



Highlands Housing Authority

215 Shore Drive, Highlands, New Jersey 07732

TELEPHONE: (732) 872-2022

FAX: (732) 291-8743

October 21, 2020

REQUEST FOR PROPOSALS

for

Fire Alarm Panel Backup Power Upgrade

at

Jennie Parker Manor

HIGHLANDS, NEW JERSEY

Proposals due by 2:00 p.m. on Tuesday, December 1, 2020

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**Highlands Housing Authority
Request for Proposals**

Fire Alarm Panel Backup Power Upgrade at Jennie Parker Manor

INTRODUCTION- The Housing Authority of the Borough of the Highlands (the “Authority”) is requesting proposals from qualified Contractors for the fire alarm panel backup power upgrade at Jennie Parker Manor located at 121 Waterwitch Ave in Highlands, NJ 07732 as per the technical specifications and drawings included herein. Minimally, the contractor shall provide all wiring, conduit, panels, etc. and labor required to connect the existing fire alarm panels located in the exterior service closets on two of the three buildings to new circuits powered from the existing emergency generator backup power circuit panel located in the third building. All permitting fees, if any are required, will be paid for by the contractor with no expense to the Authority.

All questions must be emailed to the Authority engineer at lgmestres@gmail.com and copy DSabey@PerthAmboyHA.org.

QUALIFICATIONS – The Contractor must:

Be licensed to do business in the State of New Jersey and demonstrate that they, or their principles assigned to the project, have successfully completed services similar to the work requested. Please submit a completed Qualifications Questionnaire, attached herein, with proposals.

Be insured as required by state and federal regulations.

Be registered as a Public Works Contractor with the Department of Labor. The Public Works Contractor Registration Act (PWCRA) requires that all contractors, including named subcontractors, to register with the Department of Labor prior to submitting price proposals or engaging on certain public works contracts that exceed the prevailing wage threshold of \$2,000.00 for authorities. More information may be found at http://lwd.dol.state.nj.us/labor/wagehour/regperm/pw_cont_reg.html. Bidders are responsible for checking for updates to the rates, if any, in order to submit an accurate proposal.

PRE-BID MEETING A Pre-Bid meeting is scheduled for Tuesday, November 10, 2020 at 9:30 am. Attendance is not mandatory but strongly encouraged.

BONDING REQUIREMENTS: NONE

PROPOSAL SUBMISSION Proposals are due by 2:00 PM on Tuesday, December 1, 2020 by mail or delivery to:

Highlands Housing Authority
215 Shore Drive
Highlands, NJ 07732
“Proposal for Fire Alarm Panel Upgrade at Jennie Parker Manor”

Proposals are to minimally include:

Proposal form
Qualification Questionnaire
Business Registration Certificate
Public Works Contractor Registration Certificate

PUBLIC NOTICE: The following public notice was advertised in the Asbury Park Press on 10/24/20:

**Public Notice-Request for Proposals
Highlands Housing Authority
Fire Alarm Panel Backup Power Upgrade at Jennie Parker Manor**

The Housing Authority of the Borough of the Highlands (the “Authority”) is requesting proposals from qualified Contractors for the fire alarm panel backup power upgrade at Jennie Parker Manor located at 121 Waterwitch Ave in Highlands, NJ 07732 as per the technical specifications and drawings included in the contract documents. The scope of work shall minimally include the wiring, conduit, panels, etc. and labor required to connect the existing fire alarm panels located in the exterior service closets on two of the three buildings to new circuits powered from the existing emergency generator backup power circuit panel located in the third building.

Interested parties may download the RFP from www.HighlandsHA.org. Proposals will be received until 2:00 p.m. on Tuesday, December 1, 2020 and shall be submitted as requested in the RFP. A Pre-bid meeting is scheduled for Tuesday, November 10, 2020 at 9:30 am at 121 Waterwitch Ave in Highlands, NJ. Proposers must be registered with the New Jersey Department of Treasury, Division of Revenue and with the New Jersey Department of Labor as a Public Works contractor at the time the bids are received. The Authority invites the participation of Minority-Owned Business Enterprises in this solicitation and reserves the right to reject any or all bids or to waive any informality in bidding.

Form of Contract-SAMPLE ONLY
Fire Alarm Panel Backup Power Upgrade at Jennie Parker Manor

This **AGREEMENT** made this ____ day of _____ in the year ____ by and between

(Name of Contractor)

(Address)

hereinafter called the "Contractor," and the

Housing Authority of the Borough of Highlands
215 Shore Drive, Highlands, New Jersey 07732

hereinafter called the "Authority".

WITNESSETH that the Contractor and the Authority for the consideration stated herein mutually agree as follows:

Article 1. Statement of Services. The Contractor shall furnish all labor, materials, tools and equipment and shall perform and complete all work required for the fire alarm panel backup power upgrade at Jennie Parker Manor located at 121 Waterwitch Ave in Highlands, NJ 07732 as per the technical specifications and drawings included in the Contract Documents dated December 1, 2020 which are incorporated herein by reference and made a part hereof.

Article 2. Time of Completion. The contractor must complete all work within 45 days of the contractor's receipt of the 'Notice to Proceed'.

Article 3. Performance of Work. Work shall be performed during the Authority's standard business hours from 8:30 AM to 4:30 PM unless otherwise agreed upon between the Authority and Contractor.

Article 4. Work Requirements and Contractor's Responsibility. The Contractor shall be responsible for furnishing all materials, equipment, labor and transportation necessary to perform the work.

All work shall be performed in accordance with federal, State, County and local statutes, regulations and codes presently established or as may be established during the term of this contract. If the Contractor performs any work contrary to any federal, State, County or local statute, ordinance, regulation or code, he shall assume full responsibility and shall bear any and all costs attributable thereto.

The Contractor shall be responsible to apply for and secure any and all permits required by governing authorities to perform the work.

The Contractor shall not sub-contract any work under this contract without express prior written approval of the Authority.

The Contractor shall at all times keep the work area orderly and free from accumulations of waste materials. After completing work each day, the Contractor shall remove all equipment materials and tools that are not the property of the Authority and leave the work area in a neat, clean and orderly condition.

The Contractor shall be responsible for all damages to persons or property that occur as a result of the Contractor's fault or negligence, and shall take all necessary health and safety precautions to protect the work,

the workers, the public, and the property of others. The Contractor shall hold and save the Authority, its officers and agents, free and harmless from liability of any nature occasioned by the Contractor's performance.

Article 5. Rates and Payments. The Authority shall pay the Contractor for all work a lump sum fee of _____ dollars and _____ cents (\$_____.__). The fee shall be inclusive of all costs for materials, labor, tools and equipment.

The Contractor shall submit an invoice upon satisfactory completion of all work. Payment shall be due within 30 days of receipt of the invoice by the Authority.

Article 6. Insurance. In accordance with State law, before performing any work, the Contractor shall furnish the Authority with certificates of insurance naming the Highlands Housing Authority and the Authority Engineer as additional insured showing the following insurance is in force and will insure all operations under the Contract:

1. Workers' Compensation, in accordance with New Jersey Workers' Compensation laws.
2. Commercial General Liability with a combined single limit for bodily injury and property damage of not less than \$1,000,000.00 per occurrence to protect the Contractor and the Authority against claims for bodily injury or death and damage to the property of others. This shall cover the use of all equipment, hoists, and vehicles on the site(s) not covered by Automobile Liability under (3) below. If the Contractor has a "claims-made" policy, then the following additional requirements apply: the policy must provide a "retroactive date" which must be on or before the execution date of the Contract, and the extended reporting period may not be less than five years following the completion date of the Contract.
3. Automobile Liability on owned on owned and non-owned motor vehicles used on the site(s) or in connection therewith for a combined single limit for bodily injury and property damage of not less than \$500,000.000 per occurrence.

