

George Conway Heating & Domestic Hot Water System Replacement Project

Bid Package
Township of Brick Housing Authority
165 Chambers Bridge Road
Brick, NJ 08723

Bidder Submission Checklist

George Conway Heating & Domestic Hot Water System Replacement Project

Brick Housing Authority
165 Chambers Bridge Road
Brick, NJ 08723

All bidders must include the following documents with their bid submission. Incomplete submissions may be grounds for disqualification. Please use this checklist to ensure all required forms are included:

Required Submission Documents:

- ☐ Completed Bid Form
- ☐ Acknowledgment of Addenda (if applicable)
- ☐ Bid Bond or Certified Check (10% of bid amount, not to exceed \$20,000)
- ☐ Statement of Ownership Disclosure
- ☐ Business Registration Certificate (issued by NJ Division of Revenue)
- ☐ Non-Collusion Affidavit
- ☐ Contractor's Qualification Statement
- ☐ Disclosure of Investment Activities in Iran Form

NOTICE TO BIDDERS

Brick Housing Authority
George Conway Domestic Heat and Hot Water Replacement Project

Notice is hereby given that sealed bids will be received by the Brick Housing Authority for the George Conway Domestic Heat and Hot Water Replacement Project, located at 165 Chambers Bridge Road, Brick, NJ 08723.

Bid Submission Deadline:

Bids must be delivered to the Brick Housing Authority no later than 10:00 AM on Friday, August 15, 2025. Bids will be publicly opened and read aloud immediately thereafter in the George Conway Community Room.

Mandatory Site Visit:

A mandatory site visit will be held at 10:00 AM on Friday, August 8, 2025, at the project site. All prospective bidders must attend in order to be eligible to submit a bid.

Bid Documents:

Bid documents will be available beginning Wednesday, July 23, 2025. Interested bidders may request a digital copy by emailing jacob@brickha.org.

Questions:

All questions must be submitted in writing to jacob@brickha.org no later than Monday, August 11, 2025. Responses will be issued via addendum.

The Brick Housing Authority reserves the right to reject any or all bids, waive informalities, and award the contract in the best interest of the Authority.

Section 2 – Instructions to Bidders

1. Submission of Bids

All bids must be submitted in a sealed envelope clearly marked with the project name:

George Conway Domestic Heat and Hot Water Replacement Project.

Bids must be received by 10:00 AM on Friday, August 15, 2025, at the Brick Housing Authority, 165 Chambers Bridge Road, Brick, NJ 08723. Late submissions will not be accepted.

2. Bid Opening

Bids will be publicly opened and read aloud in the George Conway Community Room immediately following the submission deadline on Friday, August 15, 2025.

3. Bid Format

Bidders must submit the following documents, fully completed and signed where applicable:

- Completed Bid Form
- Acknowledgment of Addenda (if applicable)
- Bid Bond or Certified Check (10% of bid amount, not to exceed \$20,000)
- Statement of Ownership Disclosure
- Business Registration Certificate
- Non-Collusion Affidavit
- Contractor's Qualification Statement
- Disclosure of Investment Activities in Iran Form

4. Bid Security

Each bid must be accompanied by a bid bond or certified check made payable to the Brick Housing Authority in the amount of 10% of the total bid, not to exceed \$20,000.

5. Questions and Clarifications

All questions must be submitted in writing to jacob@brickha.org no later than Monday, August 11, 2025. Responses will be issued via addendum and shared with all known bidders.

6. Right to Reject Bids

The Brick Housing Authority reserves the right to reject any or all bids, waive informalities, and award the contract in the best interest of the Authority.

7. Mandatory Site Visit

A mandatory site visit will be held at 10:00 AM on Friday, August 8, 2025, at the Conway Building, 165 Chambers Bridge Road, Brick, NJ 08723. Bidders must attend this walkthrough to be eligible to submit a bid. The visit will include access to the mechanical room and existing boiler systems.

8. Contract Award

The contract will be awarded to the lowest responsible and responsive bidder, subject to approval by the Authority and compliance with all applicable laws and regulations.

9. Equal Opportunity

Bidders must comply with all federal and state equal opportunity laws and regulations.

Section 3 – Scope of Work

Project Overview

The Brick Housing Authority is soliciting bids for the replacement of the domestic hot water and heating hot water systems at the George Conway Building, located at 165 Chambers Bridge Road, Brick, NJ. The existing systems are original to the building (1981) and are beyond their useful life.

Base Bid Scope

- Remove and dispose of the existing boiler modules, heat exchanger, and associated piping and flue components.
- Furnish and install:
 - Two (2) natural gas-fired condensing boilers (nominal 1,500 MBH each) for the heating hot water system.
 - Three (3) natural gas-fired condensing water heaters (minimum 300 MBH each) with integral storage tanks for domestic hot water.
 - Reuse of the existing 200-gallon storage tank for additional capacity.
- Provide new flue systems for both heating and domestic systems per manufacturer specifications.
- Install new base-mounted distribution pumps with VFDs for variable speed operation.
- Connect to existing domestic hot water recirculation system and building piping.
- Coordinate phasing to maintain domestic hot water service during construction.
- Provide all required testing, balancing, and commissioning of the new systems.

Alternate Bid #1 – Three-Boiler Redundancy Option

Provide pricing for an alternate configuration of three (3) natural gas-fired condensing boilers, each rated at approximately 1,000 MBH, in lieu of the two 1,500 MBH boilers specified in the base bid. This configuration is intended to provide N+1 redundancy for the heating hot water system.

Include all associated:

- Equipment
- Piping and valving
- Flue and venting systems
- Electrical and control modifications

- Layout adjustments within the mechanical room

General Requirements

- All work must comply with applicable codes and standards, including but not limited to the International Mechanical Code, National Standard Plumbing Code, and local amendments.
- Contractor is responsible for all permits, inspections, and coordination with utility providers.
- Work must be scheduled during the cooling season to minimize disruption to residents.
- Contractor must submit a detailed phasing plan prior to mobilization.

Section 4 – General Conditions

1. Contract Documents

The contract documents shall include the Notice to Bidders, Instructions to Bidders, Scope of Work, Bid Form, General Conditions, Technical Specifications, Addenda (if any), and the executed Agreement.

2. Contractor Qualifications

The contractor must be licensed in the State of New Jersey and demonstrate experience with similar mechanical system replacements in occupied residential buildings.

3. Insurance Requirements

The contractor shall maintain the following insurance coverage throughout the duration of the project:

- General Liability: \$1,000,000 per occurrence / \$2,000,000 aggregate
- Workers' Compensation: Statutory limits
- Automobile Liability: \$1,000,000 combined single limit

Brick Housing Authority shall be named as an additional insured.

4. Performance and Payment Bonds

The successful bidder shall furnish performance and payment bonds, each in the amount of 100% of the contract price, within 10 days of contract award.

5. Project Schedule

Work shall commence within 10 calendar days of the Notice to Proceed and be substantially complete within 90 calendar days. A detailed construction schedule shall be submitted prior to mobilization.

6. Work Hours and Site Access

Work shall be performed during normal business hours unless otherwise approved. The contractor must coordinate access with the Authority and minimize disruption to residents.

7. Change Orders

All changes to the scope of work must be approved in writing by the Authority prior to execution. Unauthorized work will not be compensated.

8. Submittals

The contractor shall submit product data, shop drawings, and equipment specifications for review and approval prior to ordering materials.

9. Warranties

All equipment and workmanship shall be warranted for a minimum of one (1) year from the date of final acceptance. Manufacturer warranties shall be provided for all major components.

10. Final Acceptance and Closeout

Final payment will be issued upon completion of all punch list items, submission of closeout documents, and acceptance by the Authority.

11. Liquidated Damages

If the contractor fails to achieve substantial completion within the time specified, the Brick Housing Authority may assess liquidated damages in the amount of \$500 per calendar day until completion is achieved. This amount is intended to reasonably compensate the Authority for administrative and operational impacts due to delay.

Technical Specifications Sheet

Project: Conway Building – Heating & Domestic Hot Water System Replacement

Location: 165 Chambers Bridge Road, Brick, NJ 08723

Prepared by: Jake Naszimento, Executive Director, Brick Housing Authority

Based on: Bowman Evaluation Report – March 29, 2024

1. Heating Hot Water System

Boiler Type:

- - Natural gas-fired, condensing boilers
- - Basis of Design: Fulton Endura

Configuration Options:

- - Base Bid: Two (2) boilers @ 1,500 MBH each
- - Alternate Bid: Three (3) boilers @ 1,000 MBH each (N+1 redundancy)

Performance Requirements:

- - Minimum 93% thermal efficiency at low return water temperatures
- - Capable of 35 BTU/sqft heating capacity
- - Variable primary flow system with VFD-controlled base-mounted pumps
- - AL29C stainless steel flue system vented through existing chimney

Controls:

- - Outdoor reset with setback mode
- - Modbus/BACnet compatible
- - Sequencing for multiple boilers

2. Domestic Hot Water System

Water Heater Type:

- - Natural gas-fired, condensing water heaters with integral storage
- - Basis of Design: PVI Conquest

Configuration:

- - Three (3) units @ 300 MBH each
- - Reuse of existing 200-gallon storage tank for additional capacity

Performance Requirements:

- - Minimum 97% thermal efficiency
- - Minimum recovery: 947 GPH
- - Minimum storage: 325 gallons
- - CPVC venting through mechanical room sidewall

Connections:

- - Dedicated HWR connection for recirculation loop
- - Integration with existing domestic piping and gas supply

3. General Requirements

- - All equipment must be ASME certified and meet applicable codes: IBC, IMC, NSPC, IECC, IFC, IEBC, IFGC, NFPA, and local amendments
- - Installation must occur during the cooling season
- - Phased construction to maintain domestic hot water service throughout
- - All equipment must be UL/ETL listed and compliant with ASHRAE 90.1 and SCAQMD standards
- - Final commissioning, testing, and balancing required

Bid Proposal Form

George Conway Domestic Heat and Hot Water Replacement

165 Chambers Bridge Road, Brick, NJ

1. Bidder Information

Company Name: _____

Address: _____

Phone: _____ Email: _____

Authorized Representative: _____

Title: _____

2. Base Bid

The undersigned proposes to furnish all labor, materials, equipment, and services required to complete the work described in the Contract Documents for the Base Bid:

Base Bid Amount: \$ _____

3. Alternate Bid #1 (N+1 Redundancy)

The undersigned proposes the following amount for Alternate Bid #1 as described in the Scope of Work:

Alternate Bid #1 Amount: \$ _____

4. Acknowledgments

The undersigned acknowledges receipt of the following Addenda:

Addendum No. _____ Date: _____

Addendum No. _____ Date: _____

5. Required Attachments

- Bid Bond (10% of bid, max \$20,000)

- Ownership Disclosure Statement

- Business Registration Certificate

- Non-Collusion Affidavit

- Contractor's Qualifications

6. Signature

Signature: _____ Date: _____

Name (Print): _____

Title: _____

Acknowledgment of Addenda

The undersigned bidder hereby acknowledges receipt of the following addenda issued by the Brick Housing Authority in connection with the George Conway Heating & Domestic Hot Water System Replacement Project. This acknowledgment must be completed and submitted with the bid package.

Addendum Number	Date Received	Initials of Bidder

Authorized Signature: _____

Printed Name: _____

Title: _____

Company Name: _____

Date: _____

STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 requires that all corporations and partnerships submitting bids for public contracts with the State or any of its agencies or political subdivisions must disclose the names and addresses of all stockholders or partners owning 10% or more of any class of their stock or ownership interest. If one or more such stockholder or partner is itself a corporation or partnership, the stockholders holding 10% or more of that corporation's stock, or the individual partners owning 10% or greater interest in that partnership, as the case may be, must also be listed. The disclosure shall be continued until names and addresses of every non-corporate stockholder and individual partner exceeding the 10% ownership criteria have been listed.

Name of Business Entity: _____

Address: _____

City, State, Zip: _____

Telephone: _____ Email: _____

List the names and addresses of all individuals or entities owning 10% or more of the business entity:

Name

Address

I certify that the foregoing information is correct and complete to the best of my knowledge.

Signature: _____

Name (Print): _____

Title: _____

Date: _____

NON-COLLUSION AFFIDAVIT

State of New Jersey

County of _____

I, _____, residing at _____, in the County of _____ and State of _____, of full age, being duly sworn according to law on my oath depose and say that:

1. I am the _____ (Title) of the firm of _____ (Name of Bidder), the bidder making the proposal for the above-named project, and that I executed the said proposal with full authority to do so.
2. The 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-named project.
3. All statements contained in said proposal and in this affidavit are true and correct, and made with full knowledge that the Brick Housing Authority relies upon the truth of the statements contained in said proposal and in the statements contained in this affidavit in awarding the contract for the said project.
4. 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.

(Signature of Affiant)

(Print Name and Title)

(Name of Firm)

(Address of Firm)

Sworn and subscribed before me this ____ day of _____, 20____.

Notary Public of New Jersey

My Commission Expires: _____

Contractor's Qualification Statement

1. Company Information

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Contact Person: _____

Title: _____

2. Business Information

Type of Organization (Corporation, Partnership, Individual, etc.): _____

Year Established: _____

State of Incorporation (if applicable): _____

Federal Tax ID Number: _____

NJ Business Registration Number: _____

3. Licensing

List all applicable licenses held in the State of New Jersey:

License Type: _____ License Number: _____ Expiration Date: _____

License Type: _____ License Number: _____ Expiration Date: _____

4. Experience

Number of years in business under current name: _____

Has your firm operated under any other names? If yes, list them: _____

List the types of work your firm typically performs with its own forces:

5. Relevant Projects

List at least three (3) similar projects completed in the last five (5) years:

