

## Notice to Bidders

Notice is hereby given that sealed proposals will be received by the Borough of Highlands, Monmouth County, New Jersey (the "Owner") for **Improvements to Overlook Park and Frank Hall Park Project** and be opened and read in public at the Borough of Highlands, 151 Navesink Avenue, Highlands, NJ 07732 on **Thursday, August 14, 2025 10:00 AM** prevailing time.

The Project consists of various improvements to both Overlook Park and Frank Hall Park. These improvements will consist of the installation of concrete and paver pathways for a new passive park. Other improvements include the installation of grass pavers, aluminum fencing and gates, as well as proposed arches and columns. Landscape improvements and site restoration will also be incorporated into the site. Site amenities such as solar tables, binoculars, waste bins, and benches will be installed. In addition, at Frank Hall Park, a bocce court will be constructed along with drainage improvements. **All work on this contract must be completed within Seventy-Five (75) calendar days from issuance of a Notice to Proceed.**

Contract documents and drawings for the proposed work (the "**Contract Documents**", which have been prepared by Joseph Raftery, P.E., CME, of the firm Colliers Engineering & Design Inc., are available electronically by making a request to [rosie.bialoblocki@collierseng.com](mailto:rosie.bialoblocki@collierseng.com).

Bidders will be furnished with a copy of the Contract Documents by request upon proper notice to the above e-mail address. Electronic copies will be provided via e-mail at no charge.

**The Contract Documents will be available during business hours beginning on Tuesday, July 29, 2025 during normal business hours.**

**Please note, all Bidders must submit one (1) paper copy of the proposal documents and two (2) USB drives containing all proposal documents for consideration – NO EXCEPTIONS.**

**All RFIs must be submitted via email to [@joseph.raftery@collierseng.com](mailto:@joseph.raftery@collierseng.com) and [rosie.bialoblocki@collierseng.com](mailto:rosie.bialoblocki@collierseng.com) by Friday, August 1, 2025 at 4:00 p.m. eastern standard time. Final Addendum will be issued on Monday, August 4, 2025.**

Proposals must be made on the standard proposal forms included with the Contract Documents in the manner designated in the Contract Documents, must be enclosed in sealed envelopes bearing the name and address of the bidder and the name of the project on the outside and be addressed to the Borough of Highlands, and must be accompanied by a statement of consent of surety from a surety company authorized to do business in the State of New Jersey and acceptable to the Owner and either a bid bond or a certified check drawn to the order of Borough of Highlands for not less than ten percent (10%) of the amount bid, except that the check shall not exceed \$20,000.00. The successful bidder is hereby notified that a performance bond and labor and material (payment) bond for the full amount of this project is required.

The award of the Contract for this project will not be made until the necessary funds have been provided by the Owner in a lawful manner.

Proposals for this contract will only be accepted from bidders who have properly qualified in accordance with the requirements of the Contract Documents.

All Bids shall be submitted in sealed envelopes addressed to the Mayor and Council, Borough of Highlands, the envelope shall have marked conspicuously on its face on the top right-hand side in letters not less than one inch the word "Public Bid" followed immediately below those words in letters not less than one half inch high: **"Improvements to Overlook Park and Frank Hall Park Project"** and underneath that **"To be received on Thursday, August 14, 2025 10:00 AM"**.

The right is also reserved to reject any or all bids or to waive any informalities where such informality is not detrimental to the best interest of the Owner, except as to those items which are deemed mandatory and non-waivable set forth in N.J.S.A. 40A:11-23.2. Further, the Owner reserves the right to abandon the project and reject the bids entirely if any legal or state or federal administrative action is taken against the Owner which could delay or jeopardize the project from commencing. The right is also reserved to increase or decrease the quantities specified in the manner designated in the Specifications.

The successful bidder shall be required to comply with all applicable statutory and regulatory requirements, which include but are not limited to the affirmative action requirements of P.L. 1975, c. 127, N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq.

Bidders will be required to comply with the public disclosure provisions of N.J.S.A. 52:25-24.2.

By order of the Borough of Highlands, Monmouth County, New Jersey  
Nancy Tran, Borough Clerk