All Insurance shall be carried with companies which are financially responsible and admitted to do business in the State of New Jersey. If any such insurance is due to expire during the construction period, the Contractor shall not permit the coverage to lapse and shall furnish evidence of coverage to the Authority. All certificates of insurance, as evidence of coverage, shall provide that no coverage maybe canceled or non-renewed by the insurance company until at least 30 days prior written notice has been given to the Authority.

Article 7. New Jersey Business Registration Requirements. The contractor shall provide to the Authority proof of the contractor's business registration with the New Jersey Division of Taxation before contract award.

The contractor shall provide written notice to its subcontractors and suppliers of the responsibility to submit proof of business registration to the contractor. The requirement of proof of business registration extends down through all levels (tiers) of the project.

Before final payment on the contract is made by the Authority, the contractor shall submit an accurate list and the proof of business registration of each subcontractor or supplier used in the fulfillment of the contract, or shall attest that no subcontractors were used.

For the term of this Agreement, the contractor and each of its affiliates and a subcontractor and each of its affiliates [N.J.S.A. 52:32-49(g)(3)] shall collect and remit to the Director, New Jersey Division of Taxation, the use tax pursuant to the Sales and Use Tax Act on all sales of tangible personal property delivered into this State, regardless of whether the tangible personal property is intended for a contract with a contracting agency.

A business organization that fails to provide a copy of a business registration as required pursuant to section 1 of P.L. 2001, c.34 (C.52:32-44 et al.) or subsection e. or f. of section 92 of P.L. 1977, c.110 (C.5:12-92), or that provides false business registration under the requirements of either of those sections, shall be liable for a penalty of \$25 for each day of violation, not to exceed \$50,000 for each business registration copy not properly provided under a contract with a contracting agency.

Article 8. Warranty. Contractor shall supply a one-year warranty on installation and specific manufacturer’s warranty on applicable products.

Article 9. Contract Documents. Contract Documents shall consist of the following component parts:

1. This instrument; and
2. Request for Proposals date December 1, 2020;
3. Contractor’s Proposal dated December 1, 2020.

This instrument together with the document enumerated in this Article form the Contract, and they are fully a part of the Contract as if hereto attached or herein repeated. In the event that any provision in one of the component parts of the Contract conflicts with any provision of any other component part, the provision in the component part first enumerated in this Article shall govern, except as otherwise specifically stated.

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

In the presence of:

_____ by _____
(Name)
(Title)
(Company Name)
(Phone Number)

In the presence of:

_____ by _____
Douglas G. Dzema, PHM
Executive Director
Housing Authority of the Borough of Highlands

Proposal Form

Proposal for: Fire Alarm Panel Backup Panel Upgrade at Jennie Parker Manor

TO: Housing Authority of the Borough of Highlands
215 Shore Drive, Highlands, New Jersey 07732

FROM:

Company Name of Bidder Federal Employer Identification Number (FEIN)

Street Address

City, State - Zip Code

Contact Name / Telephone Number

Fax Number / Email Address

The undersigned, having read the entire Request for Proposals, and addenda, if any, thereto, and having investigated the local conditions affecting the cost of the work, hereby propose to furnish all labor, materials, services, equipment and related items to complete all work for the Fire Alarm Panel Backup Panel Upgrade at Jennie Parker Manor in accordance therewith at the following lump sum price:

_____ **dollars and _____ cents (\$_____.)**

This Proposal is accompanied by

- (1) Qualification Questionnaire;
- (2) New Jersey Business Registration Certificate
- (3) Public Works Contractor Registration Certificate

In submitting this proposal, it is understood that the Housing Authority of the Borough of Highlands reserves the right to reject any and all offers. If written notice of the acceptance of this proposal is mailed, telegraphed or delivered to the undersigned within 60 days after the opening thereof, or at any time thereafter before this proposal is withdrawn, the undersigned agrees to execute and deliver a Contract in prescribed form within 10 days after the contract is presented to him for signature.

Signature of Offeror - Title

Date

Qualification Questionnaire

Proposal for: Fire Alarm Panel Backup Panel Upgrade at Jennie Parker Manor

Name of Offeror: _____

(a) It shall be necessary for the offeror to present evidence that he has been in business for at least 3 years in this field and can submit a suitable record of satisfactorily completing similar contracts.

How many years have you been or engaged in business under your present firm or trade name?
_____ Years.

(b) How many years has your organization been performing the work required under this contract?
_____ Years.

(c) If a corporation, answer the following:
Date of incorporation: _____

State of Incorporation: _____

President's Name: _____

Vice President's Name(s): _____

(d) If a partnership, answer the following:
Date of Organization: _____

(e) If the contract is awarded to your firm, who will personally supervise the work?

(f) Are there any liens of any character filed against your company at this time? If so, specify the nature and amount of the lien.

(g) Give trade references:

(h) Give bank references:

(i) Give full information concerning all of your contracts in progress or completed within the last 3 years, whether private or government contracts.

OWNER/LOCATION	DESCRIPTION	CONTRACT AMOUNT
_____	_____	_____
_____	_____	_____

State of _____

County of _____

_____ being first duly sworn deposes and says:
(Individual's Name)

THAT he is _____ of
(Owner, Officer or Partner)

(Firm Name)

and that he hereby authorizes and requests any person, firm or corporation to furnish any information requested by the Housing Authority of the Borough of Highlands in verification of the recitals comprising this Statement of Offeror's Qualification; and that all answers to the foregoing questions and all statements therein contained are true and correct.

(Signature of Offeror)

Subscribed and sworn to before me, this _____ day of _____, in the year _____

Notary Public

My Commission expires _____

TECHNICAL SPECIFICATIONS AND DRAWINGS

HABITECH ARCHITECTURE, LLC

Please direct all questions pertaining to this section to:

DSabey@PerthAmboyHA.org

AND

lq mestres@gmail.com

The following technical specifications and drawings include:

TECHNICAL SPECIFICATIONS – 10 PAGES

DRAWINGS – 6 PAGES INCLUDING COVER

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TECHNICAL SPECIFICATIONS

01045 CUTTING AND PATCHING
01630 PRODUCT OPTIONS AND SUBSTITUTIONS
01830 MISCELLANEOUS MATERIALS

DIVISION 2 - SITE WORK

02070 SELECTIVE DEMOLITION

DIVISION 16 – ELECTRICAL

16010 BASIC ELECTRICAL REQUIREMENTS

**TECHNICAL
SPECIFICATIONS**

THE FOLLOWING DIVISIONS CONTAIN DETAILED DESCRIPTIONS OF THE TECHNICAL REQUIREMENTS OF THE WORK. TOGETHER WITH THE DRAWINGS, THEY FORM THE BASIS OF THE TECHNICAL DETAILED DESCRIPTIONS OF THE WORK.

ARCHITECT

HABITECH ARCHITECTURE, LLC
Architecture • Building Systems • Planning
12 PINECREST DRIVE
MEDFORD, NEW JERSEY 08055
(609) 413-2566

SECTION 01045

CUTTING AND PATCHING

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section establishes general requirements pertaining to cutting (including excavating), fitting, patching of the Work required to:
 - 1. Make the several parts fit properly;
 - 2. Uncover work to provide for installing, inspecting, or both, of ill-timed work;
 - 3. Remove and replace work not conforming to requirements of the Contract Documents; and
 - 4. Remove and replace defective work.
- B. Related work:
 - 1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.
 - 2. In addition to other requirements specified, upon the Architect's request uncover work to provide for inspection by the Architect of covered work, and remove samples of installed materials for testing.
 - 3. Do not cut or alter work performed under separate contracts without the Architect's written permission.

1.2 SUBMITTALS

- A. Request for Architect's consent:
 - 1. Prior to cutting which effects structural safety, submit written request to the Architect for permission to proceed with cutting.
 - 2. Should conditions of the Work, or schedule, indicate a required change of materials or methods for cutting and patching, so notify the Architect and secure his written permission and the required Change Order prior to proceeding.
- B. Notices to the Architect:
 - 1. Prior to cutting and patching performed pursuant to the Architect's instructions, submit cost estimate to the Architect. Secure the Architect's approval of cost estimates and type of reimbursement before proceeding with cutting and patching.
 - 2. Submit written notice to the Architect designating the time the Work will be uncovered, to provide for the Architect's observation.

1.3 QUALITY ASSURANCE

- A. Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. For replacement of items removed, use materials complying with pertinent Sections of these Specifications.

2.2 PAYMENT FOR COSTS

- A. The owner will reimburse the Contractor for cutting and patching performed pursuant to a written Change Order, after claim for such reimbursement is submitted by the Contractor. Perform other cutting and patching needed to comply with the Contract Documents at no additional cost to the Owner.

PART 3 - EXECUTION

3.1 SURFACE CONDITIONS

- A. Inspection:
 - 1. Inspect existing conditions, including elements subject to movement or damage during cutting, excavating, patching, and back filling.
 - 2. After uncovering the work, inspect conditions effecting installation of new work.
- B. Discrepancies:

1. If uncovered conditions are not as anticipated, immediately notify the Architect and secure needed directions.
 2. Do not proceed until unsatisfactory conditions are corrected.
- 3.2 PREPARATION PRIOR TO CUTTING
- A. Provide required protection including, but not necessarily limited to, shoring, bracing, and support to maintain structural integrity of the Work.
- 3.3 PERFORMANCE
- A. Perform required excavating and back filling as required under pertinent other Sections of these Specifications.
 1. Perform cutting and demolition by methods which will prevent damage to other portions of the Work and provide proper surfaces to receive installation of repair and new work.
 2. Perform fitting and adjusting of products to provide finished installation complying with the specified tolerances and finishes.

END OF SECTION

SECTION 01630
PRODUCT OPTIONS AND SUBSTITUTIONS

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section describes product options available to bidders and the Contractor, plus procedures for securing approval of proposed substitutions.
- B. Related Work:
 - 1. Documents affecting work of this Section include, but are not necessarily limited to, The Instructions to Bidders, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.
 - 2. Form 00440 in the Bidding Documents provides space for bidders to propose substitutions prior to award of the Contract. These proposed substitutions shall be made in accordance with Section 00100.
 - 3. Make submittal in accordance with pertinent provisions of Section 01340 and Section 00100.

1.2 PRODUCT OPTIONS

- A. The Contract is based on standards of quality established in the Contract Documents.
 - 1. In agreeing to the terms and conditions of the contract, the Contractor has accepted a responsibility to verify that the specified products will be available and to place orders for all required materials in such a timely manner as is needed to meet his agreed construction schedule.
 - 2. Neither the Owner nor the Architect has agreed to the substitution of materials or methods called for in the Contract Documents, except as they may specifically otherwise state in writing prior to bid opening in accordance with Section 00100.
- B. Materials and/or methods specified by name:
 - 1. Where materials and/or methods specified by naming one single manufacturer and/or model number, without stating that equal products will be considered, only the material and/or method named is approved for incorporation into the work.
 - 2. Should the contractor demonstrate to the approval of the Architect that a specified material or method was ordered in a timely manner and will not be available in time for incorporation into this Work, the contractor shall submit to the Architect such data on proposed substitute materials and/or methods as are needed to help the Architect determine suitability of the proposed substitution.
- C. Where materials and/or methods are specified by name and/or model number:
 - 1. The material and/or method specified by name establishes the required standard of quality.
 - 2. Materials and/or methods proposed by the Contractor to be used in lieu of materials and/or methods so specified by name shall in all ways equal or exceed the qualities of the named materials and/or methods, and shall be proposed during the bidding period in accordance with Section 00150.
- D. The following products do not require further approval except for interface with the Work:
 - 1. Products selected in reference to standard specifications such as ASTM and similar standards.
 - 2. Products specified by manufacturer's name and catalog model number listed in the specification and those approved during the bidding period and listed in an addendum prior to receipt of bids.
- E. Where the phrase "or equal," or "or equal as approved by the Architect", occurs in the Contract Documents, do not assume that the materials, equipment, or methods will be approved as equal unless the item has been specifically so approved for this Work by the Architect as described in Section 00150.
- F. The decision of the Architect shall be final.

1.3 DELAYS

- A. Delays in construction arising by virtue of the non-availability of a specified material and/or method will not be considered by the Architect as justifying an extension of the agreed Time of Completion.

END OF SECTION

SECTION 01830

MISCELLANEOUS MATERIALS

PART 1 - GENERAL

1.1 DESCRIPTION

- A. Work included: Provide miscellaneous materials where shown on the Drawings, as specified herein, and as needed for a complete and proper installation.
- B. Related work:
 - 1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division I of these Specifications.

1.2 QUALITY ASSURANCE

- A. Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

1.3 SUBMITTALS

- A. Comply with pertinent provisions of Section 01340.
- B. Product data: Within 30 calendar days after the Contractor has received the Owner's Notice to Proceed, submit:
 - 1. Materials list of items proposed to be provided under this Section;
 - 2. Manufacturer's specifications and other data needed to prove compliance with the specified requirements;
 - 3. Shop Drawings in sufficient detail to show fabrication, installation, anchorage, and interface of the work of this Section with the work of adjacent trades;
 - 4. Manufacturer's recommended installation procedures which, when approved by the Architect, will become the basis for accepting or rejecting actual installation procedures used on the Work.

1.4 PRODUCT HANDLING

- A. Comply with pertinent provisions of Section 01640.

PART 2 - PRODUCTS

2.1 MISCELLANEOUS SCHEDULED MATERIALS

- A. Throughout the Drawings, various miscellaneous products may be scheduled or described which are required for a complete and proper installation. These miscellaneous products shall be furnished by the Contractor, subject to the approval of the Architect.

2.2 OTHER NON-SCHEDULED MATERIALS

- A. Provide other materials, not specifically described but required for a complete and proper installation, as selected by the Contractor subject to the approval of the Architect.

PART 3 - EXECUTION

3.1 SURFACE CONDITIONS

- A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

3.2 INSTALLATION

- A. Install the work of this Section in strict accordance with the original design, the approved Shop Drawings, and the manufacturer's recommended installation procedures as approved by the Architect, anchoring all components firmly into position for long life under hard use.

END OF SECTION

SECTION 02070

SELECTIVE DEMOLITION

PART 1 - GENERAL

1.1 DESCRIPTION

- A. Work included: Carefully demolish and remove from the site those items scheduled to be so demolished and removed.
- B. Related work:
 - 1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division I of these Specifications.
 - 2. Section 01045: Cutting and patching.

1.2 QUALITY ASSURANCE

- A. Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

1.3 PRODUCT HANDLING

- A. Comply with pertinent provisions of Section 01640.

PART 2 - PRODUCTS

(No products are required in this Section)

PART 3 - EXECUTION

3.1 SURFACE CONDITIONS

- A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

3.2 DEMOLITION

- A. By careful study of the Contract Documents, determine the location and extent of selective demolition to be performed.
- B. In company with the Architect, visit the site and verify the extent and location of selective demolition required.
 - 1. Carefully identify limits of selective demolition.
 - 2. Mark interface surfaces as required to enable workmen also to identify items to be removed and items to be left in place intact.
- C. Prepare and follow an organized plan for demolition and removal of items.
 - 1. Shut off, cap, and otherwise protect existing public utility lines in accordance with the requirements of the public agency or utility having jurisdiction.
 - 2. Completely remove items scheduled to be so demolished and removed, leaving surfaces clean, solid, and ready to receive new materials specified elsewhere.
 - 3. In all activities, comply with pertinent regulations of governmental agencies having jurisdiction.
- D. Demolished material shall be considered to be property of the Contractor and shall be completely removed from the job site.
- E. Use means necessary to prevent dust becoming a nuisance to the public, to neighbors, and to other work being performed on or near the site.

3.3 REPLACEMENTS

- A. In the event of demolition of items not so scheduled to be demolished, promptly replace such items to the approval of the Architect and at no additional cost to the Owner.

END OF SECTION

SECTION 16000

ELECTRICAL GENERAL REQUIREMENTS

PART 1 - GENERAL

1.1 SUMMARY

- A. General: Provide complete electrical wiring in conformance with the NEC as shown on the drawings, as specified herein, and as needed for a complete and proper installation. All work shall be done during regular business hours.
- B. Related work: Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions, and Sections in Division 1 of these Specifications.

1.2 SUBMITTALS

- A. Comply with pertinent provisions of Section 01340.
- B. Product data: Within 30 calendar days after the Contractor has received the Owner's Notice to Proceed, submit:
 - 1. Materials list of items proposed to be provided under this Section;
 - 2. Manufacturer's specifications and other data needed to prove compliance with the specified requirements;
 - 3. Manufacturer's recommended installation procedures which, when approved by the Architect, will become the basis for accepting or rejecting actual installation procedures used on the Work.
- C. Samples:
 - 1. When so requested by the Architect, promptly provide Samples of items scheduled to be exposed in the final structure.
 - 2. When specifically so requested by the Contractor and approved by the Architect, approved Samples will be returned to the Contractor for installation on the Work.
- D. Manual: Upon completion of this portion of the Work, and as a condition of its acceptance, deliver to the Architect two copies of an operation and maintenance manual compiled in accordance with the provisions of Section 01730 of these Specifications. Include within each manual:
 - 1. Copy of the approved Record Documents for this portion of the work;
 - 2. Copies of all circuit directories;
 - 3. Copies of all warranties and guaranties.

1.3 QUALITY ASSURANCE

- A. Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.
- B. Without additional cost to the Owner, provide such other labor and materials as are required to complete the work of this Section in accordance with the requirements of governmental agencies having jurisdiction, regardless of whether such materials and associated labor are called for elsewhere in these Contract Documents.

1.4 DELIVERY, STORAGE, AND HANDLING

- A. Comply with pertinent provisions of Section 01640.

1.5 WARRANTY

- A. The manufacturer's standard warranty shall be provided with all installed equipment. Under no circumstances shall the warranty be less than one year.

PART 2 - PRODUCTS

2.1 GENERAL

- A. Provide only materials that are new, of the type and quality specified. Where Underwriters' Laboratories, Inc. have established standards for such materials, provide only materials bearing the UL label.
- B. Temporary power:
 - 1. Provide temporary power, if necessary, as called for in Section 1500 of these Specifications.

2.2 GROUNDING SYSTEM

- A. Ground all equipment installed by conduit or conductor to cold water main or to independent grounding electrode, using ground clamps manufactured by Burndy or T&B, and approved by the Architect.

2.3 OTHER MATERIALS

- A. Provide other materials, not specifically described but required for a complete and proper installation, as selected by the Contractor subject to the approval of the Architect.

PART 3 - EXECUTION

3.1 SURFACE CONDITIONS

- A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

3.2 PREPARATION

- A. Coordinate:
 - 1. Coordinate as necessary with other trades to assure proper and adequate provision in the work of those trades for interface with the work of this Section.
 - 2. Coordinate the installation of electrical items with the schedule for work of other trades to prevent unnecessary delays in the total Work.
 - 3. Where equipment and other electrical items are shown in conflict with locations of structural members and mechanical or other equipment, provide required supports and wiring to clear the encroachment.
- B. Data indicated on the Drawings and in these Specifications are as exact as could be secured, but their absolute accuracy is not warranted. The exact locations, distances, levels, and other conditions will be governed by actual construction and the Drawings and Specifications should be used only for guidance in such regard.
- C. Where equipment is not specifically located on the Drawings, locate as determined in the field by the Architect. Where equipment is installed without such specific direction, relocate as directed by the Architect and at no additional cost to the Owner
- D. Verify all measurements at the building. No extra compensation will be allowed because of differences between work shown on the Drawings and actual measurements at the site of construction.
- E. The Electrical Drawings are diagrammatic, but are required to be followed as closely as actual construction and work of other trades will permit. Where deviations are required to conform with actual construction and the

work of other trades, make such deviations without additional cost to the Owner.

3.3 INSTALLATION OF CONDUCTORS

- A. In some cases it may be necessary to install equipment of a greater maximum wattage than that which it is replacing. In this case, if required, the Contractor shall upgrade the gauge of the wire and the capacity of the circuit breaker to conform to the requirements of the NEC. The need for rewiring can be minimized or eliminated by carefully matching available models to the capacity of the existing equipment and keeping the maximum current draw below the rated capacity of the existing supply wiring.
- B. Use identified (white) neutrals and color-coded phase wires for all branch circuit wiring.
 - 1. Make splices electrically and mechanically secure with pressure-type connectors, or by soldering.
 - a. For wires size 6 AWG and smaller, provide "Scotch-lock" connectors.
 - b. For wire size 4 AWG and larger, provide Burndy "Versitaps" and heavy-duty connectors. or T&B "Lock Tite" connectors.
 - 2. Insulate splices with a minimum of two half-lapped layers of Scotch Branch No. 33 vinyl-plastic electrical tape where insulation is required.
- C. Tape all joints with rubber tape 1-1/2 times the thickness of the conductor insulation, then cover with the friction tape or the vinyl-plastic electrical tape specified above.

3.4 PROJECT COMPLETION

- A. Upon completion of the work of this Section, thoroughly clean all exposed portions of the electrical installation, removing all traces of soil, labels, grease, oil, and other foreign material, and using only the type cleaner recommended by the Manufacturer of the item being cleaned.
- B. Thoroughly indoctrinate the Owner's operation and maintenance personnel in the contents of the operations and maintenance manual required to be submitted under Article 1.2 of this Section of these Specifications.