Project 1 Name: _____

Location: _____ Owner: _____

Scope of Work: _____

Completion Date: _____ Contract Amount: \$ _____

Contact Name & Phone: _____

Project 2 Name: _____

Location: _____ Owner: _____

Scope of Work: _____

Completion Date: _____ Contract Amount: \$ _____

Contact Name & Phone: _____

Project 3 Name: _____

Location: _____ Owner: _____

Scope of Work: _____

Completion Date: _____ Contract Amount: \$ _____

Contact Name & Phone: _____

6. References

Provide at least three (3) references (owners, architects, or engineers):

Reference 1 Name: _____

Company: _____ Title: _____

Phone: _____ Email: _____

Reference 2 Name: _____

Company: _____ Title: _____

Phone: _____ Email: _____

Reference 3 Name: _____

Company: _____ Title: _____

Phone: _____ Email: _____

7. Certification

I hereby certify that the information provided herein is true and complete to the best of my knowledge.

Authorized Representative Name: _____

Title: _____

Signature: _____ Date: _____

Disclosure of Investment Activities in Iran

Pursuant to Public Law 2012, c.25 (N.J.S.A. 52:32-55 et seq.), any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Vendors must review this list prior to completing the certification. Failure to complete the certification will render a bidder's proposal non-responsive.

Certification

I, the undersigned, certify that I am authorized to execute this certification on behalf of the bidder, and I further certify that the bidder identified below is not listed on the Chapter 25 list and is not engaging in investment activities in Iran as defined in P.L. 2012, c.25.

I will notify the Brick Housing Authority immediately if the bidder is placed on the list during the term of the contract.

Bidder Name: _____

Address: _____

City, State, ZIP: _____

Authorized Representative (Print Name): _____

Title: _____

Signature: _____

Date: _____

Bid Bond

KNOW ALL PERSONS BY THESE PRESENTS, that we, the undersigned, as Principal, and _____, a corporation duly organized under the laws of the State of _____, and authorized to do business in the State of New Jersey, as Surety, are held and firmly bound unto the Brick Housing Authority, as Obligee, in the sum of _____ (10% of the total bid amount, not to exceed \$20,000), for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for the George Conway Heating & Domestic Hot Water System Replacement Project.

NOW, THEREFORE, the condition of this obligation is such that if the Principal shall not withdraw said bid within the period specified therein after the opening of the same, and shall within the period specified therefor, if no period be specified, then within ten (10) days after the prescribed forms are presented to him for signature, enter into a written contract with the Obligee in accordance with the bid as accepted, and give bond with good and sufficient surety or sureties, as may be required, for the faithful performance and proper fulfillment of such contract, then the above obligation shall be void and of no effect; otherwise to remain in full force and virtue.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, this ____ day of _____, 20____.

Principal (Bidder): _____

By: _____

Title: _____

Surety Company: _____

By: _____

Title: _____

[Attach Power of Attorney for Surety Agent]

Sample Contract Agreement

George Conway Heating & Domestic Hot Water System Replacement Project

This Contract Agreement is made and entered into by and between the Brick Housing Authority ("Owner") and the Contractor identified below for the completion of the George Conway Heating & Domestic Hot Water System Replacement Project located at 165 Chambers Bridge Road, Brick, NJ.

1. Contractor Information

Name: _____

Address: _____

Phone: _____

Email: _____

2. Scope of Work

The Contractor shall furnish all labor, materials, equipment, and services necessary to remove the existing boiler and domestic hot water systems and install new high-efficiency condensing boilers and water heaters as specified in the bid documents, including all associated piping, controls, flue systems, and commissioning.

3. Permits and Approvals

The Contractor shall be solely responsible for obtaining and paying for all necessary permits, inspections, and approvals required by the Township of Brick Building Department and any other relevant local, county, or state authorities. This includes, but is not limited to, building, plumbing, mechanical, and electrical permits. Proof of permit acquisition must be submitted to the Authority prior to commencement of any related work.

4. Contract Price

Total Contract Amount: \$_____

5. Bonds and Insurance

The Contractor shall provide performance and payment bonds in the full amount of the contract and maintain insurance coverage as specified in the General Conditions, naming the Brick Housing Authority as additional insured.

6. Project Schedule

Work shall commence within ten (10) calendar days of the Notice to Proceed and shall achieve substantial completion within ninety (90) calendar days thereafter.

7. Warranties

The Contractor shall provide a minimum one-year warranty on all workmanship and materials, and shall furnish manufacturer warranties for all major equipment.

8. Termination

The Owner reserves the right to terminate this contract for cause or convenience in accordance with the terms set forth in the General Conditions.

9. Signatures

Owner: _____ Date: _____

Contractor: _____ Date: _____