

NOTICE TO BIDDERS

INVITATION FOR BIDS FOR LEASE OF SPACE ON AND ADJACENT TO THE PRINCETON MUNICIPAL BUILDING LOCATED AT 400 WITHERSPOON STREET PRINCETON, NEW JERSEY 08540 FOR THE INSTALLATION, OPERATION, AND MAINTENANCE OF TELECOMMUNICATIONS ANTENNAS AND ASSOCIATED EQUIPMENT

PLEASE TAKE NOTICE that sealed bids will be received by the Municipality of Princeton ("Princeton"), via the Clerk of the Municipality of Princeton, at the Princeton Municipal Building located at 400 Witