

**MONTCLAIR BOARD OF EDUCATION
MONTCLAIR, NEW JERSEY 07042**

Competitive Contracting—Request for Proposals (RFP)

Legal Advertisement

The Montclair Board of Education hereby advertises for competitive proposals for

Proposal No. CC 23-01 CONSTRUCTION MANAGEMENT SERVICES

All necessary proposal specifications and proposal forms may be secured upon written request to:

Christina Hunt

School Business Administrator/Board Secretary
Montclair Board of Education
22 Valley Road
Montclair, NJ 07042

Email: srold@montclair.k12.nj.us

Proposals must be submitted in a sealed envelope and delivered to the Office of the School Business Administrator/ Board Secretary of Montclair Board of Education, ***on or before*** the date and time indicated below. The envelope is to bear the following information:

Title: **CONSTRUCTION MANAGEMENT SERVICES**
Proposal No.: **CC 23-01**
Name and Address Respondent: _____
RFP Due Date: **Tuesday, December 20, 2022**
RFP Deadline Time: **10:00 a.m.**

Location of Proposal Opening:

Montclair Board of Education
22 Valley Road
Montclair, NJ 07042

The proposal opening will begin on the advertised date and time at the Montclair Board of Education, 22 Valley Road, Montclair NJ 07042. Proposals also be submitted to the School Business Administrator/Board Secretary at the proposal opening meeting, in the Conference Room, prior to the advertised date and time. On the advertised date and time, the School Business Administrator/Board Secretary shall publicly receive and open all proposals.

No proposals shall be received after the time designated in the advertisement. (N.J.S.A. 18A:18A-21(b)).

The Board of Education does not accept electronic (e-mail) submissions of Competitive Contracting proposals at this time.

All respondents are required to comply with the requirements of N.J.S.A. 10:5-31 et seq., and N.J.A.C. 17:27 et seq.

Financial Guarantee

Each proposal shall be accompanied by a bid bond, cashier's check or certified check made payable to the Montclair Board of Education for ten percent (10%) of the amount of the total contract, but not more than twenty thousand dollars (\$20,000).

Pre-Proposal Conference Meeting and Site Visits

There will be a pre-proposal meeting on **Wednesday, December 7, 2022**, at 10:00 a.m. While attendance is not mandatory, all prospective respondents are encouraged to attend this important meeting which will be held at:

Montclair Board of Education
Conference Room, 2nd Floor
22 Valley Road
Montclair, NJ 07042

Statement of Ownership Requirement:

Pursuant to N.J.S.A. 52:25-24.2, Bidders (responders) shall submit a statement setting forth the names and addresses of all persons and entities that own ten percent or more of its stock or interest of any type at all levels of ownership.

A Non-Collusion Affidavit and a Contractor Questionnaire/Certification also must be filed with the proposal. The proposal package will also include other documents that must be completed and returned with the proposal. Failure to complete and submit all required forms may cause for disqualification and rejection of the proposal.

The Board of Education reserves the right to disqualify any or all vendors pursuant to N.J.S.A. 18A:18A-4.5(b), and/or N.J.S.A. 18A:18A-22, and waive minor informalities or non-material exceptions, that may be in the best interest of the Board.

All proposals solicited and received are done so pursuant to the Competitive Contracting Process. N.J.S.A. 18A:18A-4.1 et seq.

Christina Hunt
School Business Administrator/Board Secretary

***End of advertisement**