

**HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1**  
**Board of Fire Commissioners**  
Mercer County

201 Washington Crossing-Pennington Road  
Titusville, New Jersey 08560-1410

Dear Prospective Bidder,

This is a bid for Large Fire Apparatus Scheduled Maintenance and Vehicle Repair Services that has been generated by Hopewell Township Fire District No. 1 and we are offering you the opportunity to bid.

In an effort to relay clear and precise information between all parties to keep bidders on equal footing, all questions relating to this bid must be directed in writing to Sarah Ocicki, Purchasing Agent, 201 Washington Crossing Pennington Road, Titusville, NJ 08560 or by email to [sarah.ocicki@hopewelltwpfire.org](mailto:sarah.ocicki@hopewelltwpfire.org). There will be no exceptions. Questions regarding this bid must be received by Friday, February 5, 2021 at 4:00 PM. All questions posed will be addressed on a timely basis, and any necessary addenda will be published in an official newspaper and electronically mailed no later than seven (7) business days prior to the opening of the bids to all who have submitted a bid or received a bid package from the office of the Purchasing Agent.

Bids may be delivered by mail to Hopewell Township Fire District No. 1, 201 Washington Crossing Pennington Road, Titusville, NJ 08560. Bidders are encouraged to submit bid responses via certified mail or overnight delivery to confirm delivery date.

Bids will be received and opened on Wednesday, February 17, 2021 at 10:30 AM live remotely via Zoom. Due to the restrictions on public gatherings under the New Jersey COVID-19 State of Emergency, in-person attendance is prohibited. Anyone wishing to attend the Zoom Bid Opening must register in advance at this website: [https://us02web.zoom.us/meeting/register/tZIlfuyupzssGtYM8t\\_gfboRcxc9i6PV9IgT](https://us02web.zoom.us/meeting/register/tZIlfuyupzssGtYM8t_gfboRcxc9i6PV9IgT)

Sarah Ocicki  
Purchasing Agent

**SPECIFICATIONS FOR BID**

**Large Fire Apparatus Scheduled Maintenance and Vehicle Repair Services**

For Use By The:  
Hopewell Township Fire District No. 1

To Be Received and Opened On:  
Wednesday, February 17, 2021 at 10:30 AM  
Live via Zoom remote meeting

**NOTICE TO BIDDERS**  
**HOPEWELL TOWNSHIP FIRE DISTRICT NO.1**  
**LARGE FIRE APPARATUS SCHEDULED MAINTENANCE AND VEHICLE**  
**REPAIR SERVICES BID**

Notice is hereby given that sealed bids will be received by the Purchasing Agent for the Board of Fire Commissioners of Hopewell Township Fire District No. 1. A live Zoom meeting will be held on Wednesday, February 17, 2021 at 10:30 AM prevailing time, at which time bids will be opened remotely and read in public for: Large Fire Apparatus Scheduled Maintenance and Vehicle Repair Services. Due to the restrictions on public gatherings under the New Jersey COVID-19 State of Emergency, in-person attendance is prohibited. Anyone wishing to attend the Zoom Bid Opening must register in advance at this website:

[https://us02web.zoom.us/meeting/register/tZllfuyupzssGtYM8t\\_gfboRcxc9i6PV9Igt](https://us02web.zoom.us/meeting/register/tZllfuyupzssGtYM8t_gfboRcxc9i6PV9Igt)

Proposals must be submitted on the specified bid form in the manner outlined, be enclosed in a sealed package bearing the name and address of the bidder and clearly marked **“Hopewell Township Fire District No. 1 Large Fire Apparatus Scheduled Maintenance and Vehicle Repair Services Bid”** on the outside, addressed to Sarah Ocicki, Purchasing Agent, at the address above. Bids may be delivered by mail to Hopewell Township Fire District No. 1, 201 Washington Crossing Pennington Road, Titusville, NJ 08560. Bidders are encouraged to submit bid responses via certified mail or overnight delivery to confirm delivery date.

Specifications, instructions, and bid forms are available at the Hopewell Township Fire District No. 1 website at [www.hopewelltwpfire.org](http://www.hopewelltwpfire.org) or by contacting Sarah Ocicki at [sarah.ocicki@hopewelltwpfire.org](mailto:sarah.ocicki@hopewelltwpfire.org) or 609-730-8156 extension 4140.

Bidders are required to comply with the requirements of N.J.S.A 10:5-31 et seq. and N.J.A.C. 17:27.

Sarah Ocicki, Purchasing Agent

**HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1  
BOARD OF FIRE COMMISSIONERS  
MERCER COUNTY, NEW JERSEY**

**INSTRUCTIONS TO BIDDERS**

**PLEASE READ BEFORE PREPARING BID**

*Sealed bids shall be received in accordance with public advertisement as required by law,  
a copy of which is attached hereto and made part of these specifications.*

**INVITATION TO BID**

Bids will be received by Hopewell Township Fire District No.1 (the District) for the provision **of Large Fire Apparatus Scheduled Maintenance and Vehicle Repair Services** for a period of one (1) year, beginning January 1, 2021 through December 31, 2021.

**BID DOCUMENTS**

Bid Documents are available at the office of the Purchasing Agent, 201 Washington Crossing-Pennington Rd, Titusville, New Jersey, 08560 and can be requested by emailing [sarah.ocicki@hopewelltwfire.org](mailto:sarah.ocicki@hopewelltwfire.org) or calling 609-730-8156 extension 8156. Hopewell Township Fire District No.1 is not responsible for any bid documents or addenda distributed by a third party and not received directly from Hopewell Township Fire District No.1 Bidders are responsible to ensure they receive a complete set of bid documents, including addenda.

