide a copy of a registration as required pursuant to section 1 of P.L. 2001, c.134 (*N.J.S.A. 52:32-44 et seq.*) or subsection e. or f. of section 92 of P.L. 1977, c.110 (*N.J.S.A.5:12-92*), or that provides false business registration information under the requirements of either of those sections, shall be liable for a penalty of \$25.00 for each day of violation, not to exceed \$50,000.00 for each business registration copy not properly provided under a contract with a contracting agency.

Sample Business Registration Certificates are attached. Other forms, such as a Certificate of Authority to collect Sales and Use Taxes or a Certificate of Employee Information Report Approval, are **not** proof of Business Registration.

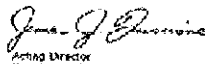
Any questions in this regard can be directed to the Division of Revenue at (609) 292-9292. Form NJ-REG can be filed online at: <http://www.state.nj.us/treasury/revenue/gettingregistered.shtml>

INSTRUCTIONS TO BIDDERS—Continued

**THESE ARE SAMPLES OF THE ONLY ACCEPTABLE
N.J. BUSINESS REGISTRATION CERTIFICATES:**

	STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE
Taxpayer Name:	
Trade Name:	
Address:	
Certificate Number:	
Effective Date:	
Date of Issuance:	
For Office Use Only:	

OR

STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE		<small>DEPARTMENT OF TREASURY DIVISION OF REVENUE FD-604 (5-77) TRENTON, N. J. 08646-8355</small>
TAXPAYER NAME:	TRADE NAME:	
ADDRESS:	SEQUENCE NUMBER:	
EFFECTIVE DATE:	ISSUANCE DATE:	
 Acting Director New Jersey Division of Revenue		
<small>FORM REG-0A-01 This form is not valid unless accompanied by the appropriate fee and the appropriate fee stamp of above offices</small>		

INSTRUCTIONS TO BIDDERS—Continued

BIDDER'S CHECKLIST

BID # 0063-13

(Owner's checkmarks) Items submitted with bid
(Bidder's **INITIALS**)

- ↓ **A. FAILURE TO SUBMIT ANY OF THESE ITEMS WITH
BID IS MANDATORY CAUSE FOR REJECTION** ↓
- Bid Proposal (Original) _____
 - Bid Guarantee (bid bond or guaranteed funds-certified/cashier's check) _____
 - Surety Certificate (Consent of Surety) _____
 - _____ List of Designated Sub-Contractors _____
 - Acknowledgement of Receipt of Addenda or Revisions (if any) _____
 - Statement of Ownership _____
 - Non-Collusion Affidavit _____
 - _____ Other _____

- B. ITEMS PREFERRED WITH THE BID, BUT MANDATORY
PRIOR TO AWARD OF CONTRACT**
- Copy of Public Works Contractor Registration Act Certificate for the bidder and the designated subcontractors, effective on the date of bid, prior to award of contract _____
 - Copy of New Jersey Business Registration Certificate for the bidder and any designated subcontractors - prior to award of contract _____
 - EEO/Affirmative Action Compliance Notice Checklist _____
 - References / List of previous and/or active relevant work (CQ&R-1) _____
 - _____ Contractor's Qualification Statement _____
 - _____ Other: _____

THE UNDERSIGNED BIDDER HEREWITH SUBMITS THE ABOVE REQUIRED DOCUMENTS:

PRINT OFFICIAL COMPANY NAME: _____

SIGNED BY: _____

PRINT NAME AND TITLE: _____

DATE: _____

THIS CHECKLIST SHOULD BE INITIALED AND SIGNED WHERE INDICATED AND RETURNED WITH ALL DOCUMENTS

INSTRUCTIONS TO BIDDERS—Continued

NON-COLLUSION AFFIDAVIT

STATE OF _____)
) SS:
COUNTY OF _____)

(type or print affiant's name)

of full age, being first duly sworn according to law on my oath depose and say that I am a lawful representative of

(type or print name of Bidder)

the Bidder making the Bid for the above cited project, and that I executed the said Bid with full authority to do so; that said Bidder has not directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above cited project, and that all statements contained in said Bid and in this affidavit are true and correct, and made with full knowledge that the Monmouth County Board of Recreation Commissioners relies upon the truth of the statements contained in said Bid and in the statements contained in this affidavit in awarding the Contract for the said Project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such Contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by the Bidder.

*Sworn and Subscribed to
before me this _____ day*

of _____ 200_ /s/ _____

/s/ _____

(Title)

NOTARY PUBLIC OF _____
(state)

My commission expires _____

INSTRUCTIONS TO BIDDERS

MODEL CONSENT OF SURETY

The Consent of Surety that is to be submitted with the Bid must be prepared, signed and issued by the Bidder's bonding company or other authorized surety. Two sample wordings for the required Consent of Surety which are acceptable to the Owner appear below.

It is understood and agreed that (*insert name of surety*) will become surety on the bond of (*insert name of Bidder*), the principal, for the Contract for the (*insert title of Bid*) if the principal is the successful Bidder. If the Contract is awarded to the principal (*insert name of surety*) will issue a Performance Bond and a Labor and Material Payment Bond, each of which shall be for 100% of the amount of the awarded Contract, or a combined Performance and Labor Material Payment Bond in the amount of 200% of the awarded Contract Sum, and will issue a Maintenance Bond for 100% of the Final Contract amount, as amended during construction, upon substantial completion of the Work, all as more fully specified by the Bidding Documents.

It is understood and agreed that (*insert name of surety*) will become surety on the bond of (*insert name of Bidder*), the principal, for the Contract for the (*insert title of Bid*) if the principal is the successful Bidder. If the Contract is awarded to the principal (*insert name of surety*) will issue all bonds that are required by the Bidding Documents.

NOTE: A Surety Disclosure Statement and Certification may be required. See paragraph 16 of the Supplementary Instructions to Bidders.

INSTRUCTIONS TO BIDDERS

CAUTION

REGARDING STATEMENT OF OWNERSHIP

The enclosed Statement of Ownership form must be properly completed. If it is not properly completed, your bid must be rejected, as required by N.J.S.A. 40A:11-23.2. **Mistakes cannot be cured after bids are received.**

For example, if your firm, bidder "A", is entirely owned by corporation "B", you must disclose the names and addresses of the owners of 10% or more of corporation "B". Furthermore, if corporation "C" owns 10% or more of corporation "B", you must disclose the names and addresses of the owners of 10% or more of corporation "C", and so on, until the names and addresses of all persons, i.e., human beings, in this "10%" chain of ownership have been disclosed.

The same procedure applies if any 10% or more owner is a partnership, limited liability company, estate or any other type of legal entity, as opposed to a corporation.

INSTRUCTIONS TO BIDDERS—Continued

COMPANY NAME _____

STATEMENT OF OWNERSHIP

BIDDER is (check one): Corporation Partnership Joint Venture

The BIDDER, in accordance with P.L. 1977, Chapter 33, effective March 8, 1977, declares and submits that herein below are the names and legal addresses of all persons and entities who own 10% or more of the Bidder corporation, or, if applicable, persons and entities who have a 10% or greater interest in the Bidder partnership.

NAMES:	ADDRESSES:
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____

NOTES:

- A. Attach additional sheets if needed and check here.....
- B. If a corporation, partnership, or joint venture owns a 10% or greater interest in the BIDDER entity, attach a separate Statement of Ownership for each such corporation, partnership or joint venture. Repeat the process of disclosure as is necessary until the name and address of each person who owns a 10% or greater interest in the Bidder has been revealed.

INSTRUCTIONS TO BIDDERS—Continued

FORM OF AGREEMENT

THIS AGREEMENT entered into this day of 200__:

BY AND BETWEEN THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS, a body politic, with offices located at 805 Newman Springs Road, Lincroft, New Jersey 07738, hereinafter referred to as “Park System,”

AND [...CONTRACTOR...], a [...state...] [...corporation/partnership...], with offices at [...legal physical address...], hereinafter referred to as “Contractor.”

IT IS AGREED:

1. Contractor will construct **...[Project caption will be inserted here]...** for the TOTAL SUM OF **...[Contract Sum will be inserted here in words and numerals]...** DOLLARS, all in accordance with the notice to bidders, plans, specifications and proposal, resolution awarding contract, and other bid documents, all of which are incorporated herein and made a part hereof as if set forth in full.
2. Contractor will indemnify and save harmless the County of Monmouth, Board of Recreation Commissioners, its officers, servants and agents for and from all damages, claims, suits and costs, including counsel fees, to which they may be put by reason of (a) injury to persons or property due to the actual or alleged carelessness or negligence of the Contractor, its servants or agents, or (b) the Contractor’s actual or alleged failure to pay its workers, suppliers or subcontractors for labor or materials provided to the Park System.
3. Contractor will not assign this contract in whole or part to another person or entity without the Park System’s written consent. This paragraph is not intended to constrain the Contractor’s ability to enter customary subcontracts for performing various portions of the Work at the site, and for furnishing equipment and materials to be incorporated in the Work, subject however to the Contractor’s obligation to engage the designated subcontractors named in its proposal.
4. Should the Park System during the progress of work require any alterations, deviations, additions or omissions from said specifications at any time thereof, it shall be at liberty to do so and the same shall in no way be deemed to be a breach or void of this contract but the value of such work or material involved in such change shall be added to or deducted from the amount of the contract as the case may be at the rate herein specified or, if not herein specified, then by fair, just and reasonable valuation.
5. During the performance of this contract, the Contractor will comply with the requirements of P.L. 1975, C. 127 (N.J.A.C. 17:27), “Mandatory Affirmative Action Language for Construction Contracts” which is made a part of this Agreement (see Rider A to this Agreement).
6. The Contractor will comply with the New Jersey Prevailing Wage Act (N.J.S.A. 34:11-56.25 et seq) and the regulations issued thereunder (N.J.A.C. 12:60-1.4 et seq). The Contractor agrees to pay its workers no less than the prevailing wage rate as set forth in Rider B attached hereto. In the event it is

INSTRUCTIONS TO BIDDERS—Continued

found that any worker employed by the Contractor or any subcontractor covered by this Agreement has been paid a rate of wages less than required to be paid, the Park System may terminate the Contractor's or subcontractor's right to proceed with the work, or such part of the work as to which there has been a failure to pay required wages, and to prosecute the work to completion or otherwise. The Contractor and its sureties shall be liable to the Park System for any excess costs occasioned thereby. The Contractor and its subcontractors will post the prevailing wage rates in prominent and easily accessible places at the site of the work or at such place or places as are used then to pay workers their wages. The Contractor represents that it is not debarred from public works pursuant to N.J.S.A. 34:11-56.37; furthermore the Contractor agrees not to engage the services of any contractors or subcontractors for this project who are listed on the list of debarred contractors and subcontractors contained in Rider B. Before final payment is made to the Contractor, the Contractor and its subcontractors will file written certification as to any unpaid wages, pursuant to N.J.S.A. 34:11-56.33.

IN WITNESS WHEREOF, the parties have signed this agreement.

ATTEST:

MONMOUTH COUNTY BOARD OF
RECREATION COMMISSIONERS

JAMES J. TRUNCER
Secretary-Director

By: _____
EDWARD J. LOUD
Chairman

ATTEST:

[CONTRACTOR]

(Corporate Seal)

[Name and title of person attesting]

By: _____
[Name and title of person signing]

INSTRUCTIONS TO BIDDERS

EQUAL OPPORTUNITY FOR INDIVIDUALS WITH DISABILITIES

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31, et seq. (P.L. 1975, C. 127)

N.J.A.C. 17:27

CONSTRUCTION CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, up-grading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer, pursuant to **N.J.S.A. 10:5-31 et seq.**, as amended and supplemented from time to time and the Americans with Disabilities Act.

INSTRUCTIONS TO BIDDERS—Continued

When hiring or scheduling workers in each construction trade, the contractor or subcontractor agrees to make good faith efforts to employ minority and women workers in each construction trade consistent with the targeted employment goal prescribed by **N.J.A.C. 17:27-7.2**; provided, however, that the Division may, in its discretion, exempt a contractor or subcontractor from compliance with the good faith procedures prescribed by the following provisions, A, B and C, as long as the Division is satisfied that the contractor or subcontractor is employing workers provided by a union which provides evidence, in accordance with standards prescribed by the Division, that its percentage of active "card carrying" members who are minority and women workers is equal to or greater than the targeted employment goal established in accordance with **N.J.A.C. 17:27-7.2**.

The contractor or subcontractor agrees that a good faith effort shall include compliance with the following procedures:

- (A.) If the contractor or subcontractor has a referral agreement or arrangement with a union for a construction trade, the contractor or subcontractor shall, within three business days of the contract award, seek assurances from the union that it will cooperate with the contractor or subcontractor as it fulfills its affirmative action obligations under this contract and in accordance with the rules promulgated by the Treasurer pursuant to **N.J.S.A. 10:5-31 et. seq.**, as supplemented and amended from time to time and the Americans with Disabilities Act. If the contractor or subcontractor is unable to obtain said assurances from the construction trade union at least five business days prior to the commencement of construction work, the contractor or subcontractor agrees to afford equal employment opportunities minority and women workers directly, consistent with this chapter. If the contractor's or subcontractor's prior experience with a construction trade union, regardless of whether the union has provided said assurances, indicates a significant possibility that the trade union will not refer sufficient minority and women workers consistent with affording equal employment opportunities as specified in this chapter, the contractor or subcontractor agrees to be prepared to provide such opportunities to minority and women workers directly, consistent with this chapter, by complying with the hiring or scheduling procedures prescribed under (B) below; and the contractor or subcontractor further agrees to take said action immediately if it determines that the union is not referring minority and women workers consistent with the equal employment opportunity goals set forth in this chapter.
- (B.) If good faith efforts to meet targeted employment goals have not or cannot be met for each construction trade by adhering to the procedures of (A) above, or if the contractor does not have a referral agreement or arrangement with a union for a construction trade, the contractor or subcontractor agrees to take the following actions:
 - (1.) To notify the public agency compliance officer, the Division, and minority and women referral organizations listed by the Division pursuant to **N.J.A.C. 17:27-5.3**, of its workforce needs, and request referral of minority and women workers;
 - (2.) To notify any minority and women workers who have been listed with it as awaiting available vacancies;

INSTRUCTIONS TO BIDDERS—Continued

- (3.) Prior to commencement of work, to request that the local construction trade union refer minority and women workers to fill job openings, provided the contractor or subcontractor has a referral agreement or arrangement with a union for the construction trade;
 - (4.) To leave standing requests for additional referral to minority and women workers with the local construction trade union, provided the contractor or subcontractor has a referral agreement or arrangement with a union for the construction trade, the State Training and Employment Service and other approved referral sources in the area;
 - (5.) If it is necessary to lay off some of the workers in a given trade on the construction site, layoffs shall be conducted in compliance with the equal employment opportunity and non-discrimination standards set forth in this regulation, as well as with applicable Federal and State court decisions;
 - (6.) To adhere to the following procedure when minority and women workers apply or are referred to the contractor or subcontractor:
 - (i.) The contractor or subcontractor shall interview the referred minority or women worker.
 - (ii.) If said individuals have never previously received any document or certification signifying a level of qualification lower than that required in order to perform the work of the construction trade, the contractor or subcontractor shall in good faith determine the qualifications of such individuals. The contractor or subcontractor shall hire or schedule those individuals who satisfy appropriate qualification standards in conformity with the equal employment opportunity and non-discrimination principles set forth in this chapter. However, a contractor or subcontractor shall determine that the individual at least possesses the requisite skills, and experience recognized by a union, apprentice program or a referral agency, provided the referral agency is acceptable to the Division. If necessary, the contractor or subcontractor shall hire or schedule minority and women workers who qualify as trainees pursuant to these rules. All of the requirements, however, are limited by the provisions of (C) below.
 - (iii.) The name of any interested women or minority individual shall be maintained on a waiting list, and shall be considered for employment as described in (i) above, whenever vacancies occur. At the request of the Division, the contractor or subcontractor shall provide evidence of its good faith efforts to employ women and minorities from the list to fill vacancies.
 - (iv.) If, for any reason, said contractor or subcontractor determines that a minority individual or a woman is not qualified or if the individual qualifies as an advanced trainee or apprentice, the contractor or subcontractor shall inform the individual in writing of the reasons for the determination, maintain a copy of the determination in its files, and send a copy to the public agency compliance officer and to the Division.
 - (7.) To keep a complete and accurate record of all requests made for the referral of workers in any trade covered by the contract, on forms made available by the Division and submitted promptly to the Division upon request.
-

INSTRUCTIONS TO BIDDERS—Continued

- (C.) The contractor or subcontractor agrees that nothing contained in (B) above shall preclude the contractor or subcontractor from complying with the union hiring hall or apprenticeship policies in any applicable collective bargaining agreement or union hiring hall arrangement, and, where required by custom or agreement, it shall send journeymen and trainees to the union for referral, or to the apprenticeship program for admission, pursuant to such agreement or arrangement. However, where the practices of a union or apprenticeship program will result in the exclusion of minorities and women or the failure to refer minorities and women consistent with the targeted county employment goal, the contractor or subcontractor shall consider for employment persons referred pursuant to (B) above without regard to such agreement or arrangement; provided further, however, that the contractor or subcontractor shall not be required to employ women and minority advanced trainees and trainees in numbers which result in the employment of advanced trainees and trainees as a percentage of the total workforce for the construction trade, which percentage significantly exceeds the apprentice to journey worker ratio specified in the applicable collective bargaining agreement, or in the absence of a collective bargaining agreement, exceeds the ratio established by practice in the area for said construction trade. Also, the contractor or subcontractor agrees that, in implementing the procedures of (B) above, it shall, where applicable, employ minority and women workers residing within the geographical jurisdiction of the union.

After notification of award, but prior to signing a construction contract, the contractor shall submit to the public agency compliance officer and the Division an initial project workforce report (Form AA 201) electronically provided to the public agency by the Division, through its website, for distribution to and completion by the contractor, in accordance with **N.J.A.C. 17:27-7**. The contractor also agrees to submit a copy of the Monthly Project Workforce Report once a month thereafter for the duration of this contract to the Division and to the public agency compliance officer.

The contractor agrees to cooperate with the public agency in the payment of budgeted funds, as is necessary, for on-the-job and/or off-the-job programs for outreach and training of minorities and women.

- (D.) The contractor and its subcontractors shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code (NJAC 17:27)**.

INSTRUCTIONS TO BIDDERS

EEO/AFFIRMATIVE ACTION COMPLIANCE NOTICE N.J.S.A. 10:5-31 and N.J.A.C. 17:27 GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

All successful bidders are required to submit evidence of appropriate affirmative action compliance to the County and Division of Public Contracts Equal Employment Opportunity Compliance. During a review, Division representatives will review the County files to determine whether the affirmative action evidence has been submitted by the vendor/contractor. Specifically, each vendor/contractor shall submit to the Commission, prior to execution of the contract, one of the following documents:

Goods and General Service Vendors

1. Letter of Federal Approval indicating that the vendor is under an existing Federally approved or sanctioned affirmative action program. A copy of the approval letter is to be provided by the vendor to the Commission and the Division. This approval letter is valid for one year from the date of issuance.

Do you have a federally-approved or sanctioned EEO/AA program? Yes No

If yes, please submit a photostatic copy of such approval.

2. A Certificate of Employee Information Report (hereafter "Certificate"), issued in accordance with N.J.A.C. 17:27-1.1 et seq. The vendor must provide a copy of the Certificate to the Commission as evidence of its compliance with the regulations. The Certificate represents the review and approval of the vendor's Employee Information Report, Form AA-302 by the Division. The period of validity of the Certificate is indicated on its face. Certificates must be renewed prior to their expiration date in order to remain valid.

Do you have a State Certificate of Employee Information Report Approval? Yes No

If yes, please submit a photostatic copy of such approval.

3. The successful vendor shall complete an Initial Employee Report, Form AA-302 and submit it to the Division with a \$150.00 Fee and forward a copy of the Form to the Commission. Upon submission and review by the Division, this report shall constitute evidence of compliance with the regulations. Prior to execution of the contract, the EEO/AA evidence must be submitted.

The successful vendor may obtain the Affirmative Action Employee Information Report (AA302) on the Division website www.state.nj.us/treasury/contract_compliance.

The successful vendor(s) must submit the AA302 Report to the Division of Public Contracts Equal Employment Opportunity Compliance, with a copy to Public Agency.

The undersigned vendor certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27 and agrees to furnish the required forms of evidence.

The undersigned vendor further understands that his/her bid shall be rejected as non-responsive if said contractor fails to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27.

COMPANY: _____

SIGNATURE: _____

PRINT NAME: _____

TITLE: _____

DATE: _____

INSTRUCTIONS TO BIDDERS—Continued

PREVAILING WAGE RATE DETERMINATION

An electronic copy of the of the current Prevailing Wage Rate Determination and the list of debarred contractors can be found at <http://www.monmouthcountyparks.com/page.aspx?ID=2824>

A copy of the current Prevailing Wage Rate Determination and the list of debarred contractors will be incorporated in the Agreement and provided to the Contractor after award of contract.

END OF INSTRUCTIONS TO BIDDERS

GENERAL CONDITIONS OF THE CONTRACT

1. **OWNER:** The Owner is the County of Monmouth, Monmouth County Board of Recreation Commissioners. The County's representative after execution of the contract is the Monmouth County Park System (PHONE: 732-842-4000 FAX: 732-842-4162).

2. **CONTRACT DOCUMENTS:** The Contract Documents include the Bidding Documents, the Contractor's completed Bid Form, the executed Agreement, executed Change Orders and Construction Change Directives, and approved product submittals and shop drawings.

3. **GOVERNING LAW:** The Contract shall be governed by the Laws of the State of New Jersey.

4. **DESIGN PROFESSIONAL:** "Design Professional" is the Monmouth County Park System's consultant or employee who prepared the plans and specifications of the work to be performed under the Contract.

5. **INTENT:** The Contractor's execution of the Agreement is a representation that the Contractor has visited the site, become familiar with local conditions, and correlated personal observations with requirements of the Contract Documents. The intent of the Contract Documents is to include all items which are necessary for the Contractor to complete the work. The Contractor shall not be entitled to make any claims for recovery of costs which arise from the Contractor's failure to fully understand the intent and content of the Contract Documents.

6. **PERMITS, FEES AND NOTICES:** The Contractor shall obtain all municipal, county and state permits needed to perform the Work. The Park System will pay any permit application fees which are not required to be waived by the provisions of the State Uniform Construction Code Act (N.J.S.A. 52:27D-119 et seq.). The Park System will not pay for permits needed to deliver materials or equipment to the site. The Contractor shall fully and properly coordinate its

work with all public utility companies and agencies which may be impacted by the Work. The Contractor shall be solely responsible for scheduling governmental agency inspections of the work, and to obtain all certificates of occupancy upon completion of the Work. The Contractor will notify the Owner's representative when such inspections are scheduled.

7. **SUPERVISION OF THE WORK:** The Contractor shall be solely responsible for supervising and coordinating the Work.

8. **USE OF SITE:** The Contractor shall confine its activities at the site to areas permitted by the Contract Documents, and public law, ordinances and regulations. The Contractor shall not unreasonably encumber the site with its equipment and materials, and shall maintain orderly and safe traffic conditions on any public thoroughfare impacted by the Work.. Utility shutdowns which will impact the Park System's operations must be scheduled and approved beforehand by the Park System.

9. **CUTTING AND PATCHING:** The Contractor shall be responsible for cutting, fitting and patching needed to complete the Work or to make its parts fit together.

10. **CLEANING UP:** The Contractor shall keep the site and surrounding areas free from inordinate accumulations of waste materials and rubbish caused by its operations. At completion of the Work the Contractor shall remove from the site and surrounding areas the Contractor's tools, equipment and machinery, and all rubbish, waste, and surplus materials.

11. **ACCESS TO THE WORK:** The Contractor shall not in any way hinder the Park System's and its Design Professional's access to the Work in progress.

12. **CONTRACTOR'S INDEMNIFICATION:** The Contractor shall indemnify and save harmless the County, its officers, servants and agents

General Conditions of the Contract - Continued

from all damages, claims, suits and costs, including counsel fees, to which they may be put by reason of (a) injury to persons or property due to the actual or alleged carelessness or negligence of the Contractor, its servants or agents, or (b) the Contractor's actual or alleged failure to pay its workers, suppliers or subcontractors for labor or materials provided to the Park System.

13. **INSURANCE:** The Contractor shall maintain the following insurance coverage, and provide the Park System a Certificate (ACORD®) of same, naming the Board of Recreation Commissioners as the Certificate holder, within 21 business days of the Contractor's receipt of notice that it has been awarded the Contract.

A. **Worker's Compensation and Employer's Liability**—covering all of the contractor's employees engaged in the performance of the contract in accordance with the requirements of the laws of the State of New Jersey, including voluntary compensation/all States endorsement.

B. **General Liability:** Bodily injury and property damage, including coverage for: premises / operations; products / completed operations; broad form property damage; independent contractors; blanket contractual and, if applicable, explosion, collapse and underground (XCU). Limits of not less than \$1,000,000 for both bodily injury and property damage are required. A combined single limit of \$1,000,000 is acceptable. The Contractor shall maintain completed operations insurance for at least two years after final payment.

C. **Comprehensive Automobile Liability:** Bodily injury and property damage with limits of not less than \$1,000,000 per person or occurrence. A combined single limit of \$1,000,000 is acceptable. Coverage must include hired and non-owned vehicles. A MCS-90 certificate shall be filed with the State if

hazardous materials or waste will be transported during the performance of the work.

D. **Builder's Risk Completed Value Form "All Risk":** The owner shall obtain and maintain Coverage for the entire Work at the site to the full insurable value thereof.

E. **County Additional Insured:** The County of Monmouth, Monmouth County Board of Recreation Commissioners, and their respective officers, servants and agents must be named as additional insureds on all policies except the Worker's Compensation policy.

F. **Subcontractors:** The Contractor's subcontracts shall impose and require its subcontractors to purchase and maintain insurance coverages identical to those set forth above.

14. **ADMINISTRATION OF THE CONTRACT:** The Park System will provide overall administration of the Contract. The Design Professional will provide day-to-day administration of the Contract, and will be the Park System's representative during construction. The Design Professional will:

A. Not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work.

B. Have the authority to reject Work which does not conform to the Contract Documents.

C. Review and take appropriate action on the Contractor's submittals (shop drawings, product data, samples, etc.).

D. Prepare Construction Change Directive and Change Order documents which, from time to time, may be needed in the course of the Contractor's performance of the Work.

E. Conduct inspections of the Work to assure its compliance with the Contract Documents, to evaluate the Contractor's payment applications,

General Conditions of the Contract - Continued

and to determine the date of Substantial Completion of the Work.

F. Receive from the Contractor all required written warranties and related documents pertaining to the various elements of the Work.

G. Interpret and decide matters concerning performance and requirements of the Contract Documents.

15. ALTERNATE DISPUTE RESOLUTION (NON-BINDING MEDIATION): If a dispute between the Park System and the Contractor arises during the course of the contract, the parties will participate, in good faith, in non-binding mediation..

A. Mediation is intended to be an informal process for resolving disputes between the Contractor and Owner. Both parties shall act in good faith and exercise their best efforts to achieve a reasonable settlement of disputes.

B. Either party may demand such mediation by written notice to the other party. The written notice shall contain at least: (a) A brief statement of the nature of the dispute, and (b) the name, address and phone number of that party's designated representative for the purposes of mediation.

C. The other party shall designate its representative for mediation in writing no later than five business days after receipt of the demand for mediation.

D. The respective designees shall thereupon, and promptly, with due regard for the need for timely action, choose a mediator. If the parties cannot agree on a mediator, or if they prefer, they shall choose a reputable mediation firm. Any mediation firm so chosen shall present to the parties a list of at least five proposed mediators, along with a summary of each person's qualifications to serve as the mediator.

E. Each party shall rank the proposed mediators in order of preference. The fifth ranked person

on each party's shall be excluded from further consideration. Each party shall assign a score of "4" to their first choice, "3" to their second choice, "2" to their third choice, and "1" to their remaining fourth choice. The parties scores for each person shall then be added together. The person with the highest combined score shall be the chosen mediator. In the event of a tie, the mediator shall by chosen by lot.

F. The parties will not be bound by the Rules of Evidence in presenting their positions before the mediator.

G. The mediation shall be conducted in such reasonable and efficient manner as may be agreed between the parties and the mediator or, lacking such agreement, as may be determined by the mediator.

H. Each party will bear its own costs of participation in mediation, and they will each pay one-half the costs of the mediator.

I. If, after a good faith effort to resolve the dispute through mediation, the dispute is not resolved, either party may terminate the mediation by written notice to the mediator and the other party. In that event, either party may submit the dispute to the Superior Court of New Jersey, Monmouth County, for adjudication, which Court shall have exclusive original jurisdiction of the dispute.

16. CONTINUING CONTRACT PERFORMANCE: Pending resolution of a claim or dispute the Contractor shall proceed diligently with performance of the Contract, and the Park System shall continue to make payments in accordance with the Contract Documents, unless otherwise agreed to in writing by the parties.

17. CONSTRUCTION BY PARK SYSTEM OR BY SEPARATE CONTRACTORS: The Park System reserves the right to perform construction or operations related to the Project with its own

General Conditions of the Contract - Continued

forces, and to award separate contracts in connection with other portions of the Project.

18. **CHANGES IN THE WORK:** Changes in the Work may be accomplished after execution of the Contract, without invalidating the Contract, by Change Order, Construction Change Directive or order for minor changes in the Work.

A. **Construction Change Directive (AIA Form G714):** A Construction Change Directive (CDD) is a written order prepared by the Design Professional to direct a change in the Work which states a reasonable basis for adjustment of the Contract Sum and/or Contract Time. A CCD shall not be binding upon any of the parties unless and until it is signed by the Park System's designated representative. The Contractor shall proceed with the changed Work upon receipt of a CCD which has been signed by the Park System's designated representative. The Contractor shall not bill the Park System for CCD Work until the CCD is incorporated in an approved Change Order.

B. **Change Order (AIA Form G701):** A Change Order (CO), after signature by the Design Professional and the Contractor, and approved by the Monmouth County Board of Recreation Commissioners, is an amendment to the Contract which adjusts the Contract Sum and/or Contract Time to reflect additions to or deletions from the Work. A CO may incorporate one or more previously executed CCDs. CO costs (add and deduct) shall be properly substantiated by appropriate back-up documents which reveal all details of the transaction. A 10% markup (or markdown) of the Contractor's net direct costs, representing its combined overhead and profit, will be allowed for changes in the Work. Subcontractors' markups shall be likewise limited to 10% of their direct costs. Contract Time will not be extended beyond the date of Substantial Completion of the Work.

C. **Minor Change:** The Design Professional may, in writing, order minor changes in the Work which do not involve adjustment of the Contract Sum or Contract Time, and which are consistent with the intent of the Contract Documents.

19. **CONTRACT TIME:** Contract Time is the number of calendar days allotted in the Contract Documents for the Contractor to achieve Substantial Completion of the Work. Contract Time commences from the day next following the Contractor's receipt from the Park System's of its Notice To Proceed. Contract Time is of the essence of the Contract. The Contractor shall proceed expeditiously with adequate forces and exercise due diligence to achieve Substantial Completion within the Contract Time. The date of Substantial Completion shall be certified by the Design Professional.

20. **LIQUIDATED DAMAGES:** Liquidated Damages (not a penalty) shall be assessed at the rate of \$250/day for contracts in the maximum amount of \$500,000 and \$500/day for contracts in excess of \$500,000 for each and every calendar day that completion of the work overruns the CONTRACT TIME unless stated otherwise in the proposal page.

21. **CONSTRUCTION SCHEDULE:** The Contractor, promptly after being awarded the contract shall prepare and submit a construction schedule for the work. The schedule shall not exceed time limits current under the contract documents and shall be revised at appropriate intervals as required.

22. **SUBSTANTIAL COMPLETION:** Substantial Completion is the stage in the progress of the Contractor's performance of the Contract when the Work or a designated portion thereof is sufficiently complete that the Park System can occupy or use the Work for its intended purpose.

23. **CONTRACT SUM AND PAYMENTS:** The Contract Sum is stated in the Agreement

General Conditions of the Contract - Continued

between the Park System and the Contractor and, including approved adjustments, is the total amount payable by the Park System to the Contractor. The Contractor's application(s) for payment (using AIA Form G702 and G703 if required by the County) shall be submitted to the Design Professional for review and recommendation to the Park System.

A. The Contractor, by applying for payment, warrants that title to all Work covered by an application for payment will pass to the Park System no later than the time of payment.

B. Payment applications shall not include amounts for Work authorized by a CCD but not yet included in an approved Change Order.

C. Payment applications shall not include amounts the Contractor does not intend to pay a subcontractor or supplier because of dispute or other reason.

24. PROMPT PAYMENT: When the contractor has performed in accordance with the provisions of the contract, and the invoice (bill) including a properly prepared, dated and signed voucher for the work has been approved and certified by the Monmouth County Board of Recreation Commissioners and the Monmouth County Board of Chosen Freeholders, the board shall pay the amount due to the contractor for each payment not more than 30 days after the date received. The invoice shall be deemed approved and certified 20 days after the board receives it unless the board, before the 20 day period, informs the contractor in a written statement of the amount withheld and the amount to be paid, the reason for withholding the payment and how the deficiency can be cured.

Approved invoices (bills) with a properly prepared, dated and signed voucher will be approved for payment by the Board of Recreation Commissioners at the first public meeting after the 20th day. After the board approves payment of invoices (bills) with

properly prepared, dated and signed voucher, invoices will be forwarded to the Board of Chosen Freeholders for their approval. All payments will be released in accordance with the attached payment schedule and will be mailed unless other arrangements have been made with our Accounts Payable Department.

In the event that Alternate Dispute Resolution is needed, mediation is the method that shall be used.

25. PAYMENTS TO DESIGNATED SUBCONTRACTORS: If, in accordance with N.J.S.A. 40A:11-16, the Bid Form requires the naming of particular subcontractors and their sub-bid amounts, the Park System's payments for Work completed by a Designated Subcontractor shall be by a two-party check payable to *Designated Subcontractor* and *Contractor*.

26. RETAINAGE: The Park System's payments to the Contractor (and Designated Subcontractors) shall be for not more than 98% of the value of the completed Work (i.e., the Park System's *retainage* shall be 2%).

27. FINAL COMPLETION: Final Completion is achieved when the Contract is fully performed in accordance with the Contract Documents. This includes completion of punch list and submission of all closeout documents.

28. FINAL PAYMENT: Retainage held by the Park System shall not become due and payable until the Contractor provides the Park System's designated representative the following close-out documents in their complete and proper form:

A. **Contractor's Affidavit of Payment of Debts and Claims** (AIA Form G706).

B. **Contractor's Affidavit of Release of Liens** (AIA Form G706A).

C. **Consent of Surety to Final Payment** (AIA Form G707).

General Conditions of the Contract - Continued

D. **Maintenance Bond** (if required by the Notice to Bidders; see Instructions To Bidders).

E. **Other** guarantees, warranties, as-built drawings, O&M manuals, other items as required by the specifications.

29. **ACCEPTANCE OF FINAL PAYMENT:** Acceptance of Final Payment by the Contractor, subcontractor or material supplier shall constitute waiver of claims by that payee.

30. **SAFETY PRECAUTIONS AND PROGRAMS:** The Contractor shall be solely responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the performance of the Contract. The Contractor shall give notices and comply with all applicable laws, ordinances, rules, regulations and lawful orders of public authorities bearing on safety of persons or property, and their protection from damage, injury or loss.

31. **SUCCESSORS AND ASSIGNS:** The Park System and the Contractor respectively bind themselves, their partners, successor, assigns and legal representatives to the other party in respect to covenants, agreements and obligations contained in the Contract Documents.

32. **RIGHTS AND REMEDIES:** Duties and obligations imposed by the Contract Documents, and rights and remedies thereunder, shall be in addition to and not a limitation of duties, obligations, rights and remedies otherwise imposed or available by law.

33. **TERMINATION BY CONTRACTOR:** Upon providing a 10-day written notice of intent to the Park System and the Design Professional, the Contractor may terminate the Contract if the Work is stopped for a 60-day period through no act or fault of the Contractor, subcontractor, or their agents, employees, or other persons performing portions of the Work under the Contract. If the Park System fails to remedy the matter within the said 10-day notice period the

Contractor will be entitled to recover from the Park System payment for completed Work, and proven loss with respect to materials, equipment, tools and machinery, including reasonable overhead and profit.

34. **TERMINATION BY PARK SYSTEM FOR CAUSE:** Upon providing a 10-day written notice of intent to the Contractor, the Park System may terminate the Contract if the Contractor **(a)** has repeatedly failed to properly man the Work or supply proper materials; **(b)** failed to make payments to subcontractors or material suppliers; **(c)** persistently disregarded laws, ordinances, rules, regulations, or orders of a public authority having jurisdiction; or **(d)** is otherwise guilty of substantially breaching the provisions of the Contract Documents. In that event, the Park System, without prejudice to any other rights or remedies, and subject to any prior rights of the surety, may take possession of the site and all materials, tools, equipment and machinery thereon owned or leased by the Contractor, and finish the Work by whatever reasonable method the Park System may deem expedient. When the Park System terminates the Contract for cause:

A. The Contractor shall not be entitled to receive any further payment until the Work is completed.

B. If the cost of completing the Work, including compensation to the Design Professional for services and expenses attendant to termination of the Contract, exceeds the unpaid balance of the Contract Sum, the Contractor shall pay the difference to the Park System.

C. If the unpaid balance of the Contract Sum exceeds the costs of completing the Work, including compensation to the Design Professional for services and expenses attendant to termination of the Contract, such excess shall be paid by the Park System to the Contractor.

General Conditions of the Contract - Continued

35. SUSPENSION FOR COUNTY'S CONVENIENCE:

The Park System, without cause, may suspend, delay or interrupt the Contractor's Work in whole or part for such period of time as the Park System may determine. In that event, the Park System will compensate the Contractor for actual increased costs incurred in performing the Contract, including reasonable overhead and profit, arising from the suspension, delay or interruption of the Work. The Contractor will not be entitled to additional compensation if its performance of the Contract is, was, or would have been so suspended, delayed or interrupted by another cause for which the Contractor is responsible.

36. ELECTRICAL & MECHANICAL EQUIPMENT:

The following provisions apply to all electrical and mechanical equipment incorporated in the Work, but are not intended to supersede the warranty, guarantee, maintenance or training requirements of the technical specifications for the Work where the latter are greater, or more comprehensive, particular or stringent.

A. Warranties: The Contractor shall provide special warranties, signed by the Contractor, installers and manufacturers, whereby they individually and collectively agree to replace, repair, or restore defective materials or workmanship during the 12-month period following the date of Substantial Completion of the overall Contract.

B. Extended Warranties: If a manufacturer offers warranties which extend beyond the warranty requirements of the Contract Documents, the Contractor shall offer a proposed extended warranty agreement to the Park System for its consideration. The proposed agreement shall be delivered to the Park System as soon as possible after execution of the Contract Agreement, but not later than the time limit established by the manufacturer. If the Park System elects to accept an extended warranty agreement it will enter into and pay for

the extended agreement directly with the manufacturer.

C. Maintenance: The Contractor shall provide skilled competent workers who are authorized by the manufacturer to maintain and service the equipment during the 12-month warranty period, including required warranty maintenance and all other routine maintenance, repairs, cleaning and testing which normally should be performed by a prudent owner.

D. Training: Prior to the date of Substantial Completion of the Work, the Contractor shall arrange for the manufacturer's representatives to provide appropriate in-service training of Park System personnel in the operation and maintenance of the equipment.

37. PROPOSED SUBSTITUTIONS: The Contractor warrants that the awarded Contract Sum includes the cost and use of all products, equipment and materials which are specified by the Contract Documents. However, at any reasonable time after award of the Contract, the Contractor may propose the use of material, product or equipment substitutions, subject to the following:

A. The Contractor's substitution proposal must be in writing to the Design Professional and the County, and shall provide feature-by-feature comparisons between the specified and substitute items, and be accompanied by pertinent manufacturer's literature for each. The Contractor's substitution proposal must also provide a factual in-place cost comparison of the specified and substitute items.

B. The Park System retains the sole right to accept or reject the Contractor's proposed substitutions. The Park System's acceptance of a proposed substitution will not be unreasonably withheld.

C. A substitutions which is accepted by the Park System will constitute a change in the

General Conditions of the Contract - Continued

Work which must be implemented by a Construction Change Directive and Change Order. The executed Change Order shall include an appropriate dollar credit to the Park System as reimbursement of the cost of additional services of the Design Professional or others for evaluating, inspecting and testing the substitute item.

38. DIRECTED SUBSTITUTIONS: If the Contractor, through no fault of its own, is unable to provide any of the specified materials, products or equipment in a timely manner, the Park System and the Design Professional may direct the use of substitutions. In that event, the Contract Sum will be adjusted by an appropriate Change Order to incorporate reasonable increased (or decreased) costs to the Contractor which arise from the directed substitution.

**SPECIFICATIONS FOR THE FURNISHING OF SERVICES FOR THE
PREPARATION AND RE-PAINTING OF METAL ROOFING AND THE REMOVAL
OF EXISTING ASPHALT/FIBERGLASS ROOF SHINGLES AND CEDAR
SHINGLES AND INSTALLATION OF NEW ROOFING AND GUTTERS FOR 2013
TO THE MONMOUTH COUNTY PARK SYSTEM, LINCROFT, NJ
TO THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS**

SCOPE: Preparation and re-painting of metal roofing; Removal of existing asphalt shingles and cedar shingles and the installation of new roofing and gutters.

LOCATIONS:

Proposal #1

Bldg #202 – Maintenance Storage Barn – Holmdel Park
845 Holmdel-Keyport Road, Holmdel, NJ 07733
Block 19, Lot 29
(Pitched Roof)

Bldg #203 – Residence – Holmdel Park
847 Holmdel Road, Holmdel, NJ 07733
Block 19, Lot 29
(Pitched Roof, Ridge Vents, Gutter Guards)

Bldg #229 – Tenant House – Longstreet Farm
47 Longstreet Road, Holmdel, NJ 07733
Block 20.01, Lot 6.01
(Cleaning, Preparing and Painting the Raised Seam Metal Roof,
Gutters, Leaders)

Proposal #2

Bldg #2003 – Cabana Pool House – Dorbrook Recreation Area
209 County Road 537 East, Colts Neck, NJ 07722
Block 35, Lot 14
(Plywood Sheathing Over Spaced Sheathing, Pitched Roof)

Bldg #2023 – Pool Filter Building – Dorbrook Recreation Area
209 County Road 537 East, Colts Neck, NJ 07722
Block 35, Lot 14
(Pitched Roof)

- Bldg #2024 – Rest Room Building – Dorbrook Recreation Area
209 County Road 537 East, Colts Neck, NJ 07722
Block 35, Lot 14
(Pitched Roof, Ridge Vents, Gutters, Leaders, Gutter Guards)
- Bldg #2025 – Picnic Shelter – Dorbrook Recreation Area
209 County Road East, Colts Neck, NJ 07722
Block 35, Lot 14
(Pitched Roof)

Proposal #3

- Bldg #207 – Carriage House – Longstreet Farm
50 Longstreet Road, Holmdel, NJ 07733
Block 19, Lot 47.01
(Standing Seam Metal Roof Repair)
- Bldg #212 – New Cow House – Longstreet Farm
50 Longstreet Road, Holmdel, NJ 07733
Block 19, Lot 47.01
(Cedar Shingle and Pole Gutter Repair)
- Bldg #512 – 11 Bay Garage – Thompson Park
805 Newman Springs Road, Lincroft, NJ 07738
Block 1099, Lot 8
(Replace Missing, Damaged Shingles)
- Bldg #513 – Lumber Shed – Thompson Park
805 Newman Springs Road, Lincroft, NJ 07738
Block 1099, Lot 8
(Replace Missing, Damaged Shingles)
- Bldg #514 – Lumber Storage Building – Thompson Park
805 Newman Springs Road, Lincroft, NJ 07738
Block 1099, Lot 8
(Replace Missing, Damaged Shingles)
- Bldg #520 – 40 Stall Horse Barn – Thompson Park
805 Newman Springs Road, Lincroft, NJ 07738
Block 1099, Lot 8
(Replace Missing, Damaged Shingles)

Bldg #2019 – Maintenance Garage – Dorbrook Recreation Area
 212 County Road 537 East, Colts Neck, NJ 07722
 Block 48, Lot 34
 (Replace Missing, Damaged Shingles)

Bldg #2028 – Horse Barn – Dorbrook Recreation Area
 199 County Road 537 East, Colts Neck, NJ 07722
 Block 35, Lot 13
 (Replace Missing, Damaged Shingles)

Bldg #2517 – Rain Shelter – Charleston Springs Golf Course, North
 201 Sweetman’s Lane, Englishtown, NJ 07726
 Block 44, Lot 6
 (Replace Cupola)

Bldg #2518 – Rain Shelter – Charleston Springs Golf Course, North
 201 Sweetman’s Lane, Englishtown, NJ 07726
 Block 44, Lot 6
 (Repair Cupola)

GPS Coordinates for Roofing Sites

Building_No	Building_Type	Park_No	Park_Area	Latitude	Longitude
202	Maintenance Storage Barn	407	Holmdel Park	40.37874	-74.193017
203	Residence	407	Holmdel Park	40.378276	-74.19331
229	Tennant House	408	Longstreet Farm	40.36976	-74.181876
207	Carriage House	408	Longstreet Farm	40.368807	-74.183666
520	40 Stall Horse Barn - Storage	411	Thompson Park	40.332801	-74.142379
512	11 Bay Garage	411	Thompson Park	40.33333	-74.143375
513	Lumber Shed-Storage	411	Thompson Park	40.333527	-74.143519
514	Lumber Storage	411	Thompson Park	40.33369	-74.143718
2028	Horse Barn	432	Dorbrook Recreation Area	40.299237	-74.139371
2019	Maintenance Garage	432	Dorbrook Recreation Area	40.297534	-74.134346
2025	Picnic Shelter	432	Dorbrook Recreation Area	40.301463	-74.137577
2024	Rest Room Building	432	Dorbrook Recreation Area	40.301144	-74.13687
2023	Pool Filter Building	432	Dorbrook Recreation Area	40.300967	-74.13707
2003	Cabana-Pool House	432	Dorbrook Recreation Area	40.300832	-74.137044
2518	North Rain Shelter (9 Tee)	434	Charleston Springs Golf Course	40.223048	-74.374482
2517	North Rain Shelter (3rd Green)	434	Charleston Springs Golf Course	40.219402	-74.379091

WORK TO BE PERFORMED AT THE FOLLOWING LOCATIONS:

Building #202 – Maintenance Storage Barn – Holmdel Park

Remove existing asphalt shingle roof. Sheath over the existing board sheathing with 5/8"plywood. Install Royal Sovereign shingle roof.

For additional specifications and information see pages 6, 13-16.

Building #203 – Residence – Holmdel Park

Remove existing asphalt shingle roof. Remove existing cedar roof shingles, if present under strip shingles, and replace spaced sheathing, as needed. Sheath over spaced sheathing with 5/8"plywood. Replace strip shingle roof. Install ridge vents. Install gutter guards.

For additional specifications and information see pages 6, 12-16.

Building #229 – Tenant House – Longstreet Farm

Examine the roof, gutters and leaders for rust, mildew, holes or gouges. Remove any rust that is found, and treat any mildew, algae or moss with mildewcide. Remove any loose or damaged paint. Patch any metal that has deteriorated due to corrosion, and fill any holes. Clean the metal surfaces before painting the metal roof, gutters and leaders.

For additional specifications and information, see pages 6, 17-23.

Building #2003 – Cabana/Pool House – Dorbrook Recreation Area

Remove existing cedar roof shingles. Replace spaced sheathing, as needed. Install Timberline shingle roof. Install ridge vent.

For additional specifications and information see pages 13-16.

Building #2023 – Pool Filter Building – Dorbrook Recreation Area

Remove existing cedar roof shingles. Install Timberline shingle roof.

For additional specifications and information see pages 13-16.

Building #2024 – Rest Room Building – Dorbrook Recreation Area

Remove existing cedar roof shingles. (**Note:** Copper valleys and gable roof returns are to remain.) Install Timberline shingle roof. Install new gutters, leaders, and gutter guards.

For additional specifications and information see pages 6, 12-16.

Building #2025 – Picnic Shelter – Dorbrook Recreation Area

Remove existing cedar roof shingles. Install Timberline shingle roof.

For additional specifications and information see pages 14-16.

Building #207 – Carriage House – Longstreet Farm

Carefully remove the standing seam metal roof panels along the eave to about 25 ft. in from the south rake of the back roof to expose the wood sheathing (approx. 375 square ft.). Remove the existing plywood and spaced sheathing 2 ft. up from the ends of the rafters. Replace with new plywood, matching the thickness of the

existing. Remove, flip over and re-install each row of spaced sheathing up to halfway up the rafters. Re-install the existing standing seam metal roof panels. For additional specifications and information see page 6.

Building #212 – New Cow House – Longstreet Farm

Unfasten the exposed flashing along the bottom part of the pole gutters on both eaves. Replace the full length of spaced sheathing and first course of cedar shingles under this flashing. Fasten the bottom flashing of the pole gutters, using approved stainless steel screws.

Replace the missing portion of ridge cap at the north end of the roof.

For additional specifications and information see page 6.

Building #512 – 11 Bay Garage – Thompson Park

Remove and replace torn and missing strip shingles with the same type and color shingles. Replace felt paper as required.

For additional specifications and information see pages 13-16.

Building #513 – Lumber Shed – Thompson Park

Remove and replace torn and missing strip shingles with the same type and color shingles. Replace felt paper as required

For additional specifications and information see pages 13-16.

Building #514 – Lumber Storage Building – Thompson Park

Remove and replace torn and missing strip shingles with the same type and color shingles. Replace felt paper as required.

For additional specifications and information see pages 13-16.

Building #520 – 40 Stall Horse Barn – Thompson Park

Remove and replace torn and missing strip shingles with the same type and color shingles. Replace felt paper as required.

For additional specifications and information see pages 13-16.

Building #2019 – Maintenance Garage – Dorbrook Recreation Area

Remove and replace torn and missing strip shingles with the same type and color shingles. Replace felt paper as required

For additional specifications and information see pages 13-16.

Building #2028 – Horse Barn – Dorbrook Recreation Area

Remove and replace torn and missing strip shingles with the same type and color shingles. Replace felt paper as required.

For additional specifications and information see pages 14-16.

Building #2517 – Rain Shelter – Charleston Springs Golf Course,

North (3rd green)

Replace cupola. Prime and paint 2 finish coats before installing.

For additional specifications and information see page 7.

Building #2518 – Rain Shelter – Charleston Springs Golf Course, North (9th tee)

Repair cupola. Prime and paint two finish coats on all new wood.

For additional specifications and information see page 7.

SPECIAL CONDITIONS:

Building #202 – Maintenance Storage Barn – Holmdel Park

After the existing Timberline shingles are removed, the existing board sheathing is to be covered with 5/8” plywood sheathing before re-roofing. Use nails sized to penetrate the rafters at least 1”. **Note:** a wider drip edge will be required to cover both layers of sheathing. Re-roof using Royal Sovereign shingles.

Building #203 – Residence – Holmdel Park

It has not been confirmed if the two lower, smaller pitched roofs have a layer of cedar shingles under the asphalt shingle roofs. As an alternative bid, the Contractor will submit a proposal for removing cedar shingles and installing 5/8” plywood sheathing before proceeding with re-roofing. **Note:** a wider drip edge will be required to cover the additional sheathing thickness.

Note: The EPDM roofing is **not** being replaced or re-roofed. Plywood must be used to protect the flat EPDM roofing during removal and re-roofing of the pitched roofs.

The Contractor is responsible for any damage to the EPDM surface.

Existing gutters and leaders are to remain.

Building #229 – Tenant House – Longstreet Farm

Strict adherence to specifications included on pages 17-23 and to manufacturer’s instructions regarding surface preparation and application procedure is essential, and will be monitored. All paint must be applied with a roller or brush.

Building #2003 – Cabana/Pool House – Dorbrook Recreation Area

Install 5/8” plywood sheathing over the spaced sheathing after removal of the cedar shingles. **Note:** A wider drip edge will be required to cover the additional sheathing thickness.

Building #2024 – Rest Room Building – Dorbrook Recreation Area

The copper valleys and copper flashing on the soffit returns at each gable are to remain.

Building #207 – Carriage House – Longstreet Farm

Note: Care must be used when removing the existing metal roof panels. These panels are to be re-installed after repairing and replacing the roof sheathing. Notify the Construction Inspector when the roof panels are removed, so that the sheathing can be assessed before proceeding further. Joints are to be staggered on the rafters when the spaced sheathing is replaced. Use stainless steel ring shank nails, sized to penetrate the full thickness of the sheathing when re-installing the metal roof panels.

Building #212 – New Cow House – Longstreet Farm

Re-fasten the pole gutter using stainless steel pan head screws that are sized to penetrate

the rafters at least 1 “.

Replaced spaced sheathing is to match the existing in type, width and thickness.

Building #2517 – Rain Shelter – Charleston Springs Golf Course, North (3rd green)

Replace the cupola with the Manchester Style Wood Cupola, from Classic Copper Works, or an approved substitute. **Note: Submittal must be approved prior to purchasing the cupola.**

Prime and paint 2 finish coats to match the cupola on Bldg #2518.

Building #2518 – Rain Shelter – Charleston Springs Golf Course, North (9th tee)

Replace the base trim/skirt boards on the cupola. Repair/replace the damaged louver.

Prime and paint 2 finish coats on all new wood.

OWNER'S RESPONSIBILITY:

Provide contract documents.

Delineate staging area for materials, dumpster, parking, and work.

Inspect and approve all work.

CONTRACTOR'S RESPONSIBILITY:

The contractor shall furnish all labor, materials, equipment, and services required to successfully execute the contract and perform all work as indicated on the Plans or specified herein.

Work shall include but not be limited to:

- Obtain building permits
- Removal of existing shingles (asphalt, wood, and/or asbestos).
- Submit all required samples i.e. shingles, flashing, gutters, etc. for Owner's approval.
- Install 5/8" CDX exterior Douglas Fir plywood roof sheathing or solid or spaced sheathing where specified. Supply submittals for all three.
- Install drip edge and all necessary flashing as specified.
- Install ice and water shield as specified
- Install leaders and gutters as specified.
- Replace all existing flashing, step flashing and counter flashing, unless otherwise approved
- Daily clean up of all debris and subsequent proper disposal of debris off Owner's premises.
- Install all materials as per manufacturer's specifications.
- Obtain a Certificate of Approval from local building officials.

PRE-BID INFORMATION:

Bidders are expected to visit the project site and examine existing conditions. For questions regarding this bid please contact Park System Representative John Eisemann at 732-842-4000, ext 4335.

GENERAL REQUIREMENTS:

- A. The Contractor shall supply all submittals, samples and cut sheets in order to confirm that all materials and methods to be used are as specified **No work shall commence before all paperwork and submittals are in.**
- B. The Owner will make on-site electricity available to the Contractor for construction purposes. If electricity is not available it will be the Contractor's responsibility to find an alternate means of power to complete the job. The Contractor shall furnish all cable, extensions, etc. as required.
- C. Construction sheds and material storage shall be contained within a reasonable area as instructed by the Owner.
- D. Keep driveways and entrances serving the premises clear and available to the Owner and the Owner's employees at all times. Do not use these areas for parking or storage of materials. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on site. Parking shall be in a location as determined by Owner.
- E. Contractor shall provide and maintain guard railing, fencing, and lighting for protection of the public in accordance with all municipal and state requirements. The Owner will use the Site during construction.
- F. Contractor shall protect existing site. Any items damaged during construction shall be replaced or restored to the Owner's satisfaction at no cost to the Owner.
- G. Contractor shall remove all of their construction debris daily from the site.
- H. The Contractor is responsible for field location of utilities. Any damage caused by the Contractor is to be repaired at the Contractor's expense.
- I. Contractor shall provide cut sheet for all equipment, fixtures, furnishings, etc. for Owner's approval before installation.

SUBMITTALS:

The Contractor must submit the following information to the Owner:

1. Notification of Contractor's Superintendent.
2. List of Sub-Contractors and their Job Supervisor
3. Building permit: Obtain building permits as required by the individual municipalities.
4. Samples of shingles and flashing.
5. Cut sheets on lumber and sheathing
6. Submittals for roof: 30 lb felt paper

Ice and water shield

Drip edge

7. Gutter and gutter guard submittals
8. Gutter wedge submittal
9. Roofing nail submittal
10. Verification of StainGuard treatment
11. Pipe vent boots

SUPERINTENDENCE:

All work will be performed under the field supervision of a qualified English Speaking Superintendent who is acceptable to the Owner and is familiar with the specifications. The Superintendent shall consult with Owner regarding the design and layout of work to be performed and shall seek Owner's advice on all matters on which the Owner's approval or direction is specified.

USE OF THE EXISTING BUILDING:

Maintain existing building in a weather tight condition throughout the construction period. Repair damage caused by construction operations. Take all precautions necessary to protect the building and its occupants during the construction period, against water penetration. Remove all equipment, ladders, debris and materials from the roof daily. Do not allow any material to remain on the roof overnight. Contractor to place all material in approved construction dumpsters, and protect the area from materials overflowing the dumpster and blowing around the area daily.

OWNER OCCUPANCY:

Full Owner Occupancy: The Owner will occupy the site and existing building during the entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the work so as not to interfere with the Owner's operations.

WORK SEQUENCE:

The Work will be conducted to provide the least possible interference to the activities of the Owner's personnel and to permit an orderly transfer of personnel and equipment to the facilities. The Contractor will be responsible for keeping the Owner informed of any aspect of the new work which will affect the public use of the building, and every effort shall be made by the Contractor to protect the public from new work in progress.

