

SPECIFICATIONS AND PROPOSAL DOCUMENTS FOR THE SENIOR HOUSE ROOF REPLACEMENT PROJECT

TOWNSHIP OF PEQUANNOCK

MORRIS COUNTY, NEW JERSEY

Date of Notice for Publication – Sunday March 21, 2021

Proposals Due – Thursday, April 22, 2021, 10:30 a.m.

Colonial Surety Company
Administrative Office
123 Tice Boulevard, Suite 250
Woodcliff Lake, NJ 07677
201-573-8788

BID BOND

KNOW ALL PERSONS BY THESE PRESENTS

that we, **MBT Contracting LLC**

as Principal, and the COLONIAL SURETY COMPANY, a corporation under the laws of the Commonwealth of Pennsylvania, as Surety, are held and firmly bound unto

Township of Pequannock, Pompton Plains, NJ

as Obligee in the sum of

10% of amount bid not to exceed \$20000

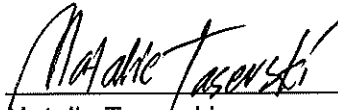
for the payment, whereof in lawful money of the United States, we bind ourselves, our heirs, administrators, executors or successors, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted the accompanying bid for
Roof replacement project

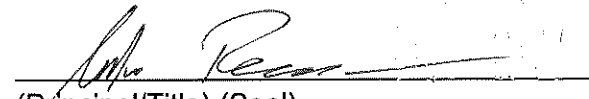
NOW, THEREFORE, if the said contract be awarded to the Principal and the Principal shall, within such time as may be specified, enter into the contract in writing, then this obligation shall be void; otherwise to remain in full force and effect. Provided, however, that if said contract is not awarded within 60 days of the date of bid opening, this bond shall be void and of no force and effect.

Signed and sealed this 22nd day of April 2021.

Witness:

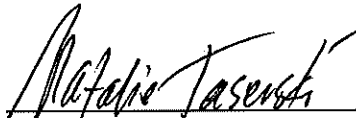

Natalie Tasevski

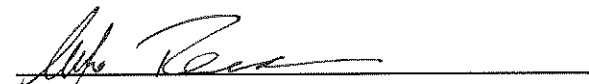
MBT Contracting LLC


(Principal/Title) (Seal)

Colonial Surety Company

Witness:


Natalie Tasevski


Philip Shepard (Attorney-in-fact) (Seal)

CONSENT OF SURETY

To: Township of Pequannock
(Owner)

Re: MBT Contracting LLC
(Contractor)

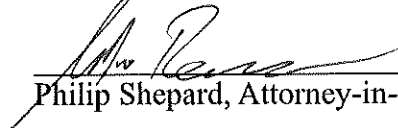
Project Description:
Roof replacement project

This is to certify that the Colonial Surety Company
(Surety Company)

will provide to Township of Pequannock a performance/payment
(Owner)

and maintenance bond in the full amount of awarded contract in the event that said contractor is
awarded a contract for the above project.

Colonial Surety Company
(Surety)


Philip Shepard, Attorney-in-Fact

April 22, 2021
(Date)

COLONIAL SURETY COMPANY

Duncannon, Pennsylvania

Administrative Office: 123 Tice Boulevard, Woodcliff Lake, New Jersey 07677

GENERAL POWER OF ATTORNEY

Know all Men by These Presents, That COLONIAL SURETY COMPANY, a corporation duly organized and existing under the laws of the Commonwealth of Pennsylvania and having an administrative office in Woodcliff Lake, Bergen County, NJ does by these presents make, constitute and appoint Philip Shepard of Lincoln Park, NJ its true and lawful Attorney(s)-In-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver.

Bid Bonds and Consent of Surety Only

and to bind the Company thereby as fully and to the same extent as if such bids were signed by the President, sealed with the corporate seal of the Company, hereby ratifying and confirming all that the said Attorney(s)-In-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of the Colonial Surety Company at a meeting held on the 25th day of July, 1950.

"Be it Resolved, that the President, any Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-In-Fact to represent and act for and on behalf of the Company subject to the following provisions:

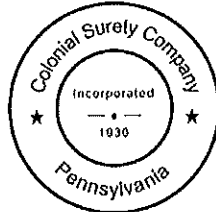
"Section 1. Attorney-In-Fact. Attorney-In-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, bid bonds and consent of surety only, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-In-Fact shall be binding upon the Company as if signed by the President."

"In Witness Whereof, Colonial Surety Company has caused these presents to be signed by its President and its corporate seal to be hereto affixed the 25th day of February, A.D., 2021.

State of New Jersey

County of Bergen

} SS.



COLONIAL SURETY COMPANY

By

Wayne Nunziata, President

On this 25th day of February, in the year 2021, before me Theresa Spinelli, a notary public, personally appeared Wayne Nunziata, personally known to me to be the person who executed the within instrument as President, on behalf of the corporation therein named and acknowledged to me that the corporation executed it.



THERESA SPINELLI
A Notary Public of New Jersey
My Commission Expires September 9, 2025

Theresa Spinelli

Theresa Spinelli

Notary Public

I, the undersigned President of Colonial Surety Company, hereby certify that the above and foregoing is a full, true and correct copy of the Original Power of Attorney issued by said Company, and do hereby further certify that the said Power of Attorney is still in force and effect.

GIVEN under my hand and the seal of said Company, at Woodcliff Lake, New Jersey this 22nd day of April, 20 21.

Wayne Nunziata, President

Wayne Nunziata, President

Original printed with Blue and/or Black ink.
For verification of the authenticity of this Power of Attorney you may call (201) 573-8788 and ask for the Power of Attorney clerk. Please refer to the above named individual(s) and details of the bond to which the power is attached.

State of NEW JERSEY

County of MORRIS

AND NOW, this 22nd day of April, in the calendar year of 2021, before me, a duly appointed and commissioned notary public, came the identified subscriber to the within instrument or instruments, and/or the demonstrated attorney-in-fact for said signatory and subscriber on said instrument or instruments, **Philip Shepard, attorney-in-fact of Colonial Surety Company**, an insurance company duly organized and existing under the laws of the Commonwealth of Pennsylvania and which is authorized to conduct business in this State, and that as such being authorized to do so, acknowledged that the within instrument or instruments were executed as the authorized act of his disclosed principal for the purposes therein contained, and declared to be a person executing said instrument or instruments as attorney-in-fact and with full capacity and competency, at the request of and on behalf of Colonial Surety Company therein named and acknowledged to me that the aforesaid Colonial Surety Company had authorized the execution by the aforesaid attorney-in-fact of said instrument or instruments with the intent to be legally bound as required by common and statutory law.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

A Notary Public of NEW JERSEY
My Commission Expires on 02/24/2025

Notary Public in and for the

County of MORRIS
State of NEW JERSEY

NOTARY PUBLIC

ROKSANA K THOMAS
Notary Public - State of New Jersey
My Commission Expires Feb 24, 2025

Balance Sheet as at December 31, 2019


Theresa Spinelli Notary Public

TOWNSHIP OF PEQUANNOCK
MORRIS COUNTY, NEW JERSEY

SENIOR HOUSE ROOF REPLACEMENT PROJECT

NOTICE FOR PUBLICATION

SENIOR HOUSE ROOF REPLACEMENT PROJECTS

Sealed Proposals will be received by the Township of Pequannock, New Jersey, in the Manager's Office of the Municipal Building, 530 Newark-Pompton Turnpike, Pompton Plains, New Jersey, until 10:30 a.m. Prevailing Time, April 22, 2021.

Due to the current COVID-19 state of emergency and in order to limit possible exposure to pathogens, proposals may be submitted by either regular mail, Federal Express or United Parcel Service and received at the offices of the Township of Pequannock – Office of the Township Manager, located at 530 Newark-Pompton Turnpike, Pompton Plains, New Jersey, 07444 prior to the time of opening at 10:30 a.m. on April 22, 2021. Proposals received after the above time shall not be accepted and/or opened. All bids submitted shall be addressed exactly as follows:

Township Manager
Township of Pequannock
Municipal Building
530 Newark-Pompton Turnpike
Pompton Plains, NJ 07444
Attn: Senior House Roof Replacement Project Proposal

In accordance with Local Finance Notice 2020-10, proposals shall be opened in a modified public format. In-person attendance by bidders and/or the general public shall not be permitted due to the current state of emergency. In lieu of same, all bidders shall be provided instructions for web-conference access prior to the opening. A live-stream link will also be posted on the Township's website prior to the opening for use by the general public. Following the opening of bids, the three lowest bids shall be available for review on the Township's website.

The Township will not be responsible for proposal submissions that are lost in transit or delivered late by the USPS or any other carrier service. All Proposals must be received in and stamped "RECEIVED" by the Township Manager's office prior to the date and time of bid opening. All Proposals not received on time will be returned unopened to the bidder.

In general, Work consists of providing and installing replacement Roofs in the Township's Senior House building.

Beginning on March 22, 2021, proposal documents may be obtained by contacting the office of the Township Manager by calling 973-835-5700 ext. 133 or e-mailing manager@peqtwp.org between the hours of 9:00 a.m. and 4:30 p.m., Monday through Friday, excluding legal holidays. There is no charge for the documents.

Proposals will be accompanied, in the case of corporations not chartered in New Jersey, by proper certificate that such corporation is authorized to do business in the State of New Jersey.

Each Proposal will be enclosed in a sealed envelope bearing the name and address of the Bidder will be addressed as previously noted.

All Bidders must submit to the Township a Business Registration Certificate issued by the New Jersey Division of Revenue, PL 2004 c.57 (NJSA 52:32-44) and NJSA 40A:11-23.2. BRCs may be submitted with Bids but must be submitted prior to the execution of a contract.

Simultaneously with the submission of proposals, the corporation or partnership so bidding will furnish a statement setting forth the names and addresses of all stockholders in the corporation or partnership who own ten percent (10%) or greater therein pursuant to Chapter 33, P.L. 1977.

Proposers are notified that they must pay workmen the prevailing wage rate as determined by the New Jersey Department of Labor and Industry for the project, pursuant to the "New Jersey Prevailing Wage Act" - Chapter 150 of the Laws of 1963.

Funding for this project is provided by the United States Department of Housing and Urban Development to the County of Morris. Therefore, the Federal Labor Standards Provisions and Davis Bacon wage rates and reporting will apply. Attention is called to the fact that the contractor must ensure that employees and applicants for employment are not discriminated against because of their age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation and to the greatest extent possible, opportunities for training and employment shall be given to lower-income residents of the project area and that, when possible, contracts shall be awarded to business concerns owned by area residents. Small, Minority and Women's Business Enterprises, and Section 3 businesses (contracts and subcontracts over \$100,000) are encouraged to submit proposals.

The right is hereby reserved to reject any and all bids or any part thereof or to waive any minor informalities or irregularities and to accept any bid or bids if deemed in the best interest of the Township of Pequannock to do so.

TOWNSHIP OF PEQUANNOCK

Adam W. Brewer, Township Manager

TOWNSHIP OF PEQUANNOCK
MORRIS COUNTY, NEW JERSEY

SENIOR HOUSE ROOF REPLACEMENT PROJECT

PROPOSAL

TO TOWNSHIP OF PEQUANNOCK

The undersigned declares that he has carefully examined the enclosed documents and the site of the work and that he will provide all the necessary materials, labor, tools and equipment and all else necessary therefore and incidental thereto, complete in place, for the prices hereinafter quoted. The undersigned further declares that he understands the scope of work and will complete the work within the prescribed time.

It is understood that the quantities stated in this SCHEDULE OF PRICES for the various items are estimates only and may be increased or decreased to any amount, unless otherwise provided for in the Specifications.

MBT Contracting, LLC
Name of Bidder

TOWNSHIP OF PEQUANNOCK
MORRIS COUNTY, NEW JERSEY

SENIOR HOUSE ROOF REPLACEMENT PROJECT

SCHEDULE OF PRICES

Roof Replacement (as defined in the Scope of Work)

Amount in Numbers: \$ 45,000.00

Amount in Words: \$ Forty Five thousand Only

Mito Tasevski, President

Individual Name of Firm or Title

 04/22/21

Signature

Date

Has the undersigned bidder, or has any person, firm, corporation or partnership having an interest in the undersigned bidder, ever been listed or barred from the performance of public work by any department or agency of the State of New Jersey by reason of the violation of any law, rule or regulation of the State?

No X Yes _____

If yes, state full details including the dates of all occurrences

The undersigned Bidder is a partnership
corporation under the laws
individual

of the State of New Jersey having its principal office at

63 Beaver Brook Rd, Suite 104C, Lincoln Park, NJ 07035

with a telephone number of (973)-706-5800 , and a fax number of (973)-706-5801 for
purposes of receiving telephone communications in connection with the performance of the Contract.

MBT Contracting LLC.

Name of Bidder

TOWNSHIP OF PEQUANNOCK

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

This form or its permitted facsimile must be submitted to the local unit
no later than 10 days prior to the award of the contract.

Part I – Vendor Information

Vendor Name:	MBT Contracting, LLC		
Address:	63 Beaver Brook Rd, Suite 104C		
City:	Lincoln Park	State:	NJ Zip: 07035

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

	Mito Tasevski	04/22/21
Signature	Printed Name	Title

Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount
			\$
	None		

☐ Check here if the information is continued on subsequent page(s)

List of Agencies with Elected Officials Required for Political Contribution Disclosure
N.J.S.A. 19:44A-20.26

County Name: Morris

State: Governor, and Legislative Leadership Committees

Legislative District #s: 40

State Senator and two members of the General Assembly per district: Senator Kristen Corrado, Assemblyman Kevin J. Rooney, and Assemblyman Christopher DePhillips

County: Morris

Freeholders: Deborah Smith, Stephen Shaw, Douglas Cabana, Kathryn DeFillipo, John Krickus, Thomas Mastrangelo, Tayfun Selen

County Clerk: Ann Grossi Sheriff: James Gannon
Surrogate: Heather Darling

Municipalities (Mayor and members of governing body, regardless of title):

Ryan Herd, Kyle Russell, Richard Phelan, Melissa Florance-Lynch, David Kohle

STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business:

☒ I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

☐ I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

☐ Partnership

☐ Corporation

☐ Sole Proprietorship

☐ Limited Partnership

☒ Limited Liability Corporation

☐ Limited Liability Partnership

☐ Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

Name: Mito Tasevski 100% President

Name:

Home Address:

Home Address:

27 Lincoln St, East Hanover, NJ 07936

Name:

Name:

Home Address:

Home Address:

Name:

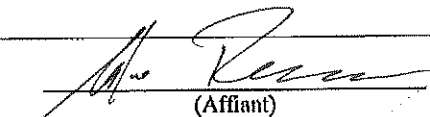
Name:

Home Address:

Home Address:

Subscribed and sworn before me this 22nd day of April, 2021


(Notary Public)


(Affiant)

Mito Tasevski, President
(Print name & title of affiant)

(Corporate Seal)

My Commission expires:
ROKSANA K THOMAS

Notary Public - State of New Jersey
My Commission Expires Feb 24, 2025

PAYMENT OF PREVAILING WAGES

In accordance with the New Jersey Prevailing Wage Act, Chapter 150 of the Laws of 1963, as amended by Chapter 64 of the Laws of 1974, the contractor and any subcontractor shall pay to workman wages, which are not less than the prevailing wages only if the contract exceeds \$16,263.00.

As this project is funded through a Federal Grant, Federal Labor Standards Provisions and Davis Bacon wage rates and reporting will apply.

PAY TO PLAY

The successful bidder is 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 successful bidder receives contracts in excess of \$50,000 from public entities in a calendar year. It is the successful bidder's responsibility to determine if filing is necessary.

AFFIRMATIVE ACTION AFFIDAVIT

State of New Jersey

County of Morris

ss:

I, Mito Tasevski of the (City, Town, Borough) of Lincoln Park in the County of Morris, State of New Jersey, of full age being duly sworn according to law on my oath depose and say that:

1. I am (President, partner, owner, member) of the firm of MBT Contracting, LLC a contractor of the State of New Jersey, County of Morris, Township of Pequannock.

2. I am familiar with the affirmative action requirements of P.L. 1975, c. 127 and rules and regulations issued by the Treasurer, State of New Jersey, pursuant thereto.

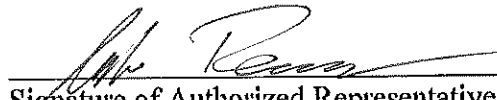
3. MBT Contracting, LLC has complied with all the affirmative action requirements of the State of New Jersey, including those required by P.L. 1975, c. 127 and rules and regulations issued by the Treasurer, State of New Jersey pursuant thereto.

4. I am aware that if MBT Contracting, LLC does not comply with P.L. 1975, c. 127 and rules and regulations issued pursuant thereto, that no monies will be paid by the State of New Jersey, County of Morris, Township of Pequannock, until an affirmative action plan is approved. I am also aware that the contract may be terminated and that MBT Contracting, LLC may be debarred from all public contracts for a period of up to five (5) years.

5. I am aware that MBT Contracting, LLC is required to submit one of the following three documents to the Township of Pequannock along with the signed contract for goods or services: 1) a copy of a letter from the Office of Federal Contract Compliance Programs evidencing federal affirmative action plan approval; 2) a copy of a Certificate of Employee Information Report issued by the State of New Jersey; or 3) a completed Initial Affirmative Action Employee Information Report (Form AA302).

6. If I am submitting an Initial Affirmative Action Employee Information Report (Form AA302), in compliance with paragraph 5 above, I do hereby certify that I have never before applied for a certificate of employee information report in accordance with rules promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time; and I agree to submit immediately to the Division a Copy of the Employee Information Report.

Subscribed and Sworn to
Before me this 22nd day
of April 2016.21



Signature of Authorized Representative

AFFIRMATIVE ACTION PROGRAM INFORMATION

The undersigned furnished the following information for purposes of compliance with the requirements of the State of New Jersey for an Affirmative Action Program:

The undersigned is operating under a Federally approved or sanctioned Affirmative Action Program.

Yes ✓ No

The undersigned has less than ✓ more than fifty (50) employees.

MBT Contracting, LLC
Name of Bidder

EXHIBIT B

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27

CONSTRUCTION CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not be limited to the following: employment, up-grading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer, pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

When hiring or scheduling workers in each construction trade, the contractor or subcontractor agrees to make good faith efforts to employ minority and women workers in each construction trade consistent with the applicable employment goal prescribed by N.J.A.C. 17:27-7.3; provided, however, that the Division may, in its discretion, exempt a contractor or subcontractor from compliance with the good faith procedures prescribed by the following provisions, A, B and C, as long as the Division is satisfied that the contractor or subcontractor is employing workers provided by a union which provides evidence, in accordance with standards prescribed by the Division, that its percentage of active "card carrying" members who are minority and women workers is equal to or greater than the applicable employment goal established in accordance with N.J.A.C. 17:27-7.3. The contractor or subcontractor agrees that a good faith effort shall include compliance with the following procedures:

(A) If the contractor or subcontractor has a referral agreement or arrangement with a union for a construction trade, the contractor or subcontractor shall, within three business days of the contract award, seek assurances from the union that it will cooperate with the contractor or subcontractor as it fulfills its affirmative action obligations under this contract and in accordance with the rules promulgated

by the Treasurer pursuant to N.J.S.A. 10:5-31 et. seq., as supplemented and amended from time to time and the Americans with Disabilities Act. If the contractor or subcontractor is unable to obtain said assurances from the construction trade union at least five business days prior to the commencement of construction work, the contractor or subcontractor agrees to attempt to hire or schedule minority and women workers directly, consistent with the applicable employment goal. If the contractor's or subcontractor's prior experience with a construction trade union, regardless of whether the union has provided said assurances, indicates a significant possibility that the trade union will not refer sufficient minority and women workers consistent with the applicable employment goal, the contractor or subcontractor agrees to be prepared to hire or schedule minority and women workers directly, consistent with the applicable employment goal, by complying with the hiring or scheduling procedures prescribed under (B) below; and the contractor or subcontractor further agrees to take said action immediately if it determines or is so notified by the Division that the union is not referring minority and women workers consistent with the applicable employment goal.

(B) If the hiring or scheduling of a workforce consistent with the employment goal has not or cannot be achieved for each construction trade by adhering to the procedures of (A) above, or if the contractor does not have a referral agreement or arrangement with a union for a construction trade, the contractor or subcontractor agrees to take the following actions consistent with the applicable county employment goals:

(1) To notify the public agency compliance officer, the Division, and minority and women referral organizations listed by the Division pursuant to N.J.A.C. 17:27-5.3, of its workforce needs, and request referral of minority and women workers;

(2) To notify any minority and women workers who have been listed with it as awaiting available vacancies;

(3) Prior to commencement of work, to request that the local construction trade union refer minority and women workers to fill job openings, provided the contractor or subcontractor has a referral agreement or arrangement with a union for the construction trade;

(4) To leave standing requests for additional referral to minority and women workers with the local construction trade union, provided the contractor or subcontractor has a referral agreement or arrangement with a union for the construction trade, the State Training and Employment Service and other approved referral sources in the area until such time as the workforce is consistent with the employment goal;

(5) If it is necessary to lay off some of the workers in a given trade on the construction site, to assure, consistent with the applicable State and Federal statutes and court decisions, that sufficient minority and women employees remain on the site consistent with the employment goal; and to employ any minority and women workers laid off by the contractor on any other construction site on which its workforce composition is not consistent with an employment goal established pursuant to rules implementing N.J.S.A. 10:5-31 et. seq.;

(6) To adhere to the following procedure when minority and women workers apply or are referred to the contractor or subcontractor:

(i) If said individuals have never previously received any document or certification signifying a level of qualification lower than that required in order to perform the work of the construction trade, the contractor or subcontractor shall determine the qualifications of such individuals and if the contractor's or subcontractor's workforce in each construction trade is not consistent with the applicable employment goal, it shall hire or schedule those individuals who satisfy appropriate qualification standards. However, a contractor or subcontractor shall determine that the individual at least possesses the requisite skills, and

experience recognized by a union, apprentice program or a referral agency, provided the referral agency is acceptable to the Division. If necessary, the contractor or subcontractor shall hire or schedule minority and women workers who qualify as trainees pursuant to these rules. All of the requirements, however, are limited by the provisions of (C) below.

(ii) If the contractor's or subcontractor's workforce is consistent with the applicable employment goal, the name of any interested women or minority individual shall be maintained on a waiting list for the first consideration, in the event the contractor's or subcontractor's workforce is no longer consistent with the applicable employment goal.

(iii) If, for any reason, said contractor or subcontractor determines that a minority individual or a woman is not qualified or if the individual qualifies as an advanced trainee or apprentice, the contractor or subcontractor shall inform the individual in writing of the reasons for the determination, maintain a copy of the determination in its files, and send a copy to the public agency compliance officer and to the Division.

(7) To keep a complete and accurate record of all requests made for the referral of workers in any trade covered by the contract, on forms made available by the Division and submitted promptly to the Division upon request.

(C) The contractor or subcontractor agrees that nothing contained in (B) above shall preclude the contractor or subcontractor from complying with the union hiring hall or apprenticeship policies in any applicable collective bargaining agreement or union hiring hall arrangement, and, where required by custom or agreement, it shall send journeymen and trainees to the union for referral, or to the apprenticeship program for admission, pursuant to such agreement or arrangement. However, where the practices of a union or apprenticeship program will result in the exclusion of minorities and women or the failure to refer minorities and women consistent with the county employment goal, the contractor or subcontractor shall consider for employment persons referred pursuant to (B) above without regard to such agreement or arrangement; provided further, however, that the contractor or subcontractor shall not be required to employ women and minority advanced trainees and trainees in numbers which result in the employment of advanced trainees and trainees as a percentage of the total workforce for the construction trade, which percentage significantly exceeds the apprentice to journey worker ratio specified in the applicable collective bargaining agreement, or in the absence of a collective bargaining agreement, exceeds the ratio established by practice in the area for said construction trade. Also, the contractor or subcontractor agrees that, in implementing the procedures of (B) above, it shall, where applicable, employ minority and women workers residing within the geographical jurisdiction of the union.

After notification of award, but prior to signing a construction contract, the contractor shall submit to the public agency compliance officer and the Division an initial project workforce report (Form AA 201) provided to the public agency by the Division for distribution to and completion by the contractor, in accordance with N.J.A.C. 17:27-7. The contractor also agrees to submit a copy of the Monthly Project Workforce Report once a month thereafter for the duration of this contract to the Division and to the public agency compliance officer.

The contractor agrees to cooperate with the public agency in the payment of budgeted funds, as is necessary, for on-the-job and/or off-the-job programs for outreach and training of minorities and women.

(D) The contractor and its subcontractors shall furnish such reports or other documents to the Division of Contract Compliance & EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (NJAC 17:27).

Please see attached.

RECORD OF RECENT CONTRACT AWARDS

Give full information about all of your contracts; of similar size or larger; whether private or government contracts; whether prime or sub-contracts; whether in progress or awarded but not yet begun.

PROJECT TITLE:

Location:

Description:

\$ Value:

Date Started:

Date Completed:

Owner:

Address:

Telephone Number:

Architect/Engineer

Architect/Engineer Telephone Number

PROJECT TITLE:

Location:

Description:

ATTACHMENT A

NOTICE TO BIDDERS

Funding for this project is provided by the United States Department of Housing and Urban Development to the County of Morris. Therefore, the Federal Labor Standards Provisions and Davis Bacon wage rates and reporting will apply. Attention is called to the fact that the contractor must ensure that employees and applicants for employment are not discriminated against because of their age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation and to the greatest extent possible, opportunities for training and employment shall be given to lower-income residents of the project area and that, when possible, contracts shall be awarded to business concerns owned by area residents. Small, Minority and Women's Business Enterprises, and Section 3 businesses (contracts and subcontracts over \$100,000) are encouraged to submit bids.

ATTACHMENT B

EXECUTIVE ORDER 11246

During the performance of this contract, the contractor agrees as follows:

- (1) The contractor will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this non-discrimination clause.
- (2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation.
- (3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965 and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (4) The contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965 and of the rules, regulations and relevant orders of the Secretary of Labor.
- (5) The contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965 and by the rules, regulations and orders of the Secretary of Labor or pursuant thereto and will permit access to his books, records and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.
- (6) In the event of the contractor's non-compliance with non-discrimination clauses of this contract or with any of such rules, regulations or orders, this contract may be cancelled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965 and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965 or by rule, regulation or order of the Secretary of Labor or as otherwise provided by law.
- (7) The contractor will include the provisions of Paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that in the event the contractor becomes involved in or is threatened with litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

EXECUTIVE ORDER 11246 (AS AMENDED BY EXECUTIVE ORDER 11375)

Requires an Affirmative Action Plan from all federal contractors and subcontractors and requires that firms with contracts over \$50,000 and 50 or more employees develop and implement written programs to be monitored by the Department of Labor. Revised order 4 covers underutilization of females and minorities and Rule 401:2741 covers payment of dues in private clubs that discriminate on the basis of race, sex, religion, and national origin. Executive Order 11246 is enforced through compliance reviews during which the employer's Affirmative Action Compliance Plan and supporting EEO policies and practices are closely scrutinized.

Monrovia County Community Development Program- Specification Inclusions

ATTACHMENT C

ACCESSIBILITY TO CONSTRUCTION SITE AND CONTRACTOR'S FILES

The municipality, the County of Morris, Department of Human Services, Division of Community & Behavioral Health Services, Office of Community Development and the U.S. Department of Housing and Urban Development shall have access to and be permitted to observe and review all work, materials, equipment, payrolls, personnel records, employment, material invoices, contractors' books of account, relevant data and records.

ATTACHMENT D

INTEREST OF OTHER PARTIES

No member of or delegate to the Congress of the United States of America or Resident Commissioner shall be admitted to any share or part of this contract or to any benefit to arise therefrom.

No member, officer or employees of the County of Morris or its designees or agents, no member of the governing body of the locality in which the project is situated and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the project shall, during his tenure or for one year thereafter, have any interest, direct or indirect, in this matter or the proceeds thereof.

ATTACHMENT E

SECTION 3 REQUIREMENTS

In conformance with the requirements of *Section 3 of the Housing and Community Development Act of 1968*, to the greatest extent feasible, subrecipients receiving \$100,000 or more must award contracts for work to be performed to eligible *business concerns located in or owned by residents of the target area* to ensure that the employment and other economic opportunities generated by Federal financial assistance for housing and community development programs shall, to the greatest extent feasible, be directed toward low- and very low-income persons, particularly those who are recipients of governmental assistance for housing.

1. The work to be performed under this contract is on a project assisted under a program providing direct Federal financial assistance from the Department of Housing and Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701, Section 3 requires that to the greatest extent feasible, opportunities for training and employment be given to lower income residents of the project area and contracts for work in connection with the project be awarded to business concerns which are located in or owned in substantial part by the persons residing in the area of the project.
2. The parties to this contract will comply with the provisions of said Section 3 and the requirements issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR 135 and all applicable rules and orders of the Department issued thereunder prior to the execution of this agreement. The parties to this contract certify and agree that they are under no contractual or other disability, which would prevent them from complying with these requirements.
3. The contractor will send to each labor organization or representative of workers with which he has a collective bargaining agreement or other contract or understanding, if any, a notice advising the said labor organizations or workers' representative of his commitment under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.
4. The contractor will include this Section 3 clause in every subcontract for work in connection with the project and will, at the direction of the applicant for or recipient of Federal financial assistance, take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the Secretary of Housing and Urban Development, 24 CFR 135. The contractor will not subcontract with any subcontractor where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR 135 and will not let any subcontract unless the subcontractor has first provided the contractor with a preliminary statement of ability to comply with the requirements of these regulations.
5. Compliance with the provisions of Section 3, the regulations set forth in 24 CFR 135 and all applicable rules and orders of the Department issued thereunder prior to the execution of the contract, shall be a condition of the Federal financial assistance provided to the project, binding upon the applicant or recipient for such assistance, its contractors and subcontractors, its successors and assigns to those sanctions specified by the grant, loan agreement or contract through which Federal assistance is provided and to such sanctions as are specified by 24 CFR 135.

