

TOWNSHIP OF EVESHAM
BURLINGTON COUNTY, NEW JERSEY

NOTICE TO BID

SEALED BIDS WILL BE RECEIVED BY THE TOWNSHIP OF EVESHAM FOR:

MONITORING, SYSTEM MAINTENANCE AND INSPECTIONS FOR EXISTING FIRE,
ELEVATOR AND BURGLAR ALARMS IN TOWNSHIP FACILITIES

And will be opened and read in public at the Municipal Complex, 984 Tuckerton Road, Marlton, New Jersey on September 3, 2026 9:30 AM prevailing time in Conference Room "A".

**THIS IS A PREVAILING WAGE CONTRACT. BIDDERS ARE
REQUIRED TO SUBMIT A PUBLIC WORKS CONTRACTOR
CERTIFICATE.**

Bid specifications and proposal forms may be obtained from the Township of Evesham, Department of Finance, Municipal Complex, 984 Tuckerton Road, Marlton, New Jersey, Monday through Thursday 8:00 a.m. – 5:30 p.m.

Bids must be made on the Township's proposal form and must be enclosed in a sealed envelope bearing the name and address of the bidder and the name of the project on the outside addressed to the Township of Evesham, Office of the Township Clerk, Municipal Complex, 984 Tuckerton Road, Marlton, New Jersey 08053. Bids shall be accepted no later than 9:30 AM at the Township Clerk's office, Room 201. **The bidder shall also provide an exact copy of the bid documents on a USB flash drive in the bid envelope.**

The Township will not assume responsibility for bids mailed in.

The Township reserves the right to accept or reject any or all bids, to waive technical defects and make the award to the bidder most competent to serve the Township's requirements.

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et. seq., N.J.S.A. 17:27 (Affirmative Action), P.L. 1963. C150 (New Jersey Prevailing Wage Act), and Americans with Disabilities Act of 1990 (42 U.S.C. 12101, et.seq.).

REBECCA ANDREWS
TOWNSHIP CLERK

Township of Evesham

Instructions to Bidders for

**MONITORING, SYSTEM MAINTENANCE AND INSPECTIONS FOR
EXISTING FIRE, ELEVATOR AND BURGLAR ALARMS IN TOWNSHIP
FACILITIES**

And will be opened and read in public at the Municipal Complex, 984 Tuckerton Road, Marlton, New Jersey on September 3, 2026 9:30 AM prevailing time in Conference Room "A".

1. Bids must be on the proposal sheet furnished by the Township and shall be enclosed in sealed envelope addressed to the Township Clerk, 984 Tuckerton Road, Marlton, NJ 08053 with the front of the envelope marked with the name and address of the bidder and the words "**BID ENCLOSED-ALARM MONITORING SERVICES**".
2. All bidders must complete and forward with the bid a non-collusion affidavit and a corporate disclosure statement setting forth the name and address of all stockholders or partners owning 10% or more stock or interest of the bidder in a corporation or partnership. **The bidder shall also provide an exact copy of the bid documents on a USB flash drive in the bid envelope.**
3. The Township Council intends to award the contract within 60 days form the receipt of bids and reserves the right to reject any or all bids as may be in the best interest of the Township of Evesham.
4. If the bidders' specifications for furnishing products or equipment are, in any respect, not the equivalent of the detailed Township specifications, this discrepancy must specifically be called to the attention of the Township in the bidder's proposal.
5. The award shall not be binding upon the Township until the contract has been executed by the Township, nor shall any work be performed on account of the proposed contract until the contract has been duly executed and delivered.
6. All bidders shall comply with the requirements of N.J.S.A. 10:5-30 through 38 and P.L. 1975, C. 127 (N.J.A.C. 17.27). An executed copy of "Exhibit A" "Mandatory Affirmative Action Language" must be submitted with the bid proposal.
7. Only manufactured and farm products of the United States, wherever available, shall be used.
8. Within ten (10) days of the date that the Township notifies the successful bidder or bidders of acceptance of the bid, the successful bidder shall execute the contract.

9. All bids shall comply with the requirements of N.J.S.A. 40A:11-1 et seq.
10. If there are any questions, please contact **David Pfeiffer** at **(856) 983-2798**.
11. Brand names and/or descriptions used in these specifications are to acquaint bidders with the types of goods and services desired and will be used as a standard by which goods and services offered as equivalent will be evaluated. Variations between the goods and services described and the goods and services offered are to be fully identified and described by the bidder on a separate sheet and submitted with the bid proposal form. Vendor literature will not suffice in explaining exceptions to these specifications. In the absence of any exceptions by the bidder, it will be presumed and required that the goods and services as described in the bid specification be provided or performed. It is the responsibility of the bidder to document and/or demonstrate the equivalency of the goods and services offered. The owner reserves the right to evaluate the equivalency of the goods and services.
- 12. THIS IS A PREVAILING WAGE CONTRACT. BIDDERS ARE REQUIRED TO SUBMIT A PUBLIC WORKS CONTRACTOR CERTIFICATE.**
13. The Township reserves the right to terminate the contract upon 30 days written notice.
14. The bidder shall provide five (5) references for clients receiving similar services.

Township of Evesham
BID DOCUMENT CHECKLIST*

Required by owner	Submission Requirement	Initial each required entry and if required submit the item
☒	Stockholder Disclosure Certification	
☒	Non-Collusion Affidavit	
☒	Bid Proposal Form	
☒	References	
☒	Exact Copy of Bid Documents on USB Flash Drive	
☐	Equipment Certification	
☐	Bid Guarantee (with Power of Attorney for full amount of <i>Bid</i> Bond)	
☒	Public Works Contractor Certificate	
☐	Consent of Surety (with Power of Attorney for full amount of Bid Price)	
☒	Mandatory Affirmative Action Language READ ONLY	
☒	Prevailing Wage	
☒	Americans with Disabilities Act of 1990 Language READ ONLY	
☒	Proof of Business Registration	
☒	W-9	
☒	Investment in Iran, Russia or Belarus Disclosure Forms	

*This form need not be submitted. It is provided for bidder's use in assuring compliance with all required documentation.

STOCKHOLDER DISCLOSURE CERTIFICATION

N.J.S.A 52:25-24.2 (P.L. 1977 c33)

Failure of the bidder/respondent to submit the required information is cause for automatic rejection

Legal Name of Bidder: _____

- ☐ I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.
- ☐ I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

- ☐ Partnership ☐ Corporation ☐ Sole Proprietorship
- ☐ Limited Partnership ☐ Limited Liability Corporation ☐ Limited Liability Partnership
- ☐ Subchapter S Corporation

Complete if the bidder/respondent is one of the 3 types of Corporations:

Date Incorporated: _____ Where Incorporated: _____

Business Address:

Street Address	City	State	Zip
Telephone #		Fax #	

Listed below are the names and addresses of all stockholders, partners or individuals who own ten (10) percent or more of its stock of any classes, or who owns ten (10) percent or greater interest therein. Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

Name: _____

Name: _____

Home Address: _____

Home Address: _____

Name: _____

Name: _____

Home Address: _____

Home Address: _____

Subscribed and sworn before me this ____ day of _____, 2__.

(Affiant)

(Notary Public)

(Print name & title of affiant)

My Commission expires:

(Corporate Seal)

NON-COLLUSION AFFIDAVIT

I, _____ of the City of _____ in the
County of _____, and State of _____ of full age,
being duly sworn according to law on my oath depose and say that:

I am _____ of the firm of _____
the vendor making the Proposal for the above named project, and that I executed the said
Proposal with full authority so to do; that said vendor has not, directly or indirectly, entered
into any agreement, participated in any collusion, or otherwise taken any action in restraint
of free, competitive bidding in connection with the above named project; and that all
statements contained in said Proposal and in this affidavit are true and correct, and made
with full knowledge that the Township relies upon the truth of the statements contained in
said Proposal and in the statements contained in this affidavit in awarding the contract for
said project.

I further warrant that no person or selling agency has been employed or retained to
solicit or secure such contract upon an agreement of understanding for a commission,
percentage, brokerage or contingent fee, except bonafide employees or bonafide established
commercial or selling agencies maintained by _____
(Name of Contractor) (N.J.S.A. § 52:34-15).

Print name of affiant under signature

Subscribed and sworn to before me
this ____ day of _____, 20____.

Notary Public of

My commission expires _____

FORM OF PROPOSAL

In compliance with the foregoing invitation for bids, and subject to all the conditions thereof, the undersigned offers and agrees, after having carefully examined the specifications, if this bid be accepted within a reasonable time from the date of the opening, to furnish any or all the items upon which prices are quoted, in accordance with the specifications applying, at the price set opposite each item.

The Legal Advertisement, Instructions to Bidders & General Specifications and Specifications and Plans applying form a part of this proposal.

Delivery, to destination as shown, on any or all of the items, to be completed within _____ days from receipt of order.

IMPORTANT: **AS DELIVERY MAY BE A DECIDING FACTOR IN THE AWARD OF AN ORDER OF CONTRACT, IT IS IMPORTANT THAT BIDDERS FURNISH THE INFORMATION REQUESTED ABOVE.**

The undersigned is a Partnership ()
 Corporation ()
 Individual () under the laws of the State
Of _____ having principal offices at:

Name of Company: _____

Address: _____

Dated: _____

Signature(s) and title(s) of person(s) authorized to sign.

IMPORTANT: **A MEMBER OF FIRM OR A PERSON AUTHORIZED TO SIGN BIDS FOR A CORPORATION MUST SIGN PROPOSAL.**

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)
N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at www.state.nj.us/treasury/contract_compliance)

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

APPENDIX A
AMERICANS WITH DISABILITIES ACT OF 1990
Equal Opportunity for Individuals with Disability

The contractor and the Township of Evesham, (hereafter "owner") do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. S121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

PROOF OF BUSINESS REGISTRATION: N.J.S.A. 52:32-44 requires that each bidder (contractor) submit proof of business registration with the bid proposal. Proof of registration shall be a copy of the bidder's Business Registration Certificate (BRC). A BRC is obtained from the New Jersey Division of Revenue. Information on obtaining a BRC is available on the internet at www.nj.gov/njbgs or by phone at (609) 292-1730. N.J.S.A. 52:32-44 imposes the following requirements on contractors and all subcontractors that **knowingly** provide goods or perform services for a contractor fulfilling this contract:

- 1). The contractor shall provide written notice to its subcontractors and suppliers to submit proof of business registration to the contractor;
- 2). Prior to receipt of final payment from a contracting agency, a contractor must submit to the contracting agency an accurate list of all subcontractors or attest that none were used.
- 3). During the term of this contract, the contractor and its affiliates shall collect and remit, and shall notify all subcontractors and their affiliates that they must collect and remit to the Director, New Jersey Division of Taxation, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A.54:32B-1 et seq.) on all sales of tangible personal property delivered into this State.

A contractor, subcontractor or supplier who fails to provide proof of business registration or provides false business registration information shall be liable to a penalty of \$25 for each day of violation, not to exceed \$50,000 for each business registration not properly provided or maintained under a contract with a contracting agency. Information on the law and its requirements is available by calling (609) 292-9292. A sample of acceptable forms of business registration certificates is provided with these specifications.

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the
requester. Do not
send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)	
	2 Business name/disregarded entity name, if different from above.	
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate ☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions ☐	
	5 Address (number, street, and apt. or suite no.). See instructions.	Requester's name and address (optional)
6 City, state, and ZIP code		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)																										
Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later.																										
Social security number <table border="1"><tr><td></td><td></td><td></td><td></td><td>-</td><td></td><td></td><td></td><td>-</td><td></td><td></td><td></td><td></td></tr></table> or Employer identification number <table border="1"><tr><td></td><td></td><td></td><td></td><td>-</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>					-				-									-								
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Note: If the account is in more than one name, see the instructions for line 1. See also <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.																										

Part II Certification
Under penalties of perjury, I certify that:
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.
Sign Here Signature of U.S. person Date

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY - DIVISION OF PURCHASE AND PROPERTY
33 WEST STATE STREET, P.O. BOX 230 TRENTON, NEW JERSEY 08625-0230

BID SOLICITATION # AND TITLE: _____

VENDOR NAME: _____

Pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4) any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must certify that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the New Jersey Department of the Treasury's Chapter 25 List as a person or entity engaged in investment activities in Iran. The Chapter 25 list is found on the Division's website at <https://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Vendors/Bidders must review this list prior to completing the below certification. If the Director of the Division of Purchase and Property finds a person or entity to be in violation of the law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

CHECK THE APPROPRIATE BOX

☐

I certify, pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4), that neither the Vendor/Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List of entities determined to be engaged in prohibited activities in Iran.

OR

☐

I am unable to certify as above because the Vendor/Bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List. I will provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, has engaged in regarding investment activities in Iran by completing the information requested below.

Entity Engaged in Investment Activities
Relationship to Vendor/ Bidder
Description of Activities

Duration of Engagement
Anticipated Cessation Date

**Attach Additional Sheets If Necessary.*

CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Vendor is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I may be subject to criminal prosecution under the law, and it will constitute a material breach of my contract(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

Signature

Date

Print Name and Title



CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the Department of the Treasury finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

☐ A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

☐ B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

☐ C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets If Necessary.)

Signature of Vendor's Authorized Representative	Date
Print Name and Title of Vendor's Authorized Representative	Vendor's FEIN
Vendor's Name	Vendor's Phone Number
Vendor's Address (Street Address)	Vendor's Fax Number
Vendor's Address (City/State/Zip Code)	Vendor's Email Address

¹ Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

**Bid Specifications for System Monitoring, Repair and Inspections for Existing Fire,
Elevator, Burglar Alarms and Building Access Systems in Township Facilities**

I. Intent

The Township of Evesham is soliciting bids from qualified vendors to provide monitoring, repair and routine inspections for the township's existing fire, elevator, burglar alarms and building access systems at nine (9) locations in accordance with the below scope of work. Bidding contractors must meet or exceed all requirements as described in the specifications to be accepted as a responsible bidder. All work in this contract will come under the direction of the Superintendent of Public Works, or designee. It is important that bidders understand these are general specifications that describe the services required for each of the systems. However, vendors must consider and include in their price any additional materials, equipment or work necessary to provide the monitoring, system service and complete working alarm systems as part of handling and/or taking over the contract. The Township reserves the right to reject any and all bids, in the best interest of the Township based on price and other factors in accordance with N.J.S.A. 40:A-11-13.2.

COMPLY WITH SPECIFICATIONS IN THIS SECTION YES or NO
LIST ANY DEVIATIONS _____

II. Pricing

Bid pricing will be based on the best overall price for yearly monitoring, repair rates and inspection services of the existing systems at each location. The Township is seeking a single contractor to provide these services. The project will be broken down into categories, each with a separate pricing, Monitoring of alarm systems, Repair rates, Parts & Materials and Inspection services. Bidders are also asked to submit extended pricing based on an annual estimated amount of repair & maintenance service hours. The extended price will be used for bid comparison, there are no minimum amount of hours guaranteed with this contract. It is intended that the contract will be based on a calendar year, beginning January 1st and ending on December 31st. Vendors will submit one (1) invoice for the contract start date. The invoice will include all charges for all monitoring services for the first three (3) months of service as well as any approved change-over charges that apply. Billing will be every three months following the first invoice providing a quarterly billing schedule for the year. Invoice shall list each location with related charges for each location stated separately. Repairs will be handled as needed. Annual inspections will be scheduled and invoiced accordingly. This contract will be for one (1) year with an optional one (1) year renewal with agreement between parties, Evesham Township and the vendor. See specifications and price page for details.

System Monitoring Type: Napco StarLink Radios, which utilize cellular service rather than landlines for the transmission method.

System Locations:

Location # 1 – Public Works Building, 501 Evesboro -Medford Road

Systems: Fire

Location # 2 – Memorial Rec Center (aka Blue Barn), 1008 Tuckerton Road

Systems: Burglar, Fire

Location # 3 – Indian Spring Country Club Clubhouse, 115 South Elmwood Road

Systems: Burglar, Fire, Elevator

Location # 4 – Indian Spring Maintenance Shop, 115 South Elmwood Road (behind the Clubhouse)

Systems: Burglar, Fire

Location # 5 – Center for the Arts, 115 South Elmwood Road (also behind the Clubhouse)

Systems: Fire

Location # 6 – Indian Spring Driving Range, 535 East Main Street

Systems: Fire

Location # 7 – Gibson House Community Center, 535 East Main Street (behind the driving range)

Systems: Burglar, Fire, Elevator

Location # 8 – Municipal Services Complex, Bldg. #1, Bldg. #3 100 Sharp Rd.

Systems: Bldg. # 1 Fire, Elevator, Building Access

Systems: Bldg. #3 Fire

Location # 9 – Township Municipal Building, (including Police Dept.) 984 Tuckerton Rd.

Systems: Fire, Elevator, Building Access

Location #10 – 1010 Tuckerton Road

System: Fire

Parts & Materials

Bidders must submit an amount for the purchase of parts & materials needed for any work related to this contract. Vendors are required to submit supporting documentation whenever parts & materials are included on an invoice. Parts & Materials cost will be based off MSRP (list pricing). Vendors must submit a percentage amount which represents either a mark-up or discount off the MSRP. Mark-up or discount must be clearly noted on price page. Bidders are also asked to submit an extended price based on an annual estimated parts & material cost. This is an estimated amount used for bid comparison; there is no minimum amount guaranteed with this contract. Bidders not submitting an amount for the Parts & Materials category will be considered a non-responsive bidder.

III. Scope & Qualifications

The contract will be for providing yearly monitoring, system repairs and annual inspection services for all existing alarm and access systems as stated within these specifications. The bidding contractor shall provide all equipment, materials, manpower and related to perform the services required by the contract. Vendor will be responsible for confirming the systems are in complete working order as well as being in compliance and with all current standards and codes. Bid pricing shall also include on the proposal page a price for change-over/tie-in for the systems. Bidders are recommended to inspect all systems and consider all necessary work and materials for handling change-over and/or tie-in for the monitoring of the existing systems. Fire alarm systems require annual inspection and reports to be submitted as needed to comply with fire inspections. The specifications describe the type of system, (Burglar, Fire, Elevator, and Access), materials and related items for the systems. Any items not mentioned within the specifications but necessary to be included to provide the monitoring services and the systems properly operating must be noted and part of the bid pricing.

- All prospective vendors must have a valid New Jersey Fire/Burglar Alarm License
- All vendors to have been in business for a minimum of five years
- Any replacement or newly installed equipment or systems must be NON-PROPRIETARY and or compatible with current system components.

- All program codes must be submitted to the township upon request or at the conclusion of the contract.
- Monitoring requirements:
 1. Vendor to provide on a 24-hour basis an alarm transmittal with 24-hour auto test signal, seven days per week, to a certified Central Station Monitoring. All state and federal holidays are included.
 2. Vendor must supply written documentation of annual certification test for Township Code Officials and Insurance Underwriters
 3. All fire system inspections and certifications must be in compliance with NFPA72 and smoke detector sensitivity readings using appropriate test equipment documented on report and are included in the bid price.
- Remedial maintenance and repair shall be performed as requested at the listed facilities to maintain the efficiency, safety and operational status of all equipment within the limits of all applicable codes on an on-call basis 24 hours a day, seven days per week, including all state and federal holidays observed by Evesham Township.
- Vendor shall furnish all labor, equipment tools, transportation and mileage needed to perform annual certification, authorized routine maintenance and emergency response/repairs.
- Vendor shall ensure transmittal of all alarms to Central Station Monitoring on a 24 hour, seven days a week basis including all state and federal holidays.
- Regular hours of performance shall be 7:00 a.m. to 5:00 p.m. Monday through Friday
- Vendor shall assume responsibility to have service technicians available for authorized calls twenty-four hours per day, seven days per week, including all state and federal holidays
- Vendor shall contact the Township within one hour of a service call
- Technician must arrive within four working hours of service call or as agreed to by the Township.
- Time charges for authorized service call shall begin upon technician's arrival at Township facilities and terminate upon technician departure from job site.
- Vendor shall provide all materials required to perform necessary maintenance and repairs of the fire or security alarm system. All parts and materials provided in the execution of this service shall meet or exceed the original equipment manufacturers (OEM) specification for the part or material being replaced.
- Used, shopworn, demonstrator, prototype, reconditions, or discounted models, parts or materials are not acceptable.
- The warranty period for vendor-provided parts and materials shall be for a one-year period or in accordance with the manufacturer's standard warranty period, whichever is greater. The warranty period shall commence upon date of acceptance by the Township.
- All electrical parts provided by the vendor shall be Underwriters Laboratory (UL) listed and comply with UL standard in all cases where UL has published lists and standards applicable for the item required and the application for which its use has been assigned.
- All existing fire systems to be brought up to NFPA 72 Standard

