

**REQUEST FOR BID NOTICE**

TO RECEIVE A BID PACKAGE, BIDDER MAY EITHER DOWNLOAD THE BID FROM THE AUTHORITY'S WEBSITE AT <http://www.state.nj.us/turnpike/purchasing.html> OR REQUEST A BID BY COMPLETING THIS FORM AND FAXING IT TO THE NUMBER STATED BELOW FOR RECORD KEEPING PURPOSES. WE REQUEST THAT THE BIDDER COMPLETE THIS FORM AND RETURN TO US, EVEN WHEN BIDDER IS DOWNLOADING THE BID. THIS IS THE ONLY NOTICE OF BIDDING FOR THE FOLLOWING GOODS / SERVICES YOU WILL RECEIVE.

**THE NEW JERSEY TURNPIKE AUTHORITY  
PROCUREMENT AND MATERIALS MANAGEMENT DEPARTMENT**

New Jersey Turnpike Administrative Offices

P.O. Box 5042

581 Main Street

Woodbridge, New Jersey 07095-5042

Tel. - 732-750-5300 Fax - 732-750-5399

TITLE: **FIRE PROTECTION AND SUPPRESSION SYSTEMS**

BID NO: **RM-97798**

DUE DATE: **April 4, 2013**

TIME: **11:30 AM**

**SUBMIT BIDS BEFORE THE DUE DATE AND TIME TO THE ABOVE ADDRESS**

BIDDER INFORMATION (PLEASE PRINT)

\_\_\_\_\_  
NAME OF BIDDING ENTITY

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
CITY, STATE AND ZIP CODE

\_\_\_\_\_  
E-MAIL ADDRESS

\_\_\_\_\_  
REPRESENTATIVE TO CONTACT-NAME & TITLE

\_\_\_\_\_  
TELEPHONE NO.

\_\_\_\_\_  
FEDERAL TAX I.D. NO. or TAXPAYER I.D. NO.

\_\_\_\_\_  
FAX NO

**WE HAVE DOWNLOADED THE BID FROM THE AUTHORITY WEBSITE**

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PROCUREMENT AND MATERIALS MANAGEMENT DEPARTMENT**

New Jersey Turnpike Administrative Offices  
P.O. Box 5042  
581 Main Street  
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Tel. - 732-750-5300 Fax - 732-750-5399

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FEDERAL TAX I.D. NO. or TAXPAYER I.D. NO.

\_\_\_\_\_  
FAX NO.

\_\_\_\_\_  
BUSINESS CORPORATION \_\_\_\_\_ PARTNERSHIP \_\_\_\_\_ INDIVIDUAL

\_\_\_\_\_  
OTHER (SPECIFY): \_\_\_\_\_

## **BIDDER GUIDELINES/CHECKLIST**

PURSUANT TO N.J.S.A. 27:23-6.1 AND N.J.A.C. 19:9-2.1 et seq. BID PROPOSALS WHICH FAIL TO CONFORM TO THE FOLLOWING REQUIREMENTS MAY BE REJECTED:

1. Bid proposals must be received at or before the public opening time stated on the cover page at the following place: New Jersey Turnpike Authority, Administration Building, 581 Main Street, Woodbridge, New Jersey 07095. Telephone or Facsimile proposals will not be accepted. The accompanying self-addressed envelope should contain or be attached to the bid proposal.
2. The bid proposal must include all price information. Proposal prices shall include delivery of all items F.O.B. destination or as otherwise provided. Price quotes must be firm through issuance of contract.
3. All bid proposal prices must be typed or written in ink. Quote the specified unit of measure. If bidding an alternate, provide detailed specifications.
4. All corrections, white-outs, erasures, re-striking of type, or other forms of alteration or the appearance of alteration, to unit and/or total prices must be initialed in ink by the bidder.
5. The bidder must attend the mandatory site inspection at the following date(s) and time(s) if applicable.
6. **Have you included the following documents?**
  - (a) State of New Jersey Division of Revenue Business Registration Certificate(s)
  - (b) Certification of Registration with the Secretary of State (only if a foreign (non- NJ) corporation)
  - (c) Acknowledgement of Requirement for Disclosure of Political Contributions (ELEC)
  - (d) Public Works Contractor Registration Certificate(s) (if applicable)
  - (e) Affirmative Action Information Sheet with Certificate or Form AA302
  - (f) Signed Mandatory Equal Employment Opportunity Language
  - (g) SBE/WBE/MBE Certificates and Form
  - (h) Vendor Disclosure Form (EO129 - Location of Services)
  - (i) Notice of Set-Off for State Tax (P.L. 1999, c.159)
  - (j) Automobile Waiver
  - (k) Insurance Requirement
  - (l) **See the Authority's Instructions to Bidders (attached) for a complete list of the Authority's standard contract Terms and Conditions, as well as Required Forms that must be included with the bid proposal.**
7. **Failure to comply with the requirements set forth in 1-6 above may result in bid rejection.**
8. **This Request for Bids requires the following Mandatory Documents or the bid will be rejected:**

