

**BID # 15-14**

**UTILITY SERVICE CONTRACT**

**SECTION "C" SPECIFICATIONS**

OWNER

Board of Trustees  
Middlesex County College  
2600 Woodbridge Avenue  
P.O. Box 3050  
Edison, New Jersey 08818-3050

**NOTE: THIS DOCUMENT IS FOR INFORMATIONAL PURPOSES ONLY. THIS IS NOT AN OFFICIAL BID DOCUMENT.**

SECTION "C" - DETAILED TECHNICAL PROVISIONS

TABLE OF CONTENTS

<u>SECTION</u>	<u>TITLE</u>	<u>PAGE</u>
1.	Scope of Work .....	C-2
2.	Materials .....	C-2
3.	Installation/Execution .....	C-3
4.	Qualifications .....	C-3
5.	Site Clean-Up.....	C-3
6.	Time Constraints.....	C-4
7.	Work Hours.....	C-4
8.	Guarantee .....	C-5
9.	Additional Information .....	C-5

NOTE: THIS DOCUMENT IS FOR INFORMATIONAL PURPOSES ONLY. THIS IS NOT AN OFFICIAL BID DOCUMENT.

1. SCOPE OF WORK

The purpose of these specifications is the completion of a service type contract for a twelve (12) month period for emergency site utility repairs. After the execution of the contract, the Contractor shall provide emergency, maintenance and small job services defined by plans and/or narrative issued for each job, based on unit bid prices as requested by the College. Invoices will be paid for actual labor and materials used. All invoices must have supporting documentation attached. This work will be performed at the main Middlesex County College campus in Edison, New Jersey.

This contract is not intended to cover large capital projects which may include work on the College's site utilities during this service contract period. This contract may include requests for Maintenance work and small jobs initiated in the form of a request for a not-to-exceed cost from the College's Facilities Management Department.

The Contractor shall provide all of the necessary labor, and materials, to complete work. The contractor shall supply all tools and equipment to complete the work which includes but not limited to Backhoes, utility trucks, trenchers, jackhammers, air compressors, dump trucks, trench boxes, trac hoe and hand tools as needed.

The facilities owned by Middlesex County College related to this contract include, but are not limited to, underground utilities consisting of a main domestic water distribution system with fire hydrants, storm and sanitary sewers and building systems consisting of domestic water, hot water, chilled water, condenser water and equipment typical of residential, educational and office buildings.

BASE BID

The Base Bid is to include the rates for all requested repairs.

ALTERNATE BID

The Alternate #1 is to include the rates for providing the equipment, materials and labor for emergency and maintenance sanitary sewer cleaning. The Contractor must have the manpower and equipment, including power jet and other mechanical sewer cleaning equipment, necessary to clean a maximum of 300 linear feet.

NOTE: THIS DOCUMENT IS FOR INFORMATIONAL PURPOSES ONLY. THIS IS NOT AN OFFICIAL BIDDING DOCUMENT.

2. MATERIALS

The materials used under this contract shall be as specified on the drawings and in the specifications, be of a quality acceptable to the Engineer and meet applicable codes.

3. INSTALLATION/EXECUTION

Plans and specifications of the equipment and systems throughout the campus shall be provided by the College to the Contractor when available and requested by the Contractor. The accuracy of this information is not guaranteed by the College. It shall be the responsibility of the Contractor to verify this information and be fully familiar with the equipment and systems on campus and to proceed with all work in a safe and cost effective manner.

All work shall be performed by skilled mechanics in a workmanlike manner typical of the trades involved. No work shall be performed under conditions unsuitable for best results. Proper care shall be taken to protect all areas surrounding the work area so as not to cause damage.

4. QUALIFICATIONS

The Contractor shall include in the bid, verification that the work will be performed mechanics properly trained for the work required and licensed if required by the State of New Jersey. The Contractor must also provide or have ready access to all necessary excavating, plumbing, leak detection or any associated equipment with respect to emergency or normal maintenance repairs.

The Contractor shall include in the bid a listing of a minimum of five (5) projects and/or service contracts similar in scope to this contract which have been successfully completed or currently in existence. The listing must include the firms for which the service was performed, a description of the work and the name and phone number of a reference for each who may be contacted by the College.

5. SITE CLEANUP

The Contractor shall be responsible for keeping the premises free from accumulation of water materials and rubbish and for the removal of waste materials from the campus each time service is performed.

For any excavation/trenching work required, the Contractor will compact and back-fill in appropriate "8" lifts as required. Middlesex County College will provide and install topsoil and grass seeding.

NOTE: THIS DOCUMENT IS FOR INFORMATIONAL PURPOSES ONLY. THIS IS NOT AN OFFICIAL BID DOCUMENT.

6. TIME CONSTRAINTS

Pursuant to N.J.S.A.18A:64A-25.18, the College shall award the contract or reject all bids within 60 days from the opening of the bids. The contract shall cover three (3) one (1) year time periods beginning with the base period from July 1, 2014 through June 30, 2015. The College will have the option to renew the contract after the base period if it so desires. The College may renew the contract for each of these renewal periods with 30 days notice prior to the start of each renewal period.

A. Emergency Work

Emergency work requires a specific response to the Facilities Management Department, Building 229, within four (4) hours of notice by telephone to the Contractor's emergency number and the ability of the Contractor to mobilize and man the job with sufficient forces to complete the work in a timely fashion.

B. Maintenance Work and Small Jobs

Maintenance work and small jobs shall be initiated in the form of a request for a not-to-exceed cost from the College's Facilities Management Department. The Contractor shall review any plans that may be provided and inspect the job site in order to provide a written cost quote based upon the unit costs provided in the bid. The Contractor shall be ready to man this type of work with sufficient forces to complete the work in a timely fashion after notice to proceed has been issued by the Executive Director of Facilities Management. The Contractor shall report to the Facilities Management Department, Building 229, prior to beginning work.

7. WORK HOURS

Regular working hours are from 8:00 AM to 4:30 PM on Monday through Friday. All other hours are considered overtime. If the Contractor's regular and overtime hours differ from this, the Contractor shall indicate them in the bid for approval by the College.

The contractor shall also include in the bid a listing of the holidays observed by the Contractor for which a premium holiday rate would be invoiced.

**Hourly Labor Rates:** The College does not guarantee any minimum hours and will pay only actual number of hours authorized and worked. The labor charges should include all travel time. No additional travel time will be honored.

NOTE: THIS DOCUMENT IS FOR INFORMATION PURPOSES ONLY. THIS IS NOT AN OFFICIAL BID DOCUMENT.

8. GUARANTEE

The Contractor is required to guarantee all materials and workmanship for a period of twelve (12) months beginning at the satisfactory completion of each job.

9. ADDITIONAL INFORMATION/SITE VISIT

Additional information may be obtained from the following individuals:

Facility/Specifications: Dan Fuchs  
Associate Director of Buildings and Systems  
(732) 906-4670  
(732) 906-4199 Fax

Proposal: David Fricke  
Director of Purchasing and Inventory  
(732) 906-2519  
(732) 906-4286 Fax

NOTE: THIS DOCUMENT IS FOR INFORMATIONAL PURPOSES ONLY. THIS IS NOT AN OFFICIAL BID DOCUMENT.