

**Brookdale Community College**  
**Advertisement for Bids**

Notice is hereby given that sealed bids will be received by Brookdale Community College ("College") and opened and read in public in the Finance and Operations Conference Room (Room 236) on the 2<sup>nd</sup> floor of the Brookdale Administrative Center (BAC Building) by Parking Lot #3, 765 Newman Springs Road, Lincroft, New Jersey 07738 on Tuesday, March 24, 2026 at 11 am.

**Bid No. 26-05, Automated Building Controls Upgrades**

No bids will be received after the above date and time unless the contract is re-advertised for bids or unless the date and time for bid opening is changed by duly issued addendum. Bids received after the Bid Date and Time established by the College will be returned unopened.

Pre-Bid Meeting will be held on Tuesday, March 3, 2026 at 10 am in the F&O Conference Room. Site Visit will follow the pre-bid meeting.

One (1) set of Contract Documents may be obtained from the Brookdale Community College Purchasing Department via email request ([purchasing@brookdalecc.edu](mailto:purchasing@brookdalecc.edu)) on Wednesday, February 25, 2026.

Partial sets of the Contract Documents will not be issued.

All Bids must be submitted in a sealed envelope addressed to the Brookdale Community College, clearly marked on the outside with the name and address of the bidder and the following information:

BID FOR: Bid No. 26-05, Automated Building Controls Upgrades

Any general requests for information regarding this Advertisement for Bids should be directed to: Purchasing Department email: [purchasing@brookdalecc.edu](mailto:purchasing@brookdalecc.edu). Questions will not be entertained after 10 days before bid opening date unless the College, in its sole discretion, believes that an answer is required in order to maintain a competitive process.

No oral or other communications during the bidding process shall bind the College except as shall be contained in a written Addendum which the College may, in its sole discretion, issue in accordance with applicable law.

Each bid must be accompanied by a bid guarantee in the form of a cashier's check, certified check, or treasurer's check drawn upon an incorporated bank or trust company and payable to Brookdale Community College, or a bid bond conforming to the specifications, in the amount of 10% of the bid. No bidder may withdraw his bid within 60 days after the actual date of bid opening thereof.

The College reserves the right to reject all bids, to the maximum extent of its lawful discretion. Bidders are required to comply with the requirements of P.L. 1975, C. 127, N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27. Bidders are also required to comply with P.L. 1977, C. 33 (Statement of Ownership Disclosure, N.J.S.A. 52:25-24.2) and P.L. 2004, c. 57 (Business Registration provisions of N.J.S.A. 52:32-44).

If work is to be performed under this Bid that is subject to Chapter 150 of the Laws of 1963 as amended by Chapter 64 of the Laws of 1974 (N.J. Prevailing Wage Act), bidders must also comply with P.L. 1999, c.238, The Public Works Contractor Registration Act.

The listing of relevant statutes and regulations is informational only and not intended to be all-inclusive. Bidders are required to comply with all applicable laws and regulations.

The College assumes no responsibility whatsoever in connection with any defects arising out of the issuance of the Contract Documents or the receipt or failure to receive Bids, including those which may arise from delay for any reason in obtaining or submitting the Bid, including but not limited to traffic delay, messengering, mis-labeling, mis-directions from any source, mis-delivery or otherwise. Under applicable law, the College may award the Contract in whole or in part, select any combination of Bids and alternates, may waive minor informalities or non-material exceptions in a bid, and may reject all Bids.

Notice: Bidders are advised of the responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-20.13 (P.L. 2005, C.271, S.3) if the Bidder receives contracts in excess of \$50,000 from public entities in a calendar year. It is the Bidders responsibility to determine if filing is necessary. Additional information on this requirement is available from ELEC at [www.elec.state.nj.us](http://www.elec.state.nj.us).

Brookdale Community College is an Equal Opportunity Affirmative Action Institution.

Kim Van Lew  
Manager, Purchasing