**Stockholder/Partnership Disclosure Statement**
9. Bidder must sign the Bid.

**REQUEST FOR BIDS**  
**THIS IS NOT AN ORDER**

Sealed Bids for RM-97798 will be received at the New Jersey Turnpike Authority Administrative Offices, 581 Main St., Woodbridge, New Jersey, as stated on the cover page at which time and place said proposal will be publicly opened and read. Bidders mailing Bids should allow for their normal mail delivery time to ensure timely receipt of their Public Bids. Please be advised that using overnight / next-day delivery service does not guarantee overnight/next-day deliveries to our location. The Authority will not be responsible for any bid not being received by the required date and time.

**INTENTION**

It is the intention of the Authority to issue a Purchase Agreement for the procurement of the **INSPECTION, MAINTENANCE AND SERVICING OF FIRE PROTECTION AND SUPPRESSION SYSTEMS**. Items purchased under this Agreement will be delivered as directed by the Authority. The term of the contract shall be for one year with the option to extend for two additional one-year terms at the Authority's discretion and Vendor's concurrence. Please contact Richard Bava with any questions regarding this procurement contract at 732-750-5300 X 8636.

**BID SHEET INSTRUCTIONS**

Prospective Bidders should follow all instructions in this Request for Bids and in the standard Instructions to Bidders issued by the Authority, and any other documents issued by the Authority in connection with this Request for Bids (collectively, "Bid Documents"). Prospective Bidders must examine the Bid Documents carefully before bidding and must ask the Director of Purchasing in writing for any interpretation or correction of any apparent ambiguity, inconsistency or apparent error therein. Any written request for interpretation or correction shall be directed to the Director of Purchasing. Written requests can be submitted by FAX at 732-750-5399. If necessary, an interpretation or correction shall be issued by the Director of Purchasing as an Addendum and FAXED to prospective Bidders who have obtained the Bid Documents. Upon the issuing of an Addendum, the content of the Addendum shall become part of the Bid Documents. **Requests for interpretation or correction shall be considered only if received at least 5 business days prior to the bid opening date.**

Only written interpretations or corrections issued by the Director of Purchasing by Addendum shall be binding.

The submission of the Bid is conclusive evidence that the Bidder is fully aware of the conditions, requirements, and details as stated in the Bid Documents. If the Bidder, prior to submitting its Bid, fails to notify the Director of Purchasing of the existence of an ambiguity, inconsistency in the Bid Documents, a Bid will conclusively be presumed to have been based upon the interpretation of such ambiguity or inconsistency.

All erasures, interpolations or other physical changes on the Bid form shall be signed or initialed by the bidder. Bids containing any conditions, omissions, erasures, alterations, or items not called for in this Request for Bids, or irregularities of any kind, may be rejected by the Authority, in its sole discretion, as being incomplete. The bidders shall not attach conditions, limitations or provisos to their Bid, except in cases where "Exceptions" are permitted.

**The Authority will accept Approved Equivalent items on this bid.** If a bidder is basing the proposal on items other than what is specified, and wishes the items he proposes to be considered as an "Approved Equivalent," the Bidder shall enter a price on the bid sheet then submit on the Exception Sheet in the exact format of the line item on the Request for Bids contained herein, the item number, an item description, including manufacturers name, model number, and packaging quantities of those Items which the Bidder proposes to substitute.

**Bidders must supply a price for every item listed. Bids not having a price in all listed items may be rejected.** The bid will be awarded to the vendor who supplies the lowest total cost for ALL items as listed in the bid.

Bidders must quote only one price per line item. If a bidder quotes multiple prices per line item, the bid proposal may be rejected.

The Authority will purchase amounts of any given item as needed, at the sole discretion of the Authority and shall not be bound by any quantities listed. The Authority reserves the right to make reasonable increases to line item quantities. All items are to be bid FOB Destination. All shipping, handling, and other costs should be considered in the bid price.

