

Exhibit “A”

**TOWNSHIP OF WEST ORANGE
ESSEX COUNTY, NEW JERSEY**

Request for Bids

2025-2026

BID

**Contract for Snow Removal Services from Sidewalks, Paths, Crosswalk
and Bus Shelters and Stops within the Township for 2025-2026 with
an option to extend two one-year periods**

**Bid Submission Date:
Wednesday, October 8, 2025**

**11:00 a.m.
Prevailing Time**

**TOWNSHIP OF WEST ORANGE * 66 MAIN STREET * WEST ORANGE, NJ 07052
(973) 325-4056**

September 2025

NOTICE TO BIDDERS
THE TOWNSHIP OF WEST ORANGE, NEW JERSEY
SIDEWALK SNOW REMOVAL SERVICES 2025-2026

The Township of West Orange, New Jersey, County of Essex, is seeking companies to perform **Snow Removal Services from Sidewalks, Paths, Crosswalk and Bus Shelters and Stops within the Township for 2025-2026**. Bid forms may be obtained during regular business hours, 8:30 am to 4:30 pm M-F, at the Purchasing office, of Town Hall, 66 Main Street, West Orange, NJ 07052 or you can email a request to preynolds@westorange.org. Sealed bids will be received in the Council Chambers, Room 116, Municipal Building, 66 Main Street, West Orange, New Jersey 07052 on Wednesday, October 8, 2025 at 11:00 A.M. local prevailing time. Sealed bids may also be delivered to the Office of the Purchasing Agent, Room 111, Municipal Building, 66 Main Street, West Orange, New Jersey 07052, provided the bid is received prior to the day, date and time listed above. The submission deadline is **October 8, 2025 at 11:00 A.M.** and they will be publicly opened and read at that time in the Council Chambers on the same day. Bids received after that time will not be accepted. Bidders are required to comply with the Affirmative Action pursuant to N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27, and have a New Jersey Business Registration Certificate P.L. 2004. Each bidder shall provide a Certified Check or Cashier's Check or Bid Bond for ten percent (10%) of the bid but not to exceed \$20,000 or be less than \$500.00. Successful bidders upon the award of a contract will be required to submit a performance bond for 100% of the award amount. Bidders will also be required to complete and return other documents identified within the bid materials. Failure to comply with Instructions to bidders and to complete and submit all required forms may be cause for disqualification and rejection of bid.

Panayiota Reynolds
Purchasing Agent

GENERAL INSTRUCTION TO BIDDERS

1. The Township of West Orange reserves the right to reject any or all bids, or to waive any informalities in the bids, and unless otherwise specified by the bidder, to accept any item in the bid, should it be deemed in the best interest of the Township of West Orange to do so.
2. In case of default by the bidder or contractor, the Township of West Orange may procure the articles or services from other sources and hold the bidder or contractor responsible for any excess cost occasioned thereby.
3. The bidder, if awarded a contract, agrees to protect, defend and save harmless the Township of West Orange against any damage for payment for the use of any patented material process, article or devise that may enter into manufacture, construction, or form a part of the work covered by either order or contract, and the bidder further agrees to indemnify and save harmless the Township of West Orange from suits or actions of every nature and description brought against it, for, or on account of any injuries or damages received or sustained by any party or parties by, or from any of the acts of the contractor, his servants or agents.
4. The contractor shall maintain sufficient insurance to protect against all claims under Workers Compensation, General Liability and Automobile and shall be subject to approval for adequacy of protection and certificates of such insurance shall be provided to the Township of West Orange when required.
5. It is to be understood by the bidder that this bid is submitted on the basis of specifications prepared by the Township of West Orange and the fact that any bidder is not familiar with these specifications or conditions will not be accepted as an excuse.
6. Each bid must be signed in ink or ball pen by the person authorized to do so.
7. Bidders must use the proposal form furnished by the Township of West Orange when submitting their bid, if applicable.
8. Non-Collusion Affidavit must be completed and included with bid.
9. A Bid Guaranty of 10% of the bid amount not to exceed \$20,000 and not to be less than \$500.00 along with a Consent of Surety.
10. A Performance Bond in the amount of 100% of total bid is required.
11. Insert prices for furnishing all of the material and/or labor described or required. Prices shall be net, including any charges for packing, crating, containers, etc. and all transportation charges fully prepaid by the contractor. F.O.B. destination and placement at locations specified by the Township of West Orange. No additional charges will be allowed for any transportation costs resulting from partial shipments made at the vendor's convenience when a single shipment is ordered.

12. Payments will be made upon the approval of vouchers with the requirements of the Township of West Orange and subject to the Township of West Oranges customary procedures.
13. Contract will be awarded on a (Line Item) or (Lump Sum) basis, if applicable.
14. Award will be made by Township of West Orange within sixty (60) days after receipt of bids.
15. Prevailing Wage & Labor Laws. The New Jersey prevailing Wage Act (P.L. 1963, Chapter 150) and provisions of the State Labor Laws shall be complied with by the successful bidder in construction contracts.
16. Equal or Tie Bids. The Township of West Orange reserves the right to award at their discretion to any one of the tie bidders. (Should state method for tie bidding, i.e., drawing lots)
17. Return of Bid Security. All bid security of the three lowest responsible bidders shall be returned with 10 days. Within 3 days after signing of the contract and approval of contractor's performance bond, the bid security remaining bidders shall be returned to them, if applicable.
18. The Township of West Orange is exempt from any State sales tax or Federal excise tax.
19. For purpose of evaluation where an equivalent product is being furnished, bidder must indicate any variation to our specifications no matter how slight. If no variations are indicated, it will be construed that the bid fully complies with our specifications.
20. Quantities as shown are approximate and the Township of West Orange reserves the right to increase or decrease quantities by 20% at the unit price bid.
21. The contract, if applicable, shall be in effect for one (1) year from date of award unless otherwise stated. Continuation of the terms of this contract beyond one year is contingent on availability of funds in the following year's Budget and in the event of unavailability of such funds; the Township of West Orange reserves the right to cancel this contract.
22. Bids may be hand delivered or mailed per legal notice to bidders. In case of mailed bids, the Township of West Orange assumes no responsibility for bids after the designated date and time and will return late bids to the bidder unopened.
23. Mandatory: Bidder shall be registered for their Business Registration Certificate. In addition, Contractors providing services for regarding construction or repair of a public building must provide copy of Public Works Contractor Registration Certificate.
24. No interpretation of the meaning of the specifications will be made to any bidder orally. Every request for such interpretations should be in writing to the Purchasing Agent and to be given consideration must be received at least days prior to the date fixed of the

opening bids. Any and all such interpretations and any supplemental instruction will be mailed to all prospective bidders (at the respective addresses furnished for such purpose) not later than three (3) days prior to the date fixed for the opening of bids. Failure of any bidder to receive any such addenda or interpretations shall not relieve any bidder from any obligation under his bid submitted. All addenda so issued shall become part of the contract document.

25. Mandatory: Bidder shall submit Disclosure of Ownership Form stating the names and addresses of all stockholders in the corporation or partners in the partnership, who own a 10% or more of its stock, or any class, or of all individual partners in the partnership who own a 10% or greater interest therein, as the case may be.

HOLD HARMLESS

It is understood and agreed that the Contractor shall hold harmless the Township of West Orange, and all their officers, agents and employees from all suits, actions or claims brought for or on account of any injuries, death or damages received or sustained by any person, persons or property by or from the Contractor, or its subcontractors, agents or employees from the operations under this contract referred to in this agreement, or in any manner arising out of the performance of work assigned under this agreement.

LIABILITY INSURANCE

The Contractor shall not commence work under this contract until Contractor has obtained all insurance required under this section and until Contractor has filed the Certificate of Insurance or a certified copy of the insurance policy with the Township. Contractor shall obtain, at its cost and expense, liability insurance insuring the Contractor, the Township and equipment against any and all liability and damage, arising under this agreement, in not less than the following amounts.

- a. Comprehensive General Liability with a combined single liability of \$1,000,000/\$2,000,000 aggregate applicable to bodily injury and property damage. Coverage to include completed operations.
- b. Auto liability with a combined single limit of liability of \$1,000,000/\$2,000,000 aggregate applicable to bodily injury and property damage.
- c. Workers Compensation and Employer's Liability in accordance with the applicable laws, rules and regulations performing the same.
- d. Excess Umbrella Liability of \$1,000,000

Contractor shall furnish the Township with three (3) copies of Certificate of Insurance listing the **Township as an additional insured** as proof of such insurance coverage.

BIDDER'S CHECKLIST MANDATORY ITEMS

- Business Registration Certification _____
- Bid Bond/Bid Deposit _____
- Consent of Surety (if Bid Bond Provided) _____
- Stockholders Disclosure Statement _____
- Affirmative Action Compliance Notice _____
- Iranian Disclosure Form _____
- Completed Bid Proposal Form _____
- Non-Collusion Affidavit _____
- Political Contribution Disclosure Statement _____
- Site Inspection Affidavit _____
- Americans with disabilities act of 1990 _____
- Addenda/Addendum _____
- CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS _____
- Public Works Contractors Certificate _____

Please provide one additional copy of entire bid package, which should be provided on an external hard drive/usb flash drive.

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

The contractor and the Township of West Orange, (hereafter "TOWNSHIP") 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, 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 TOWNSHIP 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 TOWNSHIP in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the TOWNSHIP, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind of 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 TOWNSHIP's grievance procedure, the contractor agrees to abide by any decision of the TOWNSHIP which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the TOWNSHIP, or if the TOWNSHIP 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 TOWNSHIP 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 TOWNSHIP or any of its agents, servants, and employees, the *TOWNSHIP shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the TOWNSHIP or its representatives.

It is expressly agreed and understood that any approval by the TOWNSHIP 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 TOWNSHIP pursuant to this paragraph.

It is further agreed and understood that the TOWNSHIP 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 TOWNSHIP from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

I acknowledge:

Signature of Vendor

TOWNSHIP OF WEST ORANGE

ACKNOWLEDGMENT OF RECEIPT OF ADDENDA

The undersigned Bidder hereby acknowledges receipt of the following addenda:
Please assign the number, date and initial.

<u>Addendum Number</u>	<u>Dated</u>	<u>Acknowledge Receipt</u> (Initial)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

☐

No addenda was received. (please check off if no addenda received)

Acknowledged for: _____
(Company Name)

By: _____
(Signature of Authorized Representative)

Name: _____
(Print)

Title: _____

Date: _____

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 take affirmative action to ensure that such applicants are recruited and employed, 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 action 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, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act 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 employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2, or a binding determination of the applicable county employment goals determined by the Division, pursuant to 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, labor

unions, that it does not discriminate on the basis of age, 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 applicable 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, 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

The contractor and its subcontractors shall furnish such reports or other documents to the Div. of Contract Compliance & EEO 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 Div. of Contract Compliance & EEO for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27**.

REQUIRED EVIDENCE

AFFIRMATIVE ACTION REGULATIONS N.J. S.A. 10:5-31, et seq. (N.J.A.C. 17:27)

If awarded a contract, the Bidder will be required to comply with the requirements of N.J.S.A. 10:531, et seq., and N.J.A.C. 17:27. Within five (5) days after receipt of the notification of intent to award the contract, the Bidder shall present one of the following:

1. Appropriate evidence that the Contractor is operating under an existing federally approved or sanctioned affirmative action program; or
2. A Certificate of Employee Information Report Approval issued in accordance with N.J.A.C. 17:27-4; or
3. An initial Employee Information Report consisting of forms provided by the Affirmative Action Office and completed by Contractor in accordance with N.J.A.C. 17:27-4.

The Bidder must submit no later than three (3) days after the signing of the Contract an Initial Project Manning Table consisting of forms provided by the Affirmative Action Office and completed by Contractor in accordance with N.J.A.C. 17:27-7.

Bidders are referred to the Bidder's Information Section of the Bid Packet for a further description of the above requirements.

NO BIDDER MAY BE ISSUED A CONTRACT UNLESS THEY COMPLY WITH THE AFFIRMATIVE ACTION REGULATIONS OF N.J.S.A. 10:5-31, et seq.

The following questions must be answered by all Bidders:

1. Do you have a federally-approved or sanctioned Affirmative Action Program?

Yes _____ (If yes, submit a copy of such approval.) No

2. Do you have a State Certificate of Employee Information Report approval?

Yes _____ (If yes, submit a copy of such approval.) No

The undersigned Bidder certifies that he is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31, et seq., and agrees to furnish the required documentation pursuant to the law.

COMPANY: _____ NAME:

SIGNATURE: _____ TITLE: _____

NOTE: A bid must be rejected as non-responsive if a Bidder fails to comply with requirements of N.J.S.A. 10:5-31, et seq., within stipulated time.

AFFIDAVIT OF NON-COLLUSION

The undersigned bidder of full age, being duly sworn according to law depose and hereby specifically certifies that:

A. To the best of the bidder's knowledge and belief, the annexed bid proposal for this project has not been prepared in collusion with any other bidder of like item or services and the prices, discounts, terms and conditions thereof have not been directly or indirectly communicated by or on behalf of the bidder to any person other than the recipient of the bid and will not be communicated to any person prior to the official opening of the bid.

B. The bidder fully understands that no premiums, rebates, or gratuities are permitted either with, prior to, or after signing of contract. Any violation will result in cancellation and removal from the bid list.

C. The bidder further certifies that the undersigned has the necessary authority, to sign this stipulation stating that the bidder has not entered into any agreement, or otherwise taken any action in restraint of free competitive bidding in connection with this bid.

All references to the bidder are understood to include the undersigned and all principals, partners and officers of the bidder.

Date:

(Signature)

(Name and Title)

(Company Name)

(Address)

(Corporate Seal)

Subscribed and sworn to before me

this _____ day of _____, 20____

Notary Seal

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a “fair and open” process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of N.J.S.A. 19:44A-20.26. This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
 - of the public entity awarding the contract
 - of that county in which that public entity is located
 - of another public entity within that county
 - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$200 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an “interest” ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, “a contribution by that person’s spouse or child, residing therewith, shall be deemed to be a contribution by the business entity.” [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor’s responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor’s submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Ownership Disclosure Certification. This will assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Education contracts.**

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 10 days prior to the award of the contract.**

Part I – Vendor Information

Vendor Name:			
Address:			
City:		State:	Zip:

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

_____	_____	_____
Signature	Printed Name	Title

Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$200 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount
			\$

Continuation Page

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

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

Page ____ of ____

Vendor Name:

[illegible]

List of Agencies with Elected Officials Required for Political Contribution Disclosure
N.J.S.A. 19:44A-20.26

County Name: Essex

State: Governor

Legislative District #s: 26, 27, 28, 29, 34, & 40

State Senator and two members of the General Assembly per district.

County:

County Commissioners	County Clerk	Sheriff
County Executive	Surrogate	Registrar of Deeds

Municipalities (Mayor and members of governing body, regardless of title):

Belleville Township	Irvington Township	Orange City
Bloomfield Township	Livingston Township	Roseland Borough
Caldwell Borough	Maplewood Township	South Orange Village
Cedar Grove Township	Millburn Township	Verona Township
East Orange City	Montclair Township	West Caldwell Township
Essex Fells Township	Newark City	West Orange Township
Fairfield Township	North Caldwell Borough	
Glen Ridge Borough	Nutley Township	

Boards of Education (Members of the Board):

Belleville Town
Bloomfield Township
Caldwell-West Caldwell
Cedar Grove Township
Essex Fells Borough
Fairfield Township
Glen Ridge Borough
Irvington Township
Livingston Township
Millburn Township
Newark City
North Caldwell Borough
Nutley Town
Roseland Borough
South Orange-Maplewood
Verona Borough
West Essex Regional
West Orange Town

Fire Districts (Board of Fire Commissioners):
NONE

STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of Organization: _____

Organization Address: _____

Part I Check the box that represents the type of business organization:

- ☐ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- ☐ Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- ☐ For-Profit Corporation (any type) ☐ Limited Liability Company (LLC)
- ☐ Partnership ☐ Limited Partnership ☐ Limited Liability Partnership (LLP)
- ☐ Other (be specific): _____

Part II

- ☐ The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST BELOW IN THIS SECTION)**

OR

- ☐ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Address

Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above.** The disclosure shall be continued until names and addresses of every non-corporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Address

Part IV Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the ***Township of West Orange*** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with ***Township of West Orange*** to notify the ***Township of West Orange*** 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, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the ***Township of West Orange*** to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

**BUSINESS REGISTRATION CERTIFICATION AND PUBLIC WORKS CONTRACTOR
REGISTRATION CERTIFICATION**

Effective September 1, 2004, the State has expanded its Contractor Registration Program to local Government contracts, P.L. 2004, c57. All business organizations that do business with a local government agency are required to be registered with the State. The business must provide proof of that registration to the local government agency before that local government agency can enter into a contract with the business. A copy of the Business Registration Certificate must also be on file before any purchase order/voucher or other contracting document can be issued.

Contractors are responsible for notifying subcontractors.

Further information and registration can be obtained online from the NJ Treasury, Division of Revenue or by calling (609) 292-1730.

P.L. 1999 Chapter 238. The Public Works Contractor Registration Act specifies that no contractor or subcontractor shall bid on or engage in any contract (or part thereof) for public work which is subject to the provisions of the "New Jersey Prevailing Wage Act", P.L. 1963 C. 150 (c. 34:11-56.25 et seq.) for the construction, reconstruction, demolition, alteration, repair, or maintenance of a public building regularly open to and used by the general public or public institution, and includes any subcontractor or lower tier subcontractor of a contractor unless they are registered with the Commissioner of Labor.



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

ⁱ 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).

NJ Rev. 1.22.2024

SITE INSPECTION AFFIDAVIT

I, _____, on behalf of the bidder, _____,
do hereby declare that, I or my duly authorized representative, did satisfactorily inspect the project limits for
the purpose of being fully informed as to the locations and conditions of the various Sidewalks, Paths,
Crosswalk and Bus Shelters and Stops within the Township of West Orange for snow removal to be cleared
under this contract.

I inspected the various sites on the _____ day of _____, _____, and I hereby acknowledge
that I have satisfied myself regarding the conditions of the various sites and the nature and extent of the
work to be performed under this contract.

By _____
(Print or type name)

(Bidding Firm/Contractor)

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

(Notary Public)

My commission expires on _____, _____.

STANDARD BID DOCUMENT REFERENCE

Disclosure of Investment Activities in Iran

Statutory Reference	N.J.S.A. 52:32-55 et seq. N.J.S.A. 40A:11-2.1 N.J.S.A. 18A:18A-49.4					
Applicability		Y/N		Mandatory	Optional	N/A
	LPCL	Y	Goods and Services	X		
	PSCL	Y	Construction			X
Instructions Reference						
Description	P.L. 2012, c.25 prohibits the awarding of State and local public contracts for goods and services with persons or entities engaging in certain investment activities in energy or finance sectors of Iran. Prior to contract award, vendors and contractors must certify that neither they nor any parent entity, subsidiary, or affiliate is listed on the New Jersey Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List").					

The Certification form requires the insertion of contracting unit identification information which should be filled in (in italics on the form) prior to its use.

Person or Entity	
Part 1: Certification	
COMPLETE PART 1 BY CHECKING <u>EITHER BOX.</u> Pursuant to Public Law 2012, c. 25, any person or entity that is a successful bidder or proposer, or otherwise proposes to enter into or renew a contract, must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any parent entity, subsidiary, or affiliate is identified on the State Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The list is found on Treasury's website at www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf. The Chapter 25 list must be reviewed prior to completing the below certification. If a vendor or contractor is found to be in violation of law, action may be taken as appropriate and as may 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>I certify, pursuant to Public Law 2012, c. 25, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate thereof is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.</i>
OR	
☐	<i>I am unable to certify as above because the person or entity and/or a parent entity, subsidiary, or affiliate thereof is listed on the N.J. Department of the Treasury's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and complete the Certification below.</i>
Part 2: Additional Information	

PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN.

You must provide a detailed, accurate and precise description of the activities of the person or entity, or a parent entity, subsidiary, or affiliate thereof engaging in investment activities in Iran below and, if more space is needed, on additional sheets provided by you.

Part 3: Certification of True and Complete Information

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments there to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity.

*I acknowledge that the **Township of West Orange** is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the **Reference to Township of West Orange** to notify the **Reference to Township of West Orange** in writing of any changes to the answers of information contained herein.*

*I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the **Township of West Orange** and that the **Reference to Township of West Orange** at its option may declare any contract(s) resulting from this certification void and unenforceable.*

Full Name (Print)		Title	
Signature		Date	

REQUEST FOR BIDS

The Township of West Orange requests bids, for Snow Removal Services from Sidewalks, Paths, Crosswalk and Bus Shelters and Stops within the Township for the period November 1, 2025 through April 30, 2026 winter season. The Township prepared this bid with the following options:

Please note is bid is for services “as needed”. This bid is only for services when called upon.

Option 1: NORTHEAST AND NORTHWEST QUADRANT

Provide snow plowing equipment with operators and other personnel to clear snow from sidewalks, paths, crosswalks, and bus stops under Municipal jurisdiction.

Option 2: SOUTHEAST AND SOUTHWEST QUADRANT

Provide snow plowing equipment with operators and other personnel to clear snow from sidewalks, paths, crosswalks, and bus stops under Municipal jurisdiction.

Option 3: 10 ROONEY CIRCLE AND WEST ORANGE DOG PARK (EXECUTIVE DRIVE)

Provide snow plowing equipment with operators and other personnel and calcium chloride pellet form to clear snow from sidewalks, paths, crosswalks, and bus stops under Municipal jurisdiction.

SCOPE OF WORK AND SERVICES TO BE PERFORMED BY CONTRACTOR

The contractor shall provide the necessary equipment, operators and personnel as specified and listed in the Proposal for the snow removal from sidewalks, paths, crosswalks and bus stops and shelters under Municipal jurisdiction. These services shall be at the times, places and routes designated by the Township in accordance with the terms and conditions set forth hereafter and in accordance with the “Rules and Regulations for Snow Plowing, Salting, Removal and Hauling” which are attached hereto and made a part hereof. Contractors will be notified to report to work at the direction of the Superintendent of Public Works or his designee.

Equipment to be Furnished by Contractors

Each and every snow blower and tractor, to be furnished by the Contractor or Contractors in the performance of this bid shall be in good operating condition, and they shall be Model Year 2006 or newer. All vehicles and equipment shall have skid chains. All operators shall have the appropriate licenses, including Commercial Drivers Licenses, to operate the vehicles and equipment. Each operator shall supply sufficient tools to operate each piece of equipment as specified.

The equipment to be provided is as follows:

Snowblower, minimum 5HP, with a minimum width of 20 inches and maximum width of 36 inches.

Backpack blower.

Tractor, four-wheel drive minimum 25HP, 48 inches wide and plow width, 48 inches.

Shovels and/or any other equipment as necessary to perform snow removal services in this contract.

SNOW PLOWING, REMOVAL AND SALTING:

Sidewalks, Paths, Crosswalks, Bus Shelters and Stops

Time for payment for snow plowing, removal and salting services will start when the contractor's equipment and personnel arrive at the Public Works Building at 25 Lakeside Avenue. Time will cease when released by the Superintendent of Public Works or his designee. No traveling time will be paid between the contractor's site and the Public Works Building.

The contractor must notify the Superintendent or his designee prior to leaving the route for any reason. No fuel or equipment will be supplied. Time for payment will not include down time due to failure of contractor's equipment, rest breaks, or meals. No repairs will be made by Township employees. The Township will not be responsible for any damage to the contractor's property.

Salt will be supplied by the Township.