CONTRACTOR USE OF PREMISES:

Limit use of the premises to construction activities in areas indicated. The Contractor's employees shall be permitted to use such sanitary facilities as exist at the site for the duration of the project. Care should be taken to keep these facilities clean. If sanitary facilities are not available, contractors must provide their own.

PROJECT CONDITIONS:

Conditions of Use: Keep temporary services and facilities clean and neat in appearance. Operate in a safe and efficient manner. Take necessary fire prevention measures. Do not overload facilities. There must be daily clean up of all equipment, materials, debris, etc. All ladders and tools must be stored appropriately, and never be left unattended during the course of the project. Do not allow hazardous, dangerous or unsanitary conditions, or public nuisances to develop or persist on the site.

TEMPORARY FIRE PROTECTION: Install and maintain temporary fire protection facilities of the types needed to protect against reasonably predictable and controllable fire losses. Comply with NFPA 10 "Standard for Portable Fire Extinguishers," and NFPA 241 "Standard for Safeguarding Construction, Alterations and Demolition Operations."

- Store combustible materials in containers in fire-safe locations
- Maintain unobstructed access to fire extinguishers, fire hydrants, and temporary fire protection facilities, stairways and other access routes for fighting fires.
- Maintain at least one fully charged, minimum 10 lb. multipurpose (ABC) fire extinguisher on site at all times in an accessible, visible location.
- All workers shall be instructed in the use of fire extinguishers.
- **There is ABSOLUTELY NO SMOKING WITHIN 25 FEET OF THE BUILDING.**

PREPARATION:

Prior to commencement of selective demolition work, inspect areas in which work will be performed. Photograph existing conditions on structure surfaces, equipment or surrounding properties, which could be misconstrued as damage resulting from selective demolition work; file with Construction Inspector prior to starting work. Cease operations and notify the Construction Inspector immediately if safety of structure appears to be endangered. Take precautions to support structure until determination is made for continuing operations.

Cover and protect furniture, equipment, and fixtures that remain from soiling or damage when demolition work is performed in rooms or areas from which such items have not been removed.

Erect and maintain dust-proof partitions and enclosures as required to prevent spread of dust or fumes to occupied portions of the building.

STORAGE OF MATERIALS: Where materials and equipment must be stored, and are of value or attractive for theft, provide a secure lock-up. Materials shall not be stored in the open or in contact with the ground or roof surface. Store all materials on a raised platform, covered with a tarpaulin. The Contractor shall assume full responsibility for the protection and safekeeping of all materials stored on premises.

ENVIRONMENTAL PROTECTION: Provide protection, operate temporary facilities and conduct construction in ways and by methods that comply with environmental regulations, and minimize the possibility that air, waterways and subsoil might be contaminated or polluted, or that other undesirable effects might result. Avoid use of tools and equipment, which produce harmful noise. Restrict use of noise making tools and equipment to hours that will minimize complaints from persons near the site.

DISPOSAL OF DEMOLISHED MATERIALS:

Remove debris, rubbish and other materials resulting from demolition operations from building site daily. Transport and legally dispose of materials off site.

If hazardous materials are encountered during demolition operations, comply with applicable regulations, laws, and ordinances concerning removal, handling and protection against exposure or environmental pollution. Burning of removed materials is not permitted on project site.

CLEAN-UP AND REPAIR:

Upon completion of demolition work, remove tools, equipment and demolished materials from site. Remove protections and leave exterior walkway areas broom clean. Use a magnetic roller to ensure that all nails, screws, etc. are picked up. Inspect ground thoroughly.

Any demolition or damage that occurs, beyond the scope of work that is required, shall be repaired at no cost to the Owner. Return structures and surfaces to condition existing prior to commencement of selective demolition work. Repair adjacent construction or surfaces that are soiled or damaged by selective demolition work.

INSTALLATION, GENERAL:

Discard units of material with defects, which might impair quality of work, and units that are too small to use in fabricating work with minimum joints or optimum joint arrangement.

Set carpentry work to required levels and lines, with members plumb and true to line, and cut and fitted.

Securely attach carpentry work to substrate by anchoring and fastening as specified and as required by recognized standards.

Countersink nail heads on exposed carpentry work and fill holes.

When installing asphalt shingles, lay out roof so that no shingle width is less than 5".

Use Hot-Dipped Galvanized nails or stainless steel 10-12 gauge, barbed, deformed or smooth shank roofing nails with heads 3/8" to 7/16" in diameter. Staples are not permitted. Use galvanized finishing nails for finish work. Select fasteners of size that will not penetrate members where opposite side will be exposed to view or will receive finish materials. Make tight connections between members. Install fasteners without splitting of wood; pre-drill as required.

CODES:

All work on these buildings shall be executed in strict accordance with the provisions of the New Jersey State Uniform Construction Code, including IBC, IRC, NFPA, NEC, National Plumbing Code, and all other sub-codes in the NJSUCC applicable to the work.

SITE INSPECTOR:

All work shall be coordinated, scheduled, and inspected by John Eisemann. Once started, work shall continue until complete. For more information call John Eisemann at (732) 842-4000, ext 4335 between 8:00am and 4:30pm.

WORKING HOURS:

Monday through Friday 8:00 AM - 5:00 PM
No Working on Holidays or Weekends.

PREVAILING WAGE RATES:

This work is subject to New Jersey prevailing wage rates.

METHOD OF AWARD:

Each proposal shall be awarded individually on the “LOWEST LUMP SUM BID” basis.

CONTRACT TIME:

The Contractor shall have fifteen (15) days from award of contract to commence work. The Contract time will commence on the start date and will be formalized in the Owner's Notice-To-Proceed.

The CONTRACT TIME shall be ten (10) working days for each item.

ADDITIONAL SPECIFICATIONS:

1. GUTTER INSTALLATION:

Building #2024 – Dorbrook Recreation Area – Color: Brown

Install 6" seamless “K” style gutters throughout, unless otherwise noted. Color to be determined by Owner. Install 3" X 4" elbows and leaders on building, unless otherwise noted. Location to be determined by Owner. Gutters shall be secured using an aluminum ODE 100 Hidden Hanger with a 4" carbon steel deck screw coated for gutter for outdoor use (one on every rafter). All connections shall be riveted and sealed with approved gutter mastic. On runs greater than 50', install Alcoa neoprene expansion joints in the center of the run. Note: 6" Alcoa expansion joints (OG256) may have to be special ordered.

Where required, install leader straps at 4' maximum distance apart, unless otherwise specified. Install a pre-cast concrete splash block at the bottom of every leader, unless otherwise specified.

2. GUTTER GUARDS:

Building #203 – Holmdel Park (5")

Building #2024 – Dorbrook Recreation Area (6")

28- gauge Steelco galvanized **flat** gutter screens, with Galvalum anchor clips that match the gutter color, in 3 foot sections. No substitutions will be allowed! Guards are to be sized to match the width of the gutter. Submit a sample for approval before installation.

Gutter guards are to be installed on gutters where specified, with the back edge slipped underneath the first course of shingles at the edge of the roof. Each 3' gutter guard section is to be

fastened down using two properly sized stainless steel or galvanized screws through the top outer edge of the gutter.

Install beehive type strainer-guards at conductor heads, removable for cleaning downspouts.

3. RIDGE VENTILATION:

GAF Cobra Ridge Runner exhaust vent:

Building #203 – Holmdel Park:

Building #2003 – Dorbrook Recreation Area

On roofs which have not previously had ridge vents, the sheathing at the peak shall be cut and the ridge ventilation installed according to manufacturer’s specifications.

4. GAF “ROYAL SOVEREIGN” SHINGLES:

Building #202 – Holmdel Park

Color: “Golden Cedar”

Building #203 – Holmdel Park

Color: “White”

Building #512 – Thompson Park

Color: “Golden Cedar”

Building #513 – Thompson Park

Color: “Golden Cedar”

Building #514 – Thompson Park

Color: “Golden Cedar”

Building #520 – Thompson Park

Color: “Golden Cedar”

Building# 2019 – Dorbrook Recreation Area

Color: “Golden Cedar”

ALL shingles are to have the GAF StainGuard Treatment Warranty.

6. GAF “TIMBERLINE HD” SHINGLES:

Note: Matching color **GAF “Timbertex Ridge Cap” Shingles** are to be installed on each of the following buildings:

Building #2003 – Dorbrook Recreation Area

Color: “Hickory”

Building #2023 – Dorbrook Recreation Area

Color: “Hickory”

Building #2024 – Dorbrook Recreation Area

Color: “Hickory”

Building #2025 – Dorbrook Recreation Area

Color: “Hickory”

ALL shingles are to have the GAF StainGuard Treatment Warranty.

7. CERTAINTEED “HATTERAS” SHINGLES

Building #2028 – Dorbrook Recreation Area

Color: “Sandpiper”

NOTE: All shingles must comply with ASTM D3161 and be specified for use in a 110 MPH basic wind speed area. **The bundles must be labeled “Class F Shingles”.**

8. PREPARATIONS AND INSTALLATION OF ASPHALT STRIP SHINGLES FOR PITCHED ROOFS:

Building #202 – Holmdel Park

Building #203 – Holmdel Park

Building #2003 – Dorbrook Recreation Area

Building #2023 – Dorbrook Recreation Area

Building #2024 – Dorbrook Recreation Area

Building #2025 – Dorbrook Recreation Area

Building #512 – Thompson Park

Building #513 – Thompson Park

Building #514 – Thompson Park

Building #520 – Thompson Park

Building #2019 – Dorbrook Recreation Area

Building #2028 – Dorbrook Recreation Area

Additional costs for sheathing replacement will only be considered in those areas that were not evident at time of bidding or are not covered in the special considerations section.

SOLID AND SPACED SHEATHING REPLACEMENT:

If the roof has no solid or spaced sheathing, or if the existing solid or spaced sheathing is not suitable to be roofed over, the contractor must notify the Construction Inspector and receive approval before any replacement. If solid or spaced sheathing requires replacement, **the sheathing must match adjacent boards in thickness.** Note: Plywood is not considered solid (board) sheathing. Solid sheathing replacement shall be billed at the per square foot installed rate as quoted on the proposal. Spaced sheathing replacement shall be billed at the per linear foot installed rate as quoted on the proposal.

PLYWOOD SHEATHING REPLACEMENT

Where the existing plywood sheathing is not suitable to be roofed over, the contractor

must notify the Construction Inspector and receive approval before replacement. The sheathing is to match the existing dimensions (1/2, 5/8, 3/4) and shall be CDX exterior Douglas Fir plywood. Nailing shall be with 8d commons nails, 6" on center along the edges and 12" on center in the middle. Plywood replacement shall be billed at the per square foot installed rate as quoted on the proposal.

INSTALLATION

- A. Where sheathing is to be installed over ribs, the nails must be sized to penetrate the roof rafters by 1" minimum.
- B. After sheathing is installed, the area will be swept off to remove all debris.
- C. New aluminum drip edge shall be nailed along entire length of eaves and rakes on all roofs. Drip edge is to be a minimum of 2"x 2". For all buildings getting a complete roof replacement, the drip edge color is **white**. This includes **Bldg #202, Bldg #203, Bldg#2003, Bldg #2023, Bldg #2024 and Bldg #2025**.
- D. Ice and water shield shall be installed along the eave and rake edges to a point at least 24" inside the exterior wall of the building. Ice and water shield shall also be installed in all valleys to a point at least 14" on each side of valley. Ice and water shield shall consist of an approved waterproofing membrane.
- E. Apply a covering of **No. 30 asphalt saturated felt**. Lap each course over the lower course 2" minimum at horizontal joints, and 4" side lap at end joints. Lap felt 6" from sides over hips and ridges. Double-layered underlayment shall be required on roof slopes of less than 4-on-12. Single layer underlayment is required on all other roof slopes. Vertical installation of roof felt will not be allowed under any circumstances.
- F. Step Flashing: For bidding purposes, all step flashing shall be replaced, unless otherwise approved by the Construction Inspector. New step flashing shall be a minimum of 5" high, and shall be installed where none exists now, but should be. Step flashing shall be stepped for each shingle course, and must not be nailed to the vertical (wall) surface. New counter flashing shall be installed around chimneys, and elsewhere where previously installed, unless otherwise specified. Install counter flashing at all roof penetrations, unless otherwise specified. The mortar joint must be raked out 3/4" and the flashing installed and re-mortared. (no mastic will be accepted) Counter flashing must be stepped as per the masonry courses. It cannot be run as one piece, parallel with the roof slope.
All step flashing, counter flashing or valleys being replaced are to be replaced with a like material (i.e. copper, aluminum, etc).
- G. Shingles: Asphalt shingles to conform to ASTM-D225 or ASTM-D3462 and be fastened with 6 fasteners per shingle to meet the code requirements for wind speed of 110 miles per hour or greater. All bundles shall be in the manufacturers' packaging, and have a mildewcide treatment **Six single nails per shingle** shall penetrate not less than 3/4" into nailing strips, sheathing, or supporting construction. Nails shall be **hot dipped galvanized or stainless steel**. Nails must be used – **no staples are allowed**. Shingles shall be installed so that the ending course will have a minimum tab size of five (5) inches, unless otherwise approved.
- H. Replace all fascia trim molding (molding on top of fascia board between sheathing and fascia) where specified.
- I. Existing Pipe vent boots shall be replaced with new boots. Replace all existing plastic roof vents with a like product.

- J. Any gutters, leaders, antennas, vents, fans, etc. that are removed during the process of working shall be replaced, unless otherwise specified. Any material damaged by the Contractor shall be replaced with new material at the Contractor's expense. All gutter straps shall be installed under new shingle roofing material.

SHINGLE INSTALLATION

General: Comply with instructions and recommendations of shingle manufacturer, and local building code, except to the extent more stringent requirements are indicated.

Shingles: Install starter strip of approved GAF starter course; fasten shingles in pattern, weather exposure, and number of fasteners per shingle as recommended by manufacturer or required by code, whichever is the most stringent. Use horizontal and vertical chalk lines to ensure straight coursing. Starting and ending course shall have a minimum tab size of five (5) inches, unless otherwise approved. Comply with installation details and recommendations of shingle manufacturer and NRC Steep Roofing Manual.

EXTRA STOCK FOR ASPHALT SHINGLES

Provide minimum of 2% of installed quantity of each type/color/texture shingle used in the work. Provide in unopened clearly labeled bundles or containers.

9. GUARANTEES FOR PITCHED ROOFS:

The contractor shall guarantee all workmanship and materials in connection with this contract to be free from defects due to materials or poor workmanship for a period of five (5) years from date of final acceptance. All defective or damaged material, which becomes evident within the guarantee period, shall be replaced or repaired at the expense of the contractor. A letter certifying the five (5) year guarantee period shall accompany the contractor's request for final payment for each building. In addition, all manufacturers' warranties must be submitted prior to final payment. The letter shall further state that the roofing contractor has complied with the manufacturers' recommendations and specifications for installation of roofing material. See below for required specific warranties for GAF roofing products.

Asphalt Shingle Roofs

For the ROYAL SOVEREIGN roofs, the Contractor shall provide a 25-year Warranty from GAF.

For the TIMBERLINE HD roofs, the Contractor shall provide a 30-year Warranty from GAF.

Further, As A Condition of Payment, the Contractor shall submit a Certificate of Approval for all work done with a roofing permit, issued by the local enforcing agency.

**Specifications for Cleaning, Preparing and Painting the Standing Seam Metal
Roof, Gutters and Leaders on Bldg #229,
The Tenant House at Longstreet Farm**

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes surface preparation and the application of paint system on standing seam metal roof.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of product indicated. Include preparation requirements and application instructions.

B. Samples: For each type of paint system and color and gloss of topcoat.

1. Submit samples on rigid backing 8 inches square.

2. Label each coat of each sample.

1.3 EXTRA MATERIALS

A. Furnish extra paint materials from the same production runs that match products applied and that are packaged with protective covering for storage and identified with labels describing contents, including material, finish, source, and location on building.

Quantity: Furnish Owner with an additional 1 gal. (3.8 L) of each material and color applied.

1.4 QUALITY ASSURANCE

A. Mockups: Provide mockups for each paint system indicated and each color and finish required to demonstrate aesthetic effects and set quality standards for materials and execution. Duplicate appearance of approved Sample submittals.

1. Surface-Preparation Mockup: On existing surfaces using applicable specified methods of cleaning and other surface preparation, provide mockup sample of at least 100 sq. ft.

(9 sq. m).

2. Coating Mockup: On surface of at least 100 sq. ft. (9 sq. m) to represent surfaces and conditions for application of each type of coating system under same conditions as the completed Work.

2. Approval of mockups does not constitute approval of deviations from the Contract Documents

contained in mockups unless the Owner's Representative specifically approves such deviations in writing.

4.Approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

1.5 DELIVERY, STORAGE, AND HANDLING

A. Store materials not in use in tightly covered containers in well-ventilated areas with ambient temperatures continuously maintained at not less than 45 deg F (7 deg C).

1.Maintain containers in clean condition, free of foreign materials and residue.

2.Remove rags and waste daily.

1.6 PROJECT CONDITIONS

A. Weather Limitations: Proceed with painting only when existing and forecasted weather conditions are within the environmental limits set by each manufacturer's written instructions and specified requirements.

B. Apply paints only when temperature of surfaces to be painted and ambient air temperatures are between 50 and 90 deg F (10 and 35 deg C).

C. Do not apply paint in snow, rain, fog, or mist; during high wind conditions; when relative humidity exceeds 85 percent; at temperatures less than 5 deg F (3 deg C) above the dew point; or to damp or wet surfaces.

PART 2 - PRODUCTS

2.1 CLEANING MATERIALS

A. Water: Potable.

B. Hot Water: Water heated to a temperature of 140 to 160 deg F (60 to 71 deg C).

C. Detergent Solution: Solution prepared by mixing 2 cups (0.5 L) of tetrasodium polyphosphate, 1/2 cup (125 mL) of laundry detergent that contains no ammonia, 5 quarts (5 L) of 5 percent sodium hypochlorite bleach, and 15 quarts (15 L) of warm water for each 5 gal. (20 L) of solution required.

D. Mildewcide: Commercial proprietary mildewcide or a job-mixed solution prepared by mixing 1/3 cup (80 ML) of household detergent that contains no ammonia, 1 quart (1 L) of 5 percent sodium hypochlorite bleach, and 3 quarts (3 L) of warm water.

E. Abrasives for Ferrous Metal Cleaning: Aluminum oxide paper, emery paper, fine steel wool, steel scrapers, and steel-wire brushes of various sizes. Use brushes that are resistant to chemicals being used.

F. Rust Remover: Manufacturer's standard phosphoric acid-based gel formulation, also called "naval jelly," for removing corrosion from iron and steel.

2.2 PATCHING MATERIALS

A. Metal Patching Compound: Two-part, polyester-resin metal patching compound; knife-grade formulation as recommended by manufacturer for type of metal repair indicated, tooling time required for the detail of work, and site conditions. Compound shall be produced for filling metal that has deteriorated due to corrosion. Filler shall be capable of filling deep holes and spreading to feather edge.

2.3 PAINT

A. Standing Seam Metal Roof:

1. Latex semi-gloss over alkyd primer.

a. Prime Coat: Benjamin Moore Super Spec HP Alkyd Metal Primer P06.

Color: P06-70 Gray

b. Intermediate Coat: Benjamin Moore Super Spec HP Direct to Metal Acrylic Semi-Gloss P29. Color: Cottage Red.

c. Topcoat: Match intermediate coat.

B. No product substitutions permitted.

PART 3 - EXECUTION

3.1 SURFACE PREPARATION

A. General: Before painting, prepare surfaces according to the following requirements.

1. Protect persons, building site, motor vehicles, plants, and surrounding surfaces of building being worked on from harm resulting from painting.
2. Examine surfaces to evaluate surface condition.
3. Paint Removal: Scrape and sand by hand-tool cleaning methods to remove loose paint until only tightly adhered paint remains.
4. Cleaning: Wash surface by detergent cleaning; use other cleaning methods for small areas of bare substrate if required. Roughen, de-gloss, and sand the cleaned surfaces to ensure paint adhesion and a smooth finish according to paint manufacturer's written instructions.
5. Repair substrate defects according to "Substrate Repair" Article below.
6. Prior to paint application, all surfaces must be clean and dry, and free of chalk, dirt, grease, mildew, debris, rust and loose paint at each stage of application.

3.2 EXAMINATION

- A. Examine substrates and conditions for compliance with requirements for maximum moisture content and other conditions affecting performance of the painting work.
- B. Maximum Moisture Content of Substrates: Do not begin application of coatings unless moisture content of exposed surface is below the maximum value recommended in writing by paint manufacturer and not greater than the following maximum values when measured with an electronic moisture meter: 12 percent.
- C. Alkalinity: Do not begin application of coatings unless surface alkalinity is within range recommended by paint manufacturer.
- D. If existing surfaces cannot be prepared to an acceptable condition for proper finishing by using specified surface-preparation methods, notify Owner.
- E. Begin coating application only after unsatisfactory conditions have been corrected and surfaces are dry. Beginning coating application constitutes Contractor's acceptance of substrates and conditions.

3.3 PAINT REMOVAL

- A. Remove all loose and damaged paint until only tightly adhered paint remains.
- B. Paint Removal with Hand Tools: Remove paint manually using hand-held scrapers, wire brushes, sandpaper, and steel wool. Do not use other methods except as specified unless approved by Owner. Do not use torches, heat guns, or heat plates.
- C. Mechanical Abrasion: Where mechanical abrasion is needed, use only the gentlest mechanical methods, such as scraping and hand sanding, that will not abrade softer substrates, reducing clarity of detail. Do not use abrasive methods such as rotary sanding, rotary wire

brushing, or power tools except as indicated as approved by Owner's Representative.

D. Spray Equipment: Use spray equipment that provides controlled application at volume and pressure indicated. Adjust pressure and volume to ensure that spray methods do not damage surfaces.

1. Equip units with pressure gages.

2. Unless otherwise indicated, hold spray tip at least 6 inches (150 mm) from surface and apply material in horizontal, back-and-forth sweeping motion, overlapping previous strokes to produce uniform coverage.

3. For chemical spray application, use low-pressure tank or chemical pump suitable for chemical indicated, equipped with cone-shaped spray tip.

4. For water-spray application, use fan-shaped spray tip that disperses water at an angle of 25 to 50 degrees.

3.4 CLEANING

A. General: Use only the gentlest, appropriate method necessary to clean surfaces in preparation for painting. Clean all surfaces, corners, contours, and interstices.

B. Clean off existing mildew, algae, moss, plant material, loose paint, grease, dirt, and other debris by scrubbing with bristle brush or sponge and detergent solution. Scrub mildewed areas with mildewcide. Rinse with water applied by clean rags or sponges.

C. Detergent Cleaning: Wash surfaces by hand using clean rags, sponges, and bristle brushes. Scrub surface with detergent solution and bristle brush until soil is thoroughly dislodged and can be removed by rinsing. Use small brushes to remove soil from joints and crevices. Dip brush in solution often to ensure that adequate fresh detergent is used and that surface remains wet. Rinse with water applied by clean rags or sponges.

D. Solvent Cleaning: Use solvent cleaning to remove oil, grease, smoke, tar, and asphalt from painted or unpainted surfaces before other preparation work. Wipe surfaces with solvent using clean rags and sponges. If necessary, spot-solvent cleaning may be employed just prior to commencement of paint application, provided enough time is allowed for complete evaporation. Use clean solvent and clean rags for the final wash to ensure that all foreign materials have been removed. Do not use solvents, including primer thinner and turpentine, that leave residue.

E. Chemical Rust Removal:

1. Remove loose rust scale with approved abrasives for ferrous metal cleaning.

2. Apply rust remover with brushes or as recommended by manufacturer.
3. Allow rust remover to remain on surface for period recommended by manufacturer or as determined by preconstruction testing. Do not allow extended dwell time.
4. Wipe off residue with mineral spirits and either steel wool or soft rags, or clean with method recommended by manufacturer to remove residue.
5. Dry immediately with clean, soft cloths. Follow direction of grain in metal.
6. Prime immediately to prevent rust. Do not touch cleaned metal surface until primed.

F. Mechanical Rust Removal:

1. Remove rust with approved abrasives for ferrous metal cleaning. Clean to bright metal.
2. Wipe off residue with mineral spirits and either steel wool or soft rags.
3. Dry immediately with clean, soft cloths. Follow direction of grain in metal.
4. Prime immediately to prevent rust. Do not touch cleaned metal surface until primed.

3.5 SUBSTRATE REPAIR

A. Metal Substrate:

1. General: Repair defects including dents and gouges more than 1/16 inch (6 mm) deep or 1/2 inch (13 mm) across and all holes and cracks by filling with metal patching compound and sanding smooth. Remove burrs and protruding fasteners.
2. All surface cracks, nail pops, or seam separation shall be repaired. If a joint is open, or a nail head has popped up, repairs shall be made by cleaning and re-soldering using a solder of 50% pig lead and 50% block tin applied with a rosin flux.
3. Prepare repair locations by wire-brushing and solvent cleaning. Use chemical or mechanical rust removal method to clean off rust.
4. Prime iron and steel surfaces immediately after repair to prevent flash rusting. Stripe paint corners, crevices, bolts, welds, and sharp edges. Apply two coats to surfaces that will be inaccessible after completion of the Work.

3.6 PAINT APPLICATION

- A. Comply with manufacturers' written instructions for application methods and required coverage (film thickness).
- B. Use applicators and techniques suited for paint and substrate indicated. Apply with brush or roller only.
- C. Apply paints to produce surface films without cloudiness, spotting, holidays, laps, brush marks, roller tracking, runs, sags, ropiness, or other surface imperfections.

3.7 FIELD QUALITY CONTROL

A. Testing of Paint Materials: Owner reserves the right to engage the services of a qualified Testing agency to sample paint materials being used. Owner may direct Contractor to stop applying paints if test results show materials being used do not comply with the specifications. Contractor shall remove non-complying paint materials from project site, pay for testing, and repaint surfaces that were painted with rejected materials.

B. Dry Film Thickness Testing: Owner may engage the services of a qualified testing and inspecting agency to inspect and test paint for dry film thickness. If test results show that dry film thickness of applied paint does not comply with manufacturer's written recommendations, Contractor shall pay for testing and apply additional coats as needed to provide dry film thickness that complies with paint manufacturers' recommendations.

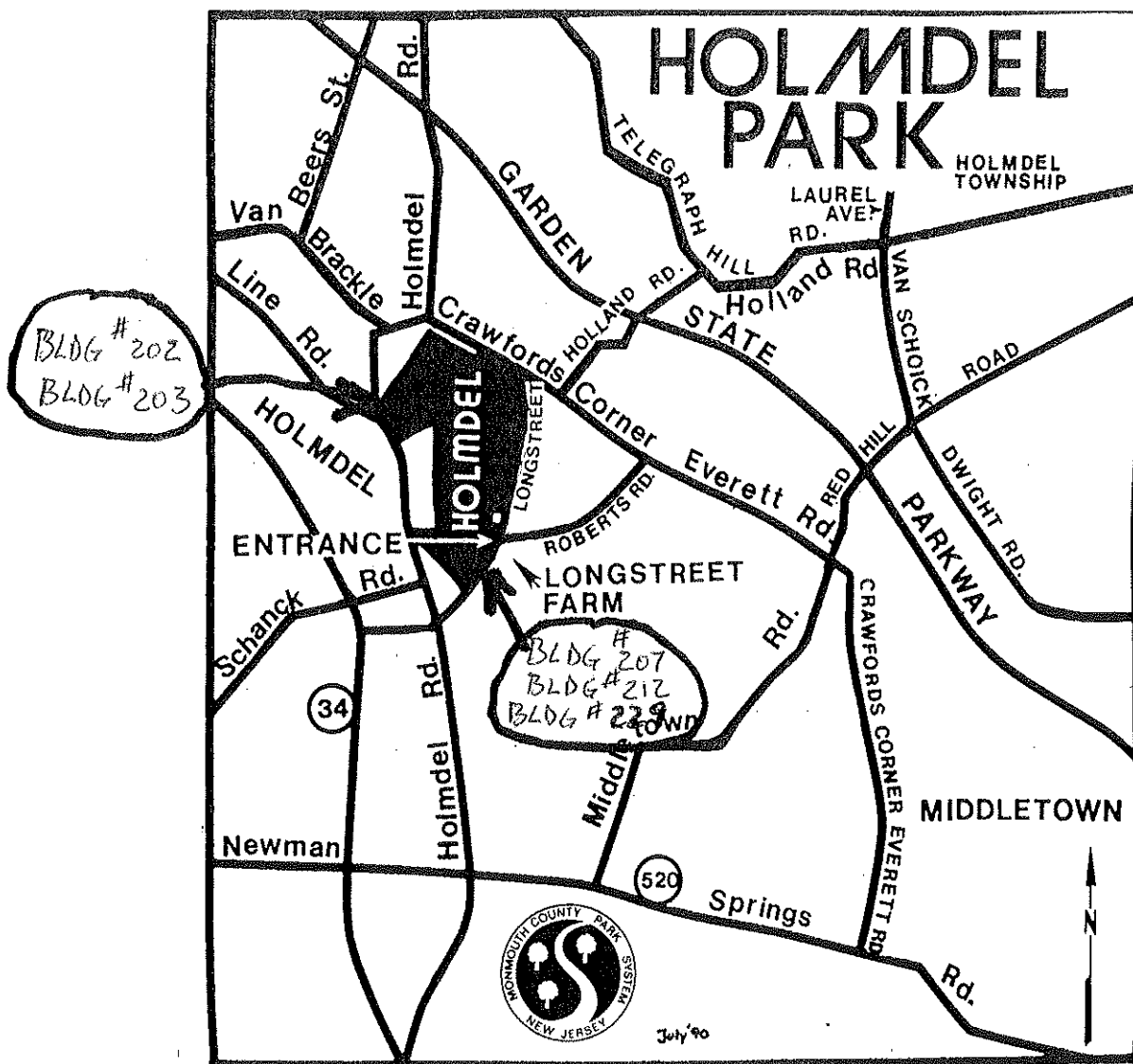
3.8 CLEAN-UP AND PROTECTION

A. At end of each workday, remove rubbish, empty cans, rags, and other discarded materials from Project site.

B. After completing paint application, clean spattered surfaces. Remove spattered paints by washing, scraping, or other methods. Do not scratch or damage adjacent finished surfaces.

C. Where lead paint is present take precautions not to release paint chips or dust into the atmosphere or into the soil. Collect all lead-containing waste and dispose of properly. Provide workers with appropriate personal protection and institute appropriate clean-up protocols.

D. At completion of construction activities, touch up and restore damaged or defaced painted surfaces.



HOLMDEL PARK & LONGSTREET FARM

Bldg #202 – Maintenance Storage Bldg

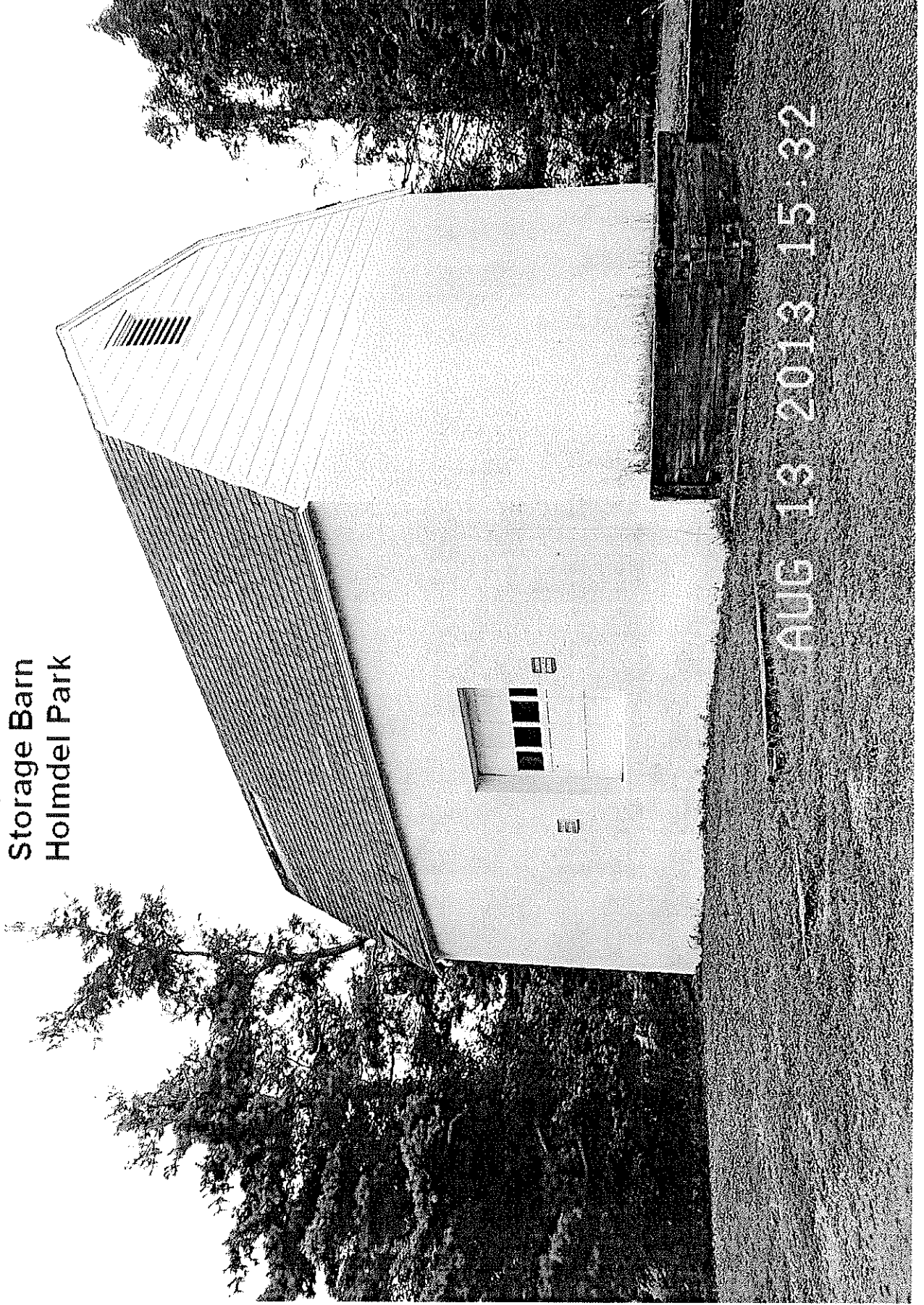
Bldg #203 - Residence

Bldg #207 – Carriage House

Bldg #212 – New Cow House

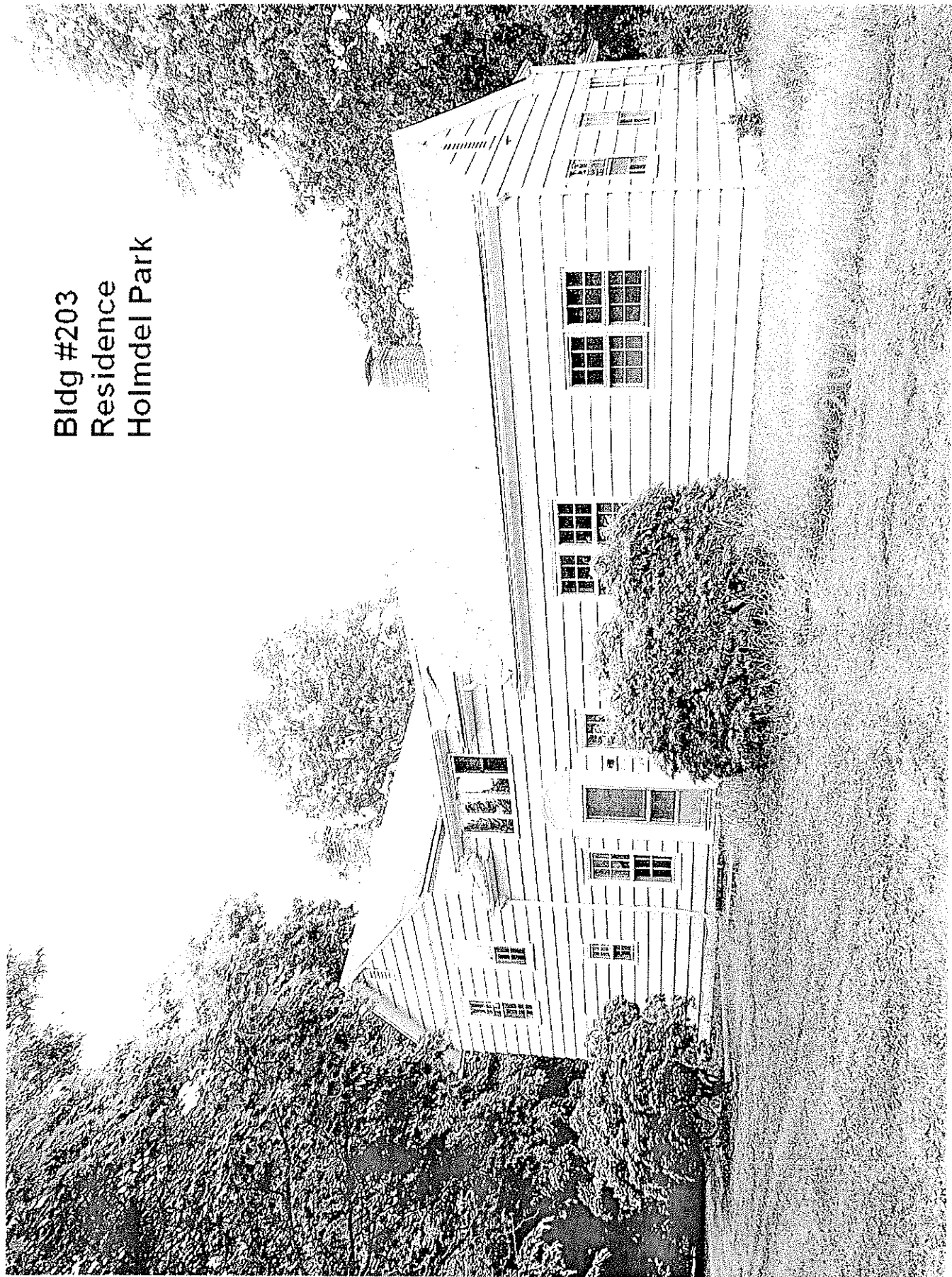
Bldg #229 – Tenant House

Bldg #202
Storage Barn
Holmdel Park



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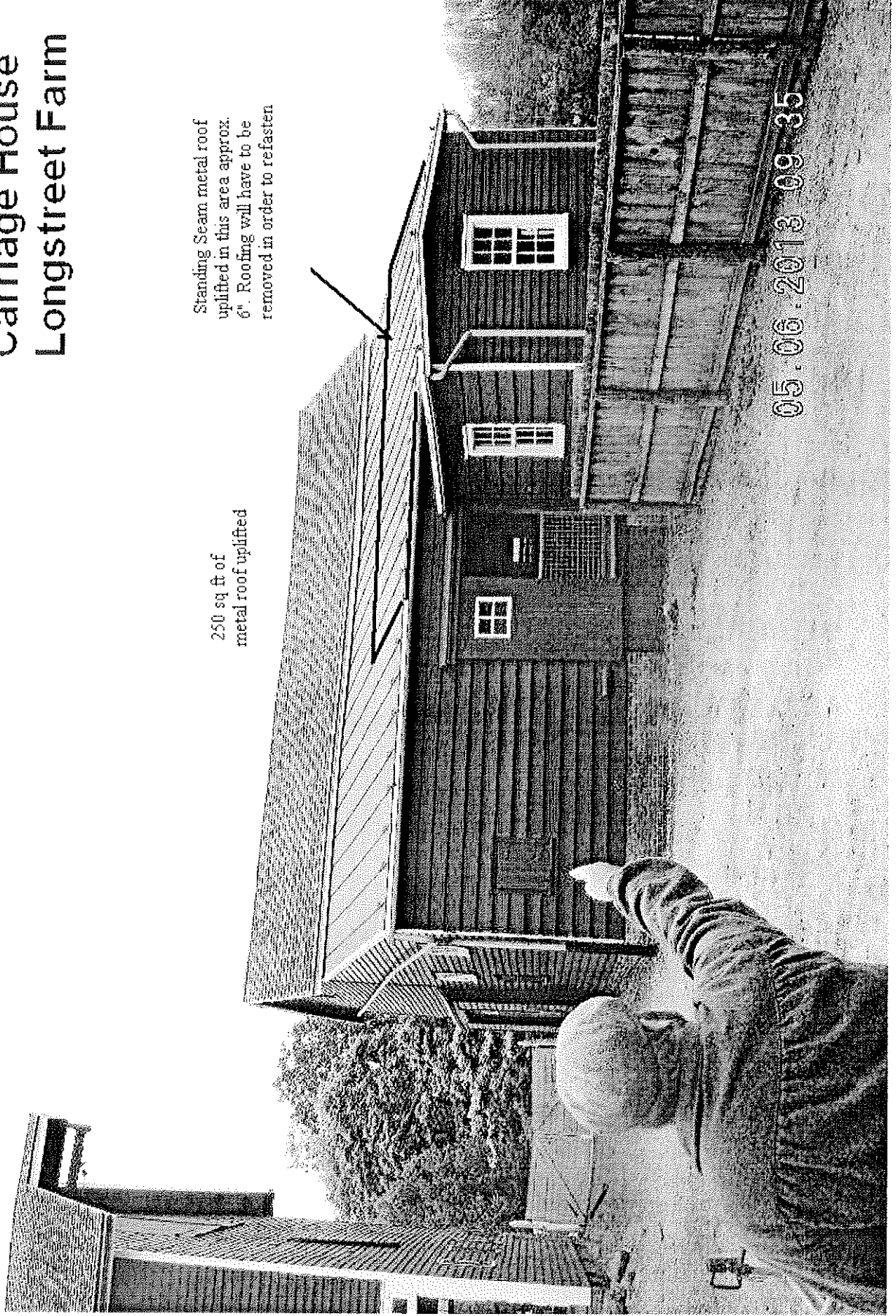
Bldg #203
Residence
Holmdel Park



**Bldg #207
Carriage House
Longstreet Farm**

250 sq ft of
metal roof uplifted

Standing Seam metal roof
uplifted in this area approx.
6". Roofing will have to be
removed in order to refasten



**Bldg #212
New Cow House
Longstreet Farm**

ridge cap ripped
off

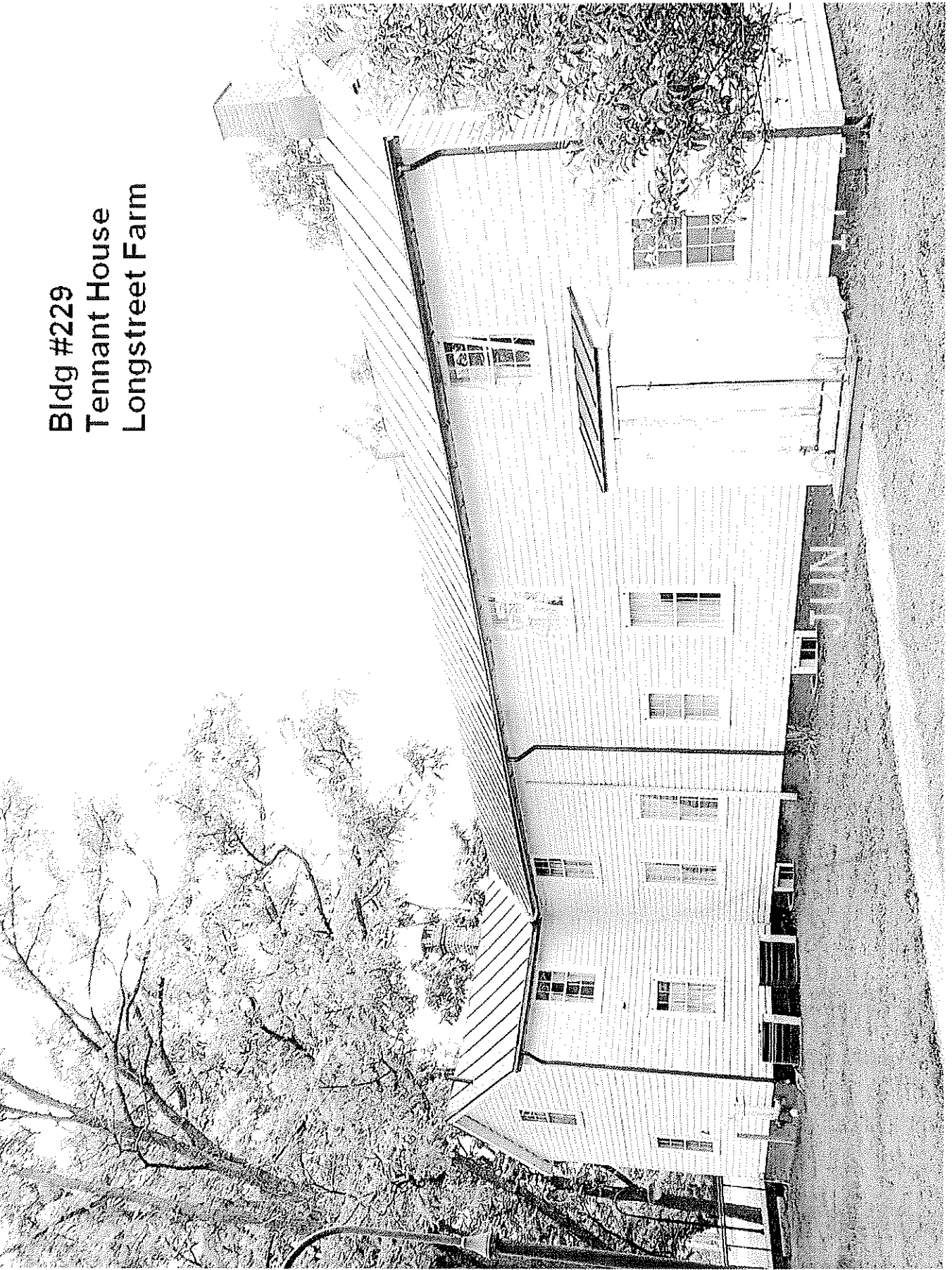


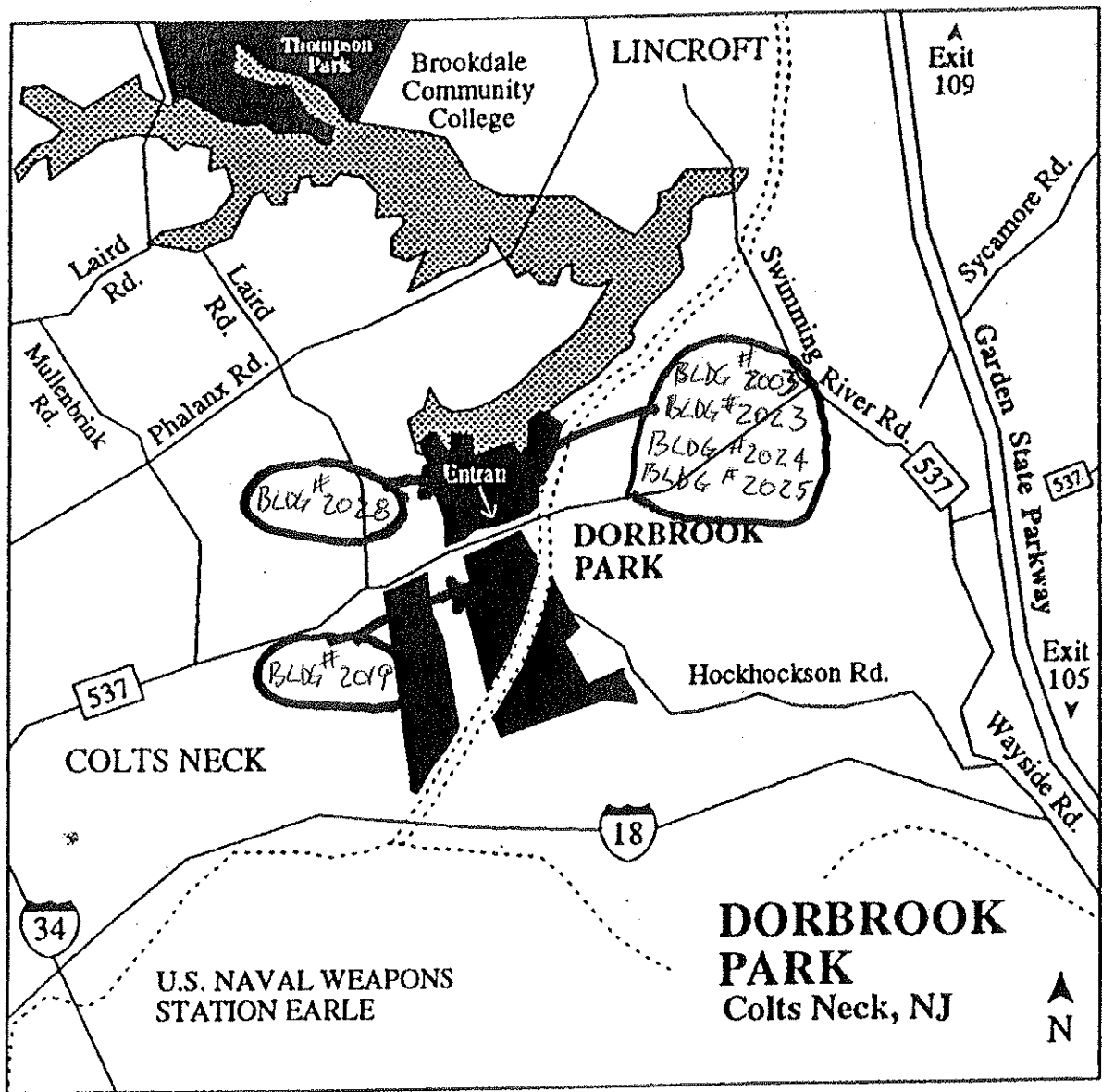
flashing pulled up. Stingles
no longer holding flashing
down... should be replaced

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Bldg #229
Tennant House
Longstreet Farm

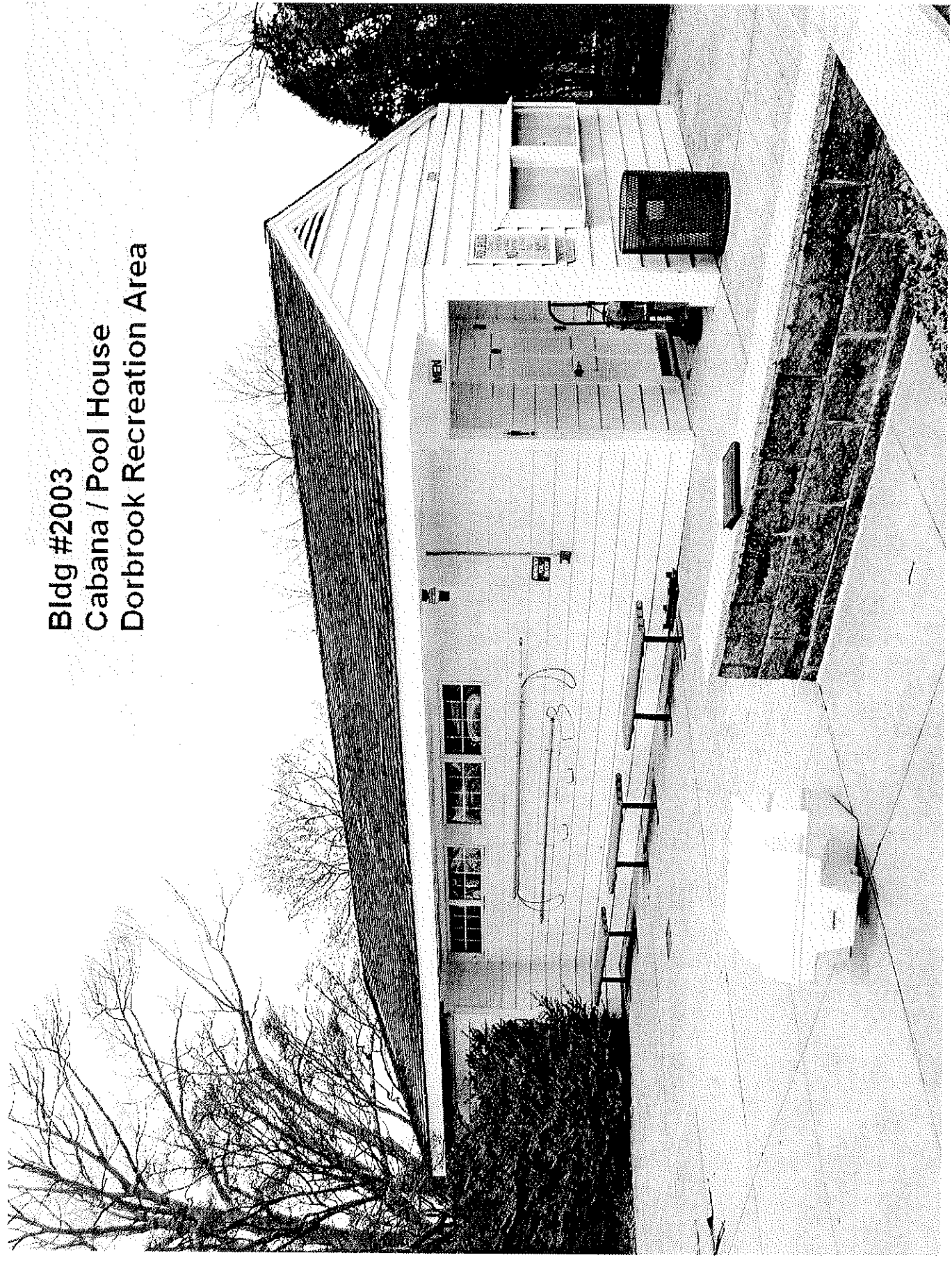




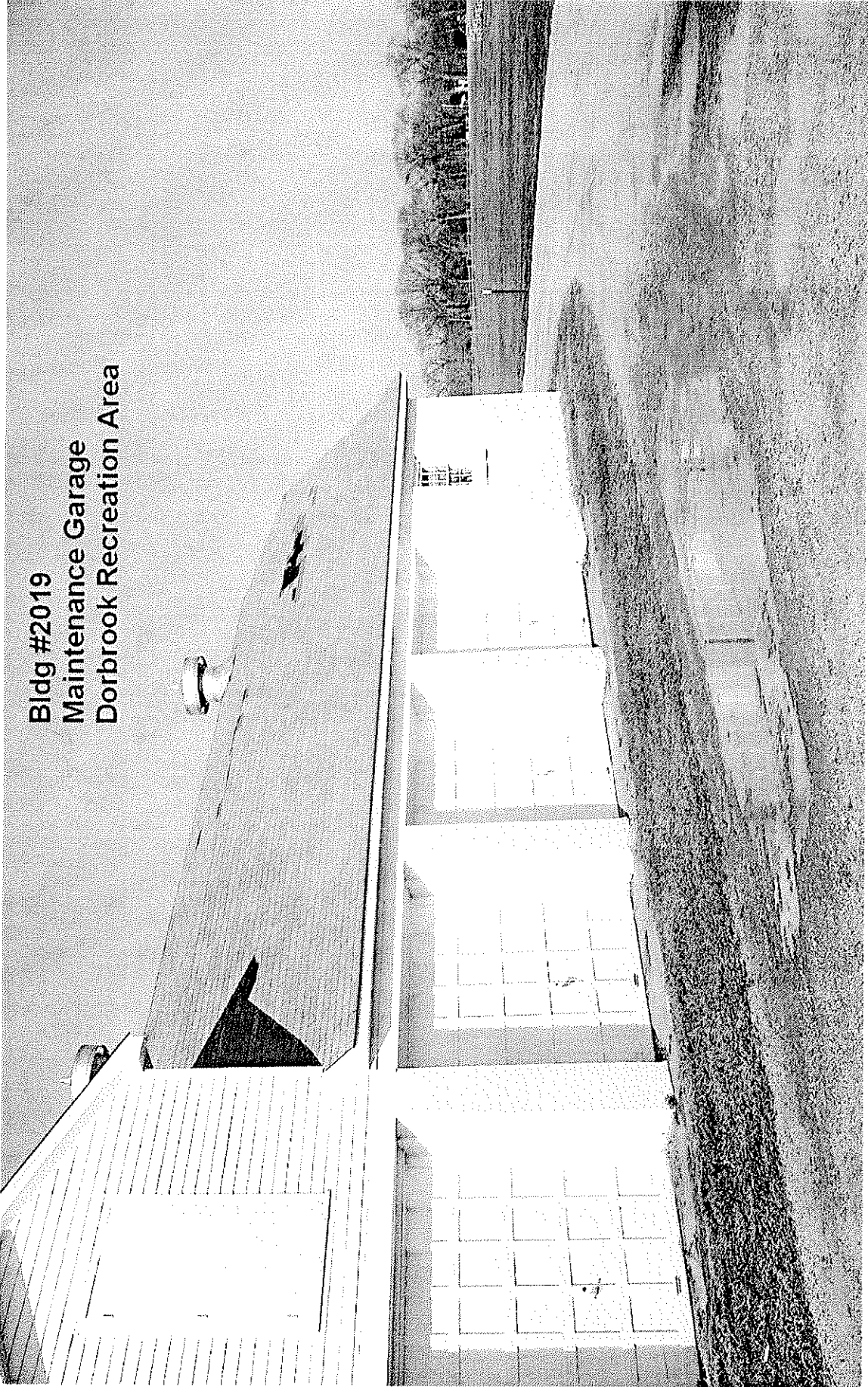
DORBROOK RECREATION AREA

- Bldg #2003 – Cabana/Pool House
- Bldg #2019 – Maintenance Garage
- Bldg #2023 – Pool Filter Building
- Bldg #2024 – Rest Room Building
- Bldg #2025 – Picnic Shelter
- Bldg #2028 – Horse Barn

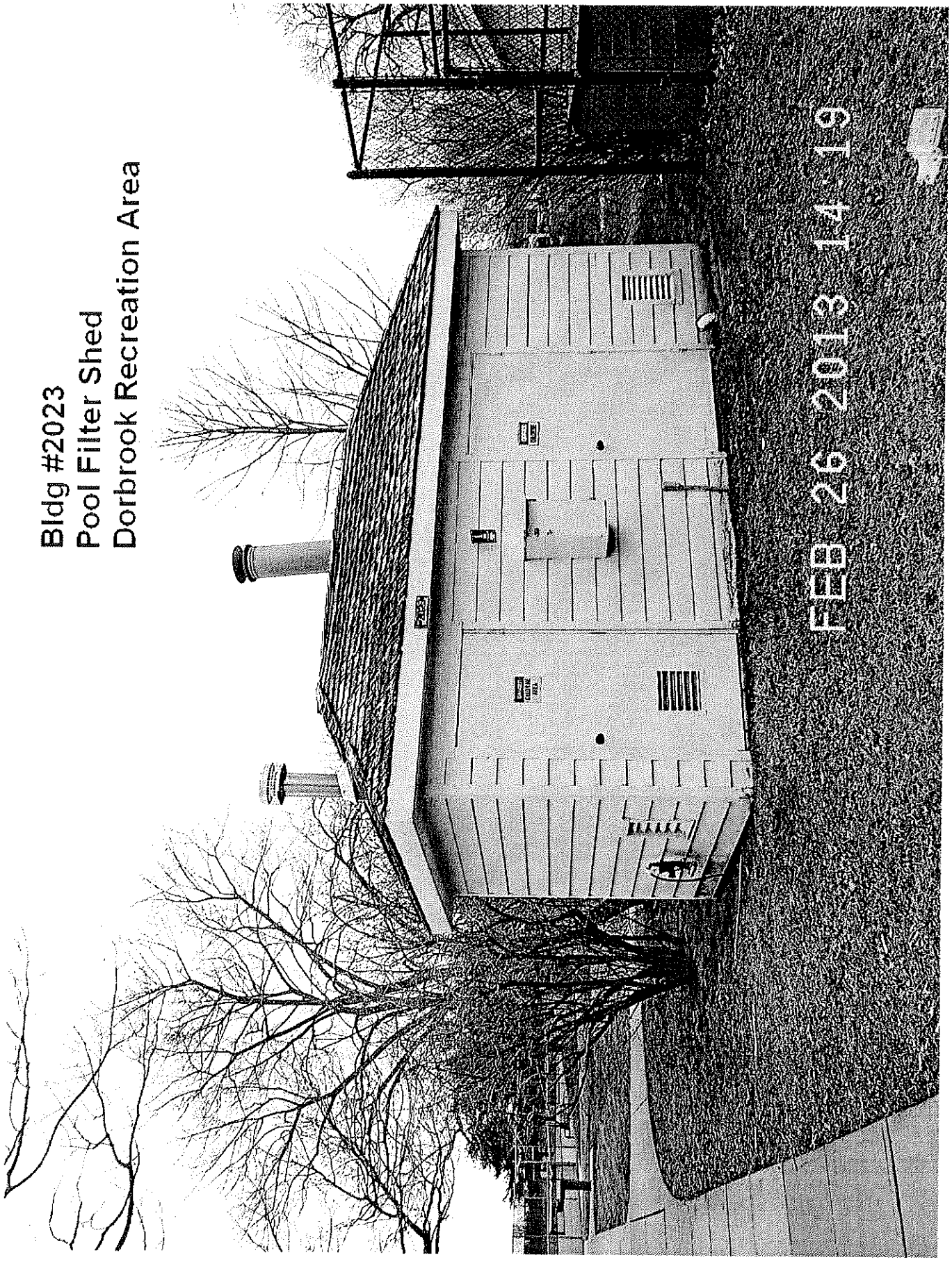
**Bldg #2003
Cabana / Pool House
Dorbrook Recreation Area**



**Bldg #2019
Maintenance Garage
Dorbrook Recreation Area**

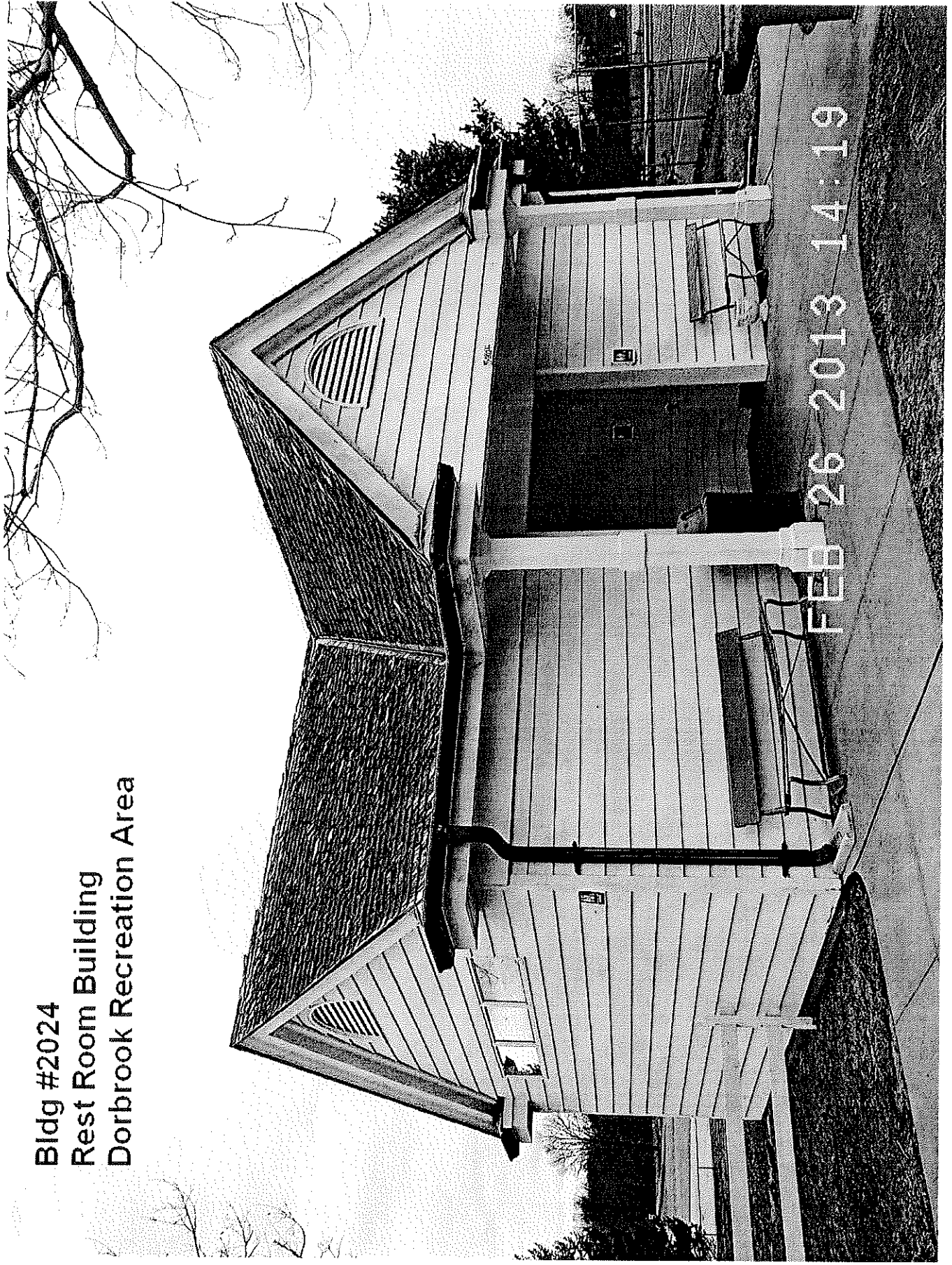


Bldg #2023
Pool Filter Shed
Dorbrook Recreation Area

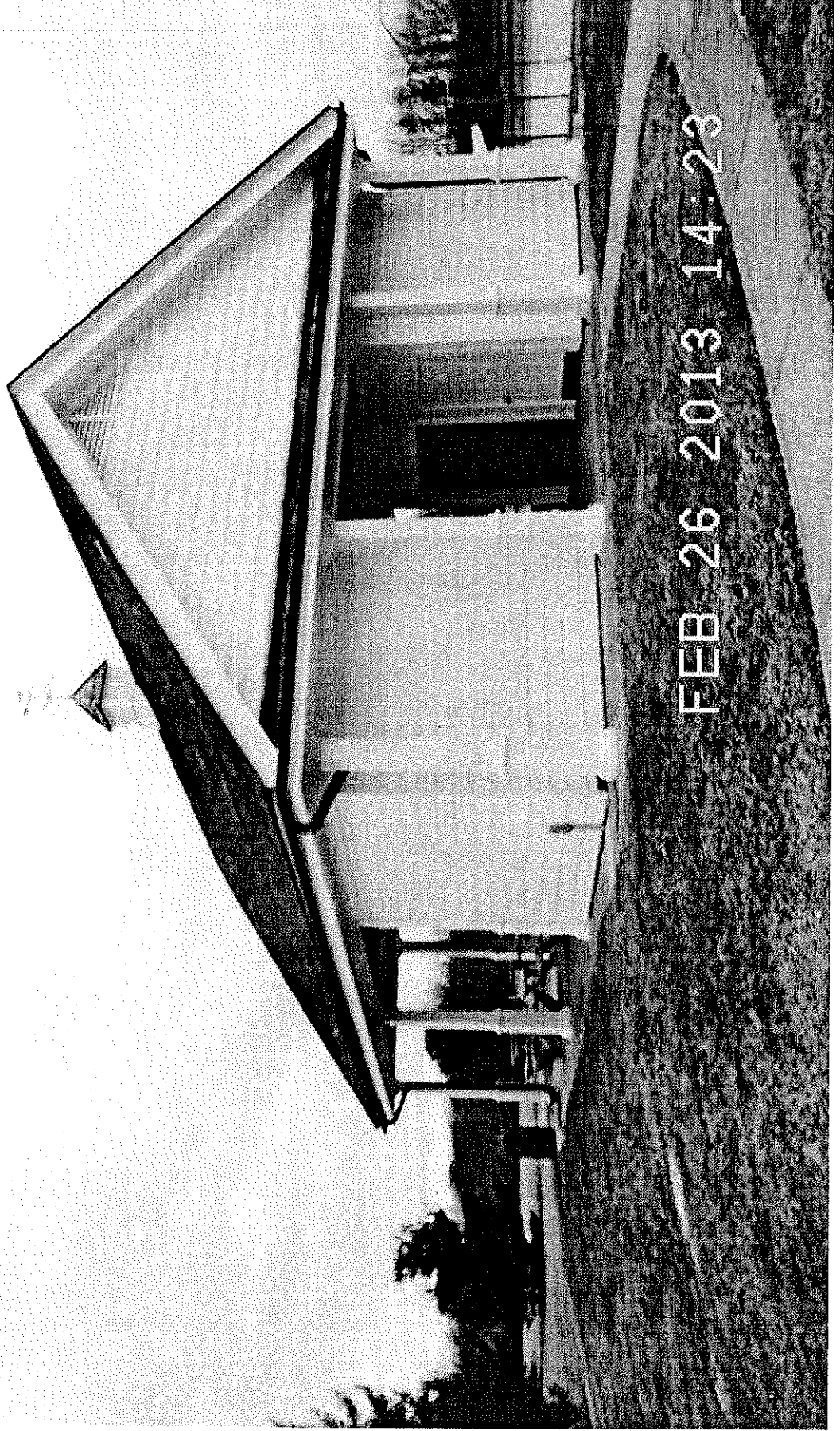


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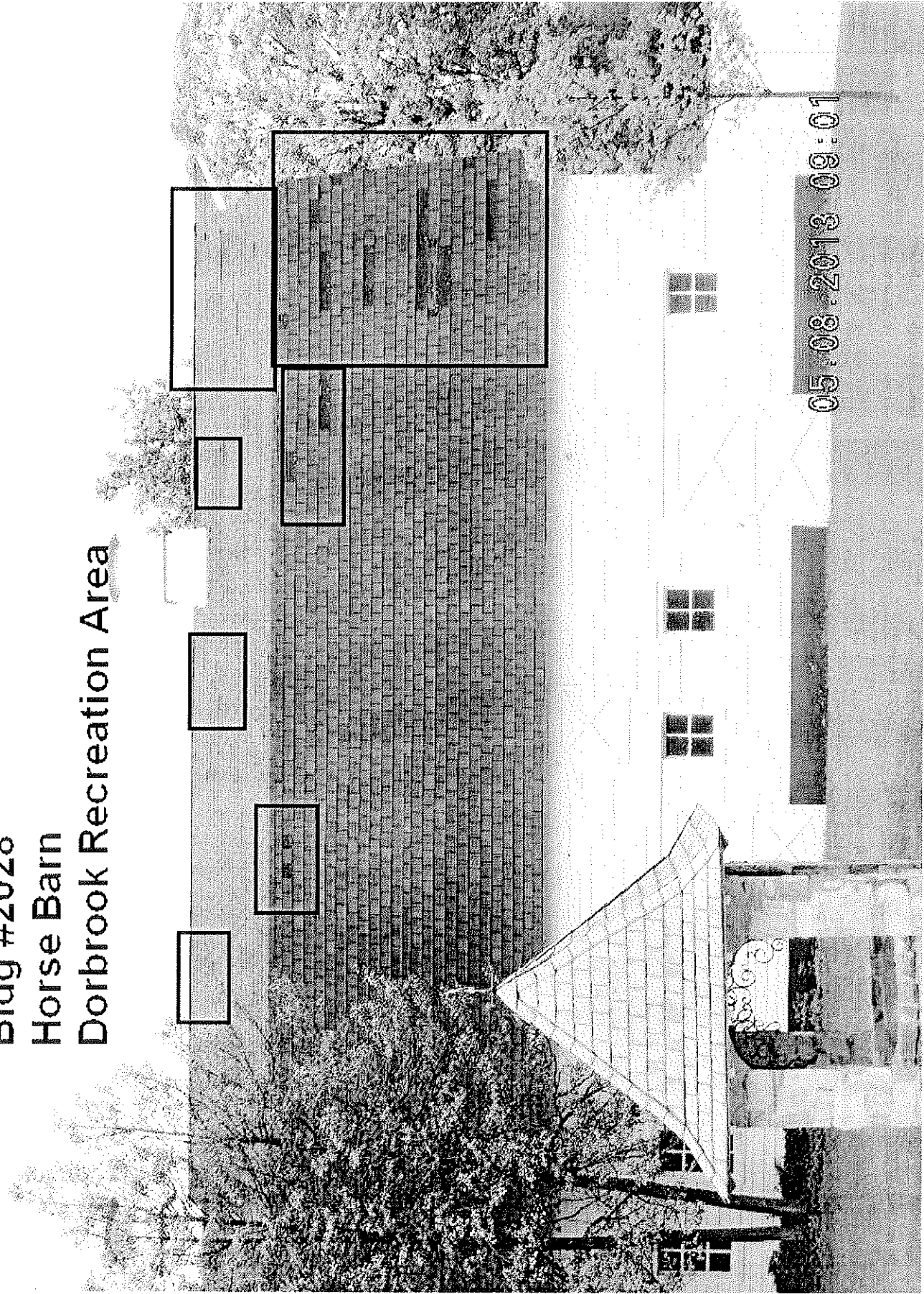
**Bldg #2024
Rest Room Building
Dorbrook Recreation Area**



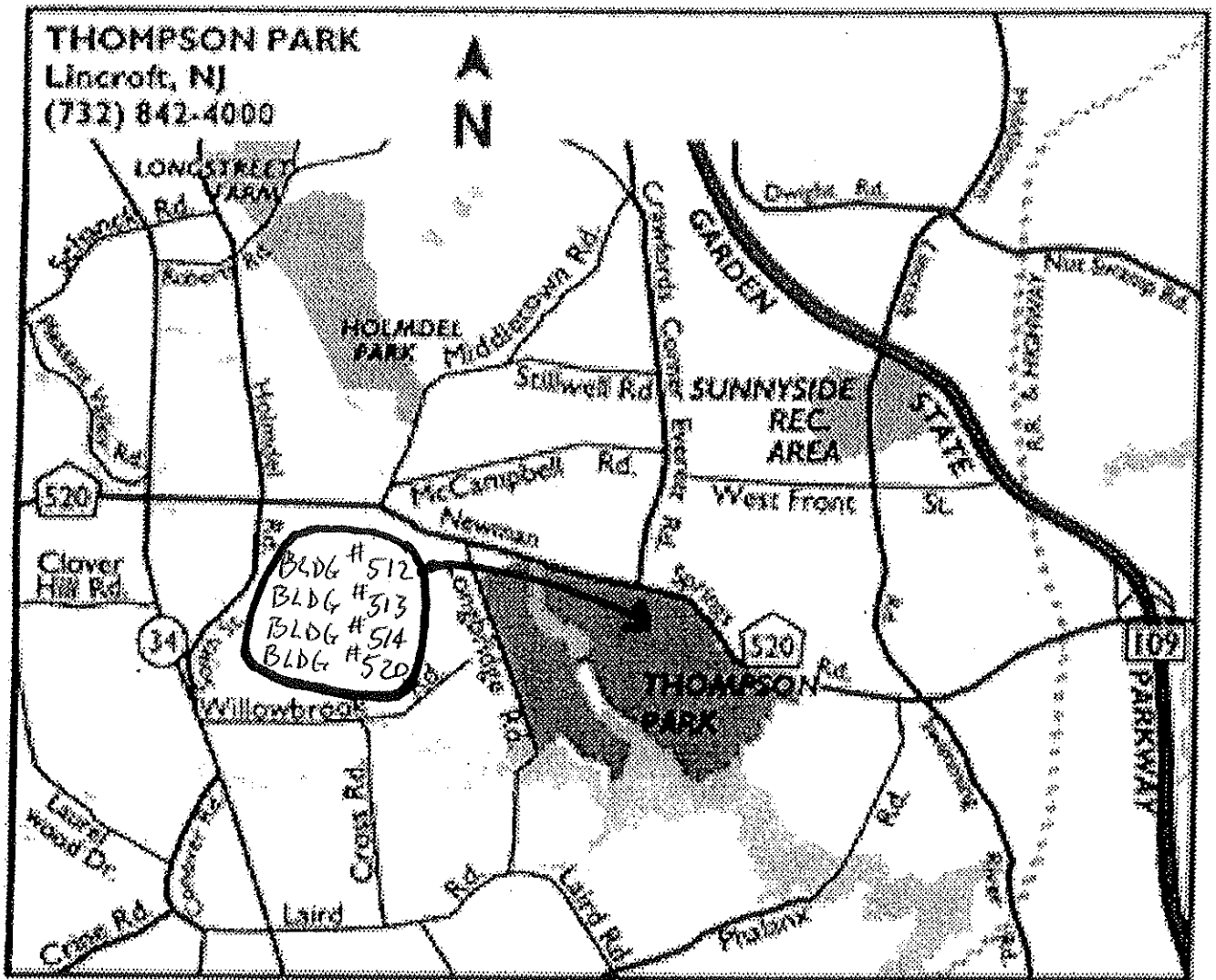
Bldg #2025
Picnic Shelter
Dorbrook Recreation Area



**Bldg #2028
Horse Barn
Dorbrook Recreation Area**



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THOMPSON PARK

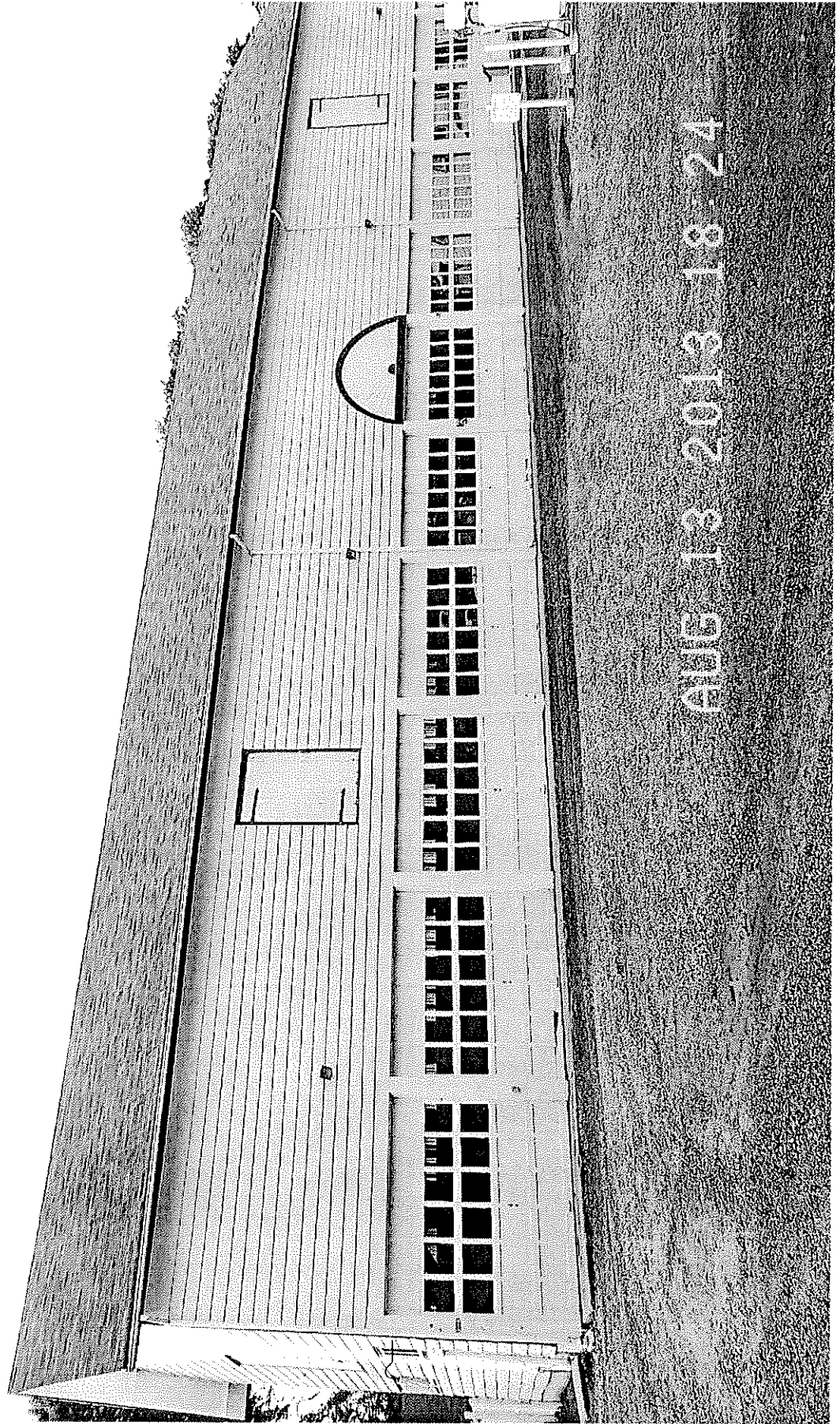
Bldg #512 – 11 Bay Garage

Bldg #513 – Lumber Shed

Bldg #514 – Lumber Storage Building

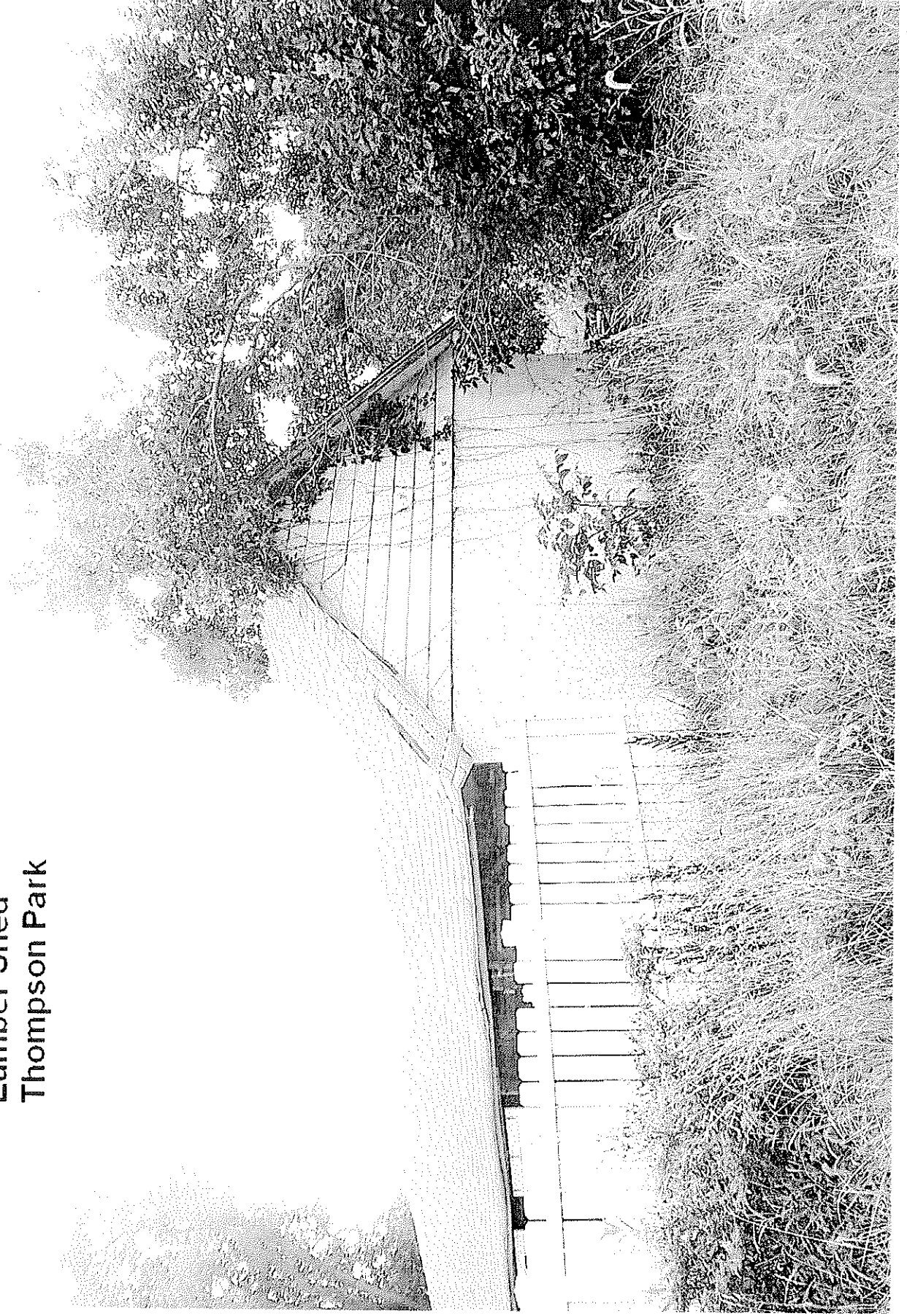
Bldg #520 – 40 Stall Horse Barn

Bldg #512
11 Bay Garage
Thompson Park

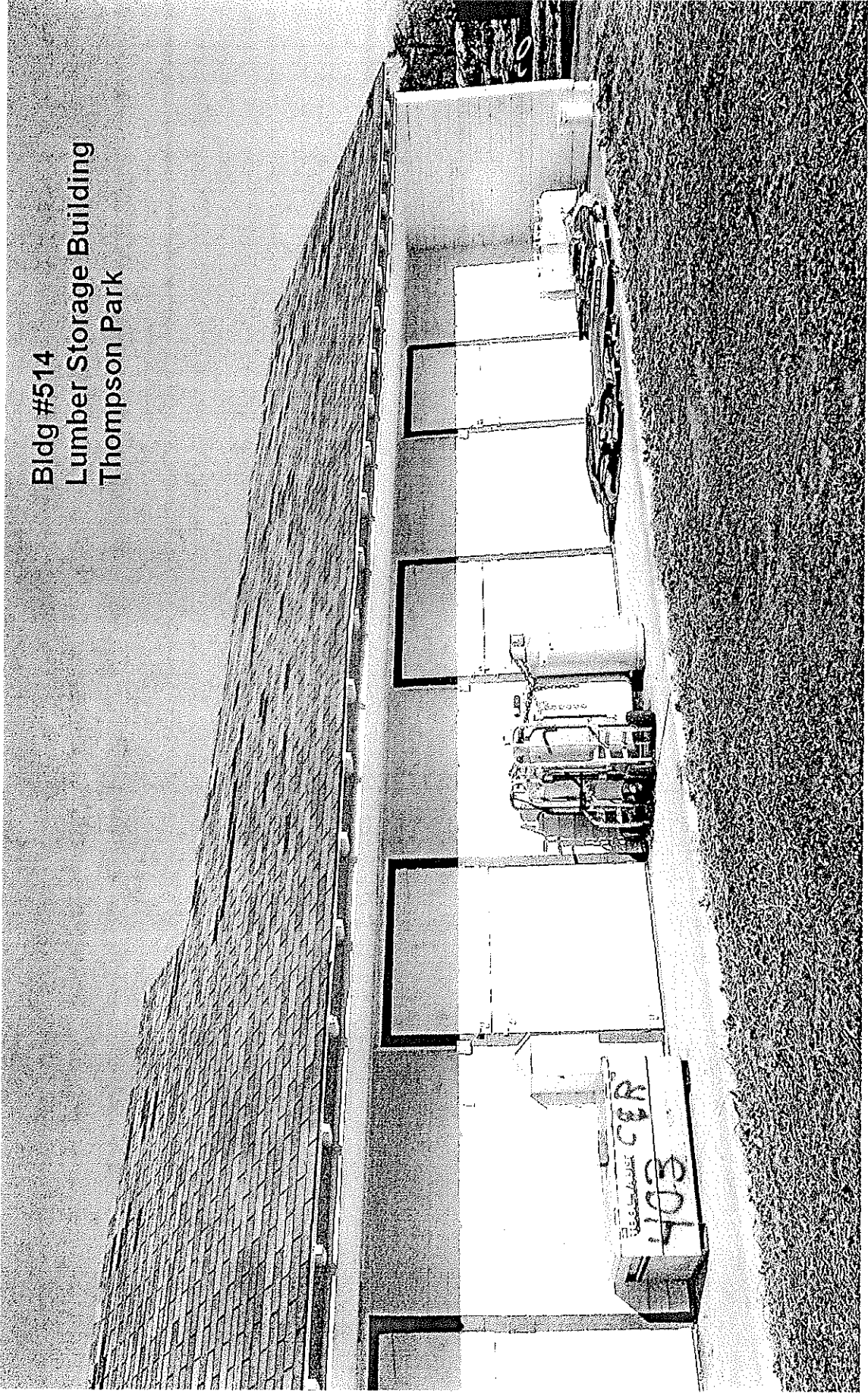


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Bldg #513
Lumber Shed
Thompson Park

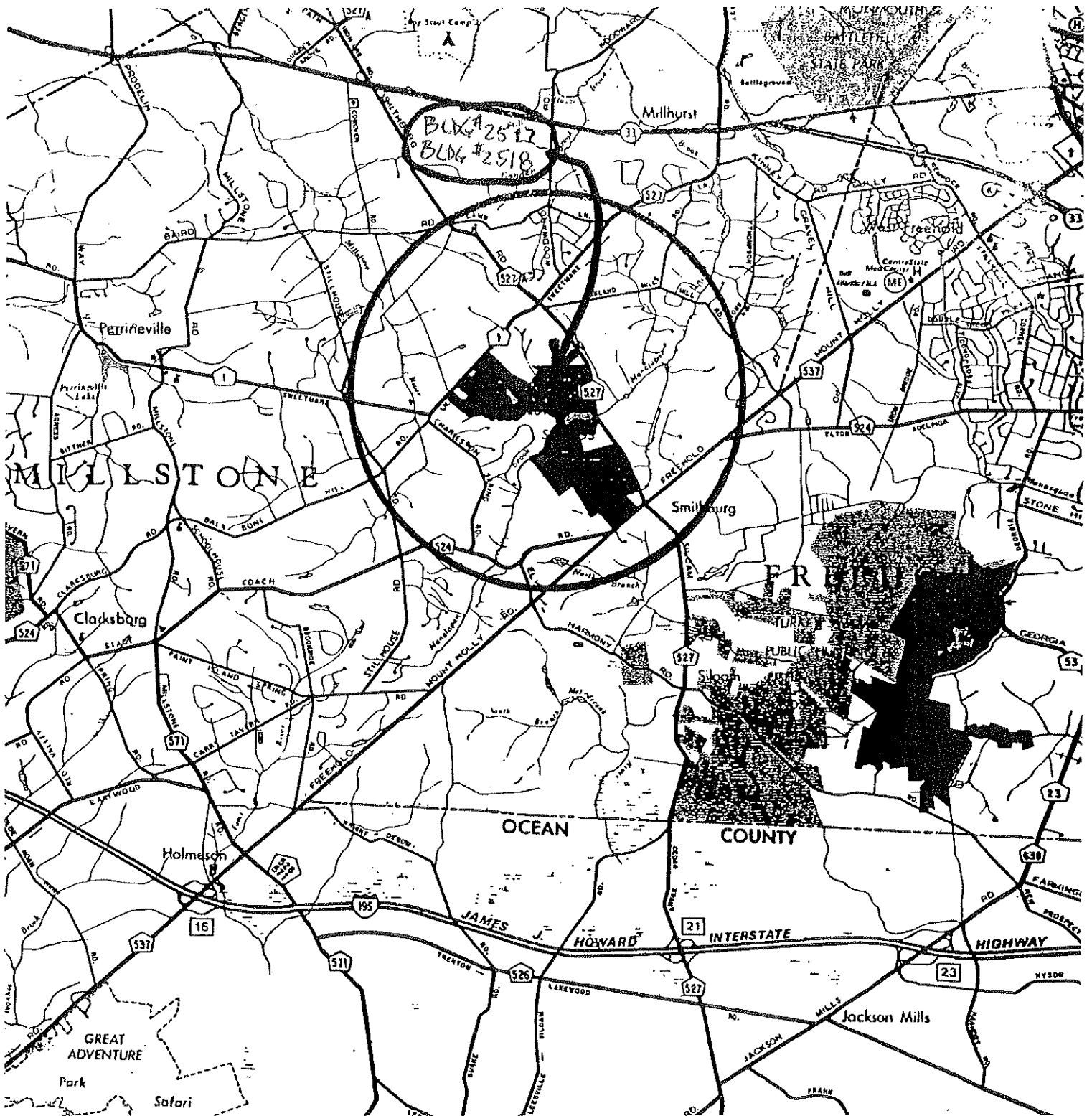


Bldg #514
Lumber Storage Building
Thompson Park



Bldg #520
40 Stall Barn
Thompson Park



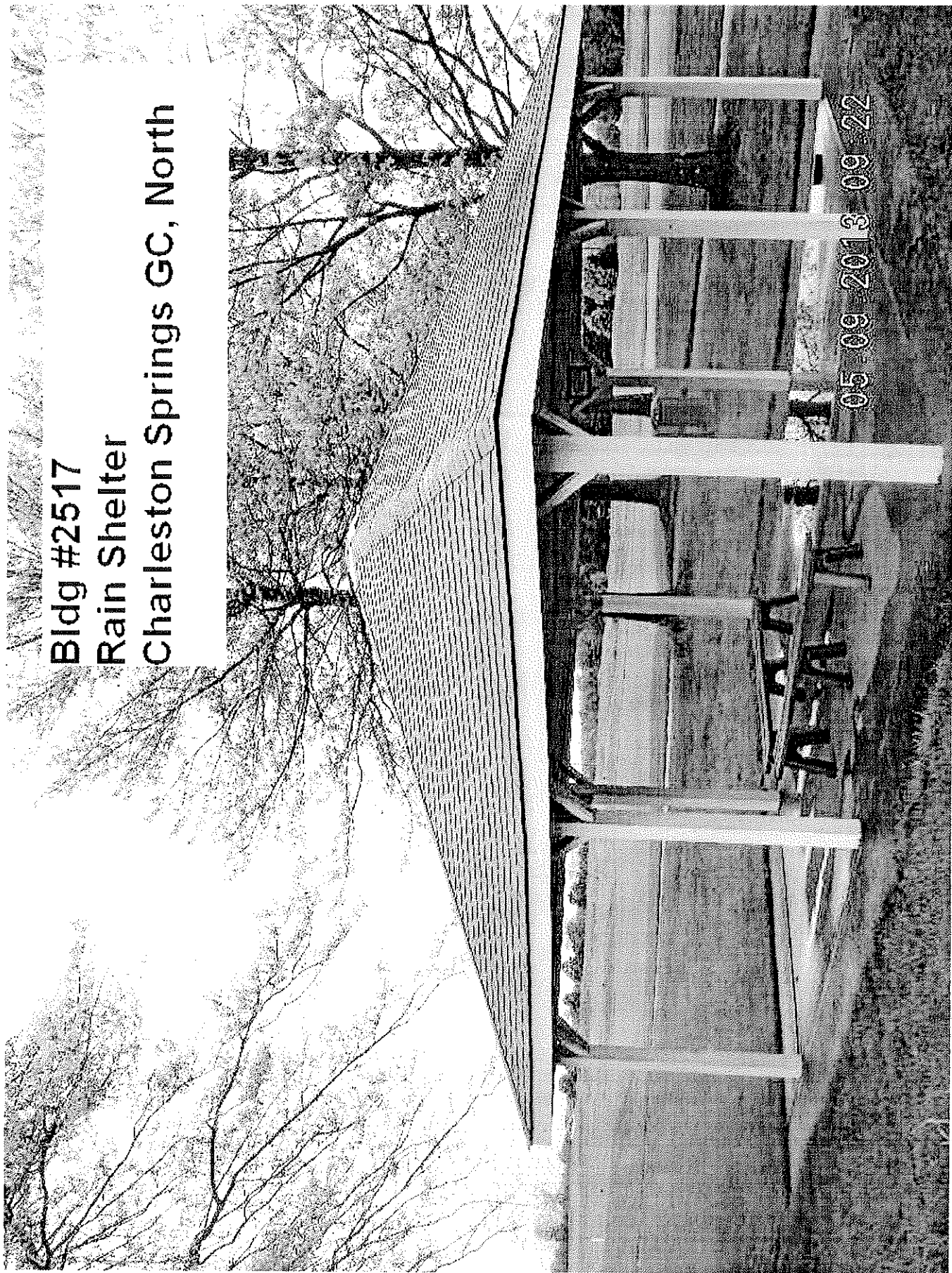


Charleston Springs Golf Course

Bldg #2517 – Rain Shelter, North Course

Bldg #2518 – Rain Shelter, North Course

Bldg #2517
Rain Shelter
Charleston Springs GC, North



Bldg #2518
Rain Shelter
Charleston Springs GC, North

