COMPREHENSIVE ELEVATOR PREVENTATIVE MAINTENANCE

FOR THE PERIOD OF JULY 1, 2023 - JUNE 30, 2024

QUOTES ARE DUE AT THE OFFICE OF THE BUSINESS ADMINISTRATOR/BOARD SECRETARY, JOHN A. SERAPIGLIA, JR., NO LATER THAN THURSDAY, MAY 18, 2023 AT 2:00 P.M.

Please submit your written proposal for maintaining **EIGHT (8)** elevators. Said proposal shall *at minimum* define:

What is included

- What is not included
- Building owner responsibility
- Terms and conditions

Elevators are located at:

- ◆ School #1 (1 unit) 728 North Wood Avenue Linden, NJ 07036 908.486.2668
- ◆ School #2 (1 unit) 1700 S. Wood Avenue Linden, NJ 07036 908.862.3287

School #6 (1 unit)
 19 E. Morris Avenue
 Linden, NJ 07036
 908.862.3333

- McManus Middle School (1 unit) 300 Edgewood Road Linden, NJ 07036 908.486.7751
- Linden High School (1 unit) 121 W. St. Georges Avenue Linden, NJ 07036 908.486.5432
- ◆ Linden Academy of Science & Technology (2 units) 128 W. St. Georges Avenue Linden, NJ 07036 908.486.2212

◆ School No. 8 (1 unit) 500 W. Blancke Street Linden, NJ 07036 908.862.4397

Your proposal for the above is to be based on a one (1) contract. The district will have the option to renew with you on a yearly basis, for one year in length, up to four (4) times. Renewal contingent upon approval of both Owner and Contractor. Additionally, said proposal is to include cost of annual pressure testing.

AFFIRMATIVE ACTION

REQUIRED AFFIRMATIVE ACTION EVIDENCE

A. Procurement Affirmative Action Evidence

All successful vendors must submit within seven days (7) of the notice of intent to award or the signing of the contract one of the following (samples on following pages):

YOU MUST CHECK OFF ONE!!!

1.	A photocopy of their Federal Letter of Affirmative Action Plan Approval.
	SEE SAMPLE ON PAGE 3
	or
2.	A photocopy of their Certificate of Employee Information Report.
	SEE SAMPLE ON PAGE 4
	or
3.	A completed Affirmative Action Employee Information Request (AA032). (Form available upon request to Linden Board of Education.)
	SEE SAMPLE ON PAGE 5
THE AFFIRMAT ACCEPTABLE.	TVE ACTION AFFIDAVIT FOR VENDORS HAVING LESS THAN FIFTY (50) EMPLOYEES IS NO LONGER
I have read	the above statement.
Signature o	f Vendor/Contractor Print
SUBSCRIBED AN BEFORE ME THI OF MY COMMISSION	SDAY

U.S. Department of Labor

Employment Standards Administration
Office of Federal Contract
Compliance Programs
Newark Area Office
124 Evergreen Place, Fourth Floor
East Orange, KJ 07018



Reply to the Attention of:

President

SAMPLE

Dear

Our recent compliance review of your establishment's equal employment opportunity policies and practices was completed on February 27, 1985.

We found no apparent deficiencies or violations of Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973 or of 38 USC 2012 (the Vietnam Era Veterans' Readjustment Assistance Act). Accordingly, your establishment is deemed to be in compliance with these laws based on the material reviewed.

The Office of Tederal Contract Compliance Programs sincerely appreciated the cooperation and courtesies extended by you and your staff during the conduct of the compliance review.

Sincerely.

ATER OFFICE DITECTOR

cc: VJohn C. Beason, Sr. Employment Affirmative Action Representative Louis J. Zanoni, Manager Employment/Employmen Relations

Certification

CERTIFICATE OF EMPLOYEE INFORMATION REPORT

VOID

This to to cortly that the contractor toles backs has substitled at Employee Information Report pursuant to H.J.A.G. 17:27-1.1 of seq. and the State Treasurer has approved said report. This approved will remain in effect for the period of

VOID





Doyles C. P. Seven

Form AA302 Rev. 1/00

STATE OF NEW JERSEY

Division of Contract Compliance & Equal Employment Opportunity EMPLOYEE INFORMATION REPORT

IMPORTANT - READ INSTRUCTIONS ON BACK OF FORM CAREFULLY BEFORE COMPLETING FORM. TYPE OR PRINT IN SHARP BALLPOINT PEN. FAILURE TO PROPERLY COMPLETE THE ENTIRE FORM MAY DELAY ISSUANCE OF YOUR CERTIFICATE. DO NOT SUBMIT EEO-1 REPORT FOR SECTION B, ITEM 11.

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STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

REQUIRED REGISTRATION EVIDENCE

P.L. 2004, c.57 – State Contract Business Requisition Program (Business Registration Certificate). The law provides that a copy of the Business Registration Certificate issued by the State of New Jersey Department of Treasury shall be provided at the time any bid or request for proposal (RFP) is submitted; **failure to do so is fatal defect and cannot be cured**; A copy of the Business Registration Certificate shall be submitted **before** any purchase order or other contracting document can be issued. **Contractors are responsible for notifying subcontractors!!**

-- SEE SAMPLE ON PAGE 7 --

AFFIX CERTIFIC	CATE IN THIS SPACE
I have read the above statement.	
Company (Print)	
	Address (Print/Type)
Vendor/Contractor (Signature)	Vendor/Contractor (Print/Type)
SUBSCRIBED AND SWORN TO BEFORE ME THIS	

SAMPLE

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE
FOR STATE AGENCY AND CASINO SERVICE CONTRACTORS

TAXPAYER NAME:

TRADE NAME:

TAXPAYER IDENTIFICATION#

GONTRACTOR CERTIFICATION#

ADDRESS

ISSUANCE DATE:

O1/03/61

FORM-BRC(08-01)

Director Division of Parame

This Certificals is NOT assignable of transferable. It must be completiously displayed at above address

N TO STATE AND S

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 et seq.

GOODS, GENERAL SERVICES, AND PROFESSIONAL SERVICES CONTRACTS

During the performance of this contract, _______, 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 $\underline{N.J.S.A.}$ 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 <u>N.J.A.C.</u> 17:27-5.2.

EXHIBIT A (Cont.)

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; or

Employee Information Report Form AA-302 (electronically provided by the Division and distributed to the public agency through the Division's website at: http://www.state.nj.us/treasury/contract_compliance/.

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program 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 Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to N.J.A.C. 17:27-1.1 et seq.

Name:	
Title:	
Company:	
Date:	
Signature:	

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

BID SOLICITATION/PROPOSAL TITLE VENDOR/BIDDER NAME	COMPREHENSIVE ELEVATOR MAINTENANCE AND REPAIRt- 2022-2023
or otherwise proposes to enter into or parents, subsidiaries, or affiliates, is iden or entity engaged in investment act https://www.state.nj.us/treasury/purchaecompleting the below certification. If the violation of the law, s/he shall take action	L. 2012, c.25 and P.L. 2021, c.4) any person or entity that submits a bid or proposal renew a contract must certify that neither the person nor entity, nor any of its stified on the New Jersey Department of the Treasury's Chapter 25 List as a person civities in Iran. The Chapter 25 list is found on the Division's website at ase/pdf/Chapter25List.pdf . Vendors/Bidders must review this list prior to be Director of the Division of Purchase and Property finds a person or entity to be in as may be appropriate and provided by law, rule or contract, including but not g compliance, recovering damages, declaring the party in default and seeking
	CHECK THE APPROPRIATE BOX
· · ·	7, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4), that neither the Vendor/Bidder listed s, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 d in prohibited activities in Iran.
is listed on the New Jersey Department	use the Vendor/Bidder and/or one or more of its parents, subsidiaries, or affiliates of the Treasury's Chapter 25 List. I will provide a detailed, accurate and precise or/Bidder, or one of its parents, subsidiaries or affiliates, has engaged in regarding ng 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	
Attach Additional Sheets if Necessary	CERTIFICATION
foregoing information and any attachmentate the State of New Jersey is relying continuing obligation from the date of the State in writing of any changes to the Make a false statement or misrepresent.	uthorized to execute this certification on behalf of the Vendor/Bidder, that the ents hereto, to the best of my knowledge are true and complete. I acknowledge g on the information contained herein, and that the Vendor/Bidder is under a his certification through the completion of any contract(s) with the State to notify he information contained herein; that I am aware that it is a criminal offense to ation in this certification. If I do so, I will be subject to criminal prosecution under all breach of my agreement(s) with the State, permitting the State to declare any on void and unenforceable.
Signature	Date
Print Name and Title	Version PEV 2 1 2021