END OF SECTION

FIRE ALARM PANEL
BACKUP POWER UPGRADE AT
JENNY PARKER MANOR

FOR

THE HIGHLANDS HOUSING AUTHORITY

MR. DOUGLAS G. DZEMA ~ EXECUTIVE DIRECTOR

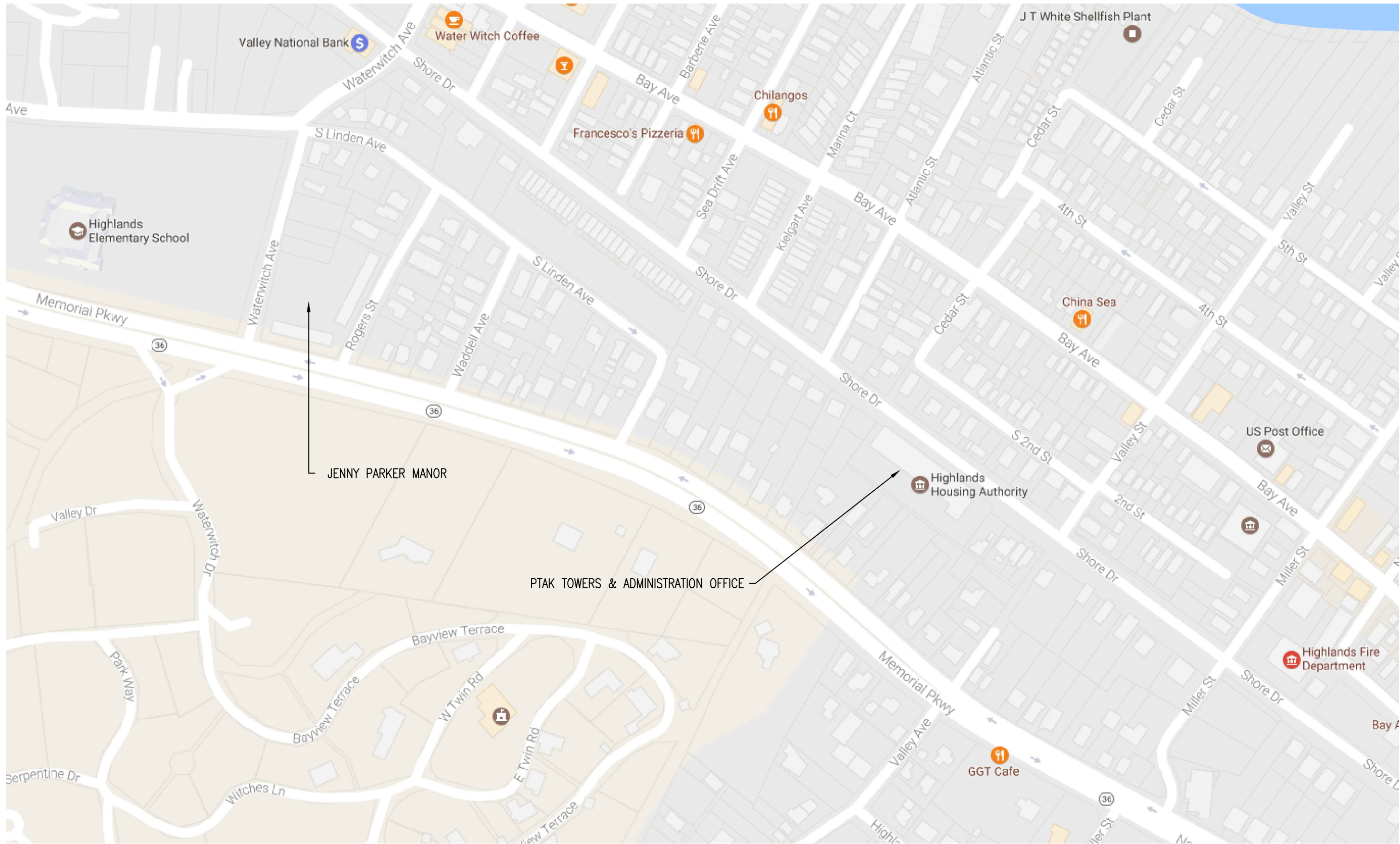
215 SHORE DRIVE, PERTH AMBOY, NJ 07732



(732) 826-3110

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JANUARY 2017





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 12 PINECREST DRIVE MEDFORD, NJ 08055 VOICE:(609) 413-2566 ~ FAX:(609) 654-5230	 MR. DOUGLAS G. DZEMA ~ EXECUTIVE DIRECTOR 215 SHORE DRIVE, HIGHLANDS, NJ 07732 (732) 826-3110 DATE: October 12, 2020	HIGHLANDS HOUSING AUTHORITY	FIRE ALARM PANEL BACKUP POWER UPGRADE AT JENNY PARKER MANOR	LOCATION PLAN	SCALE: NONE DRAWING NUMBER L-01
		DATE: OCT. 2020	REV 1:	REV 2:	

GENERAL WORK ITEMS AND SPECIFICATIONS

NOTICE: These notes are **NOT** referenced throughout the drawings. The Contractor shall assume that the notes are generic and apply to the described conditions wherever they may appear in the work.

◇ **NOTE:** The Contractor shall coordinate the phasing of the Work with the Owner's representative prior to commencing the Work. It is imperative that substantial completion be obtained in the time allotted for the Work. Prior to performing the work at any one "site", as outlined in the Construction Documents, the Contractor is to do a walk through with the Architect and Owner's representative to discuss the scope of work required.

◇ All work, materials and methods of construction shall comply with all codes having jurisdiction over this Work, including, but not limited to, all applicable Federal (lead based paint; Interim Guidelines for Hazard Identification and Abatement in Public and Indian Housing), state, city, and county building, zoning, electrical, mechanical, plumbing and fire codes. All provisions of the New Jersey Uniform Construction Code shall apply to this construction, including, but not limited to, the Rehabilitation Subcode. Contractor shall verify all code requirements before commencement of construction and bring any discrepancies between code requirements and the construction documents to the immediate attention of the Architect.

◇ Contractor shall verify all conditions represented as existing, including, but not limited to, utilities, grades, and, elevations, before proceeding with this Work. Any utilities shown on these drawings are schematic in nature and shall be verified by the Contractor before proceeding with this Work. Any and all conditions found to be different than those represented in the Contract Documents shall be brought to the immediate attention of the Architect. The Contractor proceeds at his own risk in dealing with undocumented, conflicting, or inaccurate conditions not brought to the attention of the Architect and evaluated. The Contractor may be required to remove such unapproved work and reinstall materials in accordance with the Architect's final determination.

◇ **INTENT OF SPECIFICATIONS & DRAWINGS:** The Drawings and Specifications are intended to agree and be mutually explanatory and shall be accepted and used as a whole, and not separately. Should any item be omitted from the Specifications and be herein specified, or vice versa, it shall be executed the same as if shown and contained in both. It is understood that the Contract Documents are intended to show the general arrangement and extent of the work to be done, but exact locations and arrangements of equipment, outlets, piping, ductwork, lighting, etc., and all parts shall be determined as the work progresses and to meet any structural conditions. Any changes made by the Contractor involved shall only be with the consent of the Architect and without any extra charges, unless approved by Change Order. Minor details not usually shown or specified, but necessary for proper construction of any part of the work shall be included as if they were indicated in the Drawings. Do not scale the Drawings.

◇ The Contractor shall be responsible for determining the required sizes, types, etc. of all system components that require replacement and/or service as described in the Contract Drawings.

◇ Where existing materials are removed and new similar or dissimilar materials are called for to be installed on the same surface, the Contractor shall properly prepare the surface in accordance with the manufacturers' guidelines for the new material to be installed. Under no circumstances shall new materials be installed over improperly prepared substrates or surfaces.

◇ Where existing materials and structures are to be modified, removed, repaired or replaced such construction shall conform to the standards as set forth in the details as being equal to that of new construction. Such construction shall leave clean solid surfaces ready to receive new materials as specified. Replacement of existing system

components shall be on a one-for-one basis, wherein the replacement shall equal the existing in quality, and required operation for the system it serves.

◇ Where omitting of existing surfaces or removal of existing finishes is required to perform the Work under this Contract, and a new finish is not indicated, fill resulting openings and patch the surface after doing the Work, and finish to match adjacent existing surfaces.

◇ Protect all building elements and improvements indicated to remain. Items of salvage value and not included on the schedule of items to be returned to the Owner shall be removed from the structure. Storage or sale of items at project site is prohibited.

◇ Do not close or obstruct streets, walks, drives, means of egress or other occupied or used spaces or facilities without the written permission of the Owner and the authorities having jurisdiction. Do not interrupt utilities serving occupied facilities without the written permission of the Owner. If necessary, provide temporary utilities, facilities, and means of egress, etc. to allow continuous operation and use of the occupied facilities as required to complete the Work. All temporary measures shall be installed and maintained as required by and in conformance with all regulating agencies.

◇ All trash and potentially flammable material shall be removed from the site daily. Contractor shall maintain the site in an orderly and safe condition during the Work. Under no circumstances shall gasoline, solvents or other volatile or potentially explosive materials or liquids be brought into, stored or used on the premises.

◇ Demolished material shall be considered the property of the Contractor and shall be completely removed from the job site and disposed of in a safe and legal manner. The Contractor may be required to produce bills of lading, dumping or transportation certificates to prove that materials were properly transported and disposed.

◇ In the event of damage to items not scheduled for modification or demolition, promptly replace such items to the approval of the Architect and at no additional cost to the Owner.

◇ Before beginning the Work, at the site, where possible, and throughout the course of the Work, inspect and verify the location of every item affected by the Work under this Contract. Report any discrepancies to the Architect before proceeding with Work related to that being inspected.

◇ Trade, product, or manufacturer's names and catalog numbers shown on the Drawings for new products are to establish quality required. In each case add, by inference, after trade, product of manufacturer's name, the phrase "or approved equal". For products to be considered for equivalency to a specified product, they must be formally presented to the Architect during the Bidding period in accordance with the substitution approval method described in the Specification. Requests for substitution of specified products will not be accepted after the bidding period. If no substitution was approved during the bidding period the successful bidder contracted to do the work will be required to supply and install the specified item without variation.



◇ The Contractor shall use accepted construction practices and common sense throughout the construction process, especially in the placement and storage of material in or on the uncompleted or existing structure.

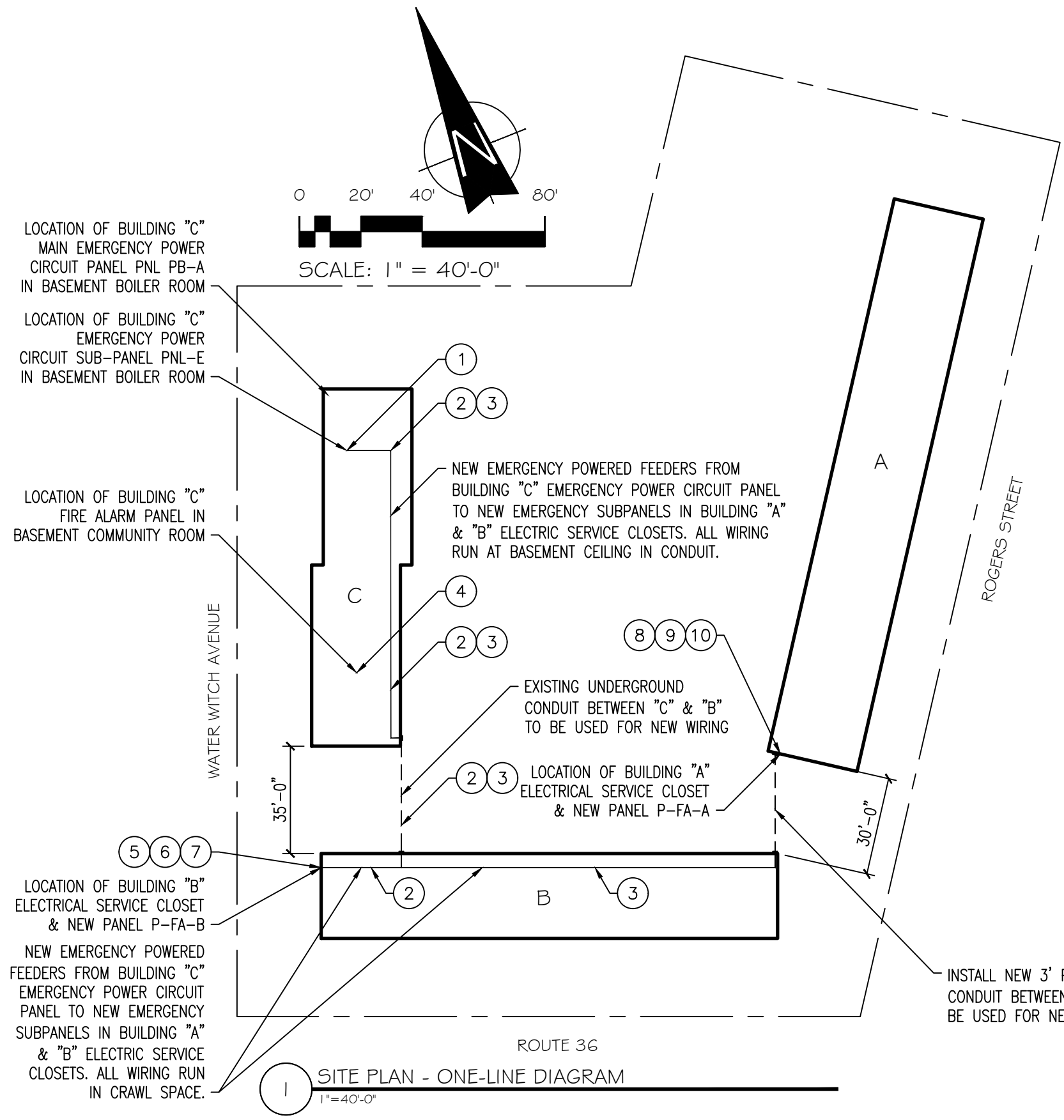
◇ The Drawings show principal areas where Work must be accomplished under this Contract. Incidental Work may also be necessary in areas not shown on the Drawings due to changes affecting existing mechanical, electrical, plumbing and/or other building systems. Such incidental Work is also a part of this Contract. Inspect such areas to ascertain Work required meeting new conditions and completing such Work to meet Contract requirements.

◇ Trade, product, or manufacturer's names and catalog numbers shown on the Drawings for new products are to establish quality required. In each case add, by inference, after trade, product of manufacturer's name, the phrase "or approved

equal". For products to be considered for equivalency to a specified product, they must be formally presented to the Architect during the Bidding period in accordance with the substitution approval method described in the Specification. Requests for substitution of specified products will not be accepted after the bidding period. If no substitution was approved during the bidding period the successful bidder contracted to do the work will be required to supply and install the specified item without variation.

◇ **JOB SITE SAFETY:** Neither the professional activities of Habitech Architecture, LLC, nor the presence of Habitech Architecture, LLC officers, personnel, employees and sub-consultants at the construction site, shall relieve the General Contractor, subcontractors and any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequences, techniques, or procedures necessary for performing, superintending, or coordinating all portions of the work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. Habitech Architecture, LLC officers, personnel, employees and sub-consultants have no authority to exercise any control over the contractor, subcontractor, or any other entity or their employees in connection with their work or any health or safety precautions. The General Contractor is solely responsible for job site safety, and shall warrant that this intent shall be made carried out throughout the work. In accordance with the insurance requirements for this work, the Contractor agrees to indemnify and list as additional insured under his general liability insurance policy, officers, personnel, employees, and sub-consultants of Habitech Architecture, LLC and the Owner.

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 <p>12 PINECREST DRIVE MEDFORD, NJ 08055 VOICE:(609) 413-2566 ~ FAX:(609) 654-5230</p>	 MR. DOUGLAS G. DZEMA ~ EXECUTIVE DIRECTOR 215 SHORE DRIVE, HIGHLANDS, NJ 07732 (732) 826-3110 DATE: October 12, 2020	HIGHLANDS HOUSING AUTHORITY	FIRE ALARM PANEL BACKUP POWER UPGRADE AT JENNY PARKER MANOR	GENERAL NOTES AND SPECIFICATIONS REGARDING ALL WORK	SCALE: NONE
					DATE: OCT. 2020
					REV 1:
					REV 2:
					DRAWING NUMBER GN-1



GENERAL NOTES

1. THE FIRE ALARM SYSTEMS IN BUILDING B AND BUILDING A ARE TO BE SUPPLIED FROM THE EMERGENCY POWER SOURCE LOCATED IN BUILDING C.
2. A SEPARATE EMERGENCY POWERED FEEDER IS TO BE INSTALLED TO BUILDING B AND A, WITH AN EMERGENCY SUBPANEL IN EACH OF THE ELECTRIC SERVICE CLOSETS OF BUILDING B AND A.
3. SIGN IDENTIFYING THAT A SECOND POWER SOURCE FOR NORMAL AND EMERGENCY ELECTRIC SUPPLY IS PROVIDED FOR THE FIRE ALARM EQUIPMENT IS TO BE POSTED AT EACH BUILDING (A, B AND C).
4. VERIFY THAT THERE IS NO ELECTRICAL CONNECTION FROM THE TRANSFERRED CIRCUITS TO THE BUILDING'S MAIN ELECTIC SERVICE.
5. SUBPANELS ARE TO BE 60 AMP 120/240V, NEMA 3R WITH SPACE FOR 4 CIRCUITS, SEPARATE NEUTRAL AND GROUND BUSES.

KEYNOTES FOR SITE PLAN & PARTIAL ONE LINE

BUILDING C

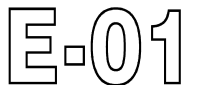
1. INSTALL 2 - 30 AMP 2 POLE BREAKERS IN PANEL PNL-E TO PROVIDE NEW ELECTRIC SUPPLY TO FIRE ALARM PANEL, ETC IN BLDG A AND B.
2. INSTALL DEDICATED POWER FEEDER 30 AMP 120/240 V (4- #10 THHN 1 PHASE, NEUTRAL AND GROUND) FROM PNL-E TO NEW SUB PANEL (P-FA-B) LOCATED IN MAIN SERVICE CLOSET FOR BUILDING B.
3. INSTALL DEDICATED POWER FEEDER 30 AMP 120/240 V (4- #10 THHN, 1 PHASE, NEUTRAL AND GROUND) FROM PNL-E TO NEW SUB PANEL (P-FA-A) LOCATED IN MAIN SERVICE CLOSET FOR BUILDING A.
4. EXISTING FEEDER, AND COMMUNITY ROOM EMERGENCY ROOM PANEL WITH SUPPLY FOR BUILDING C FIRE ALARM CONTROL PANEL TO REMAIN.

BUILDING B

5. TERMINATE FEEDER FROM PNL-E IN BLDG C AT A NEW 30 AMP 120/240V SUBPANEL IN SERVICE CLOSET OF BUILDING B.
6. THE NEW PANEL TO HAVE 2 - 20 AMP 1 POLE BREAKERS. SEPARATE ISOLATED NEUTRAL BUS AND A SEPARATE GROUND BUS. SUB PANEL TO HAVE A SEPARATE GROUND CONNECTION.
7. CIRCUITS #12 AND #14 - FIRE ALARM CIRCUITS- IN BLDG B SERVICE PANEL ARE TO BE TRANSFERRED TO NEW SUB PANEL.