Sidewalks, paths, crosswalks, bus shelters and bus stops shall be kept passable throughout the event. At the conclusion of the event, the contractor shall have a specified amount of time (see below) to clear all sidewalks, paths, crosswalks, bus shelters and bus stops depending upon the snowfall amount during the event. That amount of time is as follows:

Event snowfall amount	Time allowed to clear all locations after snow ceases
Up to 4 inches	4 hours
4 inches to 8 inches	6 hours
8 inches to 12 inches	8 hours
12 inches to 18 inches	12 hours
Over 18 inches	24 hours

The contractor will be compensated a minimum of 4 hours for equipment and personnel at the hourly rates bid for the equipment and personnel assigned plus a lump sum amount for final cleanup dependent upon the amount of snow per the above schedule and as bid all in the proposal.

SALTING: FOR OPTION 1 AND 2

The Township will provide and load salt for the operations covered under this proposal from either the Public Works Building, 25 Lakeside Avenue or the Environmental and Recycling Center, 590 Mt. Pleasant Avenue. The Superintendent of Public Works or his designee will direct the contractors on the use of salt throughout the entire snow/ice event including pre salting and post event salting.

CALCIUM CHLORIDE: FOR OPTION 3

This will need to be provided by the vendor and should be calculated in your bid. – Calcium chloride in pellet form: purity (e.g., 93% minimum assay for pellets)

RULES AND REGULATIONS FOR SNOW REMOVAL SERVICES FROM SIDEWALKS, PATHS, CROSSWALK AND BUS SHELTERS AND STOPS WITHIN THE TOWNSHIP

1. All tractors, equipment, and personnel to be used in these operations shall be inspected at the Township's Public Works Facility located at 25 Lakeside Avenue, West Orange, N.J. 07052 by Township personnel in the presence of the Contractor's drivers prior to the snow season.
2. The Contractor shall accept a route that may be assigned for snow removal and will perform all snow removal services required in a manner satisfactory to the Township, and will carry out all directions and instructions given by the Township or his designee.
3. The Contractor shall accept full responsibility for the care and protection of all equipment belonging to the Township while in his custody and will reimburse the Township for all losses of or damage to such equipment when, in the judgment of the Township said Contractor has been derelict in caring for same.
4. The Township of West Orange will not be responsible for any damage to the Contractor's tractor or tractors due to mounting of snow removal equipment.
7. All tractors and crews shall be ready to proceed immediately with their work whenever the need arises in storm conditions.
8. All equipment belonging to the Township shall be properly housed, if necessary, and kept in proper working order.
9. The Contractor and crews will thoroughly familiarize themselves with the physical conditions and locations of sidewalks, paths, crosswalks, and bus shelters and stops in the routes allotted.
10. Immediately before proceeding to work the contractor shall notify headquarters.
11. The Township may transfer any tractor and crew to any other route of section of the Township when necessary to carry on the work.
12. Contractors shall supply a sufficient number of crew members to operate tractors and blowers continuously from the beginning of operations until sidewalks, paths, crosswalks, and bus shelters and stops are thoroughly cleaned to full width and to the satisfaction of the Township.
13. Contractor and crew members shall report to the following locations, to be loaded with de-icing material for snow and ice control for option 1 and 2. **NOTE option 3 de-icing materials shall be included in the contract/supplied by the vendor. **
 - * Public Works Salt Dome, 25 Lakeside Avenue, West Orange, N.J. 07052
 - * West Orange Environmental Center, 590 Mt. Pleasant Avenue, West Orange, N.J. 07052
14. Upon "Snow Removal Order" Contractors will immediately proceed to remove snow their respective assigned routes.
15. "Headquarters" used in these rules and regulations shall mean the Public Works Building located at 25 Lakeside Avenue, West Orange, N.J. 07052, Telephone # (973) 325-4067.

16. All crews of the contractor shall call "Headquarters" each time they make a complete circuit of their respective routes and give reports of progress and conditions and will be monitored by a Township supervisor.
17. In case of accident to equipment, or if work is not progressing satisfactorily, "Headquarters" **MUST** be notified immediately.
18. Contractor's crews will continue to work unless otherwise ordered by the Township.
19. After such work has been completed and before turning in, contractor's crews shall notify "Headquarters."
20. Upon orders from "Headquarters," all contractors' crews shall then return home.
21. Contractors shall maintain close communication with Headquarters by advising of snowfall and weather conditions in their respective sections.
22. The Township agrees, as part of the contract, that each tractor, piece of equipment or personnel actually used for these operations shall be used a minimum of four (4) hours for each snow fall for which said equipment or personnel are called. The Township further agrees that it will use all of the tractors, equipment or personnel which it orders from the Contractor for a period of four (4) hours. However, there shall be no obligation on the part of the Township to order a greater number of tractors than the Township may deem necessary for handling of the particular snow fall for which the tractors are called. These four (4) hours may include stand-by rate hours which are one half the bid rate.
23. The operator of each equipment shall receive fifteen (15) minutes time off after each three (3) hour period of snow removal.
24. All snow removal shall be for the entire width of sidewalk. The Contractor shall not dispose and pile snow removal material on private property immediately adjacent to the sidewalks, paths, crosswalks and bus stops that are being serviced.
25. Township supervisory personnel will be assigned as inspectors on all routes. Contractor's crews should be instructed to carry out all instructions given by these inspectors in the absence of inspectors, contractor's driver should be instructed to call in at the end of each round, as outlined in the "Rules and Regulations."
26. The use of these tractors, equipment, and personnel for any purpose other than on Township sidewalks, paths, crosswalks, and bus shelters and stops or other Township maintained facilities is strictly forbidden and shall be deemed sufficient cause for cancellation on the contract.
27. Upon assembly orders, the Township reserves the right to place contract tractors, equipment, or personnel on stand-by rate on location or during the course of any storm when it is determined to interrupt snow removal operations and then resume shortly thereafter at the discretion of the Superintendent of Public Works or his designee.
28. All vehicle operators to have proper operator's licenses for the vehicle. This includes a valid New Jersey CDL when needed.
29. Contractors shall maintain close communications with Headquarters by advising of snow fall and weather conditions in their respective sections.

30. The contractor shall be responsible for repairing all damage caused by the operation of his/her equipment during the performance of this contract. This includes but is not limited to curbs, sidewalks, lawn areas, driveways, mailboxes and road pavement. All damage shall be corrected by May 1, 2025 and each subsequent May 1 if the contract is extended.

PROPOSAL

OPTION 1- NORTHEAST AND NORTHWEST QUADRANTS

Snow Plowing and Salting for the Department of Public Works, Township of West Orange, N.J., Sidewalks, Paths, Crosswalks, Bus Stops and Shelters

Contractor shall always have shovels, ice choppers, buckets and/or wheel barrows to carry for snow removal operations.

TO THE TOWNSHIP COUNCIL, TOWNSHIP OF WEST ORANGE, N. J.

The undersigned has read the advertisement, instruction to bidders, scope of work, and rules and regulations for Snow Removal Services from Sidewalks, Paths, Crosswalk and Bus Shelters and Stops within the Township for 2025-2026

The undersigned agrees to furnish the equipment, with operator and personnel below

For Items 1A and 1B there will be a minimum of two crews and a maximum of four crews during the event.

For Item 1C there will be a minimum of zero and maximum of two crews during the event.

ITEM	DESCRIPTION	UNIT PRICE PER FOUR PERSON CREW PER HOUR	MINIMUM HOURS	AMOUNT (UNIT PRICE X 4 HOURS)
1A	Two (2) Snow Blower with Operators Minimum 5 HP; Minimum Width 20", Max. Width 36"; Plus two (2)- Shovelers/Salters		4	
1B	Min. Two (2) Backpacks Blowers with Operators; Plus, One (1) Shoveler /Salter if blowable		4	
1C	One (1) Four Wheel Drive Tractor with Operator, Maximum Width of Tractor 48", Plow Width 48", Min. HP 20 plus, three (3) Shovelers, Salters and/or Blowers		4	

TOTAL ITEMS 1A, 1B, 1C

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IN WORDS

Basis of Award for Option 1 is the bidder with the lowest total price for all Items, 1A, 1B and 1C subject to meeting all the other requirements of the bid.

_____shall make this proposal with full knowledge of the stipulations and requirements. If this contract is awarded to our firm we enter into the same with good and sufficient sureties for faithful performance.

Name_____

Address_____

Date_____

Phone Number_____

By_____
(Signature and Title of Company Officer authorized to execute contract)

PLEASE SUBMIT PROPOSAL IN DUPLICATE.

PROPOSAL

OPTION 2- SOUTHEAST AND SOUTHWEST QUADRANTS

Snow Plowing and Salting for the Department of Public Works, Township of West Orange, N.J., Sidewalks, Paths, Crosswalks, Bus Stops and Shelters

Contractor shall always have shovels, ice choppers, buckets and/or wheel barrows to carry for snow removal operations at Sidewalks, Paths, Crosswalks, Bus Stops and Shelters.

TO THE TOWNSHIP COUNCIL, TOWNSHIP OF WEST ORANGE, N. J.

The undersigned has read the advertisement, instruction to bidders, scope of work, and rules and regulations for Snow Removal Services from Sidewalks, Paths, Crosswalk and Bus Shelters and Stops within the Township for 2025-2026

The undersigned agrees to furnish the equipment, with operator and personnel

For Items 2A and 2B there will be a minimum of two crews and a maximum of four crews during the event.

For Item 2C there will be a minimum of zero and maximum of two crews during the event.

ITEM	DESCRIPTION	UNIT PRICE PER FOUR PERSON CREW PER HOUR	MINIMUM HOURS	AMOUNT (UNIT PRICE X 4 HOURS)
2A	Two (2) Snow Blower with Operators Minimum 5 HP; Minimum Width 20", Max. Width 36"; Plus two (2)- Shovelers/Salters		4	
2B	Min. Two (2) Backpacks Blowers with Operators; Plus, One (1) Shoveler /Salter if blowable		4	
2C	One (1) Four Wheel Drive Tractor with Operator, Maximum Width of Tractor 48", Plow Width 48", Min. HP 20 plus, three (3) Shovelers, Salters and/or Blowers		4	

TOTAL ITEMS 2A, 2B, 2C

IN WORDS

Basis of Award for Option 1 is the bidder with the lowest total price for all Items, 2A, 2B and 2C subject to meeting all the other requirements of the bid.

_____shall make this proposal with full knowledge of the stipulations and requirements. If this contract is awarded to our firm we enter into the same with good and sufficient sureties for faithful performance.

Name_____

Address_____

Date_____

Phone Number_____

By_____
(Signature and Title of Company Officer authorized to execute contract)

PLEASE SUBMIT PROPOSAL IN DUPLICATE.

PROPOSAL

OPTION 3- 10 Rooney Circle and West Orange Dog Park (Executive Drive)

Snow Plowing and Salting for the Department of Public Works, Township of West Orange, N.J., Sidewalks, Paths, Crosswalks, Bus Stops and Shelters

Contractor shall always have shovels, ice choppers, buckets and/or wheel barrows to carry for snow removal operations.

TO THE TOWNSHIP COUNCIL, TOWNSHIP OF WEST ORANGE, N. J.

The undersigned has read the advertisement, instruction to bidders, scope of work, and rules and regulations for Snow Removal Services from Sidewalks, Paths, Crosswalk and Bus Shelters and Stops within the Township for 2025-2026

The undersigned agrees to furnish the equipment and calcium chloride (pellet form), with operator and personnel.

For Items 3A and 3B there will be a minimum of two crews and a maximum of four crews during the event.

For Item 3C there will be a minimum of zero and maximum of two crews during the event.

ITEM	DESCRIPTION	UNIT PRICE PER FOUR PERSON CREW PER HOUR	MINIMUM HOURS	AMOUNT (UNIT PRICE X 4 HOURS)
3A	Two (2) Snow Blower with Operators Minimum 5 HP; Minimum Width 20", Max. Width 36"; Plus two (2)- Shovelers/Salters		4	
3B	Min. Two (2) Backpacks Blowers with Operators; Plus, One (1) Shoveler /Salter if blowable		4	
3C	One (1) Four Wheel Drive Tractor with Operator, Maximum Width of Tractor 48", Plow Width 48", Min. HP 20 plus, three (3) Shovelers, Salters and/or Blowers		4	

TOTAL ITEMS 3A, 3B, 3C

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IN WORDS

Basis of Award for Option 3 is the bidder with the lowest total price for all Items, 3A, 3B and 3C subject to meeting all the other requirements of the bid.

_____shall make this proposal with full knowledge of the stipulations and requirements. If this contract is awarded to our firm we enter into the same with good and sufficient sureties for faithful performance.

Name_____

Address_____

Date_____

Phone Number_____

By_____
(Signature and Title of Company Officer authorized to execute contract)

PLEASE SUBMIT PROPOSAL IN DUPLICATE.

OPTION 1

EQUIPMENT LIST

SNOW BLOWER & OR TRACTOR TYPE & SIZE (IDENTIFY EACH)	MODEL YEAR	EQUIPMENT WIDTH	PLOW WIDTH

NAME:_____

ADDRESS:_____

LOCATION OF EQUIPMENT_____

OPTION 2

EQUIPMENT LIST

SNOW BLOWER & OR TRACTOR TYPE & SIZE (IDENTIFY EACH)	MODEL YEAR	EQUIPMENT WIDTH	PLOW WIDTH

NAME:_____

ADDRESS:_____

LOCATION OF EQUIPMENT_____

OPTION 3

EQUIPMENT LIST

SNOW BLOWER & OR TRACTOR TYPE & SIZE (IDENTIFY EACH)	MODEL YEAR	EQUIPMENT WIDTH	PLOW WIDTH

NAME:_____

ADDRESS:_____

LOCATION OF EQUIPMENT_____

SPECIAL CONDITIONS

1. The Township reserves the right to reject any and all bids and to make such awards as may be in its best interest.
2. For storm events the contractor shall perform all sidewalk, crosswalk, bus stop clearing and salting when snow begins to accumulate.
3. The contractor will be called in by the Superintendent of Public Works or his duly authorized representative. Usually there will be a time set for each storm but if there is an emergency situation, the contractor must be on site within one hour of telephone notification by Superintendent of Public Works.
4. Snow removal during work and school hours will need to be consistent in order to keep pedestrians safe. (See attached lists and maps).
5. Sidewalk, bus stop and crosswalk clearing shall be performed such that no more than 3 inches of snow is allowed to accumulate at any time on the traveled way and/or on any sidewalks.
6. For evening or nighttime winter storm events (after 5:00 p.m.) and for cleanup after daytime storms, the contractor shall perform sidewalk, bus stop, and crosswalk clearing such that all work is completed as so unobstructed pedestrian traffic and buildings are ready to open by 7:00 a.m. on the morning following the storm. Snow disposal locations will be identified by the Township if needed in larger storm events.
7. For bid purposes the Township has been divided into zones. Each zone has a list of sidewalks, bus stops, and crosswalks along with a map marked with their location as shown in Appendix A.

8. Any damage will be the contractor's responsibility to repair as soon as possible or **no later than May 1st, 2026, and if awarded for 2027 and 2028.**

**ALL INFORMATION FOR SIDEWALKS, PATHS, CROSSWALKS, BUS
STOPS AND SHELTERS AND MAPS ARE LISTED SEPARATELY AS
APPENDIX A**

Appendix A

APPENDIX A- OPTIONS 1 & 2 WITH CORRESPONDING MAPS

SHOVELING LIST

OPTION 1-NORTHEAST QUADRANT		
ITEM	LOCATION	APPOX.
		LIN. FEET
BUS STOP	N.W. CORNER of MAIN ST. + PARK TERR.	30
BUS STOP	N.W. SIDE of MAIN ST. ACROSS FROM LAKESIDE AVE.	30
CROSS WALK	COMMUNITY HOUSE	2X15
CROSS WALK	WASHINGTON ST AND WATCHUNG AVE	4X15
CROSS WALK	SHEPARD TER. LOT	60
CROSS WALK	VALLEY WAY + ELM ST.	2X15
CROSS WALK	HIGH ST. + RIDGE ST.	4X15
CROSS WALK	WATSON AVE. + RIDGE ST.	3X15
CROSS WALK	WASHINGTON ST. + MAIN ST.	3X15
CROSS WALK	HARRISON + ELM ST.	4X15
CROSS WALK	FRANKLIN AVE + WILLIAMS ST.	4X15
CROSS WALK	FRANKLIN AVE. + MAIN ST.	3X15
CROSS WALK	FRANKLIN AVE + CHESTNUT ST.	4X15
CROSS WALK	WHITTLESEY AVE. + JOHN ST.	3X15
CROSS WALK	MISSISSIPPI AVE. + ELM ST.	3X15
CROSS WALK/WALK	MAIN ST. + HARRISON AVE.	3X15
CROSS WALK/WALK	MISSISSIPPI AVE. LOT	350
WALKS	WASHINGTON ST. PARKING LOT AND SUB. STATION 5 LOCATION ON PERIMETER	225
WALKS	JOHNST LOT + WHITTLESEY AVE.	180
WALKS	PARK TER. LOT	60
WALKS	SHEPARD TER. LOT	60
WALKS	COLGATE PARK, RECREATION OFFICE, 60 CHERRY ST.	1000
WALKS	LIBERTY ST.	430
WALKS	LAFAYETTE PARK	800
BUS STOP	N.E. CORNER of MAIN ST. + PARK WAY LEWELLYN PARK	30
WALKS	WILLIAMS ST. from POOL TO MAIN ST.	370
WALKS	PROSPECT PL. BY P.A.L.	180
WALKS	REDEVELOPMENT ASHLAND, LAKESIDE, WATCHUNG AND COLUMBIA ST.	1750

OPTION 1-NORTHWEST QUADRANT		
ITEM	LOCATION	FEET
BUS STOP	N.E. CORNER PLEASANT VALLEY WAY + ROUTE 280	30
BUS STOP	N.E. CORNER PLEASANT VALLEY WAY + HOOPER AVE.	30
BUS STOP	N.E. CORNER PLEASANT VALLEY WAY + ALISA DR.	30
BUS STOP	S.W. CORNER PLEASANT VALLEY WAY + EAGLE ROCK AVE.	30
BUS STOP	S.W. CORNER EAGLE ROCK AVE. + BEASLEY ST.	30
BUS STOP	S.W. CORNER EAGLE ROCK AVE. + CONFORTI AVE.	30
BUS STOP	NORTHSIDE EAGLE ROCK AVE, WEST OF WOODHULL AVE.	30
BUS STOP	EAGLE ROCK AVE. + WOODHULL AVE.	30
PARK WALKS	DEGNAN	1850
CROSS WALKS	REDWOOD AVE. + WOODLAND AVE.	3X15
CROSS WALKS	PLEASANT VALLEY WAY + STANFORD AVE.	2X15
CROSS WALKS	PLEASANT VALLEY WAY + HOOPER AVE.	4X15
CROSS WALKS	EAGLE ROCK AVE. + FORREST AVE.	4X15
CROSS WALKS	PLEASANT VALLEY WAY + WOODLAND AVE	3X15
CROSS WALKS	REDWOOD AVE. + CANNON ST.	1x15
CROSS WALKS	WOODLAND AVE. + FORREST ST. plus 35' sidewalk	5x15
CROSS WALKS	PLEASANT VALLEY WAY + EAGLE ROCK AVE.	4x15
SIDE WALKS	HOOPER AVE. 2 sides of the street	350
SIDE WALKS	CONFORTI AVE. + MANN ST	100
SIDE WALKS	FORREST AVE. by brook both sides of street	150
SIDE WALKS	BUCKINGHAM RD., LOT + BOTH SIDES OF BRIDGE	100
SIDEWALKS	PLEASANT VALLEY WAY ROUTE 280 EXCHANGE BOTH SIDES OF PVW	1850
SIDE WALKS	WOODLAND AVE. 2 LOTS AND BRIDGE both sides of street	350
SIDE WALKS	CARTERET ST. FALCONE PATH	100
SIDE WALKS	PROSPECT AVE. + CRYSTALL AVE.	90
SIDE WALKS	PROSPECT AVE. + HARRINGTON AVE.	70
SIDE WALKS	PROSPECT AVE. from BOLAND DR. to EXXON ST. by (O.S.P.A.C.) 3 BUS STOPS ALSO	1300
SIDE WALKS	HALLER RD WALK IN REAR OF PARKING LOT	125
SIDE WALKS	PLEASANT VALLEY WAY METERED PARKING LOT BY FORTISIMO'S	150
BUS STOP	PLEASANT VALLEY WAY & EAGLE ROCK AVE. WEST SIDE INFRONT OF CHASE BANK	30

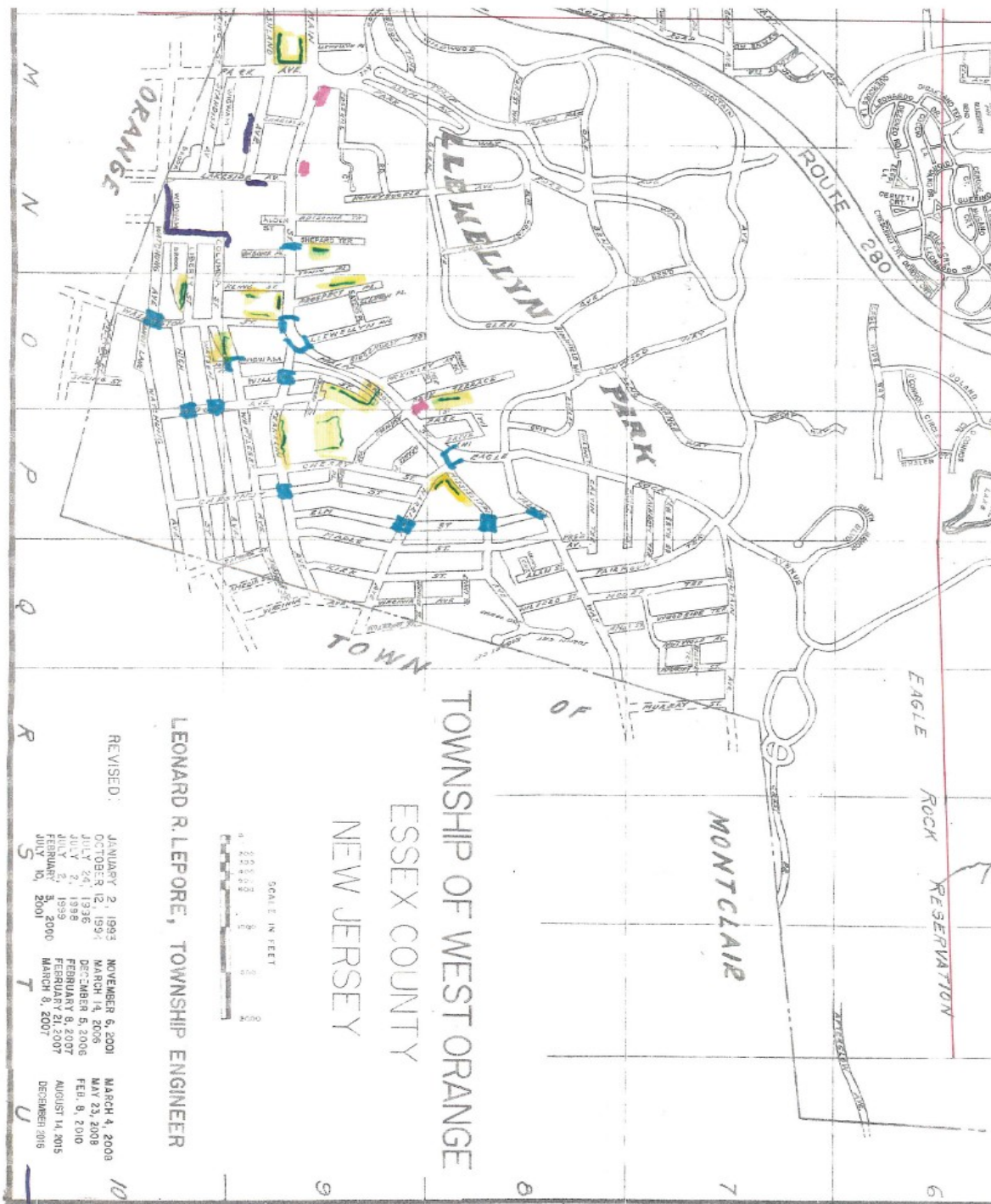
OPTION 2-SOUTHEAST QUADRANT		
		APPROX.
ITEM	LOCATION	LIN. FEET
BUS STOP	NORTHFIELD AVE. EAST BOUND by BRADFORD AVE. 150' EASTERLY	30
BUS STOP	NORTHFIELD AVE. EAST BOUND by GRANDVIEW AVE. 150' EASTERLY	30
CROSS & SIDEWALK	CLUB BLVD. & GILBERT PL. (PARK)	200
CROSS WALK	NORTHFIELD AVE. & GREGORY AVE.	4x15
CROSS WALK	GREGORY AVE. & MITCHELL ST. (ALL)	4x15
CROSS WALK	GREGORY AVE. & FORRESTALL RD. (ALL)	4x15
CROSS WALK	GREGORY AVE. & WALKER RD. (ALL)	4x15
CROSS WALK	WALKER RD. & LOWELL PL. (ALL)	2x15
CROSS WALK	HAZEL AVE & PINE ST. (ALL)	2x15
CROSS WALK	MITCHELL ST. & VALLEY RD. (ALL)	4x15
CROSS WALK	ROLLINSON ST. & MITCHELL ST. (ALL)	4x15
CROSS WALK/WALK	VALLEY RD. & CENTRAL AVE. - WEST SIDE SIDE 50' walk & CROSS WALK	3x15
WALKS	CENTRAL AVE. SOUTHSIDE FROM KRAUSERS EAST	200
CROSS WALK	KINGSLEY ST. & WHITTINGHAM PL.	2x15
CROSS WALK	MITCHELL ST. & GLENN RD. (ALL)	2x15
CROSS WALK	NORTHFIELD AVE.. & WHITTINGHAM PL. (ALL & ON ISLANDS) + 50' sidewalk	4x15
WALKS	VALLEY RD. PARKING LOT	200
CROSS WALK	SOUTH VALLEY RD. & TREMONT AVE. (ALL)	2x15
WALKS	TOMPKINS ST. LOT	60
WALKS	MITCHELL AVE. & VALLEY RD. (SUB. STATION)	140
WALKS	HAZEL AVE & VALLEY RD. PARKING LOT (WALKS ON VALLEY RD.)	60
WALKS	LAIRD DR. & MT. PLEASANT AVE. INCLD. SOUTH SIDE MT.PLEASANT BRIDGE LAIRD TO BRENNAN	650
WALKS	NORTHFIELD AVE. NORTHSIDE EAST OF BRENNAN DR. TO 280 EAST RAMP	100
WALKS	MT. PLEASANT AND HIGHWOOD RD. TENNIS CT.S	375
WALKS	MITCHELL ST. NORTHSIDE ACROSS FROM TOMPKINS ST.	100

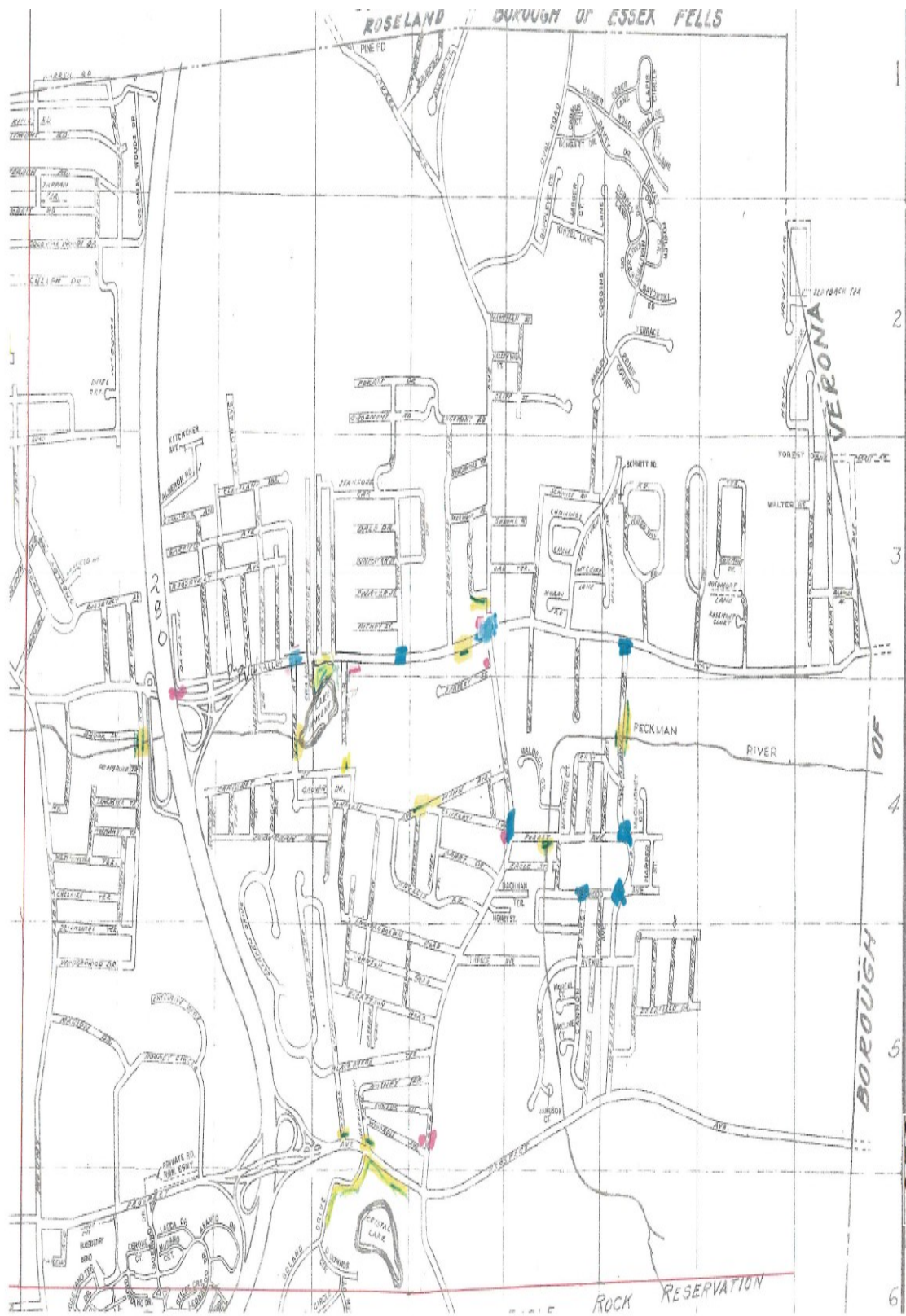
OPTION 2-SOUTHWEST QUADRANT		
		APROX. LIN. FEET
ITEM	LOCATION	
BUS STOP/WALK	SOUTH SIDE NORTHFIELD AVE. @ SHERIDAN AVE WESTERLY TO END	30
CROSS AND WALKS	STAGG FIELD ALONG ST. CLOUD AVE. INC. FIED HOUSE PERIMETER	850
CROSS WALK	SHERIDAN AVE & MASSON PL.	2X15
WALK	LENNOX TERR. SCHOOL PATH	500
BUS STOP/WALKS	PUMP ST. NOTHFIELD AVE. & DOGWOOD RD. WALK AND BUS STOP	300
CROSS WALKS (3)	MT. PLEASANT AVE. & KELLY DR.	3X15
CROSS WALK	ELISON AVE. & MANGER RD.	3X15
CROSS AND WALK	ELISON AVE. & CARLSON DR NORTH SIDE OF CARLSON FROM ELISON AVE. + 150' of walk	4X15
CROSS WALK	SHERIDAN AVE EAST SIDE IN FRONT OF SCHOOL	1X15

OPTION 3

10 ROONEY CIRCLE & WEST ORANGE DOG PARK

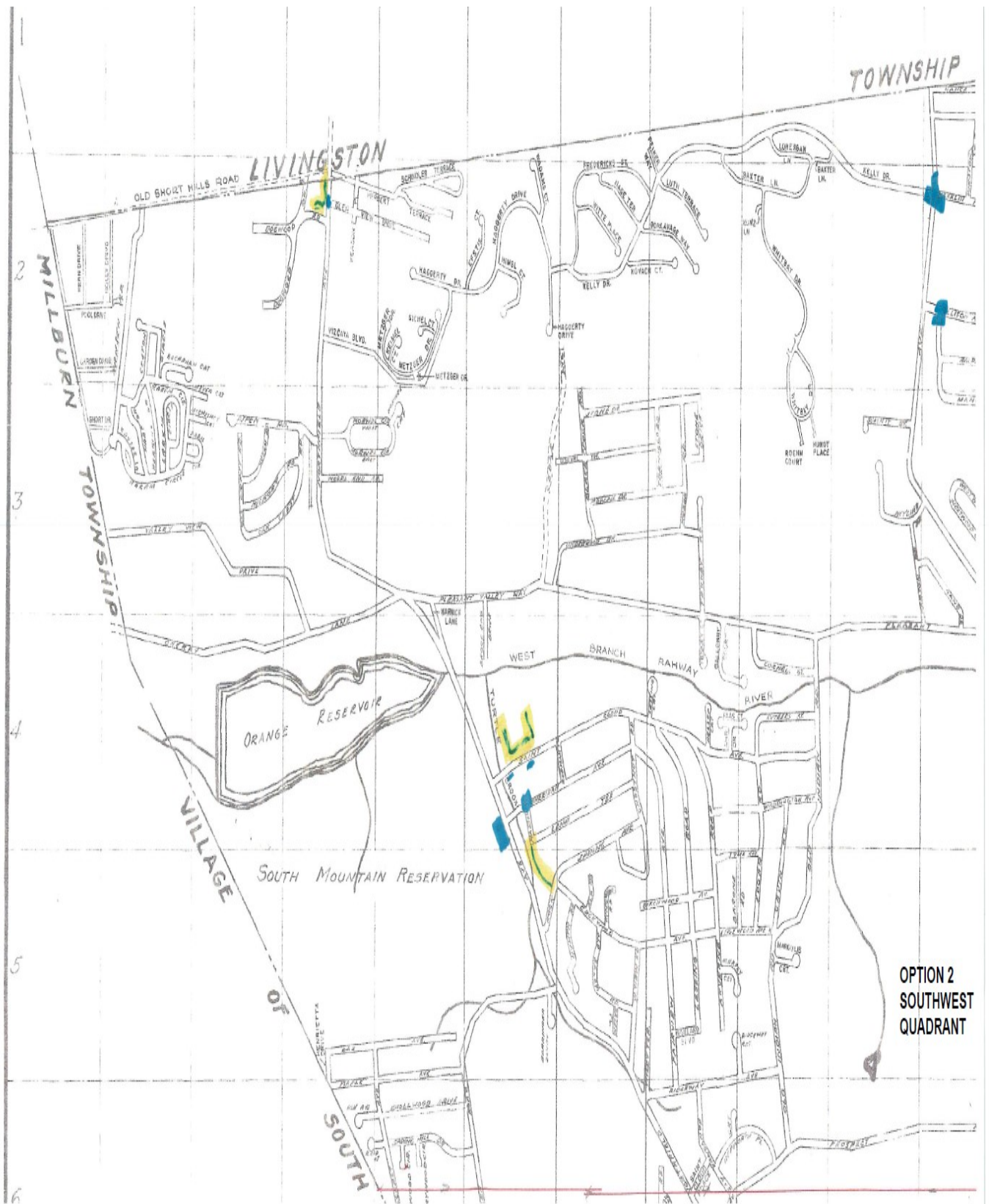
ITEM	LOCATION	APROX. LIN. FEET
WALKS	WEST ORANGE DOG PARK 4000 EXECUTIVE DRIVE	150, 8 FT WIDE
WALKS	LIBRARY 10 ROONEY CIRCLE	650





OPTION 1
NORTHWEST
QUADRANT





Option 3 10 Rooney Circle



Option 3

West Orange Dog Park Q

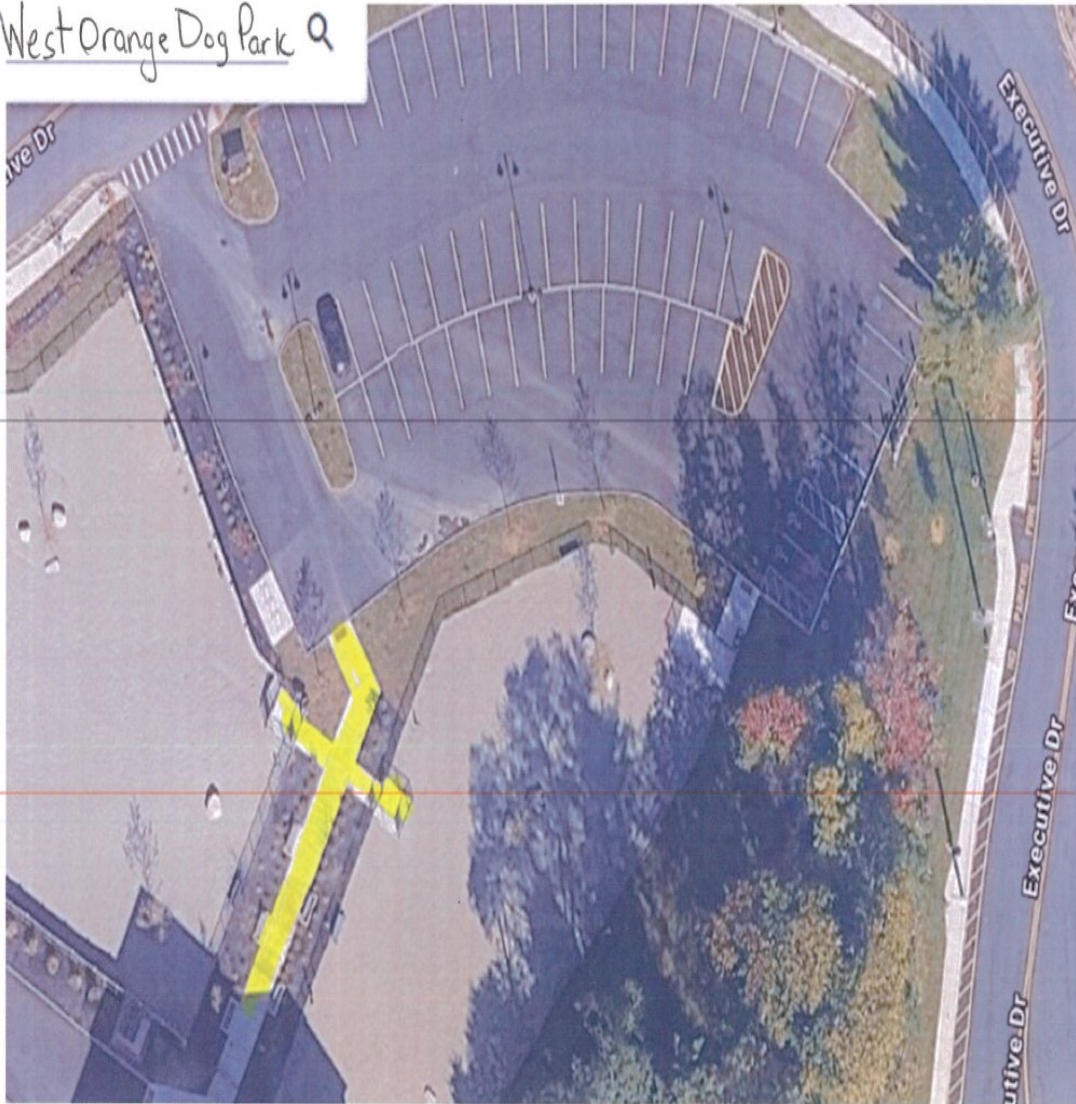


Exhibit “B”