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BID SPECIFICATIONS

Fire Escape Re-Anchoring and Restoration

Property Owner
The Gateway Family YMCA (TGFY)
144 Madison Ave
Elizabeth, NJ 07201

Project Location
Elizabeth Branch Emergency Shelter
135 Madison Ave
Elizabeth, NJ 07201

Funded Through
2026 Shelter Support Program Grant

Funding Agency
New Jersey Department of Community Affairs (NJDCA)
Shelter Support/Recovery Housing Division
101 South Broad Street
Trenton, NJ 08625

October 9, 2026

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III. NOTICE TO BIDDERS

III.1 Bid Submission

Due to receiving fewer bids than required by our funder, NJDCA, we are issuing a new bid solicitation. To be considered under this new solicitation, electronic bids for fire escape re-anchoring and restoration at the Elizabeth Branch Emergency Shelter, located at 135 Madison Ave., Elizabeth, NJ 07201, must be received by The Gateway Family YMCA no later than 11:59 PM EDT on October 25, 2026. Bids should be submitted by email to bids@tgfymca.org with the subject line "NJDCA 2026 SSP – Fire Escape Bid."

Any bids submitted under the previously published August and/or September 2026 solicitations will NOT be considered. Bidders who previously submitted a bid must resubmit their proposal dated during the October procurement cycle (October 12–25, 2026) to be considered under the new solicitation.

All bids received will be submitted to the New Jersey Department of Community Affairs (NJDCA) for review, and contract awards are subject to NJDCA approval. As the funding agency, NJDCA reserves the right to reject bids received and/or require additional information from contractors.

NJDCA requires a minimum of three bids before making a final award determination. If fewer than three qualifying bids are received, The Gateway Family YMCA may reissue bid solicitations until a sufficient number of qualifying bids has been obtained. The current anticipated contract award date is November 2026.

III.2 Procurement Schedule

October 9, 2026 – Revised bid specifications available for download.

October 12, 2026 – Revised bid solicitation opens to the general public.

October 12–20, 2026 – Public bid notice published over seven business days.

October 25, 2026 – Public bid process closes.

November 2026 – Anticipated NJDCA review and contractor selection/notification.

November 2026 – Anticipated contract execution between The Gateway Family YMCA and selected contractor.

February–March 2027 – Anticipated fire escape re-anchoring and restoration begins.

III.3 Pre-Bid Site Visit

Contractors are encouraged to schedule a site visit to review the scope of work prior to submitting a bid. Please email bids@tgfymca.org with a phone number and the name of the project you are interested in; a member of our property team will use that information to coordinate a site visit.

III.4 Questions Regarding Specifications

Any technical questions concerning these specifications should be brought to the attention of the Property Manager during the site visit. Additional questions may be submitted to bids@tgfymca.org along with a phone number so that a member of our property team can respond.

IV. PROJECT SPECIFICATIONS

IV.1 Scope of Work

Proposals must include all labor, materials, equipment, permits, removal, disposal, installation, and other costs necessary to complete the project as specified.

This project encompasses the stabilization and surface restoration of two (2) fire escapes at 135 Madison Avenue: one located in front of the elevator and one located behind the elevator. The scope of work includes structural anchoring, repair or replacement of damaged components, grout reinforcement, surface restoration, and reinspection for fire escape certification.

IV.2 Project Details

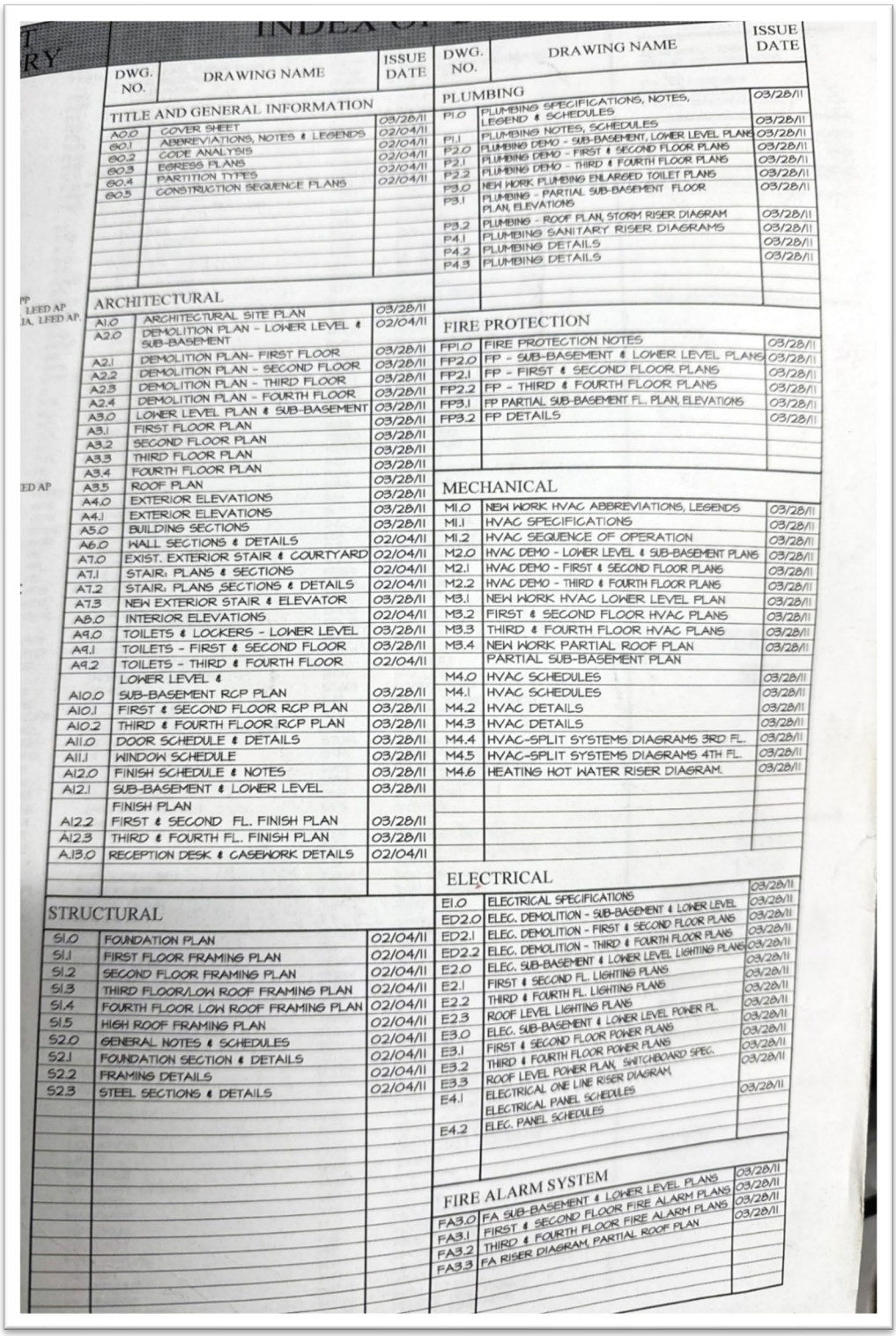
Schematics: A book of building schematics is available for reference when attending a site visit; however, the information is dated 2011. A copy of the table of contents showing what information is available is included below. Contractors are *highly* encouraged to verify current conditions during a site visit rather than relying solely on the schematics when developing bids as some information may have changed.

Existing Conditions: One fire escape leg is in poor condition and requires straightening or replacement, as appropriate based on the existing condition.

Required Materials: Oil-based paint shall be used for surface restoration to protect the exterior metal fire escapes from rust and corrosion.

Additional Requirements: The contractor is responsible for obtaining fire escape certification upon completion of the work. Each fire escape stair/tread must pass the required weight test to verify structural integrity.

2011 Building Schematics – Table of Contents
(Schematics Available for Onsite Reference)



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IV.3 Bidder Clarifications

Q: During the previous site inspection, additional fire escapes at 135 Madison Avenue and other Madison Avenue properties were identified. Please clarify which fire escapes are included in the scope of the base bid.
A: The scope of the base bid is limited to the two (2) fire escapes at 135 Madison Avenue, one located in front of the elevator and one located behind the elevator. Other fire escapes at 135 Madison Avenue and other Madison Avenue properties are not included in the base bid.

Q: Should all labor be quoted at the NJ State Prevailing Wage rate?
A: We confirmed with NJDCA that NJ Public Works Contractor Registration and NJ prevailing wage requirements do not apply to this Shelter Support Program grant.

Q: Are there DPMC Classification requirements for this project?
A: We have not been provided with any DPMC classification requirements for this project from NJDCA.

Q: Is a bid bond required for this project?
A: A bid bond is not required as part of the bid submission for this project. NJDCA has not provided us with any bid bond requirements for this grant.

Q: Will any sort of 'potential bidder' list be published?
A: We do not have a formal "potential bidder" list available for this project.

Q: Is the selected contractor responsible for developing any engineered/stamped plans required for permitting and project completion?
A: Yes. If permits or engineered/stamped plans are required for project completion, the selected contractor will be responsible for obtaining them.

