



New Jersey Motor Vehicle Commission

P.O. Box 160
Trenton, New Jersey 08666-0160

STATE OF NEW JERSEY

Philip D. Murphy
Governor

Sheila Y. Oliver
Lt. Governor

B. Sue Fulton
Chairman and Chief Administrator

April 26, 2018

Period of Performance: July 1, 2018 until July 31, 2018
Question and Answer (Q&A) Period: May 17, 2018 to May 23, 2018
Mandatory Site Inspection: May 16, 2018
Proposal Due Date: 2:00pm (Eastern) Friday, June 1, 2018
Solicitation Number: PVIS06012018

All Questions and Proposals must be addressed directly to: Procurement@mvc.nj.gov and submitted in writing via email no later than 2:00 pm (Eastern) on each of the respective closing dates.

This solicitation is a Request for Quote (RFQ) issued by The State of New Jersey, Motor Vehicle Commission. The purpose of this RFQ is to solicit proposals for the disposal of automotive & rotary lift equipment at the Motor Vehicle Commission, Plainfield Vehicle Inspection Station (VIS), 1600 South 2nd St, Plainfield, NJ 07063.

All services provided under this RFQ must be in compliance with N.J.S.A. 52:27B-67.

A mandatory site inspection will be held on **Wednesday, May 16, 2018** at the Plainfield VIS. Please response via email to: Procurement@mvc.nj.gov regarding your attendance to the mandatory site inspection by **Monday, May 14, 2018.**

Vendors are required to provide itemized pricing for all labor based on the mandatory site inspection and the scope of work provided on page 2 & 3 of this RFQ.

The Vendor shall be responsible for determining the quantity and measurements of all work to be performed as well as the labor and material required to complete the work.

Proposals must include detail itemized pricing for all work pertaining to the mandatory site visit and the enclosed scope of work. This RFQ requires Vendors to submit bids utilizing the table provided on page 4.

In order to be considered for award, itemized proposals must be received via e-mail to: Procurement@mvc.nj.gov by: **2:00PM, Friday, June 1, 2018.**

All Questions and Proposals must be addressed directly to: Procurement@mvc.nj.gov and submitted in writing via email no later than 2:00 pm (Eastern) on each of the respective closing dates listed above.

The awarded Vendor is required to register, completed the NJSTART vendor forms, sign and return the signatory provided on page 5 of the RFQ. In addition, the awarded vendor must comply with the State of New Jersey, Standard Terms and Conditions identified in the NJSTART vendor forms.

Vendors are advised to thoroughly read and follow all instructions contained in this RFQ, including the Quick Reference Guides (QRGs) located on the [NJSTART Vendor Support Page](#).

Scope of Work
Plainfield VIS

1. INGROUND LIFT AREAS - FILL THREE (3) LIFT PITS
 - a. BACKFILL PIT WITH STONE; ¾" GRAVEL
 - b. CAP ALL BACKFILL AREAS WITH CONCRETE; 4,000 PSI, 4" DEPTH
 - c. FINISH CONCRETE CAP WORK AREAS FLUSH WITH SURROUNDING FLOOR
 - i. PIT DIMENSIONS: 3' 9" L x 2' W x 1'11" D
2. HEAVY DUTY BRAKE LANE TEST MACHINES - REMOVE FOUR (4)
 - a. CAP AND SEAL ALL PIPING AND/OR DRAINS PRESENT IN WORK AREA
 - b. BACKFILL PIT AND/OR FLOOR RECESS WITH STONE; ¾" GRAVEL
 - c. CAP ALL BACKFILL AREAS WITH CONCRETE; 4,000 PSI, 4" DEPTH
 - d. FINISH CONCRETE CAP WORK AREAS FLUSH WITH SURROUNDING FLOOR
 - e. WORK AREA DIMENSIONS: 13'8" L x 3'2"W x 12"D
3. SLIDE SLIP METER
 - a. CAP AND SEAL ALL PIPING AND/OR DRAINS PRESENT IN WORK AREA
 - b. BACKFILL ANY PIT AND/OR FLOOR RECESS AREA WITH STONE ; ¾" GRAVEL
 - c. CAP ALL BACKFILL AREAS WITH CONCRETE; 4,000 PSI, 4" DEPTH
 - d. FINISH CONCRETE CAP WORK AREAS FLUSH WITH SURROUNDING FLOOR
 - e. WORK AREA DIMENSIONS: 5'x 5' x 6"
4. AIR DUCTING GRATES –
 - a. REMOVE CAP, SEAL AND BACKFILL TWO (2) PIT AREAS

- b. BACKFILL ANY PIT AND/OR FLOOR RECESS AREA WITH STONE ; $\frac{3}{4}$ " GRAVEL
 - c. CAP ALL BACKFILL AREAS WITH CONCRETE; 4,000 PSI, 4" DEPTH
 - d. FINISH CONCRETE CAP WORK AREAS FLUSH WITH SURROUNDING FLOOR
 - e. WORK AREA DIMENSIONS: 9'2" L x 3'11" W x 5' 8" D
5. REMOVE CONCRETE AND OR STEEL BOLLARDS
- a. AS NECESSARY:
 - i. BACKFILL ANY FLOOR RECESS AREA
 - ii. FINISH CONCRETE WORK AREAS FLUSH WITH SURROUNDING FLOOR
 - b. GRIND ALL FLOOR PROTRUSIONS FLUSH WITH FLOOR.
6. REMOVE AND DISPOSE OF:
- a. ONE (1) OUTDOOR SHED
 - b. THREE (3) CUSTOMER AND SEVEN (7) EMPLOYEE WAIT BOOTHS
7. ELECTRICAL DROPS – TAKE DOWN AND REMOVE
- a. LICENSED ELECTRICIAN REQUIRED – CONTRACTOR TO PROVIDE
 - i. LICENSED ELECTRICIAN MUST DISCONNECT ALL ELECTRICAL DROPS
8. REMOVE ONE (1) STOP LIGHT
9. REMOVE ALL EXTERIOR FLAG POLES
10. REMOVE ALL AIR REELS
11. REMOVE ALL COPPER AIR LINE
12. REMOVE ALL INGROUND FIBER OPTIC LIGHTS
13. GRIND ANY/ALL REMAINING FLOOR PROTRUSIONS FLUSH WITH SURROUNDING FLOOR.
14. ALL DEBRIS AND WASTE MATERIAL MUST BE
- a. REMOVE FROM WORK AREA AND
 - b. PLACE IN ON SITE DUMPSTER (PROVIDED).
15. CONTRACTOR MUST BROOM CLEAN SITE AND ALL WORK AREAS UPON COMPLETION OF WORK SPECIFIED WITHIN THIS SOW

New Jersey Motor Vehicle Commission /Division of Procurement		
Request for Bid Proposal		
Plainfield Vehicle Inspection Station- Solicitation Number: PVIS06012018		
Bid Proposal Response Deadline: Monday, June 1, 2018		
Please Fill In The Spaces Below With Your Information		
Name:		
Address:		
City, State, Zip:		
ITEMIZE THE COST OF ALL LABOR AND MATERIALS BELOW		
UNIT	PRICE	TOTAL

Prior to finalization of a DPA purchase to a vendor, the vendor must complete:

1. Ownership Disclosure Form
2. A New Jersey Certificate of Employee Information or a copy of the Federal Letter of Approval verifying it is operating under a federally approved or sanctioned Affirmative Action program (Verification of Affirmative Action compliance may also be obtained through the VINF screen on MACS-E.)
3. MacBride Principles Certification (the separate form requirement is removed from DPP RFPs but is still required here).
4. Provide a copy of the vendor's Business Registration Certificate
5. Pay to Play Disclosure Certification: In addition, for all procurements exceeding \$17,500, whether singly or in the aggregate, the vendor must comply with N.J.S.A. 19:44A-20.13 et seq. (formerly known as Executive Order (EO) 134). If this provision is applicable to the procurement, the agency shall not issue a Purchase Order to the vendor until CCAU within DPP apprises the agency that the vendor is in compliance with N.J.S.A. 19:44A-20.13 et seq.
6. Source Disclosure Certification: For all procurements that are primarily for services, the vendors must comply with N.J.S.A. 52:34-13.2 (also known as EO 129) and file a source disclosure certification with the agency. It is the agency's responsibility to determine if the vendor complies with N.J.S.A. 52:34-13.2, i.e., that the vendor will provide the services within the United States.

In the alternate, the vendor may provide proof that such forms have been completed by the vendor and accepted by the State within six months of the procurement date, proof of which is a copy of the previously completed forms. All contractors must execute and date the Standard Terms and Conditions for DPA (PB-120).

Signature

Print Name,

Company,

Title,

Date