Frank Sadeghi, Director
Jennifier Bacchione, Deputy Director
Robert S. Arace, Commissioner
Sam Ellenbogen, Commissioner
Ray Gormley, Commissioner

Jennifer L. Bowens, Qualified Purchasing Agent

County of Ocean
Administration Building
101 Hooper Avenue
Toms River, NJ 08754

BID

SERVICING OF ELEVATORS AND WHEELCHAIR LIFTS

2026

ADVERTISEMENT DATE: May 13, 2026
OPENING: June 2, 2026, 11:00 am

Bid Category: *22- Public Works, Park Equipment and Construction Services*

Notice to Bidders

NOTICE IS HEREBY GIVEN that sealed bids for the furnishing and delivery of **SERVICING OF ELEVATORS AND WHEELCHAIR LIFTS** for the County of Ocean, will be received by the Purchasing Agent of the County of Ocean on **Tuesday, June 2, 2026** at **11:00 am,** prevailing time.

Bids will be received electronically via the County's Online Procurement Portal. Specifications are available on the Procurement Portal or for viewing only, in the Department of Purchase, Room #224, Administration Building, 101 Hooper Avenue, Toms River, New Jersey. Direct all inquiries to Jennifer L. Bowens, Purchasing Agent.

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and P.L. 1975 C. 127 (N.J.A.C. 17:27-1 et seq.) regarding equal employment opportunities and with the requirements of P.L. 1977 C.33 regarding corporate and/or partnership ownership.

The right to reject any and all bids is reserved in accordance with applicable law.

By order of the Board of Commissioners of the County of Ocean.

Signed:

FRANK SADEGHI, Director

JENNIFER L. BOWENS, Qualified Purchasing Agent

Contact Information and Project Timeline

Summary

The purpose of this bid package is to provide the County of Ocean with a Contractor who will supply the goods or services described and specified herein.

Contact Information

For further information regarding these specifications, contact

Jessica Hannold
Assistant Purchasing Agent
101 Hooper Ave.
Room 224
Toms River, NJ 08753
Email: ocpurchasing@co.ocean.nj.us
Phone: (732) 929-2103
Department:
Buildings and Grounds

Timeline

Advertising Date	May 13, 2026
Bid Opening Date	June 2, 2026, 11:00am Administration Building, 101 Hooper Ave., Room 119, Toms River, NJ, 08753

Important Instructions for Electronic Submittal

Instructions for Electronic Bid Submission

The County is accepting electronic bid submissions with Open Gov by following these instructions:

Sign up for a FREE account at https://procurement.opengov.com/portal/oceancounty

Once you have completed account registration, browse back to this page: County's OpenGov Electronic Bid Portal (https://procurement.opengov.com/portal/oceancounty/)

Click on the bid of interest, then click "Draft Response".

Follow the instructions to submit the electronic bid.

It is important to note that this process should be completed well in advance of the bid deadline / bid opening. DO NOT WAIT UNTIL THE LAST MINUTE. The County's electronic submission system will not allow electronic bids to be submitted once the deadline has passed, even if you've already started the process. The deadline is based on the countdown timer found on the OpenGov bid submission page.

Instructions to Bidders

Bid Opening

All bids will be opened publicly in the Administration Building, Room 119, 101 Hooper Avenue, Toms River, New Jersey, commencing at 11:00 am, prevailing time on Tuesday, June 2, 2026.

Electronic Bid Submissions

Bids must be submitted electronically through Ocean County's Procurement Portal by the date and time stipulated in the Notice to Bidders.

Bidder Review and Questions

Bidders are responsible for thoroughly reviewing all bid documents, including specifications, pricing proposals, and attachments, prior to submitting questions or a bid response. Questions submitted that are clearly addressed within the bid documents will be answered by directing the bidder to the applicable section of the bid, rather than restating the information.

Deadline Instructions

The County will not be responsible for late bids, and no bids will be accepted if received after the time stipulated in the notice to bidders.

Completion of all Documents

Bidders shall complete all documents and acknowledge all terms included with the bid package. All documents should be from this bid package and must not be dated or executed prior to the date of advertising. Failure to follow these instructions is cause for rejection.

NOTE: In order to access any DocuSign forms in this solicitation, you must first click "Draft Response". ***Instructions on how to access the forms through DocuSign are available in the Attachments. Please note that in order to view the forms as a .pdf document, you must access DocuSign first. Once you access DocuSign, the option to download, save, print and complete the forms becomes available***

Right to Reject

The County reserves the right to reject all bids in accordance with N.J.S.A. 40A:11-13.2, to waive any informalities in the bid and to accept the lowest responsible bid in accordance with applicable law.

Bidder Default

In case of default by the bidder or contractor, the County of Ocean may procure the articles or services from other sources and hold the bidder or contractor responsible for any excess cost occasioned thereby.

Indemnity

The bidder, if awarded a contract, agrees to protect, defend and save harmless the County against any damage for payment for the use of any patented material process, article or device that may enter into the manufacture, construction or form a part of the work covered by either order or contract, and he further agrees to indemnify

and save harmless the County from suits or actions of every nature and description brought against it, for, or on account of injuries or damages received or sustained by any party or parties by, or from any of the negligent acts of the contractor, his servants or agents.

Specifications

It is to be understood by the bidder that this bid is submitted on the basis of specifications prepared by the County and the fact that any bidder is not familiar with these specifications or conditions will not be accepted as an excuse.

Bid Security

NO BID SECURITY

Performance Bond

NO PERFORMANCE BOND

Pricing Proposal

Bidders must use the pricing proposal provided in the bid specifications. Failure to use the pricing proposal in the bid specifications shall be cause for rejection of the bid.

Pricing

Insert prices for furnishing all of the material and/or labor described or required. Prices shall be net, including any charges for packing, crating, containers, etc. and all transportation charges fully prepaid by the contractor F.O.B. destination and placement at locations specified by the County. No additional charges will be allowed for any transportation costs resulting from partial shipments made at the vendor's convenience when a single shipment is ordered.

Payment

Payments will be made upon the approval of vouchers submitted by the successful bidders in accordance with the requirements of the Board of Commissioners and subject to the Board of Commissioners customary procedures. The County will not pay interest or late fees regardless of language provided.

Discrepancy in Pricing

In the event that there is a discrepancy between the unit prices and the extended totals, the unit prices shall prevail. In the event there is an error of the summation of the extended totals, the computation by the OWNER of the extended totals shall govern.

Award Timeframe

Award will be made by Ocean County Board of Commissioners within sixty (60) days after receipt of bids.

Equal or Tie Bids

The County of Ocean reserves the right to award at their discretion to any one of the tie bidders where it is most advantageous for the County to do so, pursuant to N.J.S.A. 40A:11-6.1.

Tax Exempt

The County of Ocean is exempt from any State sales tax or Federal excise tax.

Equivalent Product

When offering an equivalent product, the bidder must clearly specify any variations from the stated specifications, regardless of how minor. The County will determine whether the proposed item meets or exceeds the specified product based on its quality, performance, and suitability for the intended use. Where equivalent equipment is offered, the County will determine if the proposed item is equal to or better than specified.

Evaluation

In addition to pricing, evaluation will include an assessment of quality, adherence to specifications, suitability for the County's needs, delivery terms, and warranty provisions. If no deviations from the specifications are noted, the bid will be assumed to be fully compliant with the stated requirements.

Quantities

The quantities shown on the pricing proposal are **estimates only**, and Ocean County will not guarantee any minimum purchase. The County reserves the right to decrease or omit quantities as needed over the course of the contract. The county will not consider any minimum requirements imposed on order quantities. The County also reserves the right to increase quantities to twenty (20) percent of the maximum quantities listed at the unit price bid, in accordance with N.J.A.C. 5:30-11.3. *Note: Actual orders are placed upon receipt of a Purchase Order, on an as needed basis. The County will not be responsible to pay for any product that was not ordered through a Purchase Order.*

Delivery of Goods and Services

Delivery of items shall only be made upon receipt of a Purchase Order issued by the Ocean County Department of Purchase, upon which delivery locations and needed quantities shall be indicated.

American Goods and Products

All contractors must comply with the provisions of New Jersey Statute Title 40A:11-18, when applicable.

Buy American for Food Contracts (If Applicable)

This provision applies exclusively to contracts for the purchase of food and food service products under federally funded child nutrition programs.

In accordance with 7 CFR 210.21(d) and USDA Memo SP 38-2017, all food and food service products provided under such contracts must be domestic. Products must be either 100% domestic or contain more than 51% domestic agricultural components by weight or volume.

Exceptions are permitted only when the product is not available domestically in sufficient quantity and/or quality, or when competitive pricing demonstrates that domestic products are significantly higher in cost. Any exception request must be submitted in writing and approved by the School Food Authority (SFA) prior to purchase.

This requirement does not apply to non-food-related contracts.

No Assignment

This agreement shall not be assigned without the written consent of the County of Ocean.

NJ One Call

By presenting a bid, contractor declares that he is aware of and, if required, will comply with the requirements of the "Underground Facility Protection Act (Public Law 1994, Chapter 118)" prior to commencing any intended excavation. The telephone number to call is 1-800-272-1000.

Public Works Contractor Registration Act, N.J.S.A. 34:11-56.48 et seq

The bidder must comply with the provisions of "The Public Works Contractor Registration Act", if applicable.