IV.4 Quality Standards

All work shall be performed using high-quality materials and workmanship in accordance with applicable industry standards. Whenever applicable, materials and equipment shall be equal to or exceed the quality of those specified in these bid documents to ensure the safety and long-term functionality of the facility.

IV.5 Brand Name or Equal

When project specifications, forms, and/or other contract documents use "or approved equal," "brand name or equivalent," or similar language, the listed brand make/model will serve as a point of comparison for the operational characteristics needed.

If a bidder proposes an equivalent product in place of a specified brand-name product, the bidder must:

a. Fully describe and document the proposed product (e.g., brand, model number, specifications, etc.) to establish its equivalence.

b. Identify and describe any variations between the proposed equivalent product and the specified brand-name product.

The Gateway Family YMCA reserves the right to determine whether a proposed equivalent product is acceptable. If the proposed equivalent product is determined not to be acceptable, the bidder shall submit a revised proposal using the specified brand-name product.

V. CONTRACT REQUIREMENTS

V.1 Permits

The contractor shall obtain all necessary permits required by law and provide The Gateway Family YMCA with any necessary approvals prior to beginning the project.

V.2 Insurance Requirements

The contractor shall maintain the following insurance coverage throughout the duration of the contract through one or more licensed insurance carriers.

A Certificate of Insurance shall be provided to The Gateway Family YMCA prior to beginning any work with limits not less than the following:

- Commercial General Liability (CGL): Coverage for all operations including, but not limited to, contractual, products and completed operations, and personal injury with limits no less than $1,000,000 per occurrence/$3,000,000 general aggregate. The Gateway Family YMCA shall be included as an additional insured. Coverage is provided on a primary and non-contributory basis to The Gateway Family YMCA.

- Automobile Liability: Coverage for all owned, non-owned, and hired vehicles with limits not less than $1,000,000 each accident, combined single limit (CSL), or its equivalent.

- Umbrella Liability: Coverage with limits no less than $5,000,000 per occurrence/$5,000,000 aggregate.

- Workers Compensation: Coverage with limits not less than $1,000,000 per accident for bodily injury or disease.

- Excess Commercial Liability: Coverage with limits no less than $5,000,000.

Special Circumstances: The Gateway Family YMCA reserves the right to modify these requirements based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

V.3 Compliance With Government Regulations

This project is funded by the New Jersey Department of Community Affairs (NJDCA) using State of New Jersey funds. Contractors shall comply with all applicable federal, state, and local laws, regulations, licensing requirements, and grant conditions associated with this project. Contractors shall also possess all licenses and registrations necessary to perform the work described in these specifications.

V.4 Safety

The contractor will observe all rules and regulations of the federal, state, and local health officials concerning construction safety and health standards. This includes but is not limited to OSHA regulations, building and construction codes, and the rules and regulations of the New Jersey Department of Labor and Workforce Development. The contractor will not require any worker to work in surroundings or under conditions that are unsanitary, hazardous, or dangerous to the worker's health or safety. The contractor shall also take appropriate measures to protect building occupants, visitors, staff, and the general public throughout the duration of the project.

V.5 Subcontractors

All subcontractors will be subject to the same requirements as contractors outlined in this bid package.

VI. PROJECT ADMINISTRATION

VI.1 Access For Other Contractors

The contractor shall provide reasonable access to other contractors working on the project and shall not hinder or delay work being performed under other contracts.

VI.2 Storage

If it is necessary for the contractor to store equipment or materials at the project location, the contractor will inform The Gateway Family YMCA. If The Gateway Family YMCA designates space for storage, the contractor shall use that space only for storing materials and equipment associated with this project. Any and all materials which may be stored will be at the contractor’s sole risk. The Gateway Family YMCA will not be responsible for any loss of or damage to those materials or equipment for any reason.

VI.3 Final Clean Up And Protection Of Property

Upon completing the work specified in the contract, the contractor will remove all equipment, unused materials, rubbish, etc., and will r repair or replace any damage resulting from the project so that affected areas are restored to their condition prior to the start of construction. If the contractor fails to comply with this requirement, The Gateway Family YMCA may complete the necessary cleanup or repairs, and the associated costs may be charged to the contractor.

VI.4 Payment

In accordance with The Gateway Family YMCA's operating procedures, 50% of the contract amount will be paid upon execution of the contract. The remaining 50% will be paid upon satisfactory completion of the project. Contractors are requested to deposit or cash payments within 30 days so The Gateway Family YMCA can provide timely proof of payment to the project funder.