**COST PROPOSAL SECTION**

Hopewell Township Fire District No.1 is exempt from any State sales tax or Federal excise tax. Vendors shall completely fill out the cost proposal section in words and in numbers where applicable. Bidders shall submit hourly rates for repair services and a flat rate quote on the Bid Proposal Sheet for each inspection and preventative maintenance defined herein.

**METHOD OF AWARDING CONTRACT**

As noted in the Detailed Specifications, certain vehicle repairs require service by factory-authorized vendors and certified technicians. Contracts may be awarded to multiple responsive, responsible vendors based on specific needs for specific vehicles. Hopewell Township Fire District No.1 shall award a contract or reject all bids within sixty (60) days, except that bids of any bidders who consent thereto may, at the request of Hopewell Township Fire District No.1, be held for consideration if necessary for such longer period as may be agreed.

**GENERAL ACCOUNT MANAGEMENT**

The Fleet Maintenance Supervisor, or his designee, is the authorized point of contact for requesting, scheduling and approving repairs. The District shall provide contact information for the Fleet Maintenance Supervisor and their designees to the successful vendor(s). The Fleet Maintenance Supervisor will meet with successful vendors to review procedures and current vehicle status.

The purchasing agent will be the main point of contact for billing and purchase order related issues. A blanket purchase order will be issued to the successful vendor(s) for 1 hour of labor for diagnosis of vehicle issues. All findings resulting from that diagnosis must be reported to the Fleet Maintenance Supervisor or their designee. Written estimates for the parts or labor required for any services must be forwarded to the Fleet Maintenance Supervisor and the purchasing agent. Vendor(s) shall provide a report of any deficiencies found during scheduled inspections and preventative maintenance and a quote for the repairs to the Fleet Maintenance Supervisor and Purchasing Agent. Final invoices and signed purchase orders shall be provided to the Purchasing Agent within 5 business days of the completion of all vehicle services. Purchase orders for scheduled maintenance will be issued in advance of the scheduled maintenance and forwarded to the vendor(s) via email.

**INTERPRETATIONS OF BID DOCUMENTS AND ADDENDA**

The bidder shall carefully study the bid documents, including addenda, and compare them with each other. All communications shall be in writing to:

Sarah Ocicki  
Hopewell Township Fire District No.1  
201 Washington Crossing-Pennington Road

Titusville, New Jersey, 08560  
Fax: (609) 730-1563  
Email: [sarah.ocicki@hopewelltwpfire.org](mailto:sarah.ocicki@hopewelltwpfire.org)

Questions will not be received or answered verbally and must be submitted before the date and time indicated in the Cover Letter.

Questions will be answered in the form of an Addendum, which will be advertised, available online at [www.hopewelltwpfire.org](http://www.hopewelltwpfire.org), and sent by electronic mail not later than seven (7) days, Saturdays, Sundays and holidays excepted, prior to the bid opening to all bidders who have submitted a bid or obtained bid package from the office of the Purchasing Agent. All issued Addenda shall become part of the bid documents and will be available for examination at the office of the Purchasing Agent.

It shall be the responsibility of the Bidder to ascertain that they have received all addenda issued prior to submitting its bid. Failure to submit for questions or request information shall be deemed a waiver for any claims for future compensation regarding discrepancies within the bid documents.

In accordance with N.J.S.A. 40A:11-23.2, bidder shall acknowledge receipt of any and all addenda incorporated into bid specifications by completing and submitting the form provided herein with their bid proposal.

#### **PREPARATION AND METHOD OF SUBMITTING BIDS**

Hopewell Township Fire District No. 1 will not assume responsibility for bids forwarded by mail. It is the bidder's responsibility to see that bids are presented to the Purchasing Agent or their representative at 201 Washington Crossing – Pennington Road, Titusville, New Jersey 08560-1410 on or before the hour and at the place designated.

Each proposal shall be submitted with the bid package in a sealed envelope bearing the name and address of the bidder and clearly marked: **"HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1 LARGE FIRE APPARATUS SCHEDULED MAINTENANCE AND VEHICLE REPAIR SERVICES."** Hopewell Township Fire District No. 1 will not be responsible for handling of envelopes if incorrectly marked. An authorized officer, with the firm name and address included, must sign all bid proposals in ink. Any proposals that are incomplete, conditional or obscure or which contain conditions, not-called-for erasures, alterations or irregularities of any kind shall be rejected at the option of the District. Following is a sampling of conditions constituting a major deviation from statutory requirements and is cause for rejection of bids: no signature on bid document, bid not received by time and date specified, bids submitted in pencil, failure to initial price alterations on bidder's proposal, failure to provide Public Disclosure information. Bid proposal forms shall not be altered or added to in any way.

#### **8. STANDARDS OF QUALITY**

Standards of quality are established by description, by reference to trade names or manufacturer's name, and by manufacturer's or vendor's ID. References to brand names shall be used to describe a level of quality or performance required and shall be interpreted to mean the quality or type of material to be furnished or approved equivalent. The District reserves the right to establish the equivalency of a product, which, in its deliberations, meets the intention of the District. Materials may be rejected by the District if they do not comply with specifications or if they for any reason bear evidence of poor workmanship, poor quality, or damage.

