

## NOTICE TO BIDDERS

Notice is hereby given that sealed bids will be received by the Municipality of Princeton in the County of Mercer, State of New Jersey, at the Municipal Building, 400 Witherspoon Street, Princeton, New Jersey 08540 on **May 28, 2015 at 11:00 A.M.** prevailing time and place publicly opened and read for the following:

### **PURCHASE OF 19-PASSENGER LIFT-EQUIPPED SHUTTLE BUS – OR - SERVICE CONTRACT INCLUDING 19-PASSENGER LIFT-EQUIPPED SHUTTLE BUS WITH ALL SERVICES PROVIDED**

These bid documents provide for either the purchase of a 19-passenger mini-bus or the furnishing, operation and maintenance of a 19-passenger mini-bus for the existing Princeton free-B routes in the Municipality of Princeton.

The purchase bid provides for a 19-passenger cutaway-type extended mini-bus with a wheelchair lift, for transportation services to residents and visitors of the Municipality by way of the Princeton freeB Shuttle. Bidders are advised that delivery of the vehicle shall occur within **one hundred and eighty (180) calendar days**; liquidated damages in the amount of one thousand dollars per day (\$1,000.00/day) shall be assessed for failure to meet the project completion deadline as indicated above.

The service contract bid provides for the bidder to furnish a 19-passenger cutaway-type extended mini-bus with a wheelchair lift, and a backup as needed; provide a driver for the Princeton free-B route service; maintain the bus; and provide specified reports to the Municipality of Princeton. Bidders are advised that the service shall begin on or about **July 6, 2015**.

The Municipality will review the purchase bids received and the service bids received and evaluate which contract is in the best interest of the Municipality of Princeton to award.

Specifications and bid documents may be obtained for no charge at the office of the Municipal Engineer, located at the Princeton Municipal Building, 400 Witherspoon Street, Second Floor, Princeton, New Jersey between the hours of 9:00 a.m. and 5:00 p.m., Monday through Friday. In accordance with applicable law, the bidders' list will not be disclosed.

All bids shall be on approved bid forms which shall be submitted in sealed envelopes, addressed to the Municipal Clerk, Municipal Building, 400 Witherspoon Street, First Floor, Princeton, New Jersey 08540, bearing the name and address of the bidder and the purpose for which the bid is submitted. Required documents to be submitted are set forth in Paragraph 1C of the "Instructions to Bidders".

Bids may be submitted in person or by mail and they will be received at the Municipal Clerk's Office and publicly opened, examined and announced. No bids will be received after the above-designated time. The Municipality assumes no responsibility for the loss or the non-delivery of any bid sent to it prior to the bid opening.

Each bid shall be accompanied by a certified check, bank cashier's check or bid bond of an amount equal to at least ten percent (10%) of the total bid, but not to exceed \$20,000.00, payable to the Municipality of Princeton and a Consent of Surety. The surety shall be bound to furnish performance and payment bonds as required in the "Instructions to Bidders".

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1.1 et seq., concerning Equal Employment and Affirmative Action, N.J.S.A. 52:25-24.2 (P.L. 1977, c.33), requiring a Stockholder or Partnership Ownership Disclosure Statement, and all other requirements as set forth in the Instructions to Bidders.

The Municipality intends to award this project to the lowest responsible bidder whose bid is responsive and complies with its requirements for same, provided that in the judgment of the Municipality it is reasonable, within available funds and in the interest of the Municipality. The Municipality reserves the right to reject any and all bids to the extent permitted by law. An award will be made or bids will be rejected within 60 days after the opening of bids, unless extended as provided by law.

Linda S. McDermott