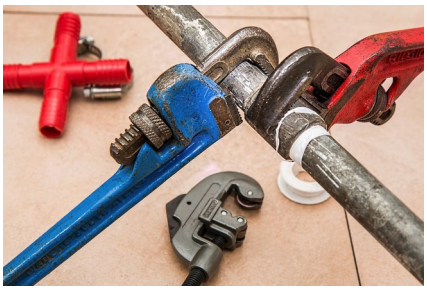
REQUEST FOR BIDS

PLUMBING/HVAC

REPAIR & MAINTENANCE



Newton Housing Authority

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

Due by: Wednesday, December 2nd, 2026, by 10:00 AM

REQUEST FOR BIDS

The Newton Housing Authority, New Jersey will accept sealed bids for maintenance and repair of all plumbing, heating, ventilating, and air conditioning (HVAC) equipment. The services will be for a two-year period. It is the Housing Authority's desire to retain and employ a duly qualified, licensed plumbing/HVAC 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 for Liberty Towers, 32 Liberty Street, Newton, New Jersey. The services shall include all labor and materials (as noted) necessary to make plumbing repairs and maintain HVAC equipment in good operating condition.

PLUMBING

1) All plumbing related work including maintenance of hot water heaters, replacement of toilets and seals, faucets, domestic water lines, storm and sanitary lines, fire, and sprinkler lines, etc.

2) All emergency calls must be responded to within four (4) hours.

3) All normal maintenance calls must be responded to within twenty-four (24)

hours.

4) Must be able to provide service on a seven (7) days per week, twenty-four (24) hour per day basis (at all times).

5) All work shall be performed by one (1) plumber and no more than one (1) helper. The Housing Authority shall not be responsible for paying more than one plumber's hourly rate per job unless pre-approved by the owner.

HVAC MAINTENANCE

The following services shall be provided during the first week of April (at a minimum) and thereafter as necessary:

1) Check all AC refrigerant operating pressures.

2) Check oil pressure and level.

3) Check the amperage draw of all motors.

4) Replace all filters.

5) Check and adjust all belts, replace if necessary.

6) Lubricate all bearings.

7) Check supply and return temperatures and balance system as required.

8) Check condenser and evaporator coils.

9) Perform minor leak test.

10) Check operation of thermostats and controls (including time clocks).

11) Blow out condensate lines.

12) Check operation of cooling section.

14) Replace all fuses, as necessary.

15) Check operation of low ambient levels and adjust, as necessary.

16) Flush and clean condensate pumps.

17) Check operation of expansion valve.

18) Check operation of solenoid valve.

19) Check all driers.

20) Check the condition of all pulleys and drives.

21) Maintain two (2) LAARS (Neo Therm) gas fired Hot water boilers. The system shall be turned off in the spring and turned-on in the fall.

22) Must be able to respond to all emergency calls within four (4) hours of being notified by the Housing Authority (all emergency calls will be billed at the approved hourly rate, plus parts and labor).

23) Turn-on and turn-off all HVAC equipment on the anniversary of the commencement and termination of each heating and cooling season. Air conditioning equipment shall be turned on and checked during the first week of April. Heating equipment shall be checked and turned on during the second week of October (unless requested earlier).

24) Drain and fill all systems as necessary for maintenance.

25) Adjust all controls as per the manufacturer's specifications.

Qualifications:

1) Must be licensed by all applicable entities governing these services in the State of New Jersey.

2) Should have proven previous experience in maintaining comparable HVAC equipment.

3) Must be an approvable by the U.S. Department of Housing and Urban Development to provide these services.

Submission:

All persons interested in submitting a bid for the Housing Authority's plumbing/HVAC maintenance should submit a price based upon hourly rates. The proposal must be sealed and include the following:

1) Cost breakdown.
2) Copy of the vendor's insurance certificate.
3) Listing of references and current customers (with comparable equipment).
4) Copies of all relevant licenses.
5) Copy of the New Jersey Business Registration form.

The bid should be in a sealed envelope that is clearly marked: "Bid for

Plumbing/HVAC Repair & Maintenance." Proposals should be delivered to the Newton Housing Authority, 32 Liberty Street, Newton, New Jersey on or before Wednesday, December 2nd, 2026, by 10:00 AM. The building and equipment are available for inspection between the hours of 10:00 AM to 3:00 PM, Monday to Friday.

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

This contract is being solicited through a fair and open process in accordance with NJSA 19:44A-20 et seq.

WILLIAM F. SNYDER
Executive Director

BID FOR PLUMBING/HVAC MAINTENANCE

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

Submitted by:

Company Name: _____

Address: _____

_____

Telephone Number: _____

Contact Person: _____

24 Hour Service Number: _____

Hourly Rate for Plumbing/HVAC Mechanic: $_____

Hourly Rate for Helper: $_____

Hourly Rate for other work: $_____

Other Costs (itemize): $_____

Term: 24 Months

Date: _____

_____
Contractor's Signature

The Housing Authority reserves the right to reject any and all bids received in response to its R.F.B. The bid must contain all of the attachments as stated in the "Submission" section of the R.F.B.

AGREEMENT FOR PLUMBING/HVAC SERVICES

THIS AGREEMENT made on , by and between (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 agree 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 to plumbing work.

ARTICLE 2. - Time of Completion
As per Request for Proposals.

ARTICLE 3. - Contract Price

Maintenance Service-$
Hourly Rates-$

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

_____

WILLIAM F. SNYDER-NHA Executive Director
Date:

_____

Date: