

**SUMMIT PUBLIC SCHOOLS  
UNION COUNTY**

**NOTICE TO BIDDERS**

**NOTICE IS HEREBY GIVEN**, that sealed Bids are sought and requested by the Summit Board of Education (hereinafter called "Owner"), for **ROOF REPLACEMENT AT FOUR SCHOOLS**: together with all work incidental thereto, in accordance with Drawings and Specifications prepared by EI Associates, 8 Ridgedale Avenue, Cedar Knolls, NJ 07927.

Project Name: **ROOF REPLACEMENT AT FOUR SCHOOLS**

Description of Contract: Single Overall Contracts for individual and/or multiple schools.

Sealed Bids will be received at the Summit Board of Education Offices at 14 Beekman Terrace Summit, NJ 07901, not later than 11:00 a.m., Prevailing Time, January 15, 2026. All bids will be publicly opened and read aloud at that time by the School Business Administrator at the board offices. No Bids will be accepted after the time noted above.

Bid proposals for the above Contract will be received from Bidders registered with the Division of Revenue and Department of Labor. All Bidders proposing to Bid shall be classified in accordance with N.J.S.A. 18A:18A-27, as to the character and amount of public work on which they shall be qualified to submit a Bid by the Department of Treasury, Division of Property Management and Construction (DPMC). Pursuant to N.J.S.A. 18A:7G-33, bidders shall also be prequalified by the New Jersey Schools Development Authority (NJSDA). Bidders shall submit with the Bid current prequalification certificates issued by both DPMC and NJSDA for one of the following classifications:

C008 General Construction *or*  
C009 General Construction/Alterations and Additions *or*  
C068 Roofing Membrane Modified Bitumen *or*  
C070 Roofing Built-up *or*  
C072 Roofing Tile/Slate/Shingles

In addition, if the Bidder has a Classification of only C008 or C009, then the Bidder is required to engage a subcontractor with current prequalification certificates issued by the DPMC, for the following DPMC Specialty Trades:

Roofing Membrane Modified Bitumen: C068 *and*  
Roofing Built-up C070 *and*  
Roofing Tile/Slate/Shingles: C072

Also, if the Bidder has a Classification of only C068, then the Bidder is required to submit with the Bid, a current prequalification certificate issued to the Bidder or its subcontractor by the DPMC, for the following DPMC Specialty Trades:

Roofing Built-up C070 *and*  
Roofing Tile/Slate/Shingles: C072

Also, if the Bidder has a Classification of only C070, then the Bidder is required to submit with the Bid, a current prequalification certificate issued to the Bidder or its subcontractor by the DPMC, for the following DPMC Specialty Trades:

Roofing Membrane Modified Bitumen: C068 *and*  
Roofing Tile/Slate/Shingles: C072

Also, if the Bidder has a Classification of only C072, then the Bidder is required to submit with the Bid, a current prequalification certificate issued to the Bidder or its subcontractor by the DPMC, for the following DPMC Specialty Trades:

Roofing Membrane Modified Bitumen: C068 *and*  
Roofing Built-up C070

Each Bidder shall also be registered pursuant to the Public Works Contractor Registration Act, NJSA 34:11-56.48 *et seq.* and shall provide a valid and current registration certificate with its Bid as to the bidder and all subcontractors.

Any Bid submitted without a copy of valid and active prequalification/classification certificates may be rejected as non-responsive to the Bid requirements.

Each Bidder shall submit with its bid, a Consent of Surety as per N.J.S.A. 18A:18A-25 from a Surety company licensed to write business in the State of New Jersey, stating that the Surety will provide the successful bidder and its subcontractors with a performance/payment bond in the full amount of the contract.

One (1) prebid meeting will be held at the Summit Board of Education Offices at 14 Beekman Terrace Summit, NJ 07901, at 12:30 p.m., Prevailing Time, December 17, 2025. This meeting is conducted for the purpose of considering questions posed by Bidders. All Bidders are strongly encouraged to attend this meeting. Meeting minutes will be prepared and distributed to all Bidders who have received bid specifications.

The Bid Documents have been prepared by the firm, EI Associates, Architects & Engineers, PA. 8 Ridgedale Avenue. Cedar Knolls, NJ 07927. Telephone Number (973) 775-7777.

Commencing December 15, 2025, copies of said documents may be examined from 9:00 am to 4:00 pm Monday through Friday, at EI Associates.