**Award will be made to the lowest, responsible bidder for the total items bid.**

**INSPECTION, MAINTENANCE AND SERVICING OF FIRE PROTECTION AND  
SUPPRESSION SYSTEMS**

**RM-97798**

**SAMPLE - BID PRICE FORM**

<b><u>Technician Estimated Hours:</u></b>	<b><u>Charge Per Hour</u></b>	<b><u>Time Charge</u></b>
<b>Line 1) Straight Time</b>		
One Technician @ 320 hours	X \$ <u>80.00</u> =	\$ <u>25,600.00</u>
<b>Line 2) Overtime</b>		
One Technician @ 16 hours	X \$ <u>120.00</u> =	\$ <u>1,920.00</u>
<b>Line 3) Premium Time</b>		
One Technician @ 8 hours	X \$ <u>150.00</u> =	\$ <u>1,200.00</u>
<b>Line 4) Discount Off Manufacturer's List</b>		<b><u>Material Charge</u></b>
<b>Price for Materials:</b>		
Estimated Value: \$20,000.00	- <u>20 %</u> =	\$ <u>16,000.00</u>
<b><u>Total Bid Price:</u></b>	=	\$ <u>44,720.00</u>
<b>(Summary of all charges lines 1 thru 4)</b>		

**INSPECTION, MAINTENANCE AND SERVICING OF FIRE PROTECTION AND  
SUPPRESSION SYSTEMS**

**RM-97798**

**BID PRICE FORM**

<b><u>Technician Estimated Hours:</u></b>	<b><u>Charge Per</u></b>	<b><u>Time Charge</u></b>
	<b><u>Hour</u></b>	
<b>Line 1) Straight Time</b>		
One Technician @ 320 hours	X \$ _____ =	\$ _____
 <b>Line 2) Overtime</b>		
One Technician @ 16 hours	X \$ _____ =	\$ _____
 <b>Line 3) Premium Time</b>		
One Technician @ 8 hours	X \$ _____ =	\$ _____
 <b>Line 4) Discount Off Manufacturer's</b>		<b><u>Material Charge</u></b>
<b>List Price for Materials:</b>		
Estimated Value: \$20,000.00	- _____ % =	\$ _____
<b><u>Total Bid Price:</u></b>	=	\$ _____

(Summary of all charges lines 1 thru 4)

**Award will be made to the responsive bidder submitting the lowest Total Bid Price**

**ANY INQUIRIES CONCERNING THIS BID MUST BE SENT VIA FAX NO LATER THAN  
FIVE (5) BUSINESS DAYS BEFORE BID OPENING**

**NEW JERSEY TURNPIKE AUTHORITY**

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**AUTHORIZED SIGNATURE**

\_\_\_\_\_/\_\_\_\_\_  
Name of Company and / Authorized Signature of Bidder

## SIGNATURE PAGE

**ADDENDA / INQUIRIES:** COMPLETE (if applicable) BEFORE SUBMITTING BID:  
Receipt of Addendum / Inquiries # \_\_\_\_\_ dated \_\_\_\_\_ is hereby  
acknowledged.  
Receipt of Addendum / Inquiries # \_\_\_\_\_ dated \_\_\_\_\_ is hereby  
acknowledged.

**CHECK BOX IF NO ADDENDA/INQUIRY ISSUED**

(All Addenda / Inquiries must be acknowledged as indicated above.)

**BID IRREVOCABLE:** This offer shall be irrevocable for ninety (90) working days after the date on which the Authority publicly opens this bid except in those instances where an unsuccessful bidder has filed a Protest pursuant to N.J.A.C. 19:9-2.12. Upon notification of a Protest, Bidders are required to hold their prices for an additional 90 days. All bidders will be notified in writing of the action taken by the Authority.

**OFFER/CERTIFICATION:** The undersigned offers and agrees to furnish to the New Jersey Turnpike Authority the services and/or materials in compliance with all terms, conditions, specifications and addenda of the RFB, Bid Documents, and resulting contract. The undersigned further certifies understanding and compliance with the requirements of the standard terms and conditions as stated in the Instructions to Bidders included with the Bid Documents. The undersigned certifies that he or she executes this bid with full authority so to do; and that all statements contained in this bid and in this certification are true and correct, and made with full knowledge that the Authority relies upon the truth of the statements contained herein and in any statements requested by the Authority showing evidence of qualifications in awarding the contract.

I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

**AUTHORIZED SIGNATURE:** \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

Bidding Entity: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax: \_\_\_\_\_

Date: # \_\_\_\_\_

**New Jersey Turnpike Authority**

**Draft Agreement**

THIS AGREEMENT, dated \_\_\_\_\_, by and between the New Jersey Turnpike Authority, a body corporate and politic of the State of New Jersey having its principal office at 581 Main Street, Woodbridge, New Jersey (the “Authority”) and \_\_\_\_\_, a corporation of the State of \_\_\_\_\_, having principal offices located at \_\_\_\_\_ (the “Contractor”).

