

CLOSTER PUBLIC SCHOOLS

340 Homans Avenue, Closter, New Jersey 07624

Phone: (201) 768-3001 | www.closterschools.org

BID SPECIFICATIONS

GYMNASIUM WALL POCKET TABLES AND BENCHES

Tenakill Middle School

275 High Street, Closter, New Jersey 07624

Bid Advertisement pursuant to N.J.S.A. 18A:18A-21 and P.L. 2025, c.72

SECTION 1 — NOTICE TO BIDDERS

Notice is hereby given that the Closter Board of Education, in the County of Bergen, State of New Jersey, pursuant to N.J.S.A. 18A:18A-1 et seq. (Public School Contracts Law), will receive sealed bids for the following:

GYMNASIUM WALL POCKET TABLES AND BENCHES

Tenakill Middle School — 275 High Street, Closter, New Jersey 07624

Sealed bids will be received at the Office of the School Business Administrator, Closter Board of Education, 340 Homans Avenue, Closter, New Jersey 07624, up to:

TUESDAY, JUNE 16, 2026 AT 10:00 AM

Bids will be publicly opened and read aloud immediately thereafter. Bid advertisements are posted on the District website in accordance with P.L. 2025, c.72 and N.J.S.A. 18A:18A-21.

Bid documents may be obtained at the Office of the School Business Administrator during regular business hours (8:30 AM – 3:00 PM, Monday through Friday, excluding holidays). Bids must be submitted in a sealed envelope clearly marked:

"BID – GYMNASIUM WALL POCKET TABLES AND BENCHES"

The Closter Board of Education reserves the right to reject any or all bids pursuant to N.J.S.A. 18A:18A-22, and to waive any informalities as permitted by law. The contract shall be awarded to the lowest responsible bidder in accordance with N.J.S.A. 18A:18A-36.

Contact: Floro M. Villanueva Jr., School Business Administrator/Board Secretary, and Joseph Scaglione (ScaglioneJ@nvnet.org), Supervisor of Buildings and Grounds

SECTION 2 — GENERAL TERMS AND CONDITIONS

2.1 Legal Authority

This bid is issued pursuant to N.J.S.A. 18A:18A-1 et seq. (Public School Contracts Law). All bidders must comply with all applicable laws, statutes, and regulations, including but not limited to:

- N.J.S.A. 18A:18A-1 et seq. — Public School Contracts Law
- N.J.S.A. 18A:18A-21 — Bid Advertisement Requirements (as amended by P.L. 2025, c.72)
- N.J.S.A. 18A:18A-22 — Rejection of Bids
- N.J.S.A. 18A:18A-36 — Award to Lowest Responsible Bidder
- N.J.A.C. 5:34 — Local Public Contracts Law Administrative Code
- P.L. 2025, c.180 — As applicable to contract terms

2.2 Bid Security

Each bid must be accompanied by a bid bond or certified check made payable to the Closter Board of Education in an amount equal to ten percent (10%) of the total bid price, but not to exceed Twenty Thousand Dollars (\$20,000.00), pursuant to N.J.S.A. 18A:18A-24.

2.3 Prevailing Wage

Installation work under this contract is subject to the New Jersey Prevailing Wage Act, N.J.S.A. 34:11-56.25 et seq. The contractor and all subcontractors must pay workers no less than the prevailing wage rates established by the New Jersey Department of Labor and Workforce Development for all applicable trades.

2.4 Insurance Requirements

The contractor shall obtain and maintain, at its own expense, the following minimum insurance coverage throughout the duration of the contract:

- Commercial General Liability: \$1,000,000 per occurrence / \$2,000,000 aggregate
- Workers' Compensation: As required by N.J.S.A. 34:15-1 et seq.
- Employer's Liability: \$500,000 per occurrence
- Automobile Liability: \$1,000,000 combined single limit

The Closter Board of Education shall be named as an additional insured. A Certificate of Insurance must be submitted prior to contract execution.

2.5 Business Registration Certificate

All bidders must submit a copy of their New Jersey Business Registration Certificate pursuant to N.J.S.A. 52:32-44.

2.6 Affirmative Action

The contractor shall comply with N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27. The contractor shall submit a completed Exhibit B (Mandatory Equal Employment Opportunity Language) with the bid.

2.7 Disclosure Requirements

Bidders must submit the following with their bid:

- Stockholder Disclosure Certification — N.J.S.A. 52:25-24.2
- Non-Collusion Affidavit — N.J.S.A. 52:34-15
- Political Contribution Disclosure Form (if applicable) — N.J.S.A. 19:44A-20.4 et seq.

2.8 Award and Rejection

The contract will be awarded by resolution of the Closter Board of Education to the lowest responsible bidder pursuant to N.J.S.A. 18A:18A-36. The Board reserves the right to reject any or all bids pursuant to N.J.S.A. 18A:18A-22, including if the lowest bid substantially exceeds the District's appropriation for the project.

SECTION 3 — SCOPE OF WORK

3.1 General Requirements

The contractor shall furnish all labor, materials, equipment, tools, and supervision necessary to complete the following work at Tenakill Middle School. The scope includes:

- Supply and delivery of all specified furniture items to Tenakill Middle School, 275 High Street, Closter, NJ 07624
- Installation of all wall pocket units, retrofit tables, and benches per manufacturer specifications and applicable building codes
- Removal of all existing gymnasium tables and benches
- Disposal of all removed items
- All work to be performed during non-school hours or as directed by the Supervisor of Buildings and Grounds

3.2 Delivery Coordination

The contractor is responsible for all spot delivery and installation coordination. Delivery dates and installation schedules must be confirmed with the Supervisor of Buildings and Grounds prior to commencement of work.

3.3 Project Timeline

The contractor shall submit a proposed delivery and installation schedule with the bid. Work is anticipated to be completed during the summer recess or as otherwise directed by the District.

SECTION 4 — TECHNICAL SPECIFICATIONS

TMS GYMNASIUM WALL POCKET TABLES AND BENCHES

275 High Street, Closter, New Jersey 07624

Qty	Item No.	Manufacturer	Description
5	88R031324-BLK	Palmer Hamilton	Double Retrofit Wall Pocket, Black. Required rough opening: 84"H x 57"W x 11 1/2"D.
10	45M23292613	Palmer Hamilton	Wall Pocket Retrofit Table, 29"H x 26"W x 13.5"L. Black frame & edgeguard. Group 1 laminate selection.
20	43M23171213	Palmer Hamilton	Wall Pocket Retrofit Bench, 17"H x 12"W x 13.5"L. Black frame & edgeguard. Group 1 laminate selection.

4.1 General Product Requirements

- All units shall be new, first-quality items from the manufacturer specified. No substitutions permitted without prior written approval from the School Business Administrator.
- Color/finish: Black frame and edgeguard on all tables and benches
- Laminate: Group 1 laminate selection — bidder shall provide laminate sample options for District selection prior to order placement
- All wall pocket units shall be Double Retrofit type, requiring a rough opening of 84"H x 57"W x 11 1/2"D
- All items shall be installed per manufacturer's specifications and applicable building codes

4.2 Installation Requirements

- Contractor shall provide all hardware, anchors, and fasteners required for proper installation
- Installation shall include prevailing wage labor installers
- Removal of existing gymnasium tables and benches is included in scope
- Disposal of removed items into two (2) 3-yard roll-off containers, to be dropped by contractor
- Spotted delivery and installation included

SECTION 5 — BID FORM

The bidder shall provide lump sum and unit prices as listed below. Prices shall include the cost of all labor, materials, delivery, installation, removal, and disposal as specified in Section 3.

Item	Item No.	Qty	Description	Unit Price (\$)	Extended (\$)
1	88R031324-BLK	5	Double Retrofit Wall Pocket, Black	\$	\$
2	45M23292613	10	Wall Pocket Retrofit Table, Black frame/edgeguard, Group 1 laminate	\$	\$
3	43M23171213	20	Wall Pocket Retrofit Bench, Black frame/edgeguard, Group 1 laminate	\$	\$
Materials Subtotal (Items 1–3):					\$
4	Install	1	Spotted delivery, installation (prevailing wage), removal and disposal of existing items.	Lump Sum	\$
GRAND TOTAL BID (Materials + Installation):					\$

Grand Total in Words:

SECTION 6 — BIDDER CERTIFICATION AND SIGNATURE

The undersigned bidder hereby certifies that:

1. This bid is made without collusion with any other bidder (N.J.S.A. 52:34-15).
2. The bidder has read and fully understands all bid specifications and conditions.
3. All required attachments and certifications have been included with this bid.
4. The bidder agrees to furnish the required Insurance Certificates upon award.
5. All work will be performed in compliance with applicable New Jersey laws, codes, and regulations, including the Prevailing Wage Act (N.J.S.A. 34:11-56.25 et seq.).
6. The bidder holds or will obtain all required licenses and permits prior to commencement of work.

Company Name: _____

Address: _____

City, State, ZIP: _____

Phone: _____ Fax: _____

Email: _____

NJ Business Registration Certificate No.: _____

Authorized Signature: _____

Printed Name and Title: _____

Date: _____

SECTION 7 — REQUIRED ATTACHMENTS CHECKLIST

All of the following documents must be included with the bid submission. Failure to submit required documents may result in rejection of the bid.

- Bid Bond or Certified Check (10% of bid, not to exceed \$20,000) — N.J.S.A. 18A:18A-24
- Non-Collusion Affidavit — N.J.S.A. 52:34-15
- Stockholder Disclosure Certification — N.J.S.A. 52:25-24.2
- Business Registration Certificate — N.J.S.A. 52:32-44
- Political Contribution Disclosure Form (if applicable) — N.J.S.A. 19:44A-20.4
- Certificate of Insurance (Meeting requirements of Section 2.4 above)
- Affirmative Action Evidence — N.J.A.C. 17:27
- Proposed Delivery and Installation Schedule
- Laminate sample options for Group 1 selection
- List of at least three (3) completed similar projects with references (name, district, phone number).

Questions regarding this bid should be directed to:

Floro M. Villanueva Jr., School Business Administrator/Board Secretary

Closter Board of Education | 340 Homans Avenue, Closter, NJ 07624

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