BUILDING A

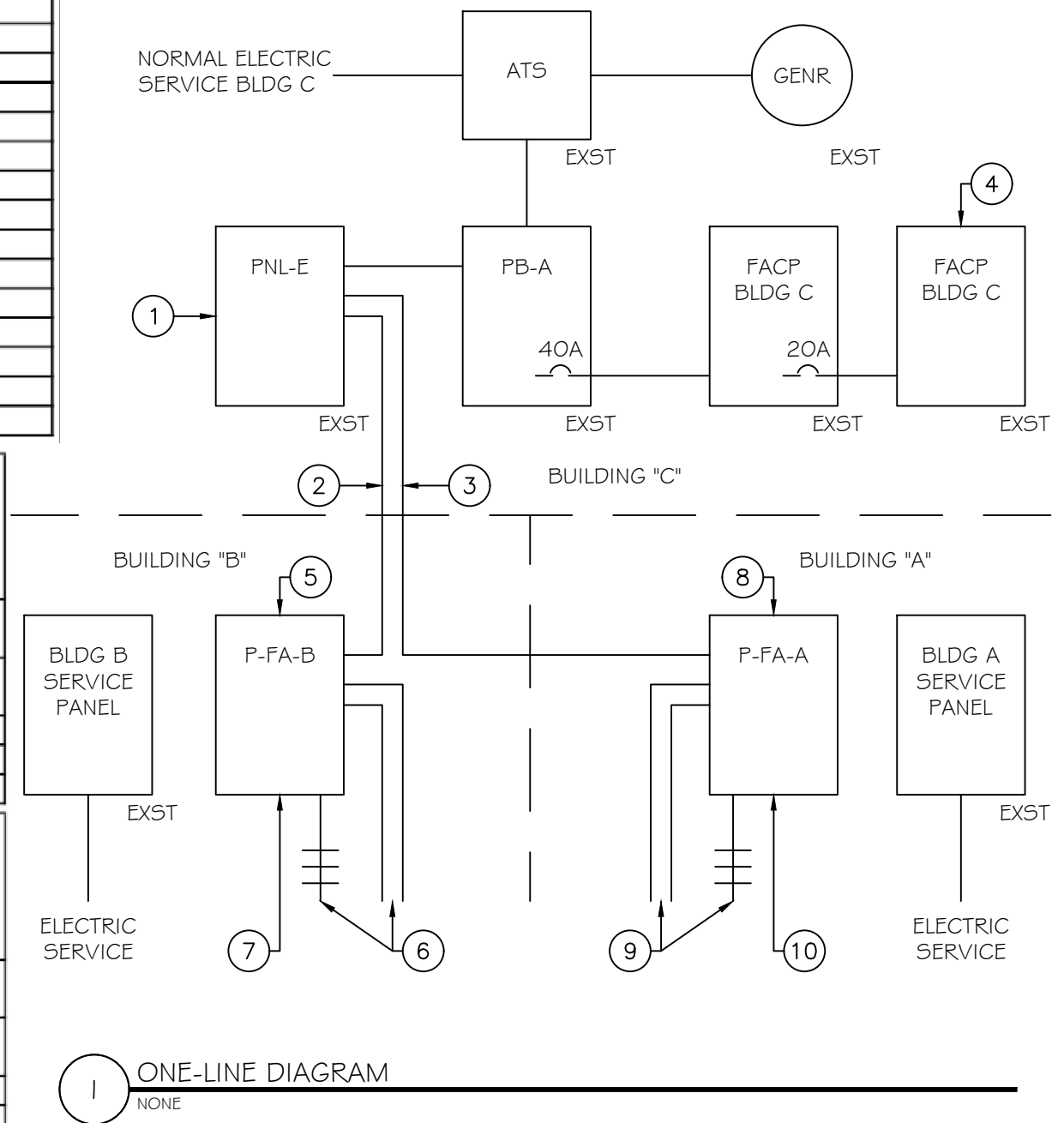
8. TERMINATE FEEDER FROM PNL-E IN BLDG C AT A NEW 30 AMP 120/240V SUBPANEL IN SERVICE CLOSET OF BUILDING A.
9. THE NEW PANEL TO HAVE 2 - 20AMP 1 POLE BREAKERS (ONE A SPARE). SEPARATE NEUTRAL BUS AND A SEPARATE GROUND BUS. SUB PANEL TO HAVE A SEPARATE GROUND CONNECTION.
10. CIRCUIT #16 -FIRE ALARM CONTROL PANEL IN BLDG A SERVICE PANEL TO BE TRANSFERRED TO NEW SUB PANEL.

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DATE: October 12, 2020					DRAWING NUMBER 

PANEL PNL-E		existing		120/208 VOLTS		3 PHASE		4 WIRE		100 LUGS				
RATING:		120/208 VOLTS		3 PHASE		4 WIRE		100 LUGS						
INTERRUPTING RATING		XXX												
MOUNTED: SURFACE		LOCATION: BOILER ROOM		SEPARATE GRD & NEUTRAL BUS										
DEVICE		BRANCH CIRCUIT				PHASE LOAD (VOLT - AMPS)			BRANCH CIRCUIT				DEVICE	
AMPS/FUSE	POLES	LOAD SERVED	VOLT-AMPS	AMP	NO	A	B	C	NO	AMP	VOLT-AMPS	LOCATION	AMPS/FUSE	POLES
20	2	GENR BLOCK HTR	0		1	0			2		0	BATTERY CHRGR/GFCI	20	1
			0		3		0		4		0	SPARE	15	1
30	2	FA-BLDG-B	0		5			0	6		0			
			0		7	0			8		0			
30	2	FA-BLDG-A	0		9		0		10		0			
			0		11			0	12		0			
			0		13	0			14		0			
			0		15		0		16		0			
			0		17			0	18		0			
			0		19	0			20		0			
			0		21		0		22		0			
			0		23			0	24		0			
			0		25	0			26		0			
			0		27		0		28		0			
			0		29			0	30		0			
			0		31	0			32		0			
			0		33		0		34		0			
			0			0	0	0			0			

PANEL P-FA-A		120/240 VOLTS		1 PHASE		3 WIRE		60 LUGS ONLY						
RATING:		120/240 VOLTS		1 PHASE		3 WIRE		60 LUGS ONLY						
INTERRUPTING RATING		XXX												
MOUNTED: SURFACE		LOCATION: BLDG A - SERV CLOSET		SEPARATE GRD & NEUTRAL BUS										
DEVICE		BRANCH CIRCUIT				PHASE LOAD (VOLT - AMPS)			BRANCH CIRCUIT				DEVICE	
AMPS/FUSE	POLES	LOAD SERVED	VOLT-AMPS	AMP	NO	A	B	NO	AMP	VOLT-AMPS	LOAD SERVED	AMPS/FUSE	POLES	
20	1	FA PANEL	0		1	0		2		0	SPARE	20	1	
		blank	0		3		0	4		0	blank			
			0			0	0			0				

PANEL P-FA-B		120/240 VOLTS		1 PHASE		3 WIRE		60 LUGS ONLY						
RATING:		120/240 VOLTS		1 PHASE		3 WIRE		60 LUGS ONLY						
INTERRUPTING RATING		XXX												
MOUNTED: SURFACE		LOCATION: BLDG B SERV CLOSET		SEPARATE GRD & NEUTRAL BUS										
DEVICE		BRANCH CIRCUIT				PHASE LOAD (VOLT - AMPS)			BRANCH CIRCUIT				DEVICE	
AMPS/FUSE	POLES	LOAD SERVED	VOLT-AMPS	AMP	NO	A	B	NO	AMP	VOLT-AMPS	LOAD SERVED	AMPS/FUSE	POLES	
20	1	FA DETECTORS	0		1	0		2		0	FA PANEL	20	1	
			0		3		0	4		0				
			0			0	0			0				





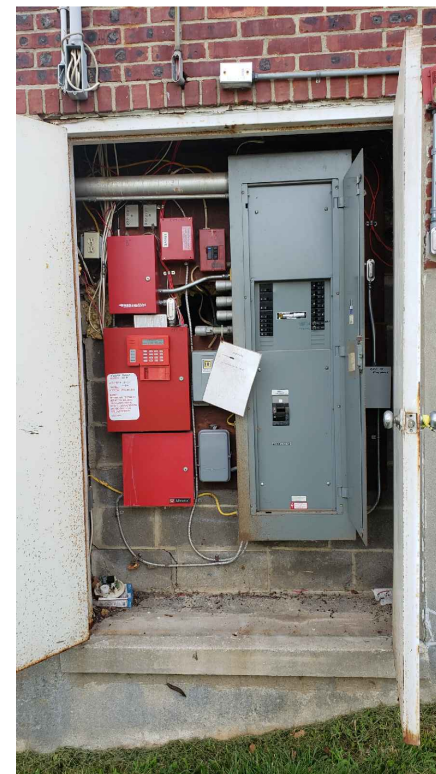
BUILDING A SERVICE CLOSET
BUILDING B IS SIMILAR



BUILDING A SERVICE CLOSET



BUILDING A F.A. CIRCUIT



BUILDING B SERVICE CLOSET



BUILDING C F.A. PANEL & DISCONNECT



BUILDING B F.A. CIRCUITS



BUILDING C PB-A PANEL





BUILDING C PANEL E



EXIST. UNDRGRND. CONDUIT BLDG C



EXIST. UNDRGRND. CONDUIT BLDG B

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				DATE: OCT. 2020	
				REV 1:	
				REV 2:	