COMPLY WITH SPECIFICATIONS IN THIS SECTION
LIST ANY DEVIATIONS _____

YES or NO

IV. Location and Schedule of Work

Hours of work shall be Monday through Friday between the hours of 7am and 5pm. Working outside of those times must be pre-approved by the Superintendent of Public Works or designee.

The contractor will commence work within ten (10) workdays of notice given to proceed or receipt of fully executed contract. The contractor shall continue to work to complete project for the duration of the contract unless otherwise authorized by the Township. Contractor must provide daily progress reports to the Superintendent of Public Works, or his designee, during the project from start to completion.

COMPLY WITH SPECIFICATIONS IN THIS SECTION YES or NO
LIST ANY DEVIATIONS _____

V. Supervision

The Contractor shall provide qualified supervision for each project at all times while working under this contract. Each supervisor shall be authorized by the contractor to accept and act upon all instructions issued by the Township's contract administrator. Failure of the supervisor to act on said instruction shall be sufficient cause to place the contractor in default of the contract unless the instructions given would create a safety hazard or expose persons or property to harm. All contact information for the supervisor must be provided to the Superintendent of Public Works, or his designee, before any work begins.

COMPLY WITH SPECIFICATIONS IN THIS SECTION YES or NO
LIST ANY DEVIATIONS _____

VI. Public Relations

The contractor and his employees are expected to respond to the public in a respectable and courteous manner. If the contractor or his employees cannot satisfy a citizen, he is to refer the citizen to the Public Works Department at 856-983-2798.

COMPLY WITH SPECIFICATIONS IN THIS SECTION YES or NO
LIST ANY DEVIATIONS _____

VII. Indemnity and Insurance

The contractor agrees to defend, indemnify and save harmless the Township of Evesham, its elected and appointed officials, officers, agents and employees from and against any and all liability, claims, suits, damages, costs, attorney's fees, losses, outlays and expenses, from claims in any manner caused by, allegedly caused by, arising out of, or connected with this Contract, including work/services provided by the contractor or any subcontractors thereunder, including but not limited to claims for personal injuries, death, property damage and/or damages of any character whatsoever, against the Township arising out the award of this contract and the work subject to this agreement, including any claims resulting from any act or omission by the contractor or it's subcontractor, his agents or employees in or due to the execution for the work called for under this contract. The indemnification provided by the contractor includes indemnification for any alleged fault or negligence on the part of the Township or any of its officials, officers, agents and employees.

The contractor shall carry workman's compensation insurance in accordance with the requirements of New Jersey state law including employer's liability limits of \$1,000,000.

The contractor shall also carry commercial general liability insurance with limits of not less than \$1,000,000 per occurrence and \$2 million aggregate for bodily injury and property damage liability (coverage to include products liability and completed operations).

The contractor shall also carry commercial automobile liability insurance with limits of not less than \$1,000,000.00 each accident combined single limit for bodily injury and property damage liability; coverage to include all vehicles owned, borrowed, rented or borrowed on behalf of the vendor.

