

A. BIDDING REQUIREMENTS:

A.1 REQUEST FOR BIDS:

Borough of Glen Rock  
Municipal Building  
1 Harding Plaza  
Glen Rock, NJ 07452

Attention: Ms. Jacqueline Scalia,  
Borough Clerk

Telephone #201-670-3956

Notice is hereby given that the Borough of Glen Rock will be receiving sealed bids at the Borough Clerk's office located at 1 Harding Plaza, Glen Rock, NJ 07452. Bids must be submitted to the Borough of Glen Rock no later than **11:00 a.m. on Wednesday, April 15, 2026**. All bids will be opened and read to the public at that time by the Borough Clerk at the Municipal offices for the following project:

**CONTRACT #4.1 – DPW GARAGE RENOVATIONS (PHASE 2)**

The bid documents have been prepared by the firm **LAN Associates, Engineering, Planning, Architecture, Surveying, Inc. (LAN)** and can be inspected at their office at 445 Godwin Ave. Ste. 9, Midland Park, NJ 07432, Telephone #201-447-6400.

Commencing on **Tuesday, March 17, 2026**, bid documents for this project will be available for review and/or purchase (link) between the hours of 9:00 a.m. & 4:00 p.m. on business days at the offices of LAN Associates, Engineering, Planning, Architecture, Surveying, Inc. (LAN), 445 Godwin Avenue, Suite 9, Midland Park, NJ 07432. Bid documents shall be available via link by emailing [biddocs@lanassociates.com](mailto:biddocs@lanassociates.com) referencing the name of the project. A **One Hundred (\$100) Dollar non-refundable deposit for each bid package** via cash, check (made payable to LAN Associates, Engineering, Planning, Architecture, Surveying, Inc. (LAN)), MasterCard, Visa, American Express, or Discover is required for each link. Documents will not be sent via overnight mail or US mail.

All technical questions, comments, and inquiries should be directed to LAN (Attention: Mr. Alex Li, PE) at Telephone #201-447-6400 or Email: [alex.li@lanassociates.com](mailto:alex.li@lanassociates.com).

A Pre-Bid Conference for the purpose of considering questions posed by all Bidders will be held on **Wednesday, March 25, 2026, at 9:30 a.m. at the DPW Complex, 473 Doremus Avenue, Glen Rock, NJ 07452, Telephone #201-670-3980**. It is **STRONGLY ENCOURAGED** that Bidders attend the Pre-Bid Conference for purposes of clarifying specific information concerning the Project work, hearing other Bidders' questions regarding various aspects of the Project and the answers thereto, and learning the manner of proper completion and submission of the Bid Documents to ensure a responsive Bid. A Bidder's failure to attend the Pre-Bid Conference is at its own risk. **The last day for questions shall be Wednesday, April 1, 2026, at 12:00 p.m. (noon). An addendum shall be released to all registered Bidders on Monday, April 6, 2026.**

All bidders must use and complete all bid forms and must comply with every requirement contained in the instructions and specifications. Bids are to be marked in a sealed envelope and delivered to Borough of Glen Rock, Attention: Ms. Jacqueline Scalia, Borough Clerk, with the name of the project, "**CONTRACT #4.1 – DPW GARAGE RENOVATIONS (PHASE 2)**" plainly marked on the front of the envelope. Every bid must be accompanied by a certified check or a bid bond in the amount of ten percent (10%) of the bid, but not more than \$20,000.

All bidders and their subcontractors shall be registered with the New Jersey Department of Labor, pursuant to the Public Works Contractor Registration Act, N.J.S.A. 34:11-56.48 et seq. While it is encouraged that the Bidder include, whenever possible, with its bid its own Certificate and that of all subcontractors, same shall be provided to the Borough of Glen Rock prior to the contract award.

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, regarding Affirmative Action and Executive Order 11246 regarding Equal Opportunity, and with all provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et. seq. and all rules and regulations promulgated thereunder, the provisions of which are incorporated herein by reference.

No bidder who is on the State Treasurer's or the Federal Government's List of Debarred, Suspended or Disqualified Bidders shall be eligible to bid on this project. No bid may be withdrawn for a period of sixty (60) days from the opening of the bids.

BY ORDER OF BOROUGH OF GLEN ROCK,  
BERGEN COUNTY, NJ

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Ms. Jacqueline Scalia,  
Borough Clerk

DATE: \_\_\_\_\_