NOTICE TO BIDDERS

The New Brunswick Parking Authority
106 Somerset Street, Floor 6
New Brunswick, NJ 08901

The New Brunswick Parking Authority will consider bids only from firms or organizations that have demonstrated the capability and willingness to provide high quality services in the manner described in this Request for Bid.

BID # 27-01 ELEVATOR MAINTENANCE AND REPAIR SERVICES

Through a Request for Bid process described herein, persons and/or firms interested in assisting the Parking Authority with the provision of such services must prepare and submit a bid in accordance with the procedure and schedule in this RFB. The Parking Authority will review bids only from those firms that submit a bid proposal which includes all the information required to be included as described herein (in the sole judgment of the Parking Authority). The Parking Authority intends to qualify person(s) and/or firm(s) that (a) possesses the professional, financial and administrative capabilities to provide the proposed services, and (b) will agree to work under the compensation terms and conditions determined by the Parking Authority to provide the greatest benefit to the residents of New Brunswick.

Electronic Bid Documents will be available after following instructions to register for the bid at the following link: http://www.njnbpa.org/public-bids/.

A Bid must be submitted in a sealed envelope, clearly marked on the outside with the name and number of the bid, the name of the OWNER, and the name and address of the Bidder.

Bids will be received, publicly opened and read aloud, at 11:00 a.m., prevailing time, on Tuesday, December 8, 2026, (the "Bid Date and Time") in the office of the OWNER at the address identified above. Bids received after the Bid Date and Time will be returned unopened.

All communication concerning this bid or the RFB process shall be directed to the Parking Authority's Designated Contact Person, in writing.

Designated Contact Person:
Lauren Palladino, Purchasing Agent
New Brunswick Parking Authority
106 Somerset Street, Floor 6
New Brunswick, NJ 08901
LPalladino@njnbpa.org

Bidders are strongly encouraged to attend the Pre-Bid conference, which will be held on Monday, November 16, 2026, at 10:00 a.m., prevailing time, in the conference room of the OWNER at the address identified above

A certificate from a surety company will be required to be submitted with the bid as per N.J.S.A 40A:11-22 as amended stating that it will provide the Performance/Payment bond required by the bid documents if the bidder is awarded the total bid or any part thereof. THE SURETY COMPANY MUST INDICATE IN ITS CERTIFICATE THAT IT IS LICENSED TO TRANSACT BUSINESS IN THE STATE OF NEW JERSEY.

Bidders shall comply with the New Jersey Prevailing Wage Act and shall be registered as Public Works Contractors on the date of the bid opening.

The successful bidder will be required to furnish a Performance/Payment bond in the full amount of the contract price indemnifying the Owner from any and all proceedings, suites or actions of any kind, name or description and conditional for the faithful performance of the work and as security for the payment of all persons performing labor and furnishing materials in connection with the contract.

Any Bid which does not fulfill the material requirements of the Bidding Documents will be rejected. When it is in the best interest to do so, the OWNER reserves the right to select any combination of bids or to award contract in part or whole, and to waive any informalities in or to reject any and all bids.

BY ORDER OF THE NEW BRUNSWICK PARKING AUTHORITY.

Mitchell Karon
Executive Director