Bid Documents may be obtained directly from the office of the Architect upon receipt of a \$200.00 non-refundable payment (business checks or money orders only) made payable to EI Associates. Shipping of Bid Documents to Bidders by the Architect is possible if prearranged and paid for by the Bidder in advance. An additional handling charge of \$25.00 per set (business checks or money orders only made payable to EI Associates, will be charged by the Architect for this service. NO CASH SHALL BE ACCEPTED. To obtain bidding documents, go to <http://www.eiassoc.com/contractors/>. Please e-mail with completed bidding document form to Simone Short at [Simone\\_Short@eiassociates.com](mailto:Simone_Short@eiassociates.com) to request the bid documents. Architect assumes no responsibility for information derived from incomplete sets of documents or for issuing addenda to entities who obtain documents from sources other than the Architect.

As Bid security, each Bid shall be accompanied by a certified check or Bid Bond made payable to the Owner, in accordance with the amounts and terms described in the INSTRUCTIONS TO BIDDERS.

The Summit Board of Education requires that all Bids shall comply with the bidding requirements specified in the INSTRUCTIONS TO BIDDERS. The Summit Board of Education may waive informalities in Bids in accordance with the law. The Summit Board of Education also reserves the right to reject any and all Bids in accordance with the law.

All Bidders should be aware that the project is being financed in part through Grants received under the Educational Facilities Construction and Financing Act, N.J.S.A. 18A:7G-1 *et seq.* (P.L. 2000, c.72, effective July 18, 2000, as amended by P.L. 2007, c.137 effective August 6, 2007, P.L. 2007, c. 260 effective January 13, 2008 and P.L. 2008, c. 39 effective July 9, 2008) (the "Act"). Accordingly, all Bidders will be required to comply with the requirements of the Act as it pertains to them and to assist the School District in providing information and access to facilities as required in the Grant Agreements. The construction contract will contain language required

by the Grant Agreements. The Contractor will be required to provide information to the School District, the Schools Development Authority and others that will enable the School District to receive the disbursements of the Grants.

The Bidder and all its Subcontractors named in the branches specified in N.J.S.A. 18A:18A-18 who will perform work on the School Facilities Project must be prequalified prior to the submission of any bids pursuant to the Schools Development Authority prequalification process unless the Contract is in an amount less than the bid threshold pursuant to N.J.S.A. 18A:18A-3.

All qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex.

All Contractors and Subcontractors who bid on the project must be registered pursuant to N.J.S.A. 34:11-56.48 *et seq.*

All Contractors and Subcontractors must comply with the business registration and use tax requirements of N.J.S.A. 52:32-44, amended by P.L. 2004, c.57. Pursuant to N.J.S.A. 52:32-44, all Contractors who bid on the School Facilities Project shall provide a copy of their Business Registration Certification, issued by the Department of Treasury, at the time of submission of their Bid Proposals to the School District. Failure to include this form with the Proposal or Bid will result in rejection of the Bid. The Contractor must (a) obtain proof of valid business registration from a Subcontractor before entering into a contract with the Subcontractor and shall forward said business registrations to the School District; (b) provide written notice to all Subcontractors that they are required to submit a copy of their Business Registration Certificate to the Contractor; and (c) maintain and submit to the School District a list of the names of any Subcontractors and their current addresses, updated as necessary during the course of the contract performance, and to be complete and accurate before a request for final payment is made.

All Bidders must submit a Political Contribution Disclosure Form with their Bid Package.

All Bidders must comply with N.J.S.A. 18A:18A-20 "American Goods and Products to be used where possible."

All Bidders must comply with the Prevailing Wage Act, the New Jersey Prevailing Wage Act, the New Jersey and National Apprenticeship Acts. N.J.S.A. 34:11-56.25 *et seq.*; 34:1B-5.1 *et seq.*, 34:11-56.51a *et seq.*; 34:11-56.55a *et seq.*; 55:19-55, 55:19-38.

Bidding shall be in conformance with the applicable requirements of N.J.S.A. 18A:18A-1 *et seq.*, pertaining to the "Public School Contracts Law" and N.J.S.A. 18A:7G-1, *et seq.*, the "Educational Facilities Construction and Financing Act."

All Bidders are placed on notice that they are required to comply with all requirements of the Laws Against Discrimination, N.J.S.A. 10:2-1 *et seq.* and the Affirmative Action Regulations, N.J.S.A. 10:5-31 *et seq.* and N.J.A.C. 17:27 and provide the appropriate documentation.

No bidder who is on the State Treasurer's or Federal Government's List of Debarred, Suspended or Disqualified Bidders shall be eligible to bid on this project.

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Mr. Derek J. Jess, RSBA  
Business Administrator/Board Secretary  
Summit Public Schools