Monis County Community Development Program- Specification Inclusions

SECTION 3 AT A GLANCE

COUNTY OF MORRIS COMMUNITY DEVELOPMENT

1. Section 3 directs the recipient (County of Morris) and the subrecipients and developers to give preference for training and employment opportunities arising from those programs to local low-income residents "to the greatest extent feasible."
2. This is inclusive of giving preference to Section 3 business concerns or the businesses that hire Section 3 residents for contracts as contractors and subcontractors.
3. Section 3 was developed to foster local economic development and improvements and individual self-sufficiency in the County of Morris.
4. A business may be MBE/WBE and Section 3 certified.
5. Any jobs over \$10,000 requires outreach for MBE/WBE (gender and race specific)
6. Any jobs over \$100,000 (regardless of how much the County of Morris provides in the grant) requires outreach for Section 3 (not gender and race specific)
7. A Section 3 resident is one that either: a.) lives in a public housing or Indian Housing, b.) is a resident of the area where the project funds will be expended by Community Development c.) is a low-income person whose income does not exceed 80% of the median federal income levels.
8. A Section 3 business is one that: a.) is owned by 51% or more by Section 3 residents b.) a business whose staff whether full-time, part-time, seasonal, or temporary is comprised of at least 30% of Section 3 residents. In other words 3 out of 10 employees, d.) a businesses that has committed 25% of the dollar amount of its subcontracts to Section 3 businesses.
9. The other area that qualifies is Youthbuild working on projects.
10. All Section 3 and MBE/WBE businesses must submit evidence of their ability to successfully complete the contract and demonstrate certification in both programs.
11. All jobs all levels may be Section 3.
12. Employment: 30% of new full-time, part-time, seasonal, temporary workers that qualify as Section 3 residents.
13. Employment: 10% of total dollar amount of all Section 3 covered contracts for building trades work.
14. Employment: 3% of total dollar amount for contracts in professional services
15. Hires can be counted for 3 years even if the residents' income is over the median federal income limits
16. Bids are set aside to Section 3 businesses if: a.) the bid is within the maximum total contract price established in solicitation (please see attached sheet for the chart), b.) bid is not more than "X" higher than the total bid price of the lowest responsible bidder, c.) if no Section 3 bidder, then bid goes to the lowest bidder (Section 3 bidders, that are qualified, take precedence over the lowest bidder).
17. 15 to 25% of total number of rating points set aside for preference to Section 3 businesses.
18. Unions may help with the Section 3 annual quotas.
19. County of Morris has outreached to different non-profit agencies that may assist the projects and contractors for new hires (subcontractors are new hires, even if they always work with contractor).
20. For more information and training for subgrantees and contractors, please contact: Darci D. Beauchamp, Ph.D. at 973-285-6029.

ADDENDUM TO CDBG PROGRAM

Date:_____

BETWEEN

COUNTY OF MORRIS

AND

SECTION 3 REQUIREMENTS FOR PROJECTS OVER \$100,000

§135.38 Section 3 clause.

All section 3 covered contracts shall include the following clause (referred to as the section 3 clause):

A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

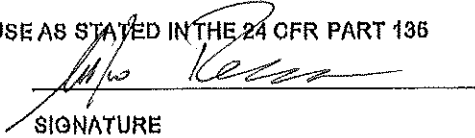
F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

I HAVE READ AND UNDERSTOOD THE SECTION 3 CLAUSE AS STATED IN THE 24 CFR PART 135

Mito Tasevski

NAME


SIGNATURE

04/22/21

DATE

SECTION 3 CONTRACT SOLICITATION AND COMMITMENT STATEMENT

(1) Name of Bidder MBT Contracting, LLC	(2) IFB Number
Add 	Bid Opening Date
Telephone Number 	Contact Person

(3) NOTE: List those certified minority/woman owned businesses from which you solicited quotes or which contacted you and gave you quotes in regard to this invitation for bid. Bidder's contract with Subcontractors and suppliers should be at least 15 days prior to the bid opening date.

(3) COMPANY NAME, & TELEPHONE NUMBER	(4) EIN OR SSN	(6) SECTIONS (X)	(8) TYPE OF CONSTRUCTION, EQUIPMENT, SERVICES AND/OR SUPPLIES TO BE PROVIDED TO THE PROJECT	(7) TOTAL DOLLAR AMOUNT OF QUOTES RECEIVED	(8) TOTAL COMMITMENT DOLLAR AMOUNT

(10) NOTE: Minimum levels (MPL): Section 3-10%
 A proportion of responsibility may be made if the dollar commitment of Section 3 reflects the minimum participation level.

(11) Prepared By

Telephone Number/E-mail Address

Use additional sheets if necessary.

TO BE SUBMITTED WITH CONTRACT DOCUMENTS IF AWARDED

WORK FORCE NEEDS TABLE
(EMPLOYEES)

OCCUPATION/CATEGORY	APPROX. NUMBER OF SKILLED EMPLOYEES REQUIRED	TOTAL NUMBER OF SKILLED EMPLOYEES PRESENTLY ON PAYROLL	TOTAL NUMBER OF SKILLED EMPLOYEES TO BE HIRED	TOTAL NUMBER OF LOWER INCOME RESIDENTS TO BE HIRED
After Awarded				

The following are the occupational category classifications that should be inserted in the Table:

1. Professional
2. Technicians
3. Office/Clerical
4. Tradesman: (a) Carpenter, (b) Electrician, (c) Laborer, (d) Other

Employment Certification

- A. The Contractor certifies that the above table represents the approximate number of employee positions that are needed and which are not presently filled by regular and permanent employees, and which new employees will be required in the execution of the contract and also represents the number of lower income County residents that the Contractor proposes to make good faith effort to employ.
- B. The Contractor certifies that it will make a good faith effort to employ the number of lower income employees stated above by contacting such community based organizations and service agencies in addition to advertising through the County's newspapers and erecting signs on the project site contractor's employment posters.
- C. The Contractor, prior to subcontracting any portion of the work covered by this contract, will require a Work Force Needs Table to be prepared and certification similar to paragraph A, B, and C to be executed.

**WORK FORCE NEEDS TABLE
(TRAINEES)**

OCCUPATION/CATEGORY	APPROX. NUMBER OF TRAINEES REQUIRED	TOTAL NUMBER OF TRAINEES PRESENTLY ON PAYROLL	TOTAL NUMBER OF TRAINEES TO BE HIRED	TOTAL NUMBER OF LOWER INCOME TRAINEES TO BE HIRED
	<i>After Awarded</i>			

The following are the occupational category classifications that should be inserted in the Table:

1. Professional
2. Technicians
3. Office/Clerical
4. Tradesman: (a) Carpenter, (b) Electrician, (c) Laborer, (d) Other

Trainee Certification

- A. The Contractor certifies that the above table represents that approximate number of trainee positions required in the execution of the _____ contract and also represents the number of lower income County residents that the Contractor proposes to utilize in filling trainee positions.
- B. The Contractor certifies that it will make a good faith effort to fulfill the number of lower income trainees' state above by utilizing such community based organizations.
- C. The Contractor certifies that trainees to be utilized on this project in no event are less than the number of trainees determined by the Secretary of Labor for each building construction occupation.

D. The Contractor, prior to subcontracting any portion of the work covered by this contract will require a Work Force Needs Table to be prepared and certifications similar to paragraph A, B, C and D to be executed.

Reporting

The Contractor will report the results of employee and trainee employment of lower income residents of the County at the conclusion of the contract. The Contractor reports will include not only his efforts, but the efforts of subcontractor, if any.

Mike Tarewski MBT Contracting LLC the Contractor will, to the greatest extent feasible, abide by the requirements of Section 3 of the Housing and Urban Development Act of 1968, 12, U.S.C. 1701u, in carrying out its contract.

Senior Housing Roof Replacement

Project Name

MBT Contracting LLC.

Contractor

04/22/21

Date



Signature

President

Title

SECTION 3 OPPORTUNITIES PLAN

Business Opportunities and Employment Training of Public Housing Residents and Low and Very Low Income Residents of Morris County

Please review the information below, and provide your responses on separate paper. (A Section 3 Economic Opportunity Plan Instruction Sheet is attached to further assist you in developing your responses to the information requested below.)

1. Identify individual(s) responsible for planning, implementing and tracking the projects' Section 3 training and employment goals. Describe their prior experience in this area.
2. Describe efforts (contractor and subcontractor) to be taken to recruit, solicit, encourage, facilitate, and hire public housing and other low-income persons. Identify any private or public resources that will be used.
3. Describe contractor's activities to be taken for recruiting, soliciting, encouraging, facilitating and selecting Section 3 subcontractors, where applicable.
4. Describe plans to structure project activities in ways that create opportunities for Section 3 firms' participation, where applicable.

YOUR RESPONSES TO QUESTIONS 1-4, WILL CONSTITUTE YOUR PLAN; PLEASE ATTACH YOUR PLAN DOCUMENT AND ALSO INCLUDE THE FOLLOWING INFORMATION ON YOUR PLAN:

(1) COMPANY NAME

(2) YOUR NAME AND PHONE NUMBER

(3) BID NUMBER AND NAME.

See sample attached

SAMPLE PLAN

PLEASE RE-TYPE YOUR OWN FIRM'S PLAN ON YOUR FIRM STATIONERY

FIRM NAME, ADDRESS, TELEPHONE AND FAX NUMBER

Question#1

Identify individuals responsible for planning, implementing, and tracking the project's Section 3 training and employment goals. Describe their prior experience in this area.

The individual responsible for planning, implementing and tracking the project's Section 3 training and employment goals is _____ (Identify appropriate title of this individual), of name of firm *MBI Contracting* hereafter referred to as "Contractor". He (or she) will obtain all pertinent information to become thoroughly familiar and ensure contract compliance with the HUD Section 3 Regulation. Name of individual: _____ has worked on construction (or service, whichever is applicable) projects, and is qualified to administer contractor's Section 3 Economic Opportunity Plan (Plan.)

Question#2

Describe efforts (contractor and subcontractor) to be taken to recruit, solicit, encourage, facilitate and hire public housing and other low-income persons. Identify any private or public resources that will be used.

The employment goal is thirty percent (30%) of the aggregate number of new hires. Contractor will take the following steps to recruit, solicit, encourage, facilitate and hire public housing and other low-income persons, in the event any vacancies occur throughout the duration of the project:

1. Meet with One-Stop to review the employment needs for this project.
2. Outreach to public housing resident associations and others to alert them to the employment opportunities.
3. Develop a list of "pre-qualified" Section 3 public housing and other low-income residents who could fill job vacancies that may later become available.
4. Send notices about Section 3 training and employment obligations and opportunities required for this project to labor organizations.
5. Establish a training program to provide public residents and other low income residents with the opportunity to learn basic skills and job requirements.
6. Advertise in major and community newspapers and on job sites for workers who meet the definition of a Section 3 resident.

Contractor will establish files to record and retain written documentation of all training and employment outreach efforts and resources from agency representatives and job applicants.

Question#3

(ONLY APPLICABLE TO FIRMS THAT SUBCONTRACT)

Describe the contractor's activities to be taken for recruiting, soliciting, encouraging, facilitating and selecting Section 3 subcontractors, where applicable.

Contractor will take all feasible measures to recruit, solicit, encourage, facilitate, and select qualified Section 3 business subcontracting firms to perform at least 10% of the project award amount (contract sum) for each project for which Contractor is the successful bidder.

Contractor will request the organizations, listed below, to provide lists of firms, organized by trade category, which can perform required project work (in addition to these organizations, Contractor may also contact other organizations that provide such listings):

1. Contractor's Resource Center
2. Small Business Administration
3. Minority Business Development Center

Contractor understands that, in addition to awarding work to qualified Section 3 businesses, it is our responsibility to:

1. Use the contractor's or firms solicitation letter to advertise to the "greatest extent feasible" to all firms on lists provided to us by Morris County and other organizations about the type of work needed to complete each project;
 2. Advise firms of Contractor's obligation to seek and award work to qualified Section 3 businesses, where feasible,
 3. Clarify the definition of a Section 3 resident and business,
 4. Explain how to qualify as a Section 3 business in order to be eligible to receive a preference from Contractor when subcontractor work is to be awarded, and
 5. Provide Section 3 certified firms that are qualified to perform work with an opportunity to submit price quotations for the project work, and where financially feasible, hire such firms as subcontractors.
- Documentation of Outreach to find Eligible Section 3 Subcontracting Firms.
1. Contractor will establish files to record and retain written documentation of all outreach efforts and responses received from organizations and subcontractors who are contacted.

2. Contractor will provide a report on each outreach effort and at the conclusion of the project on Section 3 individuals and firms employed.

Question #4:

Describe plans to structure project activities in ways that create opportunities for Section 3 firms' participation, where applicable.

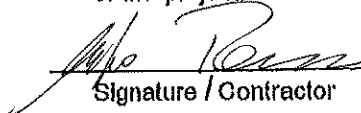
Contractor will make every effort to structure project activities to increase opportunities for Section 3 businesses. This will be accomplished by sub-dividing the work into smaller amounts, or by using multiple firms to complete similar types of work.

Submitted by: MBT Contracting LLC. Submission Date: 04/22/21

Mito Tasevski
President Name

**CONTRACTOR'S SECTION 3
ACTION PLAN FOR BUSINESS UTILIZATION**

- A. The Contractor shall utilize, to the maximum extent feasible, eligible Section 3 Business Concerns located in the County of Morris in contracting for work to be performed in connection with the completion of the contract. Eligible Section 3 businesses are those which qualify as 'small' under the Small Business Administration size standards and which are socially and economically disadvantaged.
- B. The Contractor has established a goal of 30% (Minimum Goal) of the total contract amount which he expects to award to eligible Section 3 business concerns. Table 1, Business Utilization Table, sets forth the classification of subcontracts, the estimate of each subcontractor dollar amount, whether a Section 3 business is intended to be utilized and the dollar amount of proposed subcontracts to Section 3 businesses.
- C. To achieve the goal specified in paragraph "B", the Contractor shall:
1. Make full use of minority business listings made available by the Morris County.
 2. Take steps to insure that subcontracts which are typically let on a negotiated rather than a bid basis are also let on a negotiated basis, whenever feasible.
 3. Where competitive bids are solicited, include as part of the bid documents the Contractor's goals for Section 3 as it related to the work for which bids are being solicited, require each bidder to submit their Utilization Goals and Affirmative Action Plan for achieving Section 3 Business Utilization.
 4. Insert the Section 3 contract language required by 24 CFR 135.38 in all subcontracts; and require to be executed by the subcontractor a certification of compliance with Section 3, similar to the Contractor's Certification of Compliance, Form S3-4, and an Affirmative Action Plan for Business Utilization, Form S3-4.
- D. The Contractor will report the results of the affirmative efforts and undertakings per paragraph A, B, and C above, including the efforts of its subcontractors at the conclusion of the project.

 Mito Tasevski

Signature / Contractor

04/22/21

Date

Approved / County of Morris

Date

BUSINESS UTILIZATION TABLE

PROPOSED SUBCONTRACTS	SUBCONTRACT DOLLAR AMOUNT ESTIMATE	USE OF SECTION 3 BUSINESSES		PROPOSED SUBCONTRACTS TO SECTION 3 BUSINESSES DOLLAR AMOUNT
		YES	NO	
		N/A		
TOTALS:				

The following are the examples of services, which may be required by subcontractors and these classifications, should be inserted in the table if applicable:

- | | |
|------------------------------------|--|
| 1. Selling bricks | 8. Window-installation |
| 2. Selling lumber | 9. Air conditioning sales and/or installations |
| 3. Selling cement, sand,
gravel | 10. Floor tile sales and/or installations |
| 4. Making steel cast | 11. Door sales and/or installations |
| 5. Selling electric supplies | 12. Landscaping |
| 6. Selling kitchen appliances | 13. Carpeting |
| 7. Selling bathroom fixtures | 14. Stationery and/or advertising |
| | 15. Other (Specify):
_____ |

This list should also include professional services, and all of the construction trades, i.e., plumbing, electrical, drywall, carpenters, etc., which are intended to be subcontracted.

**WORK FORCE NEEDS TABLE
(EMPLOYEES)**

OCCUPATION/CATEGORY	APPROX. NUMBER OF SKILLED EMPLOYEES REQUIRED	TOTAL NUMBER OF SKILLED EMPLOYEES PRESENTLY ON PAYROLL	TOTAL NUMBER OF SKILLED EMPLOYEES TO BE HIRED	TOTAL NUMBER OF LOWER INCOME RESIDENTS TO BE HIRED

The following are the occupational category classifications that should be inserted in the Table:

1. Professional
2. Technicians
3. Office/Clerical
4. Tradesman: (a) Carpenter, (b) Electrician, (c) laborer, (d) Other

Employment Certification

- A. The Contractor certifies that the above table represents the approximate number of employee positions that are needed and which are not presently filled by regular and permanent employees, and which new employees will be required in the execution of ~~the~~ _____ contract and also represents the number of lower income County residents that the Contractor proposes to make good faith effort to employ.
- B. The Contractor certifies that it will make a good faith effort to employ the number of lower income employees stated above by contacting such community based organizations and service agencies in addition to advertising through the County's newspapers and erecting signs on the project site contractor's employment posters.
- C. The Contractor, prior to subcontracting any portion of the work covered by this contract, will require a Manpower Utilization Table to be prepared and certification similar to paragraph A, B, and C to be executed.

WORK FORCE NEEDS TABLE
(EMPLOYEES)

OCCUPATIONAL CATEGORY	APPROX. NUMBER OF TRAINEES REQUIRED	TOTAL NUMBER OF TRAINEES PRESENTLY ON PAYROLL	TOTAL NUMBER OF TRAINEES TO BE HIRED	TOTAL NUMBER OF LOWER INCOME TRAINEES TO BE HIRED

The following are the occupational category classifications that should be inserted in the Table:

1. Professional
2. Technicians
3. Office/Clerical
4. Tradesman: (a) Carpenter, (b) Electrician, (c) Laborer, (d) Other

Trainee Certification

- A. The Contractor certifies that the above table represents that approximate number of trainee positions required in the execution of ~~the~~ *the (A) - Contract* contract and also represents the number of lower income County residents that the Contractor proposes to utilize in filling trainee positions.
- B. The Contractor certifies that it will make a good faith effort to fulfill the number of lower income trainees state above by utilizing such community based organizations.
- C. The Contractor certifies that trainees to be utilized on this project in no event are less than the number of trainees determined by the Secretary of Labor for each building construction occupation.
- D. The Contractor, prior to subcontracting any portion of the work covered by this contract will require a Manpower Utilization Table to be prepared and certifications similar to paragraph A, B and C to be executed.

Reporting

The Contractor will report to the County on a regular basis (monthly or quarterly) the results of employee and trainee employment of lower income residents of the County. The Contractor reports will include not only his efforts, but the efforts of subcontractor, if any.

MBT Contracting LLC ~~the~~ Contractor will, to the greatest extent feasible, abide by the requirements of Section 3 of the Housing and Urban Development Act of 1968, 12, U.S.C. 1701u, in carrying out his contract.

Senior Housing Roof Replacement

Project Name

MBT Contracting LLC.

Contractor

04/22/21

Date



Signature

President

Title

ATTACHMENT: G

CONTRACTOR and SUBCONTRACTOR CLEARANCE REQUIREMENTS

COMPANY NAME: MBT Contracting LLC
OFFICE ADDRESS: 63 Beaver Brook Rd, Suite 104C
Lincoln Park, NJ 07035
PHONE NUMBER: 973-706-5800
*FEDERAL TREASURY NUMBER: 421.76.557
*DUNS NUMBER AND SAMS/CAGE NUMBER _____
WBE ☒ MBE ☒ SECTION 3

PRINCIPAL OFFICERS

PRESIDENT: Mito Tasevski
ADDRESS: 27 Lincoln St, East Hanover, NJ 07936

*SOCIAL SECURITY NUMBER: _____

VICE PRESIDENT: _____

ADDRESS: _____

*SOCIAL SECURITY NUMBER: _____

TREASURER: _____

ADDRESS: _____

*SOCIAL SECURITY NUMBER: _____

SECRETARY: _____

ADDRESS: _____

*SOCIAL SECURITY NUMBER: _____

*Your EIN, DUNS and Social Security numbers are required to obtain debarment clearance-NO EXCEPTIONS. You are responsible for compliance with all Federal regulations, as this is a federal project. Contractors and subcontractors are responsible to incorporate the highest wage decision from Federal and State for each job title. A weekly report of subcontractors and certified payrolls are required from contractors and subcontractors. Failure to comply with submission of documentation or required corrections could result in withholding of progress and/or final payments.

ATTACHMENT H

CLEAN AIR ACT AND THE FEDERAL WATER POLLUTION CONTROL ACT

The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 et seq.).

ATTACHMENT I

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee or Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the contract documents for all subcontracts and that all subcontractors shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Name of Company

MBT Contracting LLC.

Authorized Signature



Print Name

Mito Tasevski

Title

President

Date:

Morris County Community Development Program- Specification Inclusions

Certificate Number
667547

Registration Date: 11/24/2020
Expiration Date: 11/23/2022



State of New Jersey

Department of Labor and Workforce Development Division of Wage and Hour Compliance

Public Works Contractor Registration Act

Pursuant to N.J.S.A. 34:11-56.48, et seq. of the Public Works Contractor Registration Act, this certificate of registration is issued for purposes of bidding on any contract for public work or for engaging in the performance of any public work to:

Responsible Representative(s):
Mito Tasevski, Owner

M.B.T Contracting LLC
2020

A handwritten signature in cursive script, appearing to read "Rob Angelo".

Robert Asaro-Angelo, Commissioner
Department of Labor and Workforce Development

NON TRANSFERABLE

This certificate may not be transferred or assigned and may be revoked for cause by the Commissioner of Labor and Workforce Development.

09/30/15

Taxpayer Identification# 421-764-657/000

Dear Business Representative:

Congratulations! You are now registered with the New Jersey Division of Revenue.

Use the Taxpayer Identification Number listed above on all correspondence with the Divisions of Revenue and Taxation, as well as with the Department of Labor (if the business is subject to unemployment withholdings). Your tax returns and payments will be filed under this number, and you will be able to access information about your account by referencing it.

Additionally, please note that State law requires all contractors and subcontractors with Public agencies to provide proof of their registration with the Division of Revenue. The law also amended Section 92 of the Casino Control Act, which deals with the casino service industry.

We have attached a Proof of Registration Certificate for your use. To comply with the law, if you are currently under contract or entering into a contract with a State agency, you must provide a copy of the certificate to the contracting agency.

If you have any questions or require more information, feel free to call our Registration Hotline at (609)292-9292.

I wish you continued success in your business endeavors.

Sincerely,



James J. Fruscione
Director
New Jersey Division of Revenue

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY/
DIVISION OF REVENUE
PO BOX 282
TRENTON, NJ 08646-0252

TAXPAYER NAME:

M.B.T. CONTRACTING LIMITED LIABILITY COM

TRADE NAME:

ADDRESS:

63 BEAVER BROOK ROAD SUITE 104
LINCOLN PARK NJ 07035-1440

SEQUENCE NUMBER:

1410701

EFFECTIVE DATE:

05/15/08

ISSUANCE DATE:

09/30/15



Director
New Jersey Division of Revenue

FORM-ERC

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

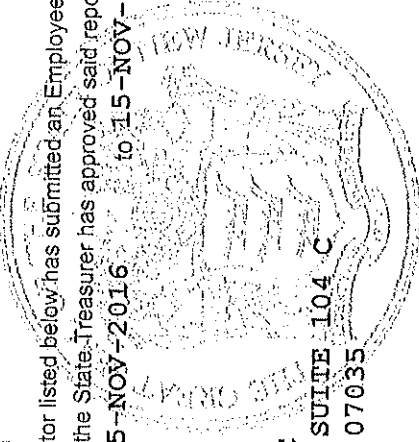
Certification 33608

CERTIFICATE OF EMPLOYEE INFORMATION REPORT RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of 15-NOV-2016 to 15-NOV-2023



M.B.T. CONTRACTING LLC
63 BEAVER BROOK ROAD, SUITE 104 C
LINCOLN PARK NJ 07035



Ford M. Scudder

FORD M. SCUDDER
Acting State Treasurer



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/18/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Imperial Agency, Inc. 60 Outwater Lane Garfield NJ 07026	CONTACT NAME: PHONE (A/C No, Ext): (973) 546-9567 FAX (A/C No): (973) 546-2007 E-MAIL: Debbie@imperial79.com ADDRESS: Debbie@imperial79.com
INSURED MBT Contracting LLC 63 Beaver Brook Road Suite 104C Lincoln Park NJ 07035	INSURER(S) AFFORDING COVERAGE INSURER A: Western World Insurance Company INSURER B: INSURER C: Nautilus Insurance Company INSURER D: Travelers Insurance Company INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual Liability ☒ XCU Included GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☒ PROJECT ☐ LOC OTHER:	x	X	NPP8695542	03/26/2021	03/26/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB CLAIMS-MADE ☐ DED ☒ RETENTION \$5,00			AN083891	03/26/2021	03/26/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	6JUB1K35237-A-20	04/27/2010	04/27/2021	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Debbie Kozack</i> <IDM>

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M.B.T. CONTRACTING LLC

COMPLETED PROJECTS

PROJECT NAME: FIT OUT SPACE FOR NEW JERSEY DEPARTMENT OF
LABOR AND WORKFORCE
DEVELOPMENT - WORKERS' COMPENSATION COURT
OWNER: UNION COUNTY IMPROVEMENT AUTHORITY
1499 ROUTES 1 & 9 NORTH
RAHWAY, NEW JERSEY 07065
PHONE: (732) 382-9400
CONTRACT SUM: \$1,062,540.00 **CONTRACT DATE:** MAY 21

PROJECT NAME: VINYL SIDING; ALUMINUM GUTTERS; REPLACE EXTERI
HANDRAILS; CREATE WALL OPENING FOR AIR CONDIT.
OWNER: PATERSON HOUSING AUTHORITY
60 VAN HOUTEN STREET
PATERSON, NEW JERSEY
PHONE: (973) 345-5080
CONTRACT SUM: \$291,519.00 **CONTRACT DATE:**

PROJECT NAME: ROOF REPLACEMENT AT NJ 21-12
SOJOURNER DOUGLASS HOMES
OWNER: PATERSON HOUSING AUTHORITY
60 VAN HOUTEN STREET
PATERSON, NEW JERSEY
PHONE: (973) 345-5080 **CONTRACT DATE:**
CONTRACT SUM: \$83,800.00

PROJECT NAME: ADAMS AND FINN TOWER WATERPROOFING
OWNER: THE HOUSING AUTHORITY OF THE WOODBRIDGE
10 BUNNS LANE, WOODBRIDGE, NJ 07095
PHONE: 732-634-2750 **CONTRACT DATE:**
CONTRACT SUM: \$100,688.90

M.B.T. CONTRACTING LLC

COMPLETED PROJECTS

PROJECT NAME: CONSTRUCTION OF NEW RESTROOM FACILITY AT THE
BERGEN SCHOOL
OWNER: Borough of Bloomingdale
101 Hamburg Turnpike
Bloomingdale, NJ 07403
PHONE: 973-838-0861
CONTRACT SUM: \$107,000.00 **CONTRACT DATE:** 11/201.

PROJECT NAME: BERGEN COUNTY JAIL SHOWER AND TOILET RENOVAT
160 S. RIVER STREET, HACKENSACK, NJ
OWNER: COUNTY OF BERGEN
ONE BERGEN COUNTY PLAZA
HACKENSACK, NJ 07601
PHONE: 201-336-6950
CONTRACT SUM: \$395,000.00 **CONTRACT DATE:** 6/18/21

PROJECT NAME: EMERGENCY MAINTENANCE AND REPAIR SERVICES
ON ALL HVAC SYSTEMS
IN ALL OF PATERSON BUILDINGS
OWNER: CITY OF PATERSON
155 MARKET STREET
PATERSON, NJ 07505
PHONE: 973-321-1340
CONTRACT SUM: Time & Material **CONTRACT DATE:** 2014

PROJECT NAME: HVAC Adding New Units Bernardsville
OWNER: Borough of Bernardsville
166 Mine Brook Road
Bernardsville NJ 07924 **Percentage Completed:** 11
PHONE:
CONTRACT SUM: \$57,000.00 **CONTRACT DATE:**

M.B.T. CONTRACTING LLC

COMPLETED PROJECTS

PROJECT NAME: PACKER HALL NORTH GYMNASIUM CEILING REPLACEMENT
AND CATWALKS INSTALLATION

OWNER: The College of New Jersey
2000 Pennington Road
Ewing, NJ 08628

CONTACT PERSON: Anthony Gattone

PHONE: 609-771-2495; 609-771-3315; Direct Phone

E-MAIL: gattone@tcnj.edu

PROJECT NAME: WINDOW REPLACEMENTS & FASCIA REPLACEMENT AT
BUSHMAN BUILDING

OWNER: EASTERN CHRISTIAN CHILDREN'S RETREAT
700 MOUNTAIN AVE.
WYCKOFF, NJ 07481

PHONE: 201-848-8005

FAX: 201-847-9619

PROJECT NAME: FOUNDATION WATERPROOFING

OWNER: NORTHWEST ESSEX COMMUNITY HEALTH CARE NETWORK
570 BELLEVILLE AVE.,
BELLEVILLE, NJ 07109

PHONE: 973-450-3100

FAX: 973-450-1189

1ST PROJECT NAME: NEW SEPTIC SYSTEM

2ND PROJECT NAME: NEW GAS LINE INSTALLATION

OWNER: MILLBURN TOWNSHIP PUBLIC SCHOOLS
343 MILLBURN AVENUE
MILLBURN, NJ 07041

CONTACT PERSON: PAULA BAKER

PHONE: 973-376-3600

FAX: 973-376-2363

PROJECT NAME: CEILING REPLACEMENT AT GOVERNOR LIVINGSTON H.S., WOODRUFF
ELEMENTARY SCHOOL AND HUGHES ELEMENTARY SCHOOL

OWNER: BERKELEY HEIGHTS BOARD OF EDUCATION
345 PLAINFIELD AVENUE
BERKELEY HEIGHTS, NJ 07922

PHONE: 908-464-1601

FAX: 908-464-7673