WITNESSETH, that the said Contractor, for and in consideration of the payments hereinafter specified, hereby covenants, and agrees to furnish the labor, materials, equipment, and insurance to provide for the services specified in this contract in strict conformance with Specifications attached hereto and made a part hereof. Defined terms used herein carry the same meaning as defined in the Specifications.

The term of the Agreement shall commence on the date of the Purchase Agreement and terminate one (1) year therefrom, unless earlier terminated. The Authority may opt, at its sole discretion, to renew this Agreement for two (2) additional one (1) year terms.

The Contractor agrees to defend, indemnify and save harmless the Authority, its officers, agents and employees and each and every one of them against and from, and to make payment of all or completed actions, suits, demands for damages or costs of every kind and description actually and reasonably incurred (including attorneys’ fees and costs and court costs) (collectively “Liabilities”) including, without implied limitations, Liabilities for damage to property or Liabilities for injury or death of the officers, agents and employees of the Contractor or of its subcontractors or of the officers, agents and employees of the Authority), resulting from any act or omission or from the willful misconduct of the Contractor or of any of its officers, agents, employees or subcontractors or of the Authority, its officers, agents, and employees, in any manner related to the subject matter of this Agreement. Any money due to the Contractor under and by virtue of this Agreement as shall be considered necessary by the Authority may be retained by the Authority and held until any and all Liabilities shall have been settled and suitable evidence to that effect furnished to the Authority. The obligations in this Section shall survive the termination, expiration or rescission of this Agreement.

In consideration of the premises, the Authority hereby agrees to pay, as sole compensation for the performance of the Project, payments for the actual quantity of authorized work performed, as provided in the Specifications, at the prices for the Scheduled Items of Work in the Proposal.

This Agreement is to be binding upon the Authority, its successor or successors, and upon the Contractor and its heirs, executor, administrators, successor or successors, and is voidable and may be terminated by the Authority, in accordance with the terms of the Specifications, or upon violation by the Contractor of any statute relative thereto.

IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to execute this agreement and to affix their respective corporate seals thereto on the day and year first above written.

ATTEST:

NEW JERSEY TURNPIKE AUTHORITY

\_\_\_\_\_  
Sheri Czajkowski  
Secretary

BY \_\_\_\_\_  
Veronique Hakim  
Executive Director

[Corporate Seal]

ATTEST:

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Name  
Title

BY \_\_\_\_\_  
Name  
Title

[Corporate Seal]

**NEW JERSEY TURNPIKE AUTHORITY**

**SPECIFICATIONS  
FOR  
INSPECTION, MAINTENANCE AND SERVICING OF FIRE PROTECTION AND  
SUPPRESSION SYSTEMS  
AT  
NEW JERSEY TURNPIKE AUTHORITY FACILITIES  
MARCH, 2013**

**SECTION 1**

**GENERAL INTENTION**

**1.0 PURPOSE AND INTENT**

For all purposes related to the scope of these specifications, the New Jersey Turnpike Authority (Authority) shall be interpreted to include and encompass all facilities within the combined jurisdictional boundaries of the New Jersey Turnpike and the Garden State Parkway, hereinafter referred to as the "Authority facilities". "Contractor" refers to the company hired and retained by the Authority to perform Inspections, Maintenance & Servicing of Fire Protection and Suppression Systems under this agreement.

The Authority requires the services of a contractor to inspect, test, flow assess and certify (annually and bi-annually) all installed Fire Protection & Suppression Systems (including fire hydrants, but excluding portable fire extinguishers) located within the Authority.

The point of contact for record keeping and service scheduling shall be:

Paul J Butrico, Safety Program Administrator  
New Jersey Turnpike Authority  
Human Resources Department, Safety Section  
PO Box 5042  
Woodbridge, NJ 07095  
or  
[pbutrico@turnpike.state.nj.us](mailto:pbutrico@turnpike.state.nj.us)

732-750-5300 Ext. 7616  
732-322-6202 (cell)

For the purposes of this agreement, Fire Suppression System shall be defined as an integrated combination of a fire alarm system, fire detection and suppression equipment which, when triggered by pre-determined temperature, rate of temperature rise, products of combustion, flame or human intervention will discharge a fire extinguishing agent onto the fire. Components of Fire Suppression System shall include, but not be limited to, Alarm System, Detection System, Agent (including water) and Agent Delivery System and all parts, components and materials that comprise the system.

## **1.1 EXECUTION OF CONTRACT**

The Contractor to whom the Contract has been awarded shall within ten (10) days of the date of Notification of Award:

- (a) Execute and deliver to the Authority five (5) originals of the Contract
- (b) Submit the required insurance certificates
- (c) Chapter 51 Approval from the State of New Jersey.

The above shall be furnished, executed and delivered before the Contract will be executed and dated by the Authority.

## **1.2 CONTRACT PERIOD**

- A. The initial service period shall commence on the date stated on the Purchase Order.
- B. If the Authority determines in its sole discretion, that the Contractor's services are satisfactory and chooses to engage the Contractor for a second service period and a third service period, ("Second Maintenance Period / Third Maintenance Period"), the original bid prices may be subject to renegotiation; provided, however, that such renegotiation shall not result in any bid item increase exceeding five percent (5%) from the previous / initial Maintenance Period.

## SECTION 2

### CONTROL OF WORK

#### **2.0 SERVICING REQUIREMENT**

1. Work under this agreement is to be performed during Authority normal working hours, Monday through Friday, 8:00 am – 5:00 pm; and other times per Section 4.1 of the Specifications.
2. The Contractor, under the terms of this agreement, will supply all necessary labor, tools and materials to repair any defective system and/or its components. All repairs and authorized replacements must be completed within 30 days of authorization by the Authority.
3. All Fire Protection & Suppression Systems shall be inspected, tested and maintained in accordance with all applicable provisions of the NFPA Standards, the New Jersey Uniform Fire Code and equipment specific Manufacturer's instructions.
4. A Notarized Letter on company letter head signed by a principle of the bidding entity indicating bidder is fully qualified and capable of performing all aspects of troubleshooting, service and/or repair of all of the Fire Panels listed below:

Autopulse / Ansul	Edwards	Fenwel
Fike	Firelite	Gamewell
General Electric	Kidde	Mirtone
Notifier	Penmall	Radionics
Siemans	Simplex	

Failure to provide proof of the capability to perform the specified work on all Fire Panels listed above shall be grounds for bid rejection and/or contract termination

5. All work completed by the Contractor shall be documented on a work order report and submitted to the responsible Authority designee upon the completion of the work.
6. Official Inspection Reports, documenting annual inspections of each fire suppression system, shall be submitted within ten business days of completion date. Email to [pbutrico@turnpike.state.nj.us](mailto:pbutrico@turnpike.state.nj.us) or mail to:

New Jersey Turnpike Authority  
Attention: Human Resources / Safety  
PO Box 5042  
Woodbridge, NJ 07095-5042

**2.1**            **CLEAN UP**

Before the Contractor leaves each repair location, all areas occupied by the contractor in connection with the work shall be cleaned and include the removal of all unusable materials, damaged equipment, and unused parts. The work site shall be left in an acceptable and safe condition.

No separate payment will be made for cleaning up and all costs thereof shall be included in the prices bid for the various affected items scheduled in the Proposal.

**2.2**            **SAFETY**

All work by the Contractor shall comply with all applicable OSHA regulations. When servicing equipment, where applicable, a full lockout and tag out procedure must be followed. The Authority will not remove a Contractor's tag out or lock. Should a Contractor's employee forget to remove a safety tag or lock, the Authority will require the Contractor to respond within two hours to correct the oversight and place the equipment back in operation.

No monies will be paid to the Contractor if a callout is necessary due to a lock or tag oversight.

**2.3**            **SECURITY**

The Authority reserves the right, at its sole discretion, to require the Contractor to undertake a criminal history record background check for any personnel assigned to work at any Authority facility pursuant to regulations promulgated under N.J.A.C. 13:59-1.1 et seq.

**SECTION 3**

**CONTROL OF MATERIALS**

**3.0**            **PARTS AND CONTROL REPLACEMENT**

Alarm initiating and notification devices are to be considered as parts and replaced as a repair.

All replacement parts must be UL listed.

Should it become necessary to troubleshoot a system's wiring, the Authority will provide an electrician to assist in tracing same, should the work location warrant it. In the event a replacement part is needed, the cost and description will be supplied and reviewed by the Authority Safety Rep, and approved in writing when agreed on.

All pilot and indicator lamps will be checked and replaced as necessary while doing service work at any location.

### **3.1 HAZARDOUS MATERIALS**

If hazardous materials are essential for the Project, they shall be transported, stored used and/or disposed in accordance with all applicable Federal and State Regulations and national consensus standards. If less hazardous or non-hazardous materials can be substituted for the hazardous materials, they shall be substituted. The quantities of hazardous materials at the job site shall be limited to the minimum essential for a day's work. They shall be transported, used, stored and/or disposed also in such a manner as to not create a hazard.

## **SECTION 4**

### **PROSECUTION AND PROGRESS**

#### **4.0 REGULAR SERVICE**

The contractor shall coordinate all inspection visits, and obtain verbal authorization, from the Safety Section of the Human Resources Department before any service visits are scheduled. The contractor shall always be escorted/accompanied by an Authority Safety Section representative while performing any work under the scope of these specifications.

#### **4.1 EMERGENCY SERVICE**

The Contractor must be capable of responding to emergency service calls twenty-four (24) hours a day, 365 days a year. Response time, to the facility where the emergency exists, must be within four (4) hours of notification by the Authority. All emergency calls received during regular business hours (Monday through Friday, 8AM to 5PM) shall be considered regular business hours and will be performed at the rate per hour, which includes travel costs, as specified on the bid sheet. All service work performed outside of specified regular business hours, on weekends and holidays will be invoiced at the service rates established for after regular business hours. Compensation for these shall be consistent with the price bid "per hour rate" as

specified on the Bid Price Form. Defined terms used herein carry the same meaning as defined in the Specifications. The contractor shall always be escorted/accompanied by an Authority Safety Section representative while performing any work under the scope of these specifications.

Emergency service rates are guaranteed for the first two (2) hours of work that will commence with the contractor's arrival at the job site. Any additional time shall be pro-rated on a half-hour basis.

Any overtime hours must be approved by the Authority before work is initiated.

Emergency Contact

The Contractor will be required to maintain a twenty-four (24) hour per day, seven (7) days a week emergency telephone contact.

Emergency Determination

For the purpose of this contract, an emergency shall be determined solely by the Authority designated representative.

**4.2 TRAINING SERVICES**

In the event that the Contractor installs a replacement part and/or new system, which functions differently from the prior installed equipment, the Contractor shall provide equipment specific training and all necessary and applicable information (i.e. manuals, instruction sheets, etc.) to the Authority's designated safety representative(s).

**SECTION 5**

**MEASUREMENT AND PAYMENT**

**5.0 DESCRIPTION**

Payment will be made on a time and material basis. Times will be defined as follows:

**Straight Time:** The Authority shall consider Straight Time payments under this contract as work performed during the hours from 8:00 AM through 5:00 PM Monday through Friday.

**Overtime:** The Authority shall consider Overtime payments under this contract as work performed during the hours from 5:00 PM through 8:00 AM on Mondays through Fridays, and on Saturday or Sunday.

**Premium Time:** The Authority shall consider Premium Time payments under this contract as work performed on any day that is considered a National Holiday under Federal Law (5 U.S.C. 6103) as follows:

<b>New Year's Day</b>	<b>Labor Day</b>
<b>Martin Luther King, Jr. Day</b>	<b>Columbus Day</b>
<b>Washington's Birthday</b>	<b>Veterans Day</b>
<b>Memorial Day</b>	<b>Thanksgiving Day</b>
<b>Independence Day</b>	<b>Christmas Day</b>

The hourly rate as bid shall include all direct and indirect costs including, but not limited to: overhead, fee or profit, clerical support, travel time and expenses, safety equipment, labor, supervision, managerial support and all documents, forms and reproductions thereof. Time spent in traveling to and from the work location, or for meals, lunch, dinner or other breaks is not a chargeable cost.

The Contractor shall submit invoices on a monthly basis for work completed.

Invoices shall also identify the job location by milepost and facility name for the specific job. Job tickets shall be attached to the invoice showing the start and stop times of the technician at each location as well as work accomplished.

**NOTE:** Billing invoice shall be **e-mailed** to the below listed designee for review prior to payment approval.

Paul J. Butrico, Safety Program Administrator,  
[pbutrico@turnpike.state.nj.us](mailto:pbutrico@turnpike.state.nj.us)  
732-750-5300 Extension 7616  
732-322-6202 (Cell)

Once invoice is approved by the Safety Program Administrator, Contractor shall forward the invoice to:

Accounts Payable, Finance Dept.  
Attention: Natalia Hernandez  
New Jersey Turnpike Authority  
PO Box 5042  
Woodbridge, NJ 07095-5042

Or Email:  
[hernandez@turnpike.state.nj.us](mailto:hernandez@turnpike.state.nj.us)

## **5.1**            **MATERIALS PAYMENTS**

The Contractor is responsible for the repair or replacement of all parts related to the Fire Protection and/or Suppression systems. All bidders are reminded that the Authority may, at its discretion, provide the required repair parts. All shipping costs are considered to be part of the overall cost.

The Contractor's bid for parts, components and materials shall be stated as a percentage discount off Manufacturers' Suggested Retail Price (the Discount) and shall be applied to each and every part, component or material billed to the NJTA under this agreement. Contractor may only bill the NJTA for parts, components and materials (or pro-rated portion(s) thereof) actually supplied and used in conjunction with performance of the scope of work under this agreement.

All invoices for parts, components and materials procured, provided and used by the Contractor in conjunction with the performance of the scope of work under this agreement shall be net of the Discount and be sufficiently itemized on each invoice so that the NJTA can discern the billed amount for each item. Contractor must also provide, along with each invoice for parts, components and materials, copies of invoices from Contractor's parts supplier(s) indicating Manufacturers' Suggested Retail Prices for all items billed.

Bidders are reminded that an audit of their supply invoices may be undertaken not only during the contract period, but also upon completion of the contract for a period of five (5) years.

## **SECTION 6**

### **TRAFFIC CONTROL**

## **6.0**            **ACCESS TO FACILITY SITE**

Authority passes will not be issued to the Contractor.

A. Access to Authority facilities may or may not be available to the Contractor via Federal, State, County and/or local road systems with free public access. The Contractor is encouraged to utilize these facilities, where available, in order to reduce its expenses; however, the Contractor may elect and/or be required to utilize Authority property to gain access to the facility, subject to the following terms and conditions:

1. Contractor vehicles utilizing the Authority's property and rights-of-way shall be subject to the same terms, conditions, tariffs, regulations, etc., as the general motoring public. A copy of the current Authority Rules and Regulations, as applicable, may be obtained by the Contractor at no expense to the Contractor, by application and request to the Authority's Traffic Operations Department, at the Traffic Management & Technology Center in Woodbridge, NJ.
2. The Authority toll charges for Contractor vehicles providing equipment or services under these Specifications are not reimbursable to the Contractor by the Authority under the provisions of this Agreement.
3. Contractor vehicles shall not use Cuts or Z-Turns, grade separated U-Turns (with the exception of U-Turns adjacent to Turnpike Maintenance Districts 1, 2, 3, 4, 5 and 6), or make U-Turns across the median. **In addition, vehicles are not permitted to cross toll plaza areas.** Any vehicle making any illegal movement will be subject to a summons by the New Jersey State Police.

**NOTE:** If entrance to the Turnpike is made via a Toll Plaza, the driver of the vehicle shall receive a toll ticket for that particular class of vehicle or utilize E-Z pass lanes, if the Contractor has an active E-Z pass account. After the visit has been made, the vehicle must exit at another Interchange in the proper direction in the same manner as upon entering; a manual lane, if they accepted a toll ticket, or an E-Z pass lane.

## **6.1 TRAFFIC PERMIT**

A Traffic Permit (Appendix C-44) must be completed and approved by the Operations Departments of the Authority prior to Contractor vehicles being permitted in service on the New Jersey Turnpike or Garden State Parkway.

**NEW JERSEY TURNPIKE AUTHORITY**

**STATEMENT OF VENDORS QUALIFICATIONS**

**RFB RM-97798**

**MINIMUM QUALIFICATIONS FOR THIS CONTRACT SHALL BE:**

1. Contractor shall have a full time secretary or cellular phone as well as a FAX machine to facilitate the receipt of work and emergency repair requests.
2. Contractor submitting bid must have a minimum of four (4) consecutive years of operation relative to their respective company name.
3. Contractor shall be fully qualified and able to obtain replacement parts in a timely fashion for fire protection and suppression systems at various Authority owned facilities.
4. Contractor shall be a prime industrial fire protection and suppression system installer in addition to being a service company.
5. The bidder must have a minimum of three (3) years of fire protection and suppression system installation and service experience and be permitted by the State of New Jersey Department of Community Affairs, Division of Fire Safety, Contractor & Emblems Unit in all of the following categories: C2, C3, C4, C5 and C6 or C1. Copies of the permits must be submitted with their bid.
6. Technicians shall be proficient with setup and programming of desktop personal computers with MS Windows operating system. The Technician must be able to determine if the computer itself is the source of a problem or malfunction.

**STATEMENT OF VENDORS QUALIFICATIONS**  
**PLEASE COMPLETE THE FOLLOWING AND RETURN WITH BID**

Name and address of your company:

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Contact Name: \_\_\_\_\_

Phone No. \_\_\_\_\_ FAX No. \_\_\_\_\_

**Contractor Company Information**

1. Number of Permanent Office Employees: \_\_\_\_\_

2. Number of Permanent Field Employees: \_\_\_\_\_

3. Number of Non-Production Shop Supervisors: \_\_\_\_\_

4. Number of Inspection/Quality Control personnel employed: \_\_\_\_\_

5. Average Total Number of Employees (Permanent & Temporary): \_\_\_\_\_

6. Unionized Shop YES \_\_\_\_\_ NO \_\_\_\_\_

7. Union Contract Expiration Dates for all Crafts:

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8. Union Affiliations (if any): \_\_\_\_\_

