

**The Borough of Avalon  
Cape May County  
Avalon, NJ 08202**

**Notice to Bidders**

Sealed bid proposals shall be received by the Borough Chief Financial Officer on **Tuesday, March, 16, 2021 @ 2:00 P.M., EST** prevailing time in Borough Hall, Room, 3100 Dune Drive, Avalon, NJ 08202 at which time & place bid proposals shall be opened & read aloud in public for:

**Borough Contract # 21-02,  
2021 - Dune Drive Replanting 19<sup>th</sup> Street - 34<sup>th</sup> Street**

Bid proposals shall be received by the Borough Clerk of the Borough of Avalon, 3100 Dune Drive, Borough Hall, Avalon, NJ 08202. Bid proposals may only be submitted by USPS, FedEx, UPS or similar overnight guaranteed service and must arrive at Borough Hall no later than the time and date that the bid proposals are due. The Borough shall not be responsible for bid proposals that arrive late or to the wrong location regardless of the postmark date on such bids. Late bid proposals shall not be considered by the Borough.

Beginning Friday, March 5, 2021, specifications & Instructions to Bidders may be obtained electronically from the Borough of Avalon's Administrator's Office via a written request through to Kimberly Mastriana @ [mastriana@avalonboro.org](mailto:mastriana@avalonboro.org).

A Non-Mandatory Pre-Bid Meeting will not be held. The project site is open to the public and available for viewing.

**Special Requirements for Public Bid Proposal Submissions During the COVID-19 Pandemic  
& Until Further Notice**

In accordance with Local Finance Notice ("LFN") 2020-10, Governor Murphy's Executive Orders 107, 122 & 142 and Administrative Order 2020-4, as subsequently amended and supplemented, the following shall govern the receipt of bid proposals by the Borough of Avalon ("Borough") during the COVID-19 State of Emergency and until further notice:

1. The Borough has opted for in-person bid openings with attendance limited to a maximum of ten (10) persons, exclusive of Borough personnel required to be in attendance at all bid openings. Non-Borough personnel will be admitted on a first come basis. The bid opening shall occur in the Council Meeting Room on the date of bid opening. The public will continue to be restricted in order to observe social distancing requirements. Those entering the building will be required to wear face masks and may be subject to temperature checks. This is in lieu of opening bid proposals in an outdoor forum.
2. All attendees shall be required to wear face masks and to maintain the 6' social distancing requirements during the bid opening. Staggered seating shall be enforced. No one will be admitted to the bid opening without a face mask covering unless the wearing of such mask poses a threat to the individual's health or safety. Anyone unable to wear a face mask is encouraged to participate by audio as provided herein.
3. It is strongly recommended that all bid proposals should be submitted by mail – either certified mail or other carrier such as Federal Express, UPS, etc. Hand delivery of bids is highly discouraged during the COVID-19 pandemic crises. In the event that a bid proposal must be hand delivered, then it should be placed in a marked drop box which is located outside of the Borough Hall building at the Dune Drive entrance to receive said proposals.
4. For additional accessibility to bidders and/or the public, the bid opening will also be broadcast and recorded via telephonic means during which time the public may participate through use of a conference line and passcode. The telephone number and conference passcode are as follows:  
Telephone Number (US/Canada Toll Free): (877) 510-2588  
Conference Passcode: 139 589.

There shall be no video recording of the bid proposal opening process.

5. Following the bid opening, the Borough shall post, at a minimum, the apparent three (3) lowest bidders on the Borough's website promptly following the bid opening with the other bid proposals to be posted within 24 hours (or sooner, if possible).

The Borough Reserves the right to refuse admittance to any person who is ill or who manifests symptoms of illness or who, in the exercise of reasonable judgment by Borough officials, appears symptomatic of COVID-19. The COVID-19 conditions specified above shall control this bid notwithstanding that COVID-19 restrictions may be relaxed by gubernatorial executive order or by administrative order Issued by the State Director of Emergency Management at any time prior to the scheduled date for the receipt of bid proposals.

Bidders shall be required to comply with the requirements of P.L. 1975, Chapter 127, N.J.S.A. 10:5-31, et seq. & N.J.A.C. 17:27-1.1, et seq. (Affirmative Action) & Americans with the Disabilities Act of 1990 (42 U.S.C. 12101, et seq.). A copy of your New Jersey Business Registration Certificate (BRC) should be submitted with your bid package. Bidders' attention shall be called to all of the requirements contained in the General Instructions to Bidders for this contract. The bidder may be required to abide by the Federal Labor Standards Provision and Davis–Bacon Act Wage requirements during the performance of the contract. The contract documents contain requirements addressing prevailing labor wage rates, labor standards, nondiscrimination in hiring practices, goals for minority and female participation, MBE & WBE participation, participation by Section 3 resident and businesses, and related matters.

**Joseph S. Clark, QPA, RPPO, CPPB**  
**Borough Purchasing Agent**

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