#### **9. EXCEPTIONS**

Exceptions to these specifications shall be noted in an addendum provided by the bidder. Each exception shall be noted by page number and item header. The bidder shall indicate the reason and proposed alternative for the exception. Exceptions shall not be cause for immediate rejection until reviewed and determined to be in the best interest by the District.

#### **10. RESERVATIONS**

The Commissioners of Hopewell Township Fire District No.1 reserve the right to reject any and all bids that substantially or materially deviate from specifications included herein and to waive minor irregularities or formalities pursuant to this request for bids. Should any difference arise between contracting parties as to meaning or intent of the specifications, the decision of the Board of Fire Commissioners is to be final and conclusive. The bidder assumes responsibility for inquiring of any part herein included which may require adjustment of pricing prior to submission of the bid. In case of default by the contractor, Hopewell Township Fire District No. 1 may procure articles or services from other sources and hold the contractor responsible for any excess cost occasioned thereby. It is to be understood

by the bidder that this bid is submitted on the basis of specifications prepared by Hopewell Township Fire District No. 1 and the fact that any bidder is not familiar with these specifications or conditions will not be accepted as an excuse.

#### **11. REJECTION OF PROPOSALS**

Multiple proposals from an individual, a firm or partnership, corporation or association of principals under the same or different names shall not be considered. The right is reserved to reject any or all proposals presented, if the District, and the District alone deems it in their best interest to do so. The District expressly reserves the right to waive any informality in any proposal, and to accept the proposal, which, in the District's judgment, serves their best interests.

#### **12. TERMINATION OF CONTRACT**

Hopewell Township Fire District No. 1 retains the right to terminate, cancel, or suspend all or any portion of this contract at any time with thirty (30) days written notice to the vendor. Upon notice of termination, the vendor may be asked to complete unfinished repairs and the District will make payment for parts used and repairs completed.

#### **13. NON-COLLUSION AFFIDAVIT**

In accordance with N.J.S.A. 52:34-15, bidder shall and include a Non-Collusion Affidavit with the Bidder's Proposal.

#### **14. NJ BUSINESS REGISTRATION CERTIFICATE**

All contractors and subcontractors shall submit a New Jersey Business Registration Certificate in accordance with N.J.S.A. 52:32-44. Hopewell Township Fire District No. 1 is prohibited from entering into a contract with an entity unless the bidder/proposer/contractor, and each subcontractor that is required by law to be named in a bid has a valid Business Registration Certificate on file with the Division of Revenue and Enterprise Services within the Department of the Treasury.

Prior to contract award or authorization, the contractor shall provide the Contracting Agency with its proof of business registration and that of any named subcontractor(s). Subcontractors named in a bid or other proposal shall provide proof of business registration to the bidder, who in turn, shall provide it to the Contracting Agency prior to the time a contract, purchase order, or other contracting document is awarded or authorized.

During the course of contract performance:

- (1) The contractor shall not enter into a contract with a subcontractor unless the subcontractor first provides the contractor with a valid proof of business registration.
- (2) The contractor shall maintain and submit to the Contracting Agency a list of subcontractors and their addresses that may be updated from time to time.
- (3) The contractor and any subcontractor providing goods or performing services under the contract, and each of their affiliates, shall collect and remit to the Director of the Division of Taxation in the Department of the Treasury, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:32B-1 et seq.) on all sales of tangible personal property delivered into the State. Any questions in this regard can be directed to the Division of Taxation at (609)292-6400. Form NJ-REG can be filed online at [www.state.nj.us/treasury/revenue/busregcert.shtml](http://www.state.nj.us/treasury/revenue/busregcert.shtml).

Before final payment is made under the contract, the contractor shall submit to the Contracting Agency a complete and accurate list of all subcontractors used and their addresses. Pursuant to N.J.S.A. 54:49-4.1, a business organization that fails to provide a copy of a business registration as required, or that provides false business registration information, shall be liable for a penalty of \$25 for each day of violation, not to exceed \$50,000, for each proof of business registration not properly provided under a contract with a contracting agency.

#### **15. STATEMENT OF OWNERSHIP**

N.J.S.A. 52:25-24.2 provides that no business organization, regardless of form of ownership shall be awarded any contract for the performance of any work or the furnishing of any goods and services, unless, prior to the receipt of the bid or accompanying the bid of said business organization, bidders shall submit a statement setting forth the names and addresses of all persons and entities that own ten percent or more of its stock or interest of any type at all levels of ownership. The disclosure shall be continued until names and addresses of every non-corporate stockholder, and individual partner, and member exceeding the ten percent ownership, has been listed. The included Statement of Ownership shall be completed and attached to the bid proposal. This requirement applies to all forms of business organizations. Failure to submit a disclosure shall result in rejection of the bid as it cannot be remedied after bids have been opened.

#### **16. AFFIRMATIVE ACTION**

Bidders are required to comply with the affirmative action provisions of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq. Each contractor shall submit to Hopewell Township Fire District No.1 one of the following three documents:

- 1) A photocopy of a valid letter that the contractor is operating under an existing Federally approved or sanctioned affirmative action program (good for one year from the date of the letter); or
- 2) A photocopy of a Certificate of Employee Information Report approval, issued in accordance with N.J.A.C. 17:27-4; or
- 3) A photocopy of an Employee Information Report (Form AA302) provided by the Division and distributed to the public agency to be completed by the contractor in accordance with N.J.A.C. 17:27-4.

Documents may be provided with proposal, or after notice of award but prior to the execution of the contract.

#### **17. NEW JERSEY ANTI-DISCRIMINATION**

The contractor agrees not to discriminate in employment and agrees to abide by all anti-discrimination laws including but not limited to N.J.S.A. 10:2-1 as included in these specifications.

#### **18. AMERICANS WITH DISABILITIES ACT OF 1990**

Discrimination on the basis of disability in contracting for the purchase of goods and services is prohibited. If awarded the contract, the contractor is required to comply with requirements related to the Americans with Disabilities Act as provided in this specification. The contractor is obligated to comply with the Act and to hold the owner harmless for any violations committed under the contract.

#### **19. DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

N.J.S.A. 52:32-55 prohibits State and local public contracts with persons or entities engaging in certain investment activities in energy or finance sectors of Iran. Bidders shall indicate if they comply with the law by certifying the form. Pursuant to N.J.S.A. 40A:11-2.1 the owner is required to notify the New Jersey Attorney General if it determines a false certification has been submitted.

#### **20. HOLD HARMLESS AGREEMENT**

Vendors will complete and include a Hold Harmless Agreement with the Bidder's Proposal.

**HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1  
BOARD OF FIRE COMMISSIONERS  
MERCER COUNTY, NEW JERSEY**

**DETAILED SPECIFICATIONS**

**PLEASE READ COMPLETELY BEFORE PREPARING BID**

**CURRENT LARGE FIRE APPARATUS VEHICLE INVENTORY**

- 2004 Pierce Enforcer Rescue/Engine
- 1998 KME Telesquirt
- 1990 Peterbilt Tanker
- 2019 Peterbilt Tanker

**GENERAL**

The Contractor shall furnish all necessary supervision, labor, tools, parts, and equipment required to perform inspections, maintenance, repairs, and testing of the fleet of fire apparatus, ambulances, and other vehicles of Hopewell Township Fire District. All services performed by the Contractor shall meet the National Fire Protection Association (NFPA) 1911, Standard for the Inspection, Maintenance, testing, and Retirement of In-Service Automotive Fire Apparatus, current edition. In addition, all services provided by the Contractor shall be consistent with industry best practices, shall meet all applicable federal, state, and local standards and shall follow manufacturer's recommendations. The Contractor shall repair vehicles in a timely manner to correct deficiencies and return the vehicle to an in-service status.

The Contractor shall perform services, including inspection, maintenance, testing and repair, at the location of the apparatus or at the Contractor's service facility. Whenever possible, repairs and scheduled inspections, and maintenance will be completed at the Union Fire Company and Rescue Squad located at 1396 River Road in Titusville, New Jersey. The Contractor shall work with the Fleet Maintenance Supervisor or his designee to determine the most suitable location where services will be performed. If the apparatus is to be serviced at the Contractor's service facility.

It shall be the responsibility of the Contractor to arrange for pick-up and delivery of all apparatus upon recommendation they be transported to the Contractor's facility. No apparatus shall be taken without prior approval from the District.

The Contractor is responsible for the security of any apparatus in its custody. The Contractor's custody includes any on-site work activity at a District facility; the Contractor's transport of any apparatus from its location to the Contractor's facility; the return transport of the unit to its location ; and any period that the unit is located at the Contractor's facility. The Contractor is responsible for all costs associated with correcting damage attributable to the Contractor while the unit is in the Contractor's custody.

**QUALIFICATIONS**

The successful vendor(s) shall provide only qualified Emergency Vehicle Technicians to perform any diagnosis, repair or maintenance services on the vehicles listed in Item 1 of these Specifications. Certain issues require factory-authorized technicians and services for diagnosis and repairs. Vendors must indicate on the Bid Proposal Sheet if they are factory-authorized for any specific vehicle makes.

**PROCESS**

A blanket purchase order for one (1) hour of diagnosis will be issued for any requested repairs. The Fleet Maintenance Supervisor or their designee may verbally authorize vendor to complete repairs immediately upon diagnosis when possible. Written estimates for all repairs must be forwarded to Fleet Maintenance Supervisor and Purchasing Agent within one (1) business day of diagnosis. Estimates must be provided any time additional labor or parts are required that will result in an increase to the cost or change of scope of the authorized repairs. The Hopewell Township Fire District will provide vendor a list of individuals who can verbally authorize repairs.

**PREVENTATIVE MAINTENANCE**



Each inspection, maintenance, and testing of apparatus must meet the minimum requirements of NFPA 1911 Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Automotive Fire Apparatus current edition. Inspections will be conducted utilizing a checklist developed by the vendor and approved by Hopewell Township Fire District No. 1.

#### **A. Bi-Annual Maintenance**

The successful vendor(s) will conduct preventative maintenance inspections on The District's fire and emergency medical fleet bi-annually (twice a year). Inspections will be conducted utilizing a checklist developed by the vendor and approved by Hopewell Township Fire District. The checklist must be modeled after the NFPA 1911 Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Automotive Fire Apparatus current edition. During the second bi-annual inspection the wheels will be removed for brake inspection.

Maintenance inspections requiring wheel removal for brake inspection will be conducted at the vendor's facility. Copies of the completed checklist and any additional vendor-supplied work orders associated with the inspections must be forwarded to the Fleet Maintenance supervisor within one (1) business day of the completed inspection for each vehicle. Estimates for any additional work must be forwarded to the Fleet Supervisor and the office of the purchasing agent within seven (7) calendar days of the maintenance inspection. An updated purchase order will be issued for work that is approved by the Hopewell Township Fire District No. 1. Final inspections reports, invoices, and signed purchase orders must be submitted no later than the last day of the month in which inspections were completed.

#### **B. Annual Fire Pump Service**

Annual fire pump service shall meet or exceed and be inspected in accordance will NFPA 1911 Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Automotive Fire Apparatus current edition and be serviced and inspected to the manufacturer's recommendations.

All fire pumps are to be serviced and will include the following:

- Check packings for leakage and adjust or replace packings, as needed.
- Check all discharges for leakage (under pressure)
- Check for leaks in all valves, drains, pipes, and fittings.
- Check that all intake strainers are present and in proper condition.
- Check that pump transfer valve is functional.
- Determine if the pressure relief control system is functioning properly.
- Check pump transmission oil level
- Check primer operation with a dry vacuum test.
- Determine if all pressure gauges are displaying within 10 psi of actual pressure.
- Provide any additional equipment required to perform fire apparatus pump test.

#### **C. Annual Aerial Service**

Annual aerial service shall meet or exceed and be inspected in accordance with NFPA 1911 Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Automotive Fire Apparatus current edition and be serviced and inspected to the manufacturer's recommendations.

#### **D. Annual Chassis and Fluid Service**

The Annual Chassis and Fluid Service shall meet or exceed and be inspected in accordance will NFPA 1911 Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Automotive Fire Apparatus current edition and be serviced and inspected to the manufacturer's recommendations.

The Chassis and Fluid Services will include the following: Oil change, replacing the oil filter, fuel, and water separator

filters, coolant filter, checking pH level of coolant, air intake filter (if needed), power steering filter, transmission service and filter, differential oil change, checking and topping off all fluid levels, checking air dryer system and replacing air dryer system filters (if needed), greasing entire chassis and suspension.

### **VEHICLE REPAIR SERVICES**

Vendors must be available to travel to our location to diagnose vehicle issues within two business days of a request for service. Emergency repairs must be diagnosed within one business day. Due to the nature of emergency services, it is vital that vehicles are repaired quickly and proficiently to ensure the safety of our employees and efficiency of our agency. A blanket purchase order will be issued for all successful vendors to allow for one (1) hour of diagnosis labor only for diagnosis of vehicle issues.

If additional parts or work are required, the vendor must coordinate with the Fleet Maintenance Supervisor and purchasing agent to ensure the necessary estimates are provided and purchase orders are approved while completing repairs in a timely manner.

It is understood that vendors may be able to complete some repairs immediately upon diagnosis and would not be able to provide an estimate prior to beginning repairs. In this situation only, and at the discretion of the Fleet Maintenance Supervisor or his designee, verbal authorization to proceed with repairs may be given. Verbal authorization to proceed with repairs shall only be acceptable if verbal authorization is given by an authorized employee AND if vendor(s) provides a written estimate to Fleet Maintenance Supervisor and purchasing agent upon the technician's return to the vendor's shop / place of business, within 1 business day of beginning repairs. For any repair that cannot be completed immediately upon diagnosis, a written estimate for the parts or labor required for repair is required and all parts and labor shall be approved in writing only.

## HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1

## LARGE FIRE APPARATUS SCHEDULED MAINTENANCE AND VEHICLE REPAIR SERVICES

## BID PROPOSAL SHEET

## VENDOR INFORMATION

Vendor Name: FIRE APPARATUS REPAIR, INC.	Phone #: 609-689-2888	Fax #: 609-584-0405
Street Address: 2740 KUSER ROAD	Business Hours: 0700-1530	
City, State, Zip Code: HAMILTON, NJ 08691	Are your technicians qualified Emergency Vehicle Technicians? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Service Contact: RON SKEENES	Service Contact Phone #: 609-689-2888	
Service Contact Email Address: RON@FIREAPPARATUSREPAIR.NET		
Billing Contact: TRISH ZIVE	Billing Contact Phone #: 609-588-0096	
Billing Contact Email Address: TRISH@CONFIRE.COM		
Are you able to provide factory-authorized services for any of the vehicle makes/ models listed in this bid? Yes <input checked="" type="radio"/> No <input type="radio"/>		
List Makes/Models:		
Provide Time Estimate for Completion of Vehicle Repair Services and Preventative Maintenance Inspection and Service:		
ONE DAY		

COST PROPOSAL SECTION	Cost in numbers	Cost in words
<b>VEHICLE REPAIR SERVICES - HOURLY RATE</b>		
Hourly Rate	\$ 92.00	NINETY TWO DOLLARS
Rate for pick-up and delivery of apparatus to and from vendor facility when off-site repair is required	\$ 75.00	SEVENTY FIVE DOLLARS
Rate for towing to vendor facility if required	\$ 190.00 Hr.	ONE HUNDRED, NINETY DOLLARS
<b>FIRST SEMI-ANNUAL PREVENTATIVE MAINTENANCE INSPECTION AND SERVICE</b>		
<b>FLAT RATE TOTAL COST INCLUDING PARTS AND LABOR</b>		
2004 Pierce Enforcer Rescue/Engine	\$ 575.00	FIVE HUNDRED, SEVENTY FIVE DOLLARS
1998 KME Telesquirt	\$ 575.00	FIVE HUNDRED, SEVENTY FIVE DOLLARS
1990 Peterbilt Tanker	\$ 575.00	FIVE HUNDRED, SEVENTY FIVE DOLLARS
2019 Peterbilt Tanker	\$ 575.00	FIVE HUNDRED, SEVENTY FIVE DOLLARS
<b>SECOND SEMI-ANNUAL PREVENTATIVE MAINTENANCE INSPECTION AND SERVICE &amp; BRAKE INSPECTION</b>		
<b>FLAT RATE TOTAL COST INCLUDING PARTS AND LABOR</b>		
2004 Pierce Enforcer Rescue/Engine	\$ 1095.00	ONE THOUSAND, NINETY FIVE DOLLARS
1998 KME Telesquirt	\$ 1095.00	ONE THOUSAND, NINETY FIVE DOLLARS
1990 Peterbilt Tanker	\$ 1095.00	ONE THOUSAND, NINETY FIVE DOLLARS
2019 Peterbilt Tanker	\$ 1095.00	ONE THOUSAND, NINE FIVE DOLLARS
<b>ANNUAL FIRE PUMP SERVICE - FLAT RATE TOTAL COST INCLUDING PARTS AND LABOR</b>		
2004 Pierce Enforcer Rescue/Engine	\$ 800.00	EIGHT HUNDRED DOLLARS
1998 KME Telesquirt	\$ 800.00	EIGHT HUNDRED DOLLARS
1990 Peterbilt Tanker	\$ 800.00	EIGHT HUNDRED DOLLARS
2019 Peterbilt Tanker	\$ 800.00	EIGHT HUNDRED DOLLARS
<b>ANNUAL AERIAL SERVICE - FLAT RATE TOTAL COST INCLUDING PARTS AND LABOR</b>		
1998 KME Telesquirt	\$ 1,500.00	ONE THOUSAND, FIVE HUNDRED DOLLARS
<b>ANNUAL CHASSIS AND FLUID SERVICE - FLAT RATE TOTAL COST INCLUDING PARTS AND LABOR</b>		
2004 Pierce Enforcer Rescue/Engine	\$ 1850.00	ONE THOUSAND, EIGHT HUNDRED, FIFTY DOLLARS
1998 KME Telesquirt	\$ 1850.00	ONE THOUSAND, EIGHT HUNDRED, FIFTY DOLLARS
1990 Peterbilt Tanker	\$ 1850.00	ONE THOUSAND, EIGHT HUNDRED, FIFTY DOLLARS
2019 Peterbilt Tanker	\$ 2095.00	TWO THOUSAND, NINETY FIVE DOLLARS

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**HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1  
BOARD OF FIRE COMMISSIONERS  
MERCER COUNTY, NEW JERSEY**

**CHECKLIST OF REQUIRED DOCUMENTS**

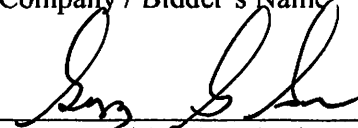
Failure to provide the following items shall result in your bid being disqualified. These are mandatory requirements of this bid package:

- ☐ Bid Proposal Forms (included with bid package)
- ☐ Receipt of Addenda (included with bid package)
- ☐ Non-Collusion Affidavit (included with bid package)
- ☐ Statement of Ownership (included with bid package)
- ☐ Disclosure of Investment Activities in Iran (included with bid package)

Prior to award of the contract, the following items will be required:

- ☐ New Jersey Business Registration Certificate
- ☐ Hold Harmless
- ☐ Taxpayer Identification (W-9)
- ☐ Affirmative Action Certification

FIRE APPARATUS REPAIR, INC.  
Company / Bidder's Name

  
Name & Title of Authorized Representative

GREGORY G. GORE, PRESIDENT

2/15/21  
Date

HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1  
BOARD OF FIRE COMMISSIONERS  
MERCER COUNTY, NEW JERSEY

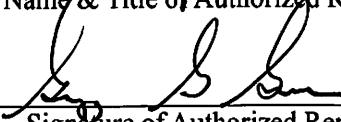
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned Bidder hereby acknowledges receipt of the following Addenda:

Addendum Number	Dated	Initial
<u>NONE</u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>

FIRE APPARATUS REPAIR, Inc.  
Bidder

GREGORY G. GORE, PRESIDENT  
Name & Title of Authorized Representative

  
Signature of Authorized Representative

2/15/21  
Date

**HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1  
BOARD OF FIRE COMMISSIONERS  
MERCER COUNTY, NEW JERSEY**

**NON-COLLUSION AFFIDAVIT**

STATE OF NEW JERSEY )

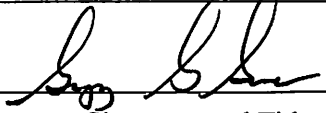
ss

COUNTY OF MERCER )

I, GREGORY G. GORE of  
TOWNSHIP OF HAMILTON (City, Town or Township) in the County  
of MERCER and the State  
of NEW JERSEY being of full age and being  
duly sworn according to law on my oath depose and say that:

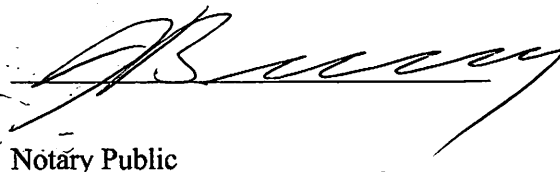
I am PRESIDENT (Title)  
of the firm of FIRE APPARATUS REPAIR, Inc.,  
the bidder making this Proposal and that I executed the said Proposal with full authority to  
do so; that said bidder has not, directly or indirectly, entered into any agreement, participated  
in any collusion, or otherwise taken any action in restraint of free, competitive bidding in  
connection with this bid; and that all statements contained in said Proposal and in this  
affidavit are true and correct, and made with the full knowledge that the Boards of  
Commissioners of Hopewell Township Fire District No.1 relies upon the truth of the  
statements contained in said Proposal and in the statements contained in this affidavit in  
awarding the contract for these bid specifications.

I further warrant that no person or selling agency has been employed or retained to solicit or  
secure such contract upon an agreement or understanding for a commission, percentage,  
brokerage or contingent fee, except bona fide employees or bona fide established  
commercial or selling agencies maintained  
by FIRE APPARATUS REPAIR, Inc. (name of contractor)

 PRESIDENT  
Signature and Title

Sworn to before me this \_\_\_\_\_

day of 15th FEB 2021



Notary Public

**JOHN BRADBURY**

Notary Public

State of New Jersey

Commission Expires 9/8/2022

Notary Public  
State of New Jersey  
Commission Expires 01/03/02

I, the undersigned, do hereby certify that the foregoing is a true and correct copy of the original as the same appears in the records of the County of Hudson, New Jersey.

Witness my hand and seal this 1st day of January, 2002.

Notary Public  
State of New Jersey  
Commission Expires 01/03/02

Notary Public  
State of New Jersey  
Commission Expires 01/03/02



## STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of Organization: FIRE APPARATUS REPAIR, Inc.

Organization Address: 2740 KILMER ROAD HAMILTON, NJ 08691

**Part I** Check the box that represents the type of business organization:

- ☐ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- ☐ Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- ☒ For-Profit Corporation (any type) ☐ Limited Liability Company (LLC)
- ☐ Partnership ☐ Limited Partnership ☐ Limited Liability Partnership (LLP)
- ☐ Other (be specific): \_\_\_\_\_

**Part II**

- ☒ The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST BELOW IN THIS SECTION)**

OR

- ☐ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Home Address (for Individuals) or Business Address
GREGORY G GORE	36 ALESSIO TER. HAMILTON, NJ 08620
JOHN BRADBURY	9 ROSEWOOD DR. CHESTERFIELD, NJ 08515

**Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II**

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

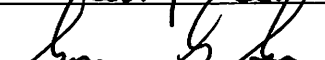
Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

**Please list** the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above**. The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Home Address (for Individuals) or Business Address

**Part IV Certification**

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the **<name of contracting unit>** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with **<type of contracting unit>** to notify the **<type of contracting unit>** in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the **<type of contracting unit>** to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	GREGORY G. GORE	Title:	PRESIDENT
Signature:		Date:	2/15/21

**HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1  
BOARD OF FIRE COMMISSIONERS  
MERCER COUNTY, NEW JERSEY**

**EXHIBIT A**

**MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE  
N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)  
N.J.A.C. 17:27**

**GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE 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 ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, 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 equal employment opportunity 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 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 will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter 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.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment

**HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1  
BOARD OF FIRE COMMISSIONERS  
MERCER COUNTY, NEW JERSEY**

agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at [www.state.nj.us/treasury/contract\\_compliance](http://www.state.nj.us/treasury/contract_compliance))

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the office 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 Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

**HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1  
BOARD OF FIRE COMMISSIONERS  
MERCER COUNTY, NEW JERSEY**

**AMERICANS WITH DISABILITIES ACT  
Equal Opportunity for Individuals with Disability**

The contractor and the Hopewell Township Board of Fire Commissioners, (hereafter "owner") do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (*42 U.S.C. § 12101 et seq.*), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant thereunto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

## Disclosure of Investment Activities in Iran

Bidder Name:

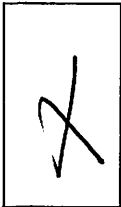
FIRE APPARATUS REPAIR, Inc.

### Part 1: Certification

BIDDERS ARE TO COMPLETE PART 1 BY CHECKING EITHER BOX.

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at [www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf](http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf). Bidders must review this list prior to completing the below certification. Failure to complete the certification may render a bidder's proposal non-responsive. If the Director finds a person or entity to be in violation of law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party

#### CHECK THE APPROPRIATE BOX:



I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed above nor any of the bidder's parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR



I am unable to certify as above because the bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as nonresponsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

### Part 2 – Additional Information

PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN. You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran on additional sheets provided by you.

### Part 3: Certification

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments there to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity. I acknowledge that the *<name of contracting unit>* is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the *<reference to contracting unit>* to notify the *<reference to contracting unit>* in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the *<name of contracting unit>* and that the *<reference to contracting unit>* at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	GREGORY G. GORE	Title:	President
Signature:		Date:	2/15/21

**HOPEWELL TOWNSHIP BOARD OF FIRE COMMISSIONERS  
MERCER COUNTY, NEW JERSEY**

**HOLD HARMLESS AGREEMENT**

BETWEEN: The Hopewell Township Board of Fire Commissioners  
201 Washington Crossing - Pennington Road,  
Titusville, New Jersey 08560-1410

and

FIRE APPARATUS REPAIR, Inc.

Contractor Name

2740 KUSER ROAD HAMILTON, NJ 08691

Physical Address (not P.O. Box)

609-689-2888 / 609-584-0405 (Fax)

Telephone/Fax numbers

It is understood and agreed the Contractor is:

- 1) An independent Contractor and not an employee of the Hopewell Township Fire District No.1
- 2) The Contractor agrees to indemnify and hold harmless the Fire District, the Board of Fire Commissioners of the Township of Hopewell, and all of its officers, agents and employees of and from any and all liability for damages for injury to person and property, including death, and against and from all suits and actions and all costs, damages and changes of whatsoever kind and nature, including attorneys' fees to which the Board of Fire Commissioners may be put for or on account of any injury or alleged injury to person, including death, or property, resulting from the performance of the Contractor's operations under this Contract, or by or in consequence of any neglect or omission of the part of the Contractor in the performance of operations under this Contract, whether such operations, or the absence thereof, be by the Contractor, or anyone directly or indirectly employed by the Contractor.
- 3) The Contractor shall hold the Hopewell Township Board of Fire Commissioners harmless for damages to the Contractor's equipment utilized during the term of this Contract.
- 4) The Contractor agrees to provide a Certificate of Insurance specifically naming the Township of Hopewell as an additional named insured, providing general liability, bodily injury and property damage coverage with minimum limits of liability and less than \$500,000.00.

Signed this 15 day of FEB, 2021  
as the binding act in deed of

FIRE APPARATUS REPAIR, Inc.  
Name of Organization

[Signature] President  
Authorized signature and title

GREGORY G. GORDON, President  
Printed or authorized typed signature and title

[Signature]  
Witness  
JOHN BRADY, SEC.

STATE OF NEW JERSEY  
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY/  
DIVISION OF REVENUE  
PO BOX 252  
TRENTON, N J 08646-0252

TAXPAYER NAME:  
FIRE APPARATUS REPAIR, INC.

TRADE NAME:

ADDRESS:  
2740 KUSER ROAD  
HAMILTON NJ 08691  
EFFECTIVE DATE:

SEQUENCE NUMBER:

0559816

ISSUANCE DATE:

11/06/12

*James J. Pusserina*

Director  
New Jersey Division of Revenue

FORM-BRC

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

104-001-B205840V

Certification 50490

**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-MAR-2020 to 15-MAR-2027

FIRE APPARATUS REPAIR INC  
2740 KUSER ROAD  
HAMILTON

NJ 08691



*Elizabeth Maher Muoio*

ELIZABETH MAHER MUOIO  
State Treasurer



# Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

Name (as shown on your income tax return)

**FIRE APPARATUS REPAIR, INC.**

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax

classification (required): ☐ Individual/sole proprietor ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

☐ Exempt payee

☐ Other (see instructions) ▶

Address (number, street, and apt. or suite no.)

**2740 KUSER RD**

City, state, and ZIP code

**HAMILTON N.J. 08691**

List account number(s) here (optional)

Requester's name and address (optional)

Print or type  
See Specific Instructions on page 2.

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

			-			-			
--	--	--	---	--	--	---	--	--	--

Employer identification number

2	2	-	3	0	2	1	2	4	8
---	---	---	---	---	---	---	---	---	---

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign  
Here

Signature of  
U.S. person ▶

Date ▶

2/15/21

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

# **Fire Apparatus Repair, Inc.**

2740 Kuser Road Hamilton, NJ 08691  
Phone (609)689-2888 Fax (609)588-0887

---

February 15, 2021  
Hopewell bid

Exceptions Please.

Large fire apparatus scheduled maintenance and vehicle repair services.

Under the heading Preventative Maintenance.

B. Annual fire pump service

- Provide any additional equipment required to perform fire apparatus pump test.

FIRE APPARATUS REPAIR CAN PROVIDE OUR VENDOR TO PERFORM THE ANNUAL PUMP TESTING. THIS PUMP TESTING WOULD BE COMPLETED IN ONE DAY FOR ALL APPARATUS. PREPLANNING A DATE IS ESSENTIAL FOR THE SCHEDULING.

- The annual pump PM and pump testing can not be performed all in one day.
- The submitted bid for the annual fire pump service would be the following.
  - o Pump test \$300.00
  - o Pump PM service \$500.00
  - o Bid total \$800.00

Bid Proposal sheet

First semi-annual PM and inspection and service

- This is only an inspection **no fluid change.**
- This inspection performed at the shop so the shop lifts can be used.
- \$575.00 no parts, labor only

Second semi-annual PM and inspection and service and a brake inspection.

- **No fluid Change.**
- This inspection performed at the shop, wheel off inspection.
- \$1095.00 labor only, some parts may apply

Annual chassis and fluid service

- 2019 Peterbilt tanker.
  - o The annual cost for this apparatus is higher because of the transmission requires full synthetic oil.

\*\* In addition to the annual chassis fluid service we suggest performing the wheel off inspection during this time. This will lesson the down time by performing two requirements at the shop.

**1. Fluid service**

- a. \$1850.00 parts and labor
- b. Tanker 2019 \$2095.00 parts and labor

**2. Wheel off brake inspection.**

- a. \$1095.00 labor only, some parts may apply  
(ex: broken wheel studs)

**3. Total for Fluid service as per Bid and a wheel off brake inspection, each apparatus listed below.**

- a. 2004 Pierce
  - i. \$2945.00
- b. 1998 KME Tele-squirt
  - i. \$2945.00
- c. 1990 Peterbuilt Tanker
  - i. \$2945.00
- d. 2019 Peterbuilt Tanker
  - i. \$3190.00