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9. Do technicians attend recurrent training? YES \_\_\_\_\_ NO \_\_\_\_\_

10. Please list (most recent first) at least three (3) contracts for Fire Protection/Suppression System Inspection, Maintenance and Servicing, which exceeded \$10,000 each, that you presently hold or have completed.

a. Job/Company Name: \_\_\_\_\_

Contact/Phone No.: \_\_\_\_\_

Location: \_\_\_\_\_ Date Completed: \_\_\_\_\_

Dollar Amount: \_\_\_\_\_

Scope of Work \_\_\_\_\_

b. Job/Company Name: \_\_\_\_\_

Contact/Phone No.: \_\_\_\_\_

Location: \_\_\_\_\_ Date Completed: \_\_\_\_\_

Dollar Amount: \_\_\_\_\_

Scope of Work \_\_\_\_\_

c. Job/Company Name: \_\_\_\_\_

Contact/Phone No.: \_\_\_\_\_

Location: \_\_\_\_\_ Date Completed: \_\_\_\_\_

Dollar Amount: \_\_\_\_\_

Scope of Work \_\_\_\_\_

d. Job/Company Name: \_\_\_\_\_

Contact/Phone No.: \_\_\_\_\_

Location: \_\_\_\_\_ Date Completed: \_\_\_\_\_

Dollar Amount: \_\_\_\_\_

Scope of Work \_\_\_\_\_

11. Please list two (2) contracts where Fire Protection/Suppression Systems were installed:

- a. Job/Company Name: \_\_\_\_\_  
Contact/Phone No.: \_\_\_\_\_  
Location: \_\_\_\_\_ Date Completed: \_\_\_\_\_  
Dollar Amount: \_\_\_\_\_  
Scope of Work \_\_\_\_\_
- b. Job/Company Name: \_\_\_\_\_  
Contact/Phone No.: \_\_\_\_\_  
Location: \_\_\_\_\_ Date Completed: \_\_\_\_\_  
Dollar Amount: \_\_\_\_\_  
Scope of Work \_\_\_\_\_

**Quality Assurance**

- 1. Is the Quality Assurance function independent from the production? \_\_\_\_\_
- 2. Is the Quality Control function a separate part of organization? \_\_\_\_\_
- 3. To whom does the Quality Assurance Manager report? \_\_\_\_\_
- 4. To whom does the Quality Control Section report to in the organization? \_\_\_\_\_
- 5. Is the company approved to a recognized Quality System standard and which one (Example ISO 9000, AWS, AISC, ASME, API)? If so, state the certifying organization, certification number, term of validity, certification classification. Submit a copy of the certificate.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 6. Do you have an effective audit system? \_\_\_\_\_
- 7. To whom do you report your audit results? \_\_\_\_\_
- 7. Does your company maintain a list of Approved Suppliers? If so, submit a list of suppliers.

\_\_\_\_\_

- 8. Does your company have a system for inspection; verification, storage and maintenance of supplied materials? If written procedure, submit a copy. \_\_\_\_\_

\_\_\_\_\_

**Safety**

1. Does the organization have a Safety-Health-Environmental policy and/or manual?  
\_\_\_\_\_
2. Safety Rating – EMR? \_\_\_\_\_
3. Do you have an effective audit system? \_\_\_\_\_
4. To whom do you report audit results? \_\_\_\_\_
5. Do you have periodic Safety-Health-Environmental inspections on work sites? \_\_\_\_\_  
\_\_\_\_\_
6. Do Safety-Health and Environmental regulations and procedures exist for your own employees as well as for subcontractors? \_\_\_\_\_

**Engineering and Drafting**

1. Can Engineering prepare shop drawings from customer specifications and general arrangement drawings? \_\_\_\_\_  
\_\_\_\_\_
2. Can Engineering prepare construction drawings using general arrangement and shop detail drawings? \_\_\_\_\_  
\_\_\_\_\_
3. Are shop and/or erection drawings sublet? \_\_\_\_\_
4. Do you currently maintain a Licensed PE on staff? YES \_\_\_\_\_ NO \_\_\_\_\_  
If so, in what state are they licensed? \_\_\_\_\_
5. Do you have a Licensed Electrician on staff? \_\_\_\_\_
6. Do you have the ability to have Electrical “UL” labeled? \_\_\_\_\_

**SECTION 7**

**LOCATIONS / EQUIPMENT TO BE INSPECTED / SERVICED**

**See attached documents**