• All named contractors must be registered with the Department of Labor and Workforce Development pursuant to the Public Works Contractor Registration Act at the time the proposal is received, or the proposal will be determined to be non-responsive.

• Any non-listed contractor must be registered with the Department of Labor and Workforce Development prior to physically starting work. It is the responsibility of the General Contractor to insure that all non-listed sub-contractors comply.

• Contractors are encouraged to submit their and all named sub-contractors' Public Works Contractor Registration Certificates with the bid.

Prevailing Wage & Labor Laws

The New Jersey Prevailing Wage Act (P.L. 1963, Chapter 150) and provisions of the State Labor Laws must be complied with by the successful bidder, if applicable. The current Prevailing Wage Rates can be found online at https://www.nj.gov/labor/wageandhour/prevailing-rates/public-works/currentprevailingwage.shtml

All Certified Payrolls for Public Works Projects **must** be submitted online via the New Jersey Wage Hub website which can be accessed through the following link: https://njwages.nj.gov/. Certified payrolls must be submitted within ten (10) days of the payment of wages for each pay period, **both** online via New Jersey Wage Hub and hard copy to the contracting unit.

Special Surety Bid Requirements for Certain Construction Projects

The attention of the bidder is called to the provisions of N.J.S.A. 2A:44-143 which requires that the County of Ocean shall only accept performance and payment bonds from surety companies meeting the requirements of that statute. The bidder shall deliver with its bid a Consent of Surety. The Bidder's Surety Company shall complete the "Certificate of Surety Company" which bidder shall submit with its bid.

New Jersey Business Registration Requirements

Pursuant to N.J.S.A. 52:32-44, Ocean County ("Contracting Agency") 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/proposal/contract 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 http://www.state.nj.usreasury/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.

Pay to Play Requirements

Starting in January 2007, all business entities are advised of their responsibility to file an annual disclosure statement of political contributions with the New Jersey Election Law Enforcement Commission (ELEC) pursuant to N.J.S.A. 19:44A-20.27 if they receive contracts in excess of $50,000 from public entities in a calendar year. Business entities are responsible for determining if filing is necessary. Additional information on this requirement is available from ELEC at 888-313-3532 or at www.elec.state.nj.us.

Statement of Ownership

The provisions of N.J.S.A. 52:25-24.2 apply to all forms of corporations and partnerships, including, but not limited to, limited partnerships, limited liability corporations, limited liability partnerships, and Subchapter S corporations.

Disclosure of Investment Activities in Iran

Pursuant to Public Law 2012, c. 25, any person or entity that is a successful bidder or proposer, 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 parent entity, subsidiary, or affiliate is identified on the State Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The list is found on Treasury's website at www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf.

The Chapter 25 list must be reviewed prior to completing the certification. If a vendor or contractor is found to be in violation of law, action may be taken as appropriate and as may 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. Prior to contract award or authorization, the contractor shall provide the Contracting Agency with a completed Certification on Disclosure of Investment Activities in Iran.

Certification of Non-Involvement in Prohibited Activities in Russia or Belarus

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: **https://sanctionssearch.ofac.treas.gov/**. If the Department of the Treasury finds that a Vendor has made a certification in violation of the law, it shall take any 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.

Insurance Requirements

The contractor shall maintain primary insurance to protect against all claims under Workmen's Compensation, Comprehensive General Liability and Automobile. Except for Workmen's Compensation, all coverage shall apply as primary coverage with respect to any other insurance or self-insurance program afforded to the County. There shall be no endorsement or modification of this coverage to make it excess over other available insurance/coverage; alternatively, if the CGL and umbrella, excess of reinsurance states that it is pro rata, it shall be endorsed to be primary with respect to the County. Primary Coverage shall be subject to approval for adequacy of protection as per the following limits:

Worker's Compensation
1. Limits according to Worker's compensation Laws of the State of New Jersey.
2. Contractor's Liability not less than $100,000.

Comprehensive General Liability
1. Bodily Injury - $500,000 per person; $1,000,000 per occurrence.
2. Property Damage - $1,000,000 per occurrence.

Comprehensive General Liability Details
Comprehensive Automobile Liability shall include the following:

Business auto liability insurance or its equivalent with a minimum limit of $1,000,000 per accident and including coverage for all of the following:

A. Liability arising out of the ownership, maintenance or use of any auto;
B. Auto non-ownership and hired car coverage.
C. Contractor's Worker's Compensation, Comprehensive General Liability and
D. Comprehensive Automobile Liability arising out of subcontractor's operations shall be identical as that listed above.

Proof of Insurance
Copies of each insurance certificate shall be furnished to the County when requested.

Certificate of Insurance

Upon contract award, when a Certificate of Insurance is required, it shall be provided to Ocean County listing the County as an additional insured, as follows:

County of Ocean, 101 Hooper Avenue, P.O. Box 2191, Toms River, NJ 08754-2191

Open Public Records Act (OPRA)

** ATTENTION**

Responses received pursuant to this solicitation are subject to complete disclosure pursuant to the Open Public Records Act. Please note that disclosure includes any and all attachments and addenda supplementing the solicitation response. Accordingly, please do not include personal identifying information in any supplementary documents submitted with the solicitation response.

Award Method

Contract will be awarded on a lump sum basis.

Specifications and Scope of Work

SCOPE OF WORK

See "Attachments", "Project Documents" for detailed specifications.

Intent

CONTRACT TERMS

The contract shall be one (1) year from date of award, or until delivery is complete unless otherwise stated. The County reserves the right to extend the term of the contract pursuant to N.J.S.A. 40A:11-15. The County reserves the right to extend the contract for one (1) additional year by mutual agreement between the County and the Contractor with no increase in base price.

INTENT

The purpose of this bid package is to provide the County of Ocean with a Contractor who will supply the materials described and specified herein.

BID REVIEW

Bids may be reviewed at the bid opening and results will be made available online through the County's procurement portal once the bid meeting has concluded. Additionally, bid results are available in the Ocean County Purchasing Department on the day following the bid openings for any interested party that may wish to review them.

AVAILABILITY OF FUNDS

The County's obligation hereunder is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the County for payment of any money shall arise unless, and until funds are made available each year to the Ocean County Purchasing Agent.

MODIFICATIONS AND WITHDRAWALS

Bids may be withdrawn from the bidder prior to the time fixed for opening. No right for withdrawal exists after the bid has been opened. Written request for withdrawal shall be signed by the bidder or proper corporate officers.

QUALITY

The materials and supplies called for herein, shall be the best of their grade and types, prepared according to the best available standards or accepted formulas, and thoroughly tested and subjected to rigid examinations and standardization. Items not meeting these requirements shall be replaced at no cost to the County upon due notice of deficiency.

TRANSITIONAL PERIOD

In the event services are terminated by contract expiration or by voluntary termination by either the Contractor or the County of Ocean, the Contractor shall continue all terms and conditions of said contract for a period not to exceed one (1) month at the County’s request.

CURRENT BID RESULTS

If there is a current contract in place for this bid, those results may be obtained by accessing our procurement portal at the below link:

https://procurement.opengov.com/portal/oceancounty

Once you have clicked the link, click "Advanced Search" to begin searching for the current opportunity.

Americans with Disabilities Act

Equal Opportunity For Individuals With Disabilities

The CONTRACTOR and the COUNTY do hereby agree that the provisions of title II 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 COUNTY 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 COUNTY in any action or administrative proceeding commenced pursuant to this Act. The CONTRACTOR shall indemnify, protect and save harmless the COUNTY, 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 COUNTY'S grievance procedure, the CONTRACTOR agrees to abide by any decision of the COUNTY which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the COUNTY or if the COUNTY 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 COUNTY 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 COUNTY or any of its agents, servants and employees, the COUNTY shall expeditiously forward or have forwarded to the CONTRACTOR every demand, complaint, notice, summons, pleading, or other process received by the COUNTY or its representatives.

It is expressly agreed and understood that any approval by the COUNTY 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 COUNTY pursuant to this paragraph.

It is further agreed and understood that the COUNTY 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 provision 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 COUNTY from taking any other actions available to it under any other provisions of this Agreement or otherwise at law.

Mandatory Equal Employment Opportunity

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. l7:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment 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.usreasury/contract_compliance)

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program 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 Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27**.

Vendor Questionnaire

OpenGov Vendor Account Verification*

I hereby confirm that I am logged into OpenGov using an account directly associated with the Business Name (and corresponding Tax ID number) as provided in all solicitation documentation. I fully understand that, if awarded a contract with Ocean County, the company information listed in the Contract Information Field will be used for the preparation of all contract documents. *Failure to adhere to these requirements may result in the rejection of this bid.*

☐ Please confirm
*Response required

DOCUMENTS TO BE EXECUTED*

Documents include:

- Signature Page
- Non-Collusion Certification
- Affirmative Action Questionnaire
- **Statement of Ownership (N.J.S.A. 52:25-24.2) (Mandatory Document)**
- Disclosure of Investment Activities in Iran
- Certification of Non-Involvement in Prohibited Activities in Russia or Belarus

FAILURE TO SUBMIT ANY OF THESE DOCUMENTS **MAY BE** CAUSE FOR REJECTION OF YOUR PROPOSAL.

All documents should be from this proposal package as forms change frequently and the most updated forms are provided in this specification. The forms must not be dated or executed prior to the date of advertising.

NOTE: For detailed instructions on how to complete the forms via DocuSign, please access the "Instructions for Completing Forms in DocuSign" document available in the Attachments.

Please note: The County's preferred method of submission is DocuSign.

DOCUSIGN WORKS BEST IN THE GOOGLE CHROME BROWSER

Click here to go to the form
*Response required

CONTRACT INFORMATION*

Should your company be awarded a contract with Ocean County, please provide the **contact name, contact phone number and the physical mailing address** where the contract documents should be mailed. *(no email addresses, please!)*

*Response required

Copy of Bidder's Certificate of Employee Information Report

Within seven (7) days after receipt of the notification of intent to award the contract or receipt of the contract, whichever is sooner, a Contractor should present one of the following to the County of Ocean:

(a) An existing federally approved or sanctioned affirmative action program.

(b) A New Jersey Certificate of Employee Information Report Approval.

(c) If the Contractor cannot present "a" or "b", the Contractor is required to submit a completed Employee Information Report (Form AA302 for Goods and Services; Form AA201 for Construction). This form is available here.

QUESTIONS BELOW MUST BE ANSWERED BY ALL CONTRACTORS ON THE AFFIRMATIVE ACTION DOCUMENT:

1. Do you have a Federally approved or sanctioned Affirmative Action Program?

If yes, please upload a photocopy of such approval.

2. Do you have a State of New Jersey "Certificate of Employee Information Report" approval?

If yes, please upload a photocopy of such certificate.

Please note, the only acceptable file forms are as follows:

Documents (doc, docx, rtf, txt, xls, xlsx, pdf)
Images (jpg, png, bmp, tif)

Copy of Bidder's New Jersey Business Registration Certificate
Please use this area to upload your company's BRC.

Use this link to verify your company's BRC:

https://www1.state.nj.us/TYTR_BRC/jsp/BRCLoginJsp.jsp

Please note that a BRC is not required at the time of bid submission but shall be required prior to the award of a contract.

Please note, the only acceptable file forms are as follows:

Documents (doc, docx, rtf, txt, xls, xlsx, pdf)
Images (jpg, png, bmp, tif)

Vendor Forms
In order to conduct business with the County, your company must be built as a vendor in our financial system. Please download the below documents, complete and upload.

- Blank_W9.pdf
- New_Vendor_Form_4.0.pdf

Mandatory Equal Employment Opportunity Statement*
Does the BIDDER comply with the #Mandatory Equal Employment Opportunity Statement?

☐ Yes
☐ No
*Response required

Americans with Disabilities Act Provisions*
Does the BIDDER comply with the #Americans with Disabilities Act Provisions?

☐ Yes
☐ No
*Response required

Public Works Registration Certificate*

All workers performing public works activities for subcontractors awarded contracts by an energy services company pursuant to this section shall be paid prevailing wages in accordance with the "New Jersey Prevailing Wage Act," P.L.1963, c.150 (C.34:11-56.25 et seq.). All subcontractors shall comply with the provisions of "The Public Works Contractor Registration Act," P.L.1999, c.238 (C.34:11-56.48 et seq.). Only firms appropriately classified as contractors by the Division of Property Management and Construction shall be eligible to be awarded a contract as a subcontractor of an energy services company under this section for performing public works activities pursuant to regulations adopted by the Division of Property Management and Construction.

Bidder shall provide with their bid a copy of the Public Works Registration Certificate for all Public Works Bids.

Please note, the only acceptable file forms are as follows:

Documents (doc, docx, rtf, txt, xls, xlsx, pdf)
Images (jpg, png, bmp, tif)

*Response required

Certificate of Insurance

Please upload your company's certificate of insurance.

CERTIFICATION OF NON-DEBARMENT FOR PUBLIC WORKS CONTRACTS*

Before a contracting agency can award a contract for public work as defined in P.L. 2019, c.406, the contractor must provide a written certification to the contracting unit that neither the contractor nor the contractor's affiliates are debarred by the federal government from contracting with a federal agency.

The term "affiliate" means any entity that directly, indirectly, or constructively controls the contractor, or any entity that the contractor directly, indirectly, or constructively controls, or is subject to the control of a common entity. The law considers an entity to be in control of another entity if it owns, directly or indirectly, more than 50% of the ownership.

Please complete the Certification of Non-Debarment form by clicking on the link. Make sure that the email you complete the form with matches the email of your vendor account.

NOTE: For detailed instructions on how to complete the forms via DocuSign, please access the "Instructions for Completing Forms in DocuSign" document available in the Attachments.

Please note: The County's preferred method of submission is DocuSign.

DOCUSIGN WORKS BEST IN THE GOOGLE CHROME BROWSER

Click here to go to the form
*Response required

Contractor's Data Sheet*

As evidence of the bidder's qualifications, (s)he shall be required to submit with this bid proposal information requested on the Contractor's Data Sheet.

Please complete the form by clicking on the link. Make sure that the email you complete the form with matches the email of your vendor account.

Please download the below documents, complete, and upload.

- CONTRACTORS_DATA_SHEET_and_...

*Response required

Competence of Bidder - Performance*
Bidder MUST submit all documents listed in Scope of Work, Page 2. Failure to comply may cause rejection of your bid.

*Response required

Telephone Number for 24/7 Service*
Enter a telephone number where contractor can be reached twenty-four (24) hours a day, seven (7) days per week, including holidays.

*Response required

Have you conducted an inspection of all equipment?*
☐ Yes
☐ No
*Response required

As the successful bidder, do you intend to supply the required service reports?*
☐ Yes
☐ No
*Response required

As the successful bidder, do you intend to supply the required preventative maintenance?*
☐ Yes
☐ No
*Response required

ADDITIONAL DOCUMENTATION
Please add any additional documentation you wish to be considered here.

Acknowledgement of Submission of Forms from Current Bid Package*
Bidders shall complete all documents and acknowledge all terms included with the bid package. All documents should be from this bid package as forms change frequently and the most updated forms are provided in this specification. The forms must not be dated or executed prior to the date of advertising. Failure to follow these instructions is cause for rejection.

☐ Please confirm
*Response required

Submission of Bid Package*
By submitting a response to this solicitation, the Vendor understands and acknowledges that all required documents to this solicitation must be submitted and that failure to do so may be cause for rejection.

Bidder also understands that only one (1) bid submission shall be considered. Please DO NOT Submit a manual bid response. Submitting a manual response in addition to the electronic response is cause for rejection of your bid.

☐ Please confirm
*Response required

Pricing Proposal

SERVICING OF ELEVATORS AND WHEELCHAIR LIFTS

Line Item	Description	Est. 1 Yr. Qty.	Unit of Meas.	Unit Cost	Total Cost	Comments
SECTION I - LIBRARY SYSTEM - ELEVATOR MAINTENANCE - ALL INCLUSIVE COST PER MONTH						
1	Otis Hydraulic (3 Units x 12 Months)	36	MO			
2	Schindler Hydraulic (2 Units x 12 Months)	24	MO			
3	Westinghouse Oil Hydraulic (1 Unit x 12 Months)	12	MO			
LABOR RATES - Not Covered Under Maintenance Agreement						
4	Mechanic Rate, Reg. Hours	50	HR			
5	Mechanic Rate, O.T. Hours	25	HR			
6	Helper Rate, Reg. Hours	20	HR			
7	Helper Rate, O.T. Hours	15	HR			
MATERIALS/PARTS - Not Covered Under Maintenance Agreement						
8	Materials/Parts Cost and Mark-Up: Assume material/parts cost of $10,000. 1. Enter your Mark-Up Percentage (%) in the Comments Column. 2. Calculate your Unit Cost as follows: $10,000 + ($10,000 x your Mark-Up%) 3. Enter the final calculated amount in the Unit Cost Column.	1	LS			
SECTION II - BUILDINGS & GROUNDS DEPARTMENT - ELEVATOR MAINTENANCE - ALL INCLUSIVE COST PER MONTH						
9	Austin Hydraulic (1 unit x 12 months)	12	MO			
10	Canton Tradesman Hydraulic (1 Unit x 12 Months)	12	MO			
11	CEMCO Hydraulic (1 Unit x 12 Months)	12	MO			
12	Custom Traction (3 Units X 12 Months)	36	MO			
13	Dover Oil Hydraulic (7 Units x 12 Months)	84	MO			
14	Dover Traction (3 Units x 12 Months)	36	MO			
15	Forklift (1 Unit x 12 Months)	12	MO			

Line Item	Description	Est. 1 Yr. Qty.	Unit of Meas.	Unit Cost	Total Cost	Comments
16	Garaventa Wheelchair Lift (7 Units x 12 Months)	84	MO			
17	Savaria - Delta Wheelchair Lifts (2 Units X 12 Months)	24	MO			
18	Haughton Oil Hydraulic (1 Unit x 12 Months)	12	MO			
19	Haughton Traction (2 Units x 12 Months)	24	MO			
20	Kone Traction (3 Units x 12 Months)	36	MO			
21	OTB LRV Hydraulic (1 Unit x 12 Months)	12	MO			
22	Otis Hydraulic (11 Units x 12 Months)	132	MO			
23	P-Flow Industries (1 Unit x 12 Months)	12	MO			
24	Schindler Hydraulic (2 Unit x 12 Months)	24	MO			
25	Security (1 Unit x 12 Months)	12	MO			
26	Thyssen Krupp Hydraulic (2 Units x 12 Months)	24	MO			
27	Thyssen Krupp Traction (1 Unit X 12 Months)	12	HR			
LABOR RATES - Not Covered Under Maintenance Agreement						
28	Mechanic Rate, Reg. Hours	400	HR			
29	Mechanic Rate, O.T. Hours	50	HR			
30	Helper Rate, Reg. Hours	75	HR			
31	Helper Rate, O.T. Hours	20	HR			
MATERIALS/PARTS - Not Covered Under Maintenance Agreement						
32	Materials/Parts Cost and Mark-Up: Assume material/parts cost of $50,000. 1. Enter your Mark-Up Percentage (%) in the Comments Column. 2. Calculate your Unit Cost as follows: $50,000 + ($50,000 x your Mark-Up%) 3. Enter the final calculated amount in the Unit Cost Column.	1	LS			
33	5-Year Full Load Test per each Traction Elevator (if required)	5	EA			
SECTION III - PARKS DEPARTMENT - ELEVATOR MAINTENANCE - ON-CALL BASIS						

Line Item	Description	Est. 1 Yr. Qty.	Unit of Meas.	Unit Cost	Total Cost	Comments
34	National Wheel-O-Vator (1 Unit x 12 Months)	12	MO			
35	Schindler Hydraulic 330A (1 Unit x 12 Months)	12	MO			
LABOR RATES - Not Covered Under Maintenance Agreement						
36	Mechanic Rate, Reg. Hours	100	HR			
37	Mechanic Rate, O.T. Hours	12	HR			
38	Helper Rate, Reg. Hours	12	HR			
39	Helper Rate, O.T. Hours	12	HR			
MATERIALS/PARTS - Not Covered Under Maintenance Agreement						
40	Materials/Parts Cost and Mark-Up: Assume material/parts cost of $5,000. 1. Enter your Mark-Up Percentage (%) in the Comments Column. 2. Calculate your Unit Cost as follows: $5,000 + ($5,000 x your Mark-Up%) 3. Enter the final calculated amount in the Unit Cost Column.	1	LS			
TOTAL						

ACCESS TO COUNTY LOCATIONS

Contractor's staff must wear photo identification displaying the company name and employee name on their person when performing work at any County building.

All personnel or agents of the contractor must observe all rules and regulations in effect at the buildings.

Employees or agents of the contractor, while on County property, shall be subject to the control of the County, but under no circumstances shall persons be deemed to be employees or agents of the County.

COORDINATION

This bid is for servicing of elevator systems at buildings operated by the Buildings & Grounds Department, Library System and Parks Department. The contractor shall coordinate his work with the following contact persons, hereafter referred to as Departmental Contacts:

1. Buildings & Grounds Department: 239 Washington St. @ 5 Mott Place, Toms River NJ, 08753; phone (732) 929-2039.
2. Library System: 101 Washington Street, Toms River, NJ 08753; phone (732) 349-6200.
3. Parks Department: 1198 Bandon Road, Toms River, NJ 08753; phone (732) 506-9090, Ext 5949.

All information and deliverables (reports, notices, work tickets, invoices etc.) due the County per the contract shall be directed to the appropriate Departmental Contacts.

REFERENCE TO ELEVATOR SYSTEMS

Reference to the term Elevator System(s) shall be understood to mean the herein listed elevators and wheelchair lifts.

INSPECTION OF EQUIPMENT

Site visits are optional and shall be coordinated with the County. Such an inspection visit may be coordinated through the Buildings & Grounds Department: Joseph J. Meyers, Superintendent or designee, (732) 929-2039; Library System: Joe Cahill, Maintenance Supervisor, (732) 349-6200 or Parks Department: Mary Jane Bavais, Director, (732) 506-9090, Ext. 5949.

REFERENCE STANDARDS

The following publication of the latest issue in effect on the date of the invitation to bid shall form a part of this specification.

All work shall comply with applicable ASME A17.1, A17.2, and all current federal, state, and local codes.

All service, repair work and testing shall be performed in compliance with the State of New Jersey Uniform Construction Code 5:23, and all referenced codes and subcodes applicable during the term of this contract.

COMPETENCE OF BIDDERS/ PERFORMANCE

Bidders MUST submit the following with their bid package. Failure to comply may disqualify the bidder and the bid may not be accepted.

1. Furnish a list of names, addresses, and contact information of governmental maintenance contracts that you held within the last five (5) years for a contract period of not less than three (3) years at each location. Describe the quantity, manufacturer and type of equipment you are servicing and repairing.
2. Mechanics shall have a minimum of three (3) years' experience at journeyman level. All mechanics performing work under this contract shall have the same qualifications, training and education as would a member of the International Union of Elevator Constructors (Local No.5) but need not be members of that union. Provide mechanic certificates from National Elevator Industry Education Program, or equivalent, indicating classes attended, classification level attained and the passage of exam.
3. Submit training evidence of ALL mechanics in repair and maintenance of elevators: Submit training certificates and/or union cards showing classification and date attained. And submit all mechanic resumes listing National Elevator Industry Education Program or equivalent courses per year and classification level attained.
4. Provide evidence of/description of training in the installation and maintenance of Garaventa Stair-Lift equipment. Additionally, submit statement of access to genuine Garaventa replacement parts.
5. Provide evidence of/description of each mechanic's training in the installation and maintenance of KONE elevators.
6. Provide organizational chart of the firm's staff including management and assigned technicians. Include job titles, cell phone numbers of 24 hour service personnel.
7. County does not require contractor be a union shop only compliance with State prevailing wage laws. However, if bidder is union affiliated they must provide union letter of bidder's membership, written by union business manager citing their name and phone number.
8. Bidder shall be in elevator repair and maintenance business for no less than five (5) years. Submit copy of business incorporation documentation.

Telephone Service: The contractor shall maintain a continuous telephone service where he can be reached twenty-four (24) hours, seven (7) days a week, including holidays.

HOURLY LABOR RATE

All labor hours shown in the price proposal page are for bid purposes only.

We have attempted to accurately reflect a true picture of the approximate amount of labor hours that the County anticipates. The County does not guarantee any minimum number of hours and will pay only for the actual number of hours authorized and worked.

The labor charge should include all travel time. No additional travel time will be honored. Contractor travel costs must be incorporated in the bid proposal price. Hourly labor rates shall begin upon arrival at the site and end upon departure. Time shall be prorated to the nearest fifteen (15) minute increment.

QUOTES

The term quote, proposal, estimate are used interchangeably and shall mean the same. The County does not pay for quotes. The County does not pay fixed fees and will pay only for the actual number of hours authorized and worked.

Quotes for any work shall include a cost breakdown submitted by the contractor as follows: labor rate, quantity of hours, materials list, wholesale cost and mark up, at applicable contract rates.

INVOICING

Separate accounts shall be established and invoices shall be sent to the Departmental Contacts for that particular department.

One invoice will be generated after all Preventive Maintenance service has been performed for each cycle, except as hereafter noted.

Each service call or additional work request shall generate a separate invoice detailing the labor charge and the parts and materials. Attach materials invoices as per materials paragraph above.

Each invoice shall reference the corresponding bid item number for each separate line item amount billed. All invoices must have matching hours between service tickets and invoice.

All invoices shall be submitted in hard copy with attached County issued Work Order and Service Ticket. Indicate on invoice if work is continued under another estimate.

Invoices not in this format shall be returned for revision.

Complete invoices, once approved and certified by County, shall be processed for payment in accordance with the provisions of Prompt Payment Act.

EXCESSIVE EQUIPMENT MALFUNCTIONS

In the event that elevator systems maintained under this contract malfunction more than one (1) time per week within a thirty (30) day period, the County shall issue written notice to the Contractor requiring resolution of all identified issues within ten (10) calendar days. If the Contractor fails to resolve the malfunctions within this timeframe, the County reserves the right to obtain services from another contractor. The Contractor shall be responsible for any reasonable costs incurred by the County as a result. Such costs may be recovered through direct reimbursement, deduction from amounts otherwise due, or any other remedies available to the County.

MATERIALS

The Buildings & Grounds Department estimates spending throughout the contract term $50,000 for parts and materials for work not covered under the maintenance agreement.

The Library estimates spending throughout the contract term $10,000 for parts and materials for work not covered under the maintenance agreement.

The Parks Department estimates spending throughout the contract term $5,000 for parts and materials for work not covered under the maintenance agreement. All Parks work is on an On-Call Basis.

The County does not guarantee any minimum dollar amount and will only pay for the actual work authorized and completed.

Materials / Parts Prices: All materials shall be invoiced at actual net cost plus a percentage (%) markup. Copies of the contractor's own purchase invoices reflecting actual costs shall accompany each invoice to the County.

Any repair with an associated down time of more than twenty-four (24) hours shall require the contractor to submit to the Department Contacts, proof of parts order and overnight shipment (order receipt and overnight company acknowledgement receipt and invoice).

PARTS AND SUPPLIES

The contractor shall have available locally at all times for immediate delivery and installation, an adequate stock of replacement parts to minimize downtime from normal wearing parts. Genuine O.E.M. replacement parts shall be used, or equal.

The contractor shall supply special tools as needed to diagnose and make repairs in accord with all time parameters specified in this contract.

All lubricants, cleaning materials, paint, cotton waste, etc. shall be supplied by the contractor. All lubricants shall be proper type and grade as specified by the manufacturer of the equipment.

Replacement parts for all elevator systems shall be available with twenty-four (24) hours from contractor's facility or supplier to conform with the no greater than twenty-four (24) hours down time requirement of the contract.

The following major parts, for each type of elevator system, are also to conform with the no greater than twenty-four (24) hour down time requirement of the contract:

1. Rotating elements for each type and size generator.
2. Stator complete with windings for all AC motors.
3. Door operator motors and gear reduction units.
4. Transformers and rectifiers for each type and size used.
5. Brake magnets, cores, coils and related items for the repair of the brake.
6. Hydraulic Packing.
7. Electronic controls, boards and computerized equipment.

Overnight Fees: It shall be the responsibility of the Contractor to pay expediting fees and/or overnight fees to expedite shipment of any repair or replacement parts when:

1. Parts are back ordered or normal shipping exceeds twenty-four (24) hours as per Emergency Callback Service paragraph.
2. Any one elevator is out of service for more than twenty-four (24) hours in the Justice Complex.

The County and the Library System reserve the right to reimburse the contractor for overnight shipping fees incurred in obtaining parts if such overnight shipment has been approved by the proper departmental contact.

The contractor shall submit with invoice documentation of overnight shipment, showing contractor's fee paid, date and time of order, and date and time of delivery.

ELEVATOR LOCATIONS

The County reserves the right to delete or add additional units as needed, at contract bid prices.

The elevators to be serviced are located as follows:

Library System

(1) Otis Hydraulic – Ocean County Library, Brick Branch, Bldg. #72, 301 Chambersbridge Rd., Brick
(1) Otis Hydraulic – Ocean County Library, Stafford Branch, Bldg. #73, 129 North Main St., Manahawkin
(1) Otis Hydraulic – Ocean County Library, Jackson Branch Bldg. #98, 2 Jackson Drive, Jackson
(2) Schindler Hydraulic - Ocean County Library Headquarters, Bldg. #23, 101 Washington St., Toms River
(1) Westinghouse Oil Hydraulic - Ocean County Library Headquarters, Bldg. #23, 101 Washington St. Toms River

ELEVATOR LOCATIONS (CONT'D)

Buildings & Grounds Department

(1) Austin Hydraulic – Probation Dept., Bldg. #25, 15 Hooper Ave., Toms River
(1) Canton Tradesman Hydraulic – Police Academy, Bldg. #42, Ocean County Park, Rt. 88, Lakewood
(1) CEMCO Hydraulic – Probation/Courts, Bldg. #11, 213 Washington Street, Toms River (leased bldg.)
(3) Custom Traction – Administration, Bldg. #17, 101 Hooper Avenue, Toms River
(2) Custom Hydraulic – Office, Bldg. #15, 129 Hooper Ave., Toms River
(7) Dover Oil Hydraulic – Justice Complex, Bldg. #19, 120 Hooper Ave., Toms River
(3) Dover Traction – Justice Complex, Bldg. #19, 120 Hooper Ave., Toms River
(1) Forklift (Freight) – Health Dept., Bldg. #38, 175 Sunset Avenue, Toms River
(5) Garaventa Wheelchair Lifts – Court House, Bldg. #20 118 Washington St., Toms River
(2) Savaria – Delta Wheelchair Lifts – Court House, Bldg. #20, 118 Washington St., Toms River
(1) Haughton Oil Hydraulic – Court House, Bldg. #20, 118 Washington St., Toms River
(2) Haughton Traction – Court House, Bldg. #20, 118 Washington St., Toms River
(1) Kone Traction – Justice Complex, Bldg. #19, 120 Hooper Ave., Toms River (2-story)
(2) Kone Traction – Justice Complex, Bldg. #19, 120 Hooper Ave., Toms River (multi-story)
(1) OTB LRV Hydraulic – One Stop Center Building 2, O.C. Bldg. #94, 1027 Hooper Ave. Toms River (Leased Building)
(2) Otis Hydraulic – Parking Garage, Bldg. #14, 129 Hooper Ave., Toms River
(1) Otis Hydraulic – 125 Washington Street, Bldg. #24, Toms River
(1) Otis Hydraulic – Health Dept., Bldg. #38, 175 Sunset Avenue, Toms River
(1) Otis Hydraulic – Northern Ocean County Resource Center, Bldg. #41, 4th Street, Lakewood
(1) Otis Hydraulic – Central Supply Warehouse, Bldg. #60, Chestnut St., Toms River
(1) Otis Hydraulic – Agricultural Building, Bldg.#39, 1623 Whitesville Road, Toms River
(1) Otis Hydraulic – Office, Bldg. #15, Service Elevator, 129 Hooper Ave., Toms River
(1) Otis Hydraulic – Hub Overpass closest to west side of Hooper Ave., Toms River (by Justice Complex)
(1) P-Flow Industries (Freight) – Voting Technology Warehouse, #8, 110 Lehigh Ave., Lakewood
(1) Schindler Hydraulic – Prosecutor's Office, Bldg. #16, 119 Hooper Ave., Toms River
(1) Schindler Hydraulic – Airpark Terminal, Bldg. 56, Rt.530& Mule Rd. RJ Miller Airpark, Berkeley Twsp.
(1) Security – 1962 Jail Annex, Court House, Bldg. #20, 118 Washington St., Toms River
(1) Thyssen Krupp Hydraulic – 125 Washington Street, Bldg. #24, Toms River
(1) Thyssen Krupp Hydraulic – Traffic Sign Shop, Bldg. #33, 53 Mapletree Road, Toms River
(1) Thyssen Krupp Traction – Court House, Bldg. #20, 1962 Jail Annex, Toms River

Parks Department (On-Call Basis)

(1) National Wheel-O-Vator – Wells Mills Park (Nature Center), 905 Wells Mills Rd., Waretown
(1) Shindler Hydraulic 330A – Jakes Branch Park, 1100 Double Trouble Rd., Beachwood

SPECIFICATIONS

The work to be performed by the contractor under this specification shall consist of furnishing all material, parts, labor, supervision, tools and equipment necessary to provide full maintenance services and repairs of every description to the elevator systems listed in these specifications, and all applicable codes. This work shall include but not be limited to preventive maintenance, service, call backs, when conditions warrant the repair or replacement of parts, and inspections, testing and modifications as required to keep the elevator systems in first class operating condition.

The bid price is an all-inclusive price and will cover preventative maintenance (monthly, bi-annual, and prior to State inspections), repair call back service and emergency call back service, repair or replacement of parts, inspections, tests and reports and service reports as specified herein.

SPECIFICATIONS (CONT'D)

The contractor shall be responsible within the bid price to make all adjustments, cleaning, lubricating and when conditions warrant the repair or replacement of parts, etc. required to maintain the elevator systems for continuous operation under preventive maintenance and ordinary wear and tear conditions.

The only exclusion that could result in additional charge to the County is repair or service call as a result of negligence, vandalism or misuse of the elevator systems.

The contractor will NOT be responsible to make adjustments, repairs or part replacements as a direct result of negligence, vandalism, or misuse of the elevator systems. Such cases shall immediately be brought to the attention of the Departmental Contacts who shall review each instance with the contractor and come to agreement upon a determination of negligence, vandalism, or misuse of the elevator systems. No charges will be invoiced to the County for repair of any vandalism damage unless in accord with said determination and without a purchase order from the Purchasing Agent. The Departmental Contacts reserve the right to ask for competitive quotes on any work not covered by this contract if anticipated expenditures exceed the bid threshold.

The contractor will NOT be responsible to install new devices on existing equipment, to change, modify, or modernize any elevator system; except to the extent herein specified whether recommended or directed by insurance companies or State inspectors, which will be quoted and invoiced in accord with the cost breakdown provision in 'QUOTES' and 'INVOICING' paragraphs.

Contractor shall make all reasonable efforts to restore service within twenty-four (24) hours. Extended downtime due to parts availability or conditions beyond contractor control shall be documented and communicated to the County.

The contractor shall maintain at all times the O.E.M's elevator systems operating characteristics including, but not limited to, safety, acceleration, retardation, contact speed with and without full load, floor to floor time, door operations, leveling accuracy, call response, and overall operational efficiency and reliability.

FULL-SERVICE MAINTENANCE REQUIREMENTS

The elevator systems work covered by this contract shall be performed to maintain the efficiency, safety and speeds specified in the elevator contract at all times, including acceleration, retardation, contact speed with or without full load, floor to floor time, door opening and closing time, group dispatching intervals and round trip times.

The maintenance specified herein is considered the minimum for all equipment. If specific equipment covered by this contract requires additional preventive maintenance for safe, reliable operation as specified by the O.E.M., the contractor shall perform the additional maintenance without added cost to the County.

It is the responsibility of the contractor to keep the Departmental Contacts advised of any product improvements of parts, components, and systems recommended by the O.E.M.. The contractor shall advise the Departmental Contacts as to whether these are quality control changes or safety changes by the manufacturer offered at no cost or are recommended upgrades to the elevator system at a cost that would improve performance and reliability.

FULL-SERVICE MAINTENANCE REQUIREMENTS (CONT'D)

MONTHLY SERVICE: The contractor shall be required to perform Monthly Preventive Maintenance procedures and in accordance with established maintenance schedules examine, clean lubricate, adjust and when conditions warrant, repair and replace all parts of elevators including but not limited to:

- Entire machine, including housing, drive sheave, all bearings, couplings, packings, brake assembly, and component parts. Hydraulic power unit complete.
- Motors including auxiliary rotating systems, motor windings, rotating elements, couplings, bearings, commutators and motor fields. Motor windings shall be treated as needed with proper insulating compound as recommended by the motor manufacturer.
- All sheaves and sprockets.
- Controller: All components including all relays, solid state components, resistors, condensers, transformers, contacts, leads, mechanical or electrical timing devices, computer devices and any and all controller wiring related to emergency power, fire recall and handicapped signals.
- Selector: All components including selector drive tape, wire or cable hoistway vanes, magnets, inductors and all other mechanical and electrical drive components.
- Motor brushes and brush holders.
- Hoistway door interlocks or locks and contacts; hoistway door hangers and track, bottom door gibs, cams, rollers, and auxiliary door closing devices for power operated doors.
- Hoistway limit switches, slowdown switches, leveling switches and associated cams and vanes.
- Guide shoes including rollers or replaceable gibs.
- Automatic power operated door operations, door protective devices, car hangers, tracks and car door contacts.
- Traveling cables, hoistway and machine room wiring.
- Governor, including governor sheave and shaft assembly bearings, contact jaw and governor tension assemblies.
- Car and counterweight safety mechanism and load weighing equipment.
- Hoist cables, governor cables, compensating cables and compensating chains, including adjustment or tension on all hoist ropes.
- Buffers.
- Stopper switch and hoistway redder box: All components including wire or tap hoistway vanes, and all other mechanical and electrical drive components.
- Hydraulic packing, valves and piping.
- Elevator control wiring in hoistway and machine room.
- Fixture contacts, push buttons, key switches and locks and lamps and sockets of button stations (car and hall), hall lanterns, position indicators (car and hall), direction indicators; this includes the rearming of all fixtures.
- Accessory equipment including relamping of signal equipment: hall lanterns, car and hall position indicators, car stations, traffic director station, electric door operations, interlocks, door hangers, safety edges.
- Elevator exterior machinery and any other parts of the equipment subject to rust are to be painted with heat resistant enamel.

All parts of wheelchair lifts, but not limited to – Lubricate upper and lower flanges of main rails, lubricate gear rack, check drive belts and carrier wheels.

Monthly preventive maintenance shall be scheduled in advance with building contact and the Departmental Contacts, or designees. Scheduled dates shall be re-occurring per month and shall be maintained throughout the course of the contract.

FULL-SERVICE MAINTENANCE REQUIREMENTS (CONT'D)

EQUIPMENT EXCLUDED: The contractor will not be held responsible for the following:
Refinishing of car enclosure (including removable panels, door panels); plenum chambers, hung ceilings, light diffusers, light tubes and bulbs, handrails, mirrors and carpets, hoistway enclosures, doors (except mechanical operation), frames and sills, installation of pit ladders, intercom systems, replacement of telephone within the cars, installation of additional pit lighting, installation of pit sump pumps, the changing of any hatch cover locking devices from inside the elevator to the top of the car, and any other items not listed in this contract which become requirement under the new State Mandated Elevator Inspections.

Contractor shall not be responsible for obtaining proprietary software and tools that OEM will only sell to the County. The County will obtain and make these items available to the Contractor.

Kone inverted cylinders and machine/drive controls are excluded from maintenance parts coverage due to excessive costs.

BI-ANNUAL SERVICE & PRIOR TO STATE INSPECTIONS: The contractor shall, at minimum twice per year and prior to State inspections, clean and vacuum elevator hoistways and equipment, including rails, inductors, hatch door hangers, tracks, relating devices, selector tapes, switches, buffers, car tops, sheaves, safety devices, and door operating and closing devices, machine room floor, elevator shaft and windows inside the shaft area. Regularly dismantle brake plunger assembly, examine and replace worn parts. For areas not readily visible, provide in report before and after photographic documentation of cleaned conditions including date/time stamp on photo.

However, the contractor shall notify the appropriate Departmental Contact or designee within a 24-hour period, in writing and by phone, if any items not covered under his responsibility are missing, damaged, not functioning or any other deficiencies noted during their inspection of each elevator.

In the interest of public safety and whenever required, the contractor shall furnish and erect suitable safety barriers and warning signals, signs, or lights in the work area.

The contractor shall be responsible for giving immediate notice to the Departmental Contacts of any condition which it discovers that may present a hazard to either the equipment or passengers.

VIOLATIONS

If violations are issued to the County by the State DCA Inspector, the Contractor shall correct such violations within the timeframe specified by the inspector.

Failure to do so may constitute grounds for termination of the contract. The Contractor shall be responsible for any violation fees incurred as a result of failure to correct identified deficiencies after receiving notice from the County.

HOURS OF SERVICE

Regular work hours are defined as any hours worked between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Overtime hours are defined as any work performed outside of "Regular work hours", which may include nights, weekends and holidays.

HOURS OF SERVICE (CONT'D)

Callback Service During Contractor's Normal Working Hours: In the event of an elevator shut down due to failure of equipment or controls the contractor will be contacted. The contractor will respond by phone within one (1) hour to advise that he is responding to the elevator problem. The contractor shall have one of his certified mechanics on the premises within one (1) additional hour thereafter. The certified mechanic shall proceed at once and continue without stopping to make all necessary repairs or adjustments to place the equipment in a safe and first-class operating condition without additional charge. Callback service is included in the all-inclusive monthly price.

Emergency Callback Service: The contractor shall provide emergency callback service on twenty-four (24) hours a day, seven (7) day a week basis, including holidays, as part of this contract without additional charge as outlined herein. Callback service is included in the all-inclusive monthly price.

The contractor shall have at least one certified elevator mechanic on site within one (1) hour of receiving call from County during Regular hours and two (2) hours of receiving the call from the County during Overtime hours.

1. Emergency Callback Service shall be defined as any callback required based on the contractor's inability to correct the original problem from the initial service call.

2. Emergency Callback Service shall include repairs required to free entrapped passengers and return the elevator systems to regular service. The contractor shall respond to entrapment situations and be on site within forty-five (45) minutes of receiving the call from the County. The contractor shall work continuously without stopping to free passengers and shall provide additional mechanics/helpers as required.

3. Emergency Callback Service shall include repairs required when more than two elevators are out of service in a group of elevators or one elevator is out of service preventing handicapped access to a building, the contractor shall work continuously without stopping to make all necessary repairs or adjustments and shall provide additional mechanics/helpers as required.

Repairs During Overtime Hours: Department Contacts shall determine which repairs are minor or major after discussing the issue with the contractor's representative. Major repairs shall include repairs with long lead times. Any repair with an associated down time of more than twenty-four (24) hours shall require the contractor to submit to the Departmental Contacts, documented proof of parts order and overnight shipment (order receipt and overnight company acknowledgement receipt and invoice). If major repairs are required during overtime hours, the contractor may be required to perform the work, at the option of Departmental Contacts. Said work will be quoted and invoiced in accord with the cost breakdown provision in the 'QUOTES' and 'INVOICING' paragraphs.

INSPECTIONS, TESTS & REPORTS

The inspections, tests and reports are requirements of the State and are to be included in the monthly price.

Hydraulic Elevators

1. Two (2) inspections per year (Semi-annual): The State Inspector will inspect every County elevator without the maintenance contractor present. However, any deficiencies noted by the State Inspector will be forwarded to the maintenance contractor to repair, replace or adjust any item and take corrective action within ten (10) days of receipt by contractor of inspection report from County.

2. Annual Hydraulic Relief Pressure Test: The State Inspector shall require the maintenance contractor to perform this test in his presence without weights.

INSPECTIONS, TESTS & REPORTS (CONT'D)

Traction Elevators

1. Two (2) inspections per year (Semi-annual): The State Inspector will inspect every County elevator without the maintenance contractor present. However, any deficiencies noted by the State Inspector will be forwarded to the maintenance contractor to repair, replace or adjust any item and take corrective action within ten (10) days of receipt by contractor of inspection report from County.

2. Annual No-load Safety Test: The State Inspector shall require the maintenance contractor to perform this test in his presence without weights.

3. Five (5) Year Full Load Safety Test: This test is required every 5th year, and the maintenance contractor is required to furnish all testing equipment including weights. The contractor is responsible to obtain from the State Elevator Inspections Unit a listing of those elevators that require said test each year. Listing of elevators requiring testing shall be provided to the Departmental Contacts.

Wheelchair Lifts: (includes stairway and vertical chair lifts and dumbwaiters)

1. One (1) inspection per year (Annual)

2. No test is to occur, nor attendance required by maintenance contractor. However, additional re-inspections are required if there are any violations.

Inspection Test Results: Test results and reports for the above inspections and tests are to be submitted to the Departmental Contacts in the method prescribed in 'SERVICE REPORTS' paragraph.

If there is any elevator that fails any of these inspections or tests, the Departmental Contacts shall be notified immediately by phone and fax by next business morning, and with a hard copy submitted by mail. The contractor shall take immediate action to repair any elevator problems and be able to re-perform tests until elevator passes the test requirements. Should the contractor not perform the required repairs in the time period allotted by the State, then any subsequent fines and/or violations shall be the responsibility of the contractor.

This contract shall include testing of all safety devices, governors, etc., required and/or recommended per local code and in the last edition of the American Standard Practice for Inspection of Elevators, Inspector's Manual, and the American Standard Safety Code for Elevators, Dumbwaiters and Escalators, including all addenda, at regular intervals, not exceeding periods of one (1) year, or as requested by the Departmental Contacts. The contractor shall promptly correct any defaults that may be found in testing and examining the safety devices.

The governor shall be tested and the trip speed measured by means of tachometer and, if necessary, adjusted to conform with the State Code table. Governors shall be resealed after each test.

EQUIPMENT INVENTORY, CONDITION ASSESSMENT, AND LIFECYCLE REPORTING

The Contractor shall, concurrent with the first scheduled maintenance service visit (no separate site visit permitted), perform a comprehensive field verification and assessment of all elevator equipment covered under this Contract. As part of this assessment, the Contractor shall complete and submit the Equipment Inventory and Asset Checklist for each unit, documenting all findings, deficiencies, and recommended corrective actions.

The contractor shall update this inventory throughout the duration of the contract to reflect any repairs, replacements, or modifications performed. Any work that impacts the condition or expected service life of the equipment shall include an updated assessment of the asset lifecycle, including changes to remaining useful life and recommendations for repair or replacement.

Failures to comply may be considered cause for termination of the contract.

SERVICE REPORTS

All Service Reports must include the building number or physical address where the work was performed.

Daily Service Work Tickets: The contractor shall have their technician submit a written daily service work ticket for work performed each day on the County elevators and wheelchair lifts. Daily Check-in / Check-out time per building of all mechanics must be written on their daily service work tickets.

Monthly Reports: The contractor shall have their supervisor in charge of this contract submit a monthly written report to the Departmental Contacts for every elevator and wheelchair lift inspected and worked on. Monthly Reports shall be submitted no later than five (5) business days after the last day of the month. This section also pertains to Monthly Inspection Report submission. Failure to submit timely monthly reports may be grounds for contract termination, as determined by the County. Cost for monthly reports shall be included in monthly price. Report shall be in form reviewed and approved by Departmental Contacts.

The report shall among other data, contain the following:

1. Maintenance history of equipment.
2. Listing of parts replaced including date and quantity of hydraulic fluid added.
3. Maintenance, routine that has occurred.
4. Projected preventive maintenance, including a quote of labor and parts itemized.
5. Work performed.
6. Name of mechanic / technician.
7. Date and Time per building.
8. Inspection and Test Results.

This monthly report shall also include a section for condition status and a section for proactive maintenance recommendations. The report shall track the status of all previous report recommendations until the work is complete.

Weekly Report: The contractor's main office shall submit by the close of each week or no later than 9:00AM the following Monday to the attention of the Buildings and Grounds Superintendent.

Monthly Meetings shall occur on the seventh (7th) business day of the month, or as scheduled by the Departmental Contacts. Meeting duration shall be approximately one (1) hour and shall be separate between Departments. Required attendees shall be each Departmental Contact and the elevator service manager, and the mechanic only when applicable or requested. The Meeting attendees shall review the report status and prioritize the recommended work.

SERVICING OF ELEVATORS AND WHEELCHAIR LIFTS

EQUIPMENT INVENTORY & ASSESSMENT CHECKLIST

The contractor shall provide the following for **each elevator and wheelchair lift**:

A. Equipment Identification

- ☐ Equipment Location (Building / Address / Unit ID)
- ☐ Manufacturer
- ☐ Model Number
- ☐ Serial Number

B. Asset Information & Documentation

- ☐ Installation Date (if available)
- ☐ Equipment Type (Hydraulic, Traction, Lift, etc.)
- ☐ Clear Photo of Equipment Nameplate
- ☐ Current Condition Assessment (See Chart below):_____
  Reason: _____

Condition Assessment	Definition
Excellent	VERY GOOD CONDITION - Only normal maintenance required. No deficiencies noted. Visual or historical evidence that the asset is in very good condition and performs as intended by original specifications.
Good	MINOR DEFECTS ONLY - Minor maintenance required (5%) for the asset and its components. No visible or historical data that indicates that performance and code requirements for current intended use are not being met.
Fair	MAINTENANCE REQUIRED TO RETURN TO ACCEPTABLE LEVEL OF SERVICE - Corrective repair required (10-20%). Performance fails to meet code or functional requirements in some minor cases (based on historical data and visual inspection).
Poor	REQUIRES RENEWAL - Asset requires significant renewal/upgrade (20-45%) to be considered a stable asset and to remain operational for expected useful life. Asset is operational but is showing worse than normal wear along with consistently substandard performance (based on historical data and visual inspection).
Failed	ASSET UNSERVICEABLE - Over 50% of asset requires replacement.
Retired/NA	Asset is no longer operational.

D. Lifecycle & Condition

- ☐ Estimated Remaining Useful Life
- ☐ Noted Deficiencies or Risks
- ☐ Recommended Repairs or Replacements

E. Ongoing Updates

- ☐ Changes due to repairs or component replacements documented
- ☐ Lifecycle updated when system condition changes
- ☐ Updates included in monthly or periodic reports

OCEAN COUNTY BUILDING LIST

Effective 3/27/2026

BLDG#	OCCUPANT	LOCATION
1	Prosecutors: IA / Computer Crimes	1 Mott Place, Toms River
2	Prosecutors: Megans Law / Computer Crimes	2 Mott Place, Toms River
3	Courts: Family Crisis	3 Mott Place, Toms River
4	Courts (leased Bldg.)	206 Court House Lane, Toms River
5	Buildings & Grounds	5 Mott Place, Toms River
6	Sheriffs: Warrants / Sheriffs ID	6 Mott Place, Toms River
7	Prosecutors: Tina's House (leased Bldg.)	7 Hadley Avenue, Toms River
8	Voting Technology Center	110 Lehigh Avenue, Lakewood
9	VFW	210 Courthouse Lane, Toms River
10	Prosecutors: Special Offenders Unit - 2nd floor only	9 Grand Avenue, Toms River
11	Probation & Courtrooms (leased Bldg.)	213 Washington Street, Toms River
12	Prosecutors Office	44 Hadley Avenue, Toms River
13-1	Prosecutors: 1/2 of 2nd Fl- Wellness Center	16 Madison Avenue, Toms River (Building 1 Top R)
13-2	Prosecutors: Juvenile (Unit 2A)	16 Madison Avenue, Toms River (Building 2 Bottom R)
13-2	Prosecutors: Domestic Violence (Unit 2B)	16 Madison Avenue, Toms River (Building 2 Bottom L)
13-2	Prosecutors: Domestic Violence / Weapons (Unit 2C)	16 Madison Avenue, Toms River (Buildings 2 Top R)
13-2	Prosecutors: Megans Law (Unit 2D)	16 Madison Avenue, Toms River (Buildings 2 Top L)
14	Parking Garage	129 Hooper Avenue (rear), Toms River
15	PEER Bldg.	129 Hooper Avenue, Toms River
16	Prosecutors Office	119 Hooper Avenue, Toms River
17	Administration Bldg.	101 Hooper Avenue, Toms River
18	Vacant	212 Washington Street, Toms River
19-1	Justice Complex	120 Hooper Avenue, Toms River
19-2	New Jail	114 Hooper Avenue (New Jail)
20	Court House	118 Washington Street, Toms River
22	Bishop Memorial Library	101 Washington Street, Toms River
23	Main Library	101 Washington Street, Toms River
24	Juvenile & Domestic Courts	125 Washington Street, Toms River
25	Probation: Criminal Division	15 Hooper Avenue, Toms River
28	Vacant	100 E. Water Street, Toms River
29	Northern Animal Shelter	615 Freemont Avenue, Jackson
30	Toms River Road Dept. Garage	152 Chestnut Street, Toms River
30A	Road Dept./Pole Barn	152 Chestnut Street, Toms River
31	Vehicle Services	152 Chestnut Street, Toms River
31A	Vehicle Services: Storage Shed	152 Chestnut Street, Toms River
31B	Vehicle Services: Truck Wash	152 Chestnut Street, Toms River
32	Vehicle Services: Warehouse	152 Chestnut Street, Toms River
32A	Prosecutors	152 Chestnut Street, Toms River
33	Sign Shop / Engineering Support Bldg.	141 Mapletree Road, Toms River
34	Road Dept: Paint Bldg.	141 Mapletree Road, Toms River
34A	Engineering: Paint Bldg.	141 Mapletree Road, Toms River
36	J.I.N.S. Bldg.	155 Sunset Avenue, Toms River
37	Juvenile Detention Center	165 Sunset Avenue, Toms River
38	Health Department	175 Sunset Avenue, Toms River
38A	Red Cross Trailer	176 Sunset Avenue, Toms River
38B	OCHD Warehouse	176 Sunset Avenue, Toms River
39	Agricultural Bldg.	1623 Whitesville Road, Toms River
39A	Storage Shed	1623 Whitesville Road, Toms River

OCEAN COUNTY BUILDING LIST

Effective 3/27/2026

BLDG#	OCCUPANT	LOCATION
40	PIC Building	1959 Route 9, Toms River
41	Northern Resource Center	225 4th Street, Lakewood
42	Police Academy	O.C. Park, 659 Rte.88, Lakewood
43	Security Building	O.C. Park, 659 Rte.88, Lakewood
43A	Security Building: Bike Garage	O.C. Park, 659 Rte.88, Lakewood
44	Lakewood Road Dept. Garage	1300 Kennedy Blvd., Lakewood (off Hermosa Drive)
44A	Lakewood 911 Tower	1300 Kennedy Blvd., Lakewood (off Hermosa Drive)
45	Jackson Road Dept. Garage	38 Don Connor Boulevard, Jackson
46	Plumsted Road Dept. Garage	273 Lakewood Road, New Egypt (Plumsted)
46A	Plumsted 911 Tower	273 Lakewood Road, New Egypt (Plumsted)
46B	Plumsted Truck Wash	273 Lakewood Road, New Egypt (Plumsted)
47	Lacey Road Dept. Garage	Rte. 530 Dover & Mule Road, Berkley
47A	Lacey Truck Wash	Rte. 530 Dover & Mule Road, Berkley
47B	Lacey Salt Dome	Rte. 530 Dover & Mule Road, Berkley
49	Ship Bottom Road Dept. Garage	6th & Barnegat Avenue, Ship Bottom
50	Parks Dept: Administration Bldg.	1198 Bandon Road, Toms River
52	OEM: Office of Emergency Management	RJ Miller Air Park Rte. 530 & Mule Road, Berkeley Twp.
53	CSI: Laboratory Building	144 Chestnut Street, Toms River
54	Airpark Maintenance Hangar	RJ Miller Air Park Rte. 530 & Mule Road, Berkeley Twp.
55	Airpark Paint Shop Hangar	RJ Miller Air Park Rte. 530 & Mule Road, Berkeley Twp.
56	Airpark Terminal	RJ Miller Air Park Rte. 530 & Mule Road, Berkeley Twp.
56A	Airpark Pump House	RJ Miller Air Park Rte. 530 & Mule Road, Berkeley Twp.
57	Airpark T-Hangar - has sign 'A' on hangar	RJ Miller Air Park Rte. 530 & Mule Road, Berkeley Twp.
58	CSI: Detectives Building	146 Chestnut Street, Toms River
58A	Toms River 911 Tower	146 Chestnut Street, Toms River
60	Central Supply Warehouse & Archives	138 Chestnut Street, Toms River
61	B&G: Maintenance / Paint Shop	156 Chestnut Street, Toms River
62	Little Egg Harbor Library	290 Mathistown Rd., Little Egg Harbor
63	Vacant	(rear) 1959 Rte. 9, Toms River
64	Mosquito Commission	784 W Bay Avenue, Barnegat
64A	Mosquito Commission: 911 Tower	784 W Bay Avenue, Barnegat
64B	Mosquito Commission Vehicle Garage	785 W Bay Avenue, Barnegat
64C	Mosquito Commission Hangar	785 W Bay Avenue, Barnegat
65	B&G Warehouse	162 Chestnut Street, Toms River
66	Guard House	RJ Miller Air Park Rte. 530 & Mule Road, Berkeley Twp.
67	Vacant	102 E Water Street, Toms River
68	Northern Recycling Garage	535 South Oberlin Avenue, Lakewood
68A	Wash Pad Bldg.	535 South Oberlin Avenue, Lakewood
68B	Vehicle Storage Bldg.	535 South Oberlin Avenue, Lakewood
68C	Single Stream Bldg. (contractor run)	800 Towbin Avenue, Lakewood
68D	Recycling Operator Offices (contractor run)	800 Towbin Avenue, Lakewood
68E	Scale House	800 Towbin Avenue, Lakewood

OCEAN COUNTY BUILDING LIST

Effective 3/27/2026

BLDG#	OCCUPANT	LOCATION
68F	Commingled Bldg. (contractor run)	800 Towbin Avenue, Lakewood
68G	Supervisors Bldg.	800 Towbin Avenue, Lakewood
68H	Paint Shelter Bldg.	800 Towbin Avenue, Lakewood
69	Pt. Pleasant Library	834 Beaver Dam Road, Pt. Pleasant
70	Long Bch Island Library	217 S Central Ave, Surf City
71	Manchester Library	21 Colonial Dr., Lakehurst
72	Brick Library	301 Chambers Bridge Road, Brick
73	Stafford Library	129 N Main Street, Manahawkin
74	Berkeley Library	30 Station Road, Berkeley
75	Upper Shore Area Library	112 Jersey City Avenue, Lavallette
77	Whiting Reading Ctr (leased bldg..)	400 Lacey Road, Store #5, Whiting
78	Barnegat Library	112 Burr, Barnegat
80	Plumsted Library (leased bldg..)	119 Evergreen Road, Plumsted Twp.
81	Pt. Pleasant Beach Library (leased bldg.)	710 McLean Avenue, Pt. Pleasant Beach
82	Tuckerton Library (leased bldg.)	380 Bay Avenue, Tuckerton
83	Waretown Library	112 Main Street, Waretown
84	Airpark T-Hangars -has sign 'BA' on hangar	RJ Miller Air Park Rte. 530 & Mule Road, Berkeley Twp.
85	Airpark T-Hangars -has sign 'BB' on hangar	RJ Miller Air Park Rte. 530 & Mule Road, Berkeley Twp.
86	Lacey Library	10 E. Lacey Rd, Forked River
87C	Airpark T-Hangars	RJ Miller Air Park Rte. 530 & Mule Road, Berkeley Twp.
87D	Airpark T-Hangars *NOT COUNTY OWNED*	RJ Miller Air Park Rte. 530 & Mule Road, Berkeley Twp.
87E	Airpark T-Hangars	RJ Miller Air Park Rte. 530 & Mule Road, Berkeley Twp.
88	Airpark Maintenance Hangar *NOT COUNTY OWNED*	RJ Miller Air Park Rte. 530 & Mule Road, Berkeley Twp.
88A	Airpark Storage Hangar *NOT COUNTY OWNED*	RJ Miller Air Park Rte. 530 & Mule Road, Berkeley Twp.
88B	Airpark Hangar - NOT SERVICED BY COUNTY	Airpark Storage Hangar
89	Beaverton Bridge House (Bridge #2)	Princeton Avenue, Brick
90	Mantoloking Bridge House (Bridge #6)	Mantoloking Road, Mantoloking
91	Fire & First Aid Training Center	200 Volunteer Way, Waretown
91A	Fire & First Aid: Control Tower	200 Volunteer Way, Waretown
91B	Fire & First Aid: Pump House	200 Volunteer Way, Waretown
92	Lakewood Library	301 Lexington Avenue, Lakewood
93	Cultural & Heritage	O.C. Park, 689 Rte. 88, Lakewood
94	Ocean County Resource Center	1005 Hooper Avenue, Toms River
95	Recycling Education Center	800 Towbin Avenue, Lakewood
96	911 Communications	138 Chestnut Street, Toms River
96A	Prosecutors: Strike Force	138 Chestnut Street, Toms River
97	County Connection: O.C. Mall (leased)	1201 Hooper Avenue, Toms River
97A	County Connection: Bus	1201 Hooper Avenue, Toms River
98	Jackson Library	2 Jackson Drive, Jackson
99	Beachwood Library (leased bldg.)	126 Beachwood Blvd., Beachwood
100	Pumping Station	Ocean Ave & Rte. 35, Point Pleasant Beach
101	Barnegat 911 Radio Tower	1001 W. Bay Ave., Barnegat
102	Pasadena 911 Radio Tower	Red Oak Grove Road, Manchester

OCEAN COUNTY BUILDING LIST

Effective 3/27/2026

BLDG#	OCCUPANT	LOCATION
103	Tuckerton 911 Radio Tower	120 Lakeside Drive, Tuckerton
104	Southern Animal Shelter	360 Haywood Road, Stafford
105	Solid Waste Garage	379 Haywood Road, Stafford
106	Office: County Clerk/Transportation	379 Haywood Road, Stafford
107	Vehicle Services Garage & Truck Wash	379 Haywood Road, Stafford
108	Road Department Salt Barn	379 Haywood Road, Stafford
109	Manahawkin Road Dept. Garage	379 Haywood Road, Stafford
110	Road Dept. Southern Storage Barn	379 Haywood Road, Stafford
111	Road Dept. Sweeper Barn	379 Haywood Road, Stafford
112	Road Dept. Pole Barn	379 Haywood Road, Stafford
113	Southern Recycling Transfer Facility	379 Haywood Road, Stafford
114	SWM Office & Scale House	379 Haywood Road, Stafford
116	Southern Service Center: Hall	179 South Main Street, Manahawkin
116A	Southern Service Center: Offices Surrogate & County Clerk	179 South Main Street, Manahawkin
117	Southern Recycling Facility Storage Building	379 Haywood Road, Stafford
118	Southern SOG Narcotics Trailer (next to 114)	379 Haywood Road, Stafford
119	911 Tower (Generator)	Ridgeway Blvd., Manchester
120	911 Tower (Generator)	150 Cedar Run Dock Road, West Creek
121	911 Tower (Generator)	44 R. Kennedy Blvd., Lacey
122	911 Tower (Generator)	255 Mantoloking Road, Brick
123	911 Tower (Generator)	30 Don Conner Blvd., Jackson
124	Manchester Garage & Offices	2820 Ridgeway Blvd., Manchester
124A	IT Data Center Manchester (DR Site)	2820 Ridgeway Blvd., Manchester
124B	Salt Dome Manchester	2820 Ridgeway Blvd., Manchester
124C	Pole Barn Manchester	2820 Ridgeway Blvd., Manchester
124D	Storage Building Manchester	2820 Ridgeway Blvd., Manchester
124E	Attendant Booth Manchester	2820 Ridgeway Blvd., Manchester
125	Transportation Building, Vehicle Service & Office	2820 Ridgeway Blvd., Manchester
130	OC Sheriff's Law Enforcement Training Center	1535 Route 539, Little Egg Harbor