The contractor shall also carry Cyber Security Insurance with limits of not less than \$1,000,000.00 per occurrence or claim; coverage to include liability arising out of theft or dissemination of security codes, access codes or passwords; network security liability arising out of unauthorized access to, use of, or tampering with computer systems, including hacker attacks; liability arising out of the introduction of a computer virus causing damage to computer systems or network; and liability arising from professional misconduct or lack of requisite skill for the performance of services defined in the contract.

The contractor shall also carry Technology Errors and Omissions Insurance with limits of not less than \$1,000,000 per occurrence or claim; coverage to include liability arising out of unauthorized access to, use of, or tampering with computer systems; liability arising from failure of technology products (software) required under the contract for vendor to properly perform the services intended; and liability arising from failure to render professional services defined in the contract.

Such policies shall contain the provision that 30 days' notice of change or cancellation be given to the Township by the insurance company. (b) Named Insured's policies are Primary and Non-contributory.

The contractor shall provide to the Township's Purchasing Agent prior to commencement of the work, certificates of insurance showing that Township of Evesham are named as additional insured, in conformance with the above subject to the approval of the Township solicitor. Copies of all required policies and including Additional Insured endorsements to be made available upon request.

COMPLY WITH SPECIFICATIONS IN THIS SECTION
LIST ANY DEVIATIONS _____

YES or NO

**Price page for System Monitoring, Repair and Inspections for Existing Fire,
Elevator, Burglar Alarms and Building Access Systems in Township Facilities**

Bidder's Contact Information including company name, contact person, address and phone number.

Deviations from bid specifications. NO / YES

1. Monitoring (all existing alarm systems at each location) – Annual Cost (ALL prices must be entered showing ANNUAL costs)			
Location:	Fire	Burglar	Elevator
Public Works Building (501)	\$	\$	X
Memorial Rec Center (Blue Barn)	\$	\$	X
Indian Spring Clubhouse	\$	\$	\$
Indian Spring Maintenance Shop	\$	\$	X
Center For The Arts	\$	X	X
Indian Spring Driving Range	\$	\$	X
Gibson House Community Center	\$	\$	\$
Municipal Services Complex Building #1	\$	\$	\$
Municipal Services Complex Building #3	\$	X	X
1010 Tuckerton Road	\$	\$	\$
Township Municipal Building	\$		
1. Total annual monitoring cost (all systems added together)			

2. Total Take-Over/Switch-Over cost

\$

3. Annual System Inspections (all existing alarm systems at each location) – Annual Cost			
Location:	Fire	Burglar	Elevator
Public Works Building (501)	\$	\$	X
Memorial Rec Center (Blue Barn)	\$	\$	X
Indian Spring Clubhouse	\$	\$	\$
Indian Spring Maintenance Shop	\$	\$	X
Center For The Arts	\$	X	X
Indian Spring Driving Range	\$	\$	X
Gibson House Community Center	\$	\$	\$
Municipal Services Complex Building #1	\$	X	\$
1010 Tuckerton Road	\$	\$	\$
Municipal Services Complex Building #3	\$	X	X
Township Municipal Building	\$		
3. Total annual inspection cost (all systems added together)			

4. Repair & Maintenance Service Rates – All Locations (Fire, Burglar, Elevator & Access Systems)			
	Per hour Rate	Estimated hours	Extended pricing (rate x hours)
7:00 a.m. to 5:00 p.m. Monday through Friday	\$ per hour	40	\$
5:00 p.m. to 7:00 a.m. Monday through Friday	\$ per hour	10	\$
Saturdays and Sundays	\$ per hour	10	\$
Holidays	\$ per hour	5	\$
4. Total Repair & Maintenance cost			\$

5. Parts & Materials – % off MSRP	% off MSRP (circle – markup or discount)	Estimated Annual cost (apply markup/discount % to stated MSRP cost)	Extended parts cost (MSRP cost with % markup)
	%	\$2,000.00 MSPR	\$
5. Total parts & material cost			\$

BID TOTAL (Add line items 1, 2, 3, 4 & 5)
(Used to determine bid award)

\$