This form is to be completed, certified and submitted prior to the award of contract.



CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS PURSUANT TO P.L.2022, c.3

CONTRACT / BID SOLICITATION TITLE	
CONTRACT / BID SOLICITATION No.	
I, the undersigned, am authorized by the person or entity seeking to enter into or renew the contract identified above, to certify that the Vendor/Bidder is not engaged in prohibited activities in Russia or Belarus as such term is defined in P.L.2022, c.3, section 1.e, except as permitted by federal law.	
I understand that if this statement is willfully false, I may be subject to penalty, as set forth in P.L.2022, c.3, section 1.d. OR	
I, the undersigned am unable to certify above because the person or entity seeking to enter into or renew the contract identified above, or one of its parents, subsidiaries, or affiliates may have engaged in prohibited activities in Russia or Belarus. A detailed, accurate and precise description of the activities is provided below.	
Failure to provide such description will result in the Quote being rendered as non-responsive, and the Department/Division will not be permitted to contract with such person or entity, and if a Quote is accepted or contract is entered into without delivery of the certification, appropriate penalties, fines and/or sanctions will be assessed as provided by law. Description of Prohibited Activity	

¹ Engaged in prohibited activities in Russia or Belarus" means (1) companies in which the Government of Russia or Belarus has any direct equity share;

⁽²⁾ having any business operations commencing after the effective date of this act that involve contracts with or the provision of goods or services to the Government of Russia or Belarus; (3) being headquartered in Russia or having its principal place of business in Russia or Belarus, or (4) supporting, assisting or facilitating the Government of Russia or Belarus in their campaigns to invade the sovereign country of Ukraine, either through in-kind support or for profit.

Attach Additional Sheets If Necessary.	
If you certify that the bidder is engaged in activities prohibite bidder shall have 90 days to cease engaging in any prohibit before the 90 th day after this certification, shall provide an upbidder does not provide the updated certification or at that ti of the entity that it is <u>not</u> engaged in prohibited activities, the business entity any contracts, renew any contracts, and sha any contract(s) the business entity holds with the State that effective date of P.L. 2022, c. 3.	ed activities and on or odated certification. If the me cannot certify on behalf state shall not award the all be required to terminate
Signature of Authorized Representative	Date
Print Name and Title of Authorized Representative	
Vendor Name	

C.271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant to N.J.S.A. 19:44A-20.26

This form or its permitted facsimile must be submitted to the local unit no later than ten (10) days prior to the award of the contract

Part I – Vendor Information	n	
Vendor Name:		
Address: City:	State:	Zin.
City:	State:	Zip:
		at the submission provided herein represent presented by the Instructions accompanying the submission provided herein represent the submission provided herein the submiss
 _ Signature	Printed Name	Title
ontributions (more than \$300	rsuant to N.J.S.A. 19:44a-20.26 this di	lisclosure must include all reportable politic 2) months prior to submission to the committed nit.
Check here if disclos	sure is provided in electronic form.	
Contributor Name	e Recipient Name	e Date Dollar Amount
		\$
	Formation is continued on subsequent page	