

ADVERTISEMENT FOR BIDS  
KEAN UNIVERSITY  
UNION, NEW JERSEY 07083

The Contracting Officer at Kean University invites sealed Bids for Lump Sum Contract for:

Project Name: Townley House 26 Project  
Bid Number: K25-10-22-1  
Project Location: Kean University 1000 Morris Avenue, Union, NJ 07083

Notice is hereby given that sealed bids will be received until 2:00 p.m. on March 17, 2026, via electronic submission only, at which time they will be publicly opened and read aloud via telephone and virtual conference.

Kean University seeks experienced, qualified bidders for our Townley House Historical Rehabilitation Project. This project is for the rehabilitation of an existing, historic building on the Kean University, Union, New Jersey campus. The two story, 27'-0" tall building contains a total floor area of approximately 3,475 square feet, of which 1,145 square feet is located on the ground floor. The existing building was built in two phases of construction, the first in the 1790s, and the second in the 1820s.

The building is individually listed on the New Jersey and National Registers of Historic Places. It is known as the James Townley House, also known as Townley-Parcell House, Kean Farm House. Coordination with the University, Architect, and NJ Historic Preservation Office (HPO) is a requirement of the contract for construction on this project. Should the project deviate from the approved plans, appropriate resubmission to the HPO will be required. Additionally, the contractor is required to, in coordination with the University and Architect, develop detailed pricing and shop drawings for each proposed Alternate. The HPO will need to review, and approve, this additional documentation, as a project amendment, prior to the University being able to proceed with the Alternate. The contractor must account for this requirement within their scope of work, including but not limited to project schedule and all project costs.

This project includes interior and exterior rehabilitation to the James Townley House. The proposed project will maintain the historic character of the building while rehabilitating its interior, exterior enclosure, and allowing for handicapped accessibility to the first floor.

The interior scope of work includes rehabilitation of all interior building areas. The majority of existing interior finishes are failing, with interior plaster walls and ceilings varying from minor surface flaking/cracking to complete failure. The scope of work assesses existing conditions and will repair/resurface where feasible and replace where repair is not feasible. Existing trims, bases, and moldings are to be repaired where feasible, where repair is not feasible, they will be replaced in kind. The intent is to repair/refinish the majority of historic wood floor surfaces, where feasible. New floor finishes will be utilized in the existing and new toilet room as well as the kitchen. Non-historic doors will be replaced, existing historic doors will be repaired where feasible. Windows will be removed and repaired/restored where feasible, where repair is not feasible, new replacement windows will match existing. New electrical, HVAC, and plumbing systems will be included throughout the project, all new systems will be concealed from view to the extent feasible. An accessible interior ramp will connect the two different elevation areas of the first-floor level (there is an elevation change of approximately 6 inches existing), to allow for an accessible route throughout the first level.

New HVAC systems will serve both habitable levels of the building, with all required systems and ductwork being concealed to either the basement or attic spaces and serving the first and second level directly. Two small condensing units will be outside the building, screened by appropriate fencing and landscaping.

A Pre-Bid Conference shall be held on February 3, 2026, at 10:00 a.m. via telephone and virtual conference. The Pre-Bid Conference is optional, but attendance is suggested. To participate in the Pre-Bid Conference, please use the following information:

LINK: <https://kean-edu.zoom.us/j/98980606252>

DIAL-IN: (US) +1 646 931 3860

MEETING ID: 989 8060 6252

Deadline for inquiries and substitutions is February 20, 2026, at 12:00 p.m. All inquiries must be submitted in writing to Faruque Chowdhury at [procurementbids@kean.edu](mailto:procurementbids@kean.edu) with a copy to [adam.varava@kean.edu](mailto:adam.varava@kean.edu). In order to inspect the job site

prior to submitting a proposal, bidders must contact Antonetta Pontoriero at [antonetta.pontoriero@kean.edu](mailto:antonetta.pontoriero@kean.edu) to schedule an appointment.

Bid Documents will be available for download from the Project's FTP site after the Pre-Bid Conference. Instructions for accessing the FTP site will be posted to the Kean University Procurement and Business Services website at <https://www.kean.edu/offices/university-procurement-and-business-services/bid-opportunities>. Bid documents will NOT be mailed.

Bids must be submitted via email, as an attachment in PDF format, to [procurementbids@kean.edu](mailto:procurementbids@kean.edu). The subject line of your email must read "BID SUBMISSION – Bid No. K25-10-22--1." Hard copy bids will not be accepted regardless of whether the bid documents permit the submission of hard copy bids. Bidders will be fully responsible for the delivery of their bids. Late bid submissions will NOT be accepted.

A public Bid Opening shall be held on March 17, 2026, at 2:00 p.m. via telephone and virtual conference. To participate in the Bid Opening, please use the following dial-in information:

LINK: <https://kean-edu.zoom.us/j/93065154501>

DIAL-IN: (US) +1 646 931 3860

MEETING ID: 930 6515 4501

Kean University may, pursuant to N.J.A.C. 17:13-4.2, review to determine if small business set-aside goals are appropriate. Kean University may review the Division of Purchase and Property's list of classified contractors to determine the number of eligible small businesses that may reasonably be expected to participate in this bid. The Small Business Enterprise (SBE) goal for construction projects set-aside can be reached either at the prime or subcontractor level. Bidders shall provide sufficient documentation of good-faith efforts to meet the SBE set-aside goal either with its bid or within ten days of a request by Kean University. Failure to comply may preclude award of a contract to a bidder.

Each bid shall be accompanied by a security payable to Kean University. The bid security shall be 10% of the bid amount and shall be given by bid bond. If a contract is awarded, the successful bidder shall enter into a contract with Kean University and shall furnish a Performance Bond and a Payment Bond, each equal to 100% of the bid amount submitted.

Pursuant to N.J.S.A. 34:1A-1.16, any business who has been identified on the New Jersey Department of Labor and Workforce Development's Workplace Accountability in Labor List is prohibited from contracting with any public entity, including Kean University, until the outstanding liabilities have been resolved.

Faruque Chowdhury, Associate Vice President  
University Procurement and Business Services