

REQUEST FOR PROPOSALS

Infra-red Thermographer Report



Due: Wednesday, May 25th, 2022, by 10:00 AM

Newton Housing Authority
32 Liberty Street
Newton, New Jersey 07860
973 383-5191

REQUEST FOR BIDS

The Newton Housing Authority, 32 Liberty Street, Newton, New Jersey will accept proposals for the completion of an Infrared Thermographic Survey of the roof at Liberty Towers. It is the Housing Authority's desire to retain and employ a duly qualified and capable contractor. All services must be in accordance with the existing laws, rules, orders, directives, and regulations governing these services.

The services that are requested will be as follows:

- 1) Perform a visual inspection of the roof with the owner to become familiar with the roof's history and inspect the roof prior to the scan.
- 2) Extract a core sample from the existing roof and document roof components and effective R-Values. Fill all test cuts according to the manufacturer's requirements and procedures and per NRCA.
- 3) Perform an infrared thermographic survey of all roofs to detect areas of subsurface moisture. The study should be performed at night to obtain high quality information and data.
- 4) Take core samples and/or moisture probes of the roof to verify the presence of water.
- 5) Outline the affected areas on the roof membrane with long-lasting spray paint.
- 6) Prepare sealed AutoCAD drawings (blueprints) of the roof(s) with the water damaged areas plotted on them.
- 7) Prepare and submit a final report documenting the survey

techniques and findings. The report should be provided in paper and digital format and will include weather conditions, thermographic testing principles, roof construction details, survey procedures, AutoCAD Drawings (4 copies-24"x36" masters and 2 copies-11"x17" field copies), summary of findings (include total sq. ft of roof number of wet areas detected and total sq. ft of wet areas and percentage of wet areas.

8) The building is available for inspection Monday to Friday (11:00 AM to 2:00 PM).

Qualifications:

- 1) Should be in the thermographic infrared survey business a minimum of three years.
- 2) Must be approvable by the U.S. Department of Housing and Urban Development to provide these services.

Bid Submission:

All persons interested in submitting a proposal for the Housing Authority's Infrared Thermographer Report should submit a price based upon a lump sum.

The proposal must include the following:

- 1) Proposal Form
- 2) An itemization of other expenses (if any).
- 3) Copy of the vendor's insurance certificate.
- 4) Listing of references and current customers.

Proposals should be delivered to the Newton Housing Authority, 32 Liberty Street, Newton, New Jersey on or before May 25th, 2022, by 10:00 AM.

The Housing Authority reserves the right to reject any and all proposals received for these services. It also reserves the right to terminate the vendor, for convenience, at any time during the term of the contract. The Authority may choose to utilize the New Jersey Cooperative Purchasing Program, at any time during the contract, if their prices are lower than the selected vendor.

This solicitation for proposals is being made in accordance with the New Jersey Local Unit Pay to Play law (NJSA 19:44A 20.4 et seq.) as a "fair and open" process. All proposals will be publicly opened on the date and time specified in the RFP.

WILLIAM F. SNDYER
Executive Director

PROPOSAL CHECKLIST

- _____ Proposal Form (including Price)
- _____ Copy of Vendor's Insurance Certificate
- _____ Listing of References and Current Customers (include telephone numbers)
- _____ New Jersey Business Registration Form

Please check off each item that is being submitted with the proposal and include this sheet with the proposal. Failure to include these items with the bids will result in rejection of the proposal.

Signature

Date:

PROPOSAL FORM

PROPOSAL FOR THERMOGRAPHIC INFRARED SURVEY

Newton Housing Authority
32 Liberty Street
Newton, New Jersey 07860

Submitted by:

Company Name: _____

Address: _____

Telephone Number: _____

Contact Person: _____

Price for Study \$ _____

Other Expenses (specify in detail) _____

*Price Includes all work outlined in the attached Request for Proposals.

Date: _____

Contractor's Signature

The Housing Authority reserves the right to reject any and all proposals received in response to its R.F.P. The proposal must contain all the attachments as stated in the "Proposal Submission" section of the R.F.P.

Legal Advertisement

REQUEST FOR BIDS

The Newton Housing Authority, New Jersey will accept proposals for the following services:

“Thermographic Infrared Survey of a Roof”

It is the Housing Authority’s desire to retain duly qualified, competent, and capable contractors and vendors. All services must be in accordance with the existing laws, rules, orders, directives, and regulations governing these services and supplies.

All persons interested in submitting a proposal for this service should contact the Newton Housing Authority to receive a copy of the formal Request for Proposals. The RFP specifies the scope of the services and the requirements for submitting a proposal. The RFP is also listed on the Housing Authority’s website at: newtonhousingauthority.com

All proposals must be submitted the office of the Newton Housing Authority, 32 Liberty Street, Newton, New Jersey on or before May 25th, 2022, by 10:00 AM.

The Housing Authority reserves the right to reject any and all proposals received for these services. It also reserves the right to terminate the vendor, for convenience, at any time during the term of the contract.

WILLIAM F. SNYDER
Executive Director

AGREEMENT FOR THERMOGRAPHIC INFRARED SURVEY

THIS AGREEMENT made on 1st Day of _____ 2022, by and between _____, New Jersey, (the "Contractor") and the Newton Housing Authority, 32 Liberty Street, Newton, New Jersey (the "Authority").

WITNESSETH, that the contractor and the Authority for the consideration stated herein agrees as follows:

ARTICLE 1. - Statement of Work

The contractor shall furnish all materials and other items as specified in the attached Request for Proposals relating thermographic infrared survey

ARTICLE 2. - Time of Completion

As per Request for Bids (attached)

ARTICLE 3. - Contract Price

The contractor shall be entitled to \$ _____ for all work enumerated in the Request for Bids and attached as Exhibit A to the contract

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed the date and year first written above.

WILLIAM F. SNYDER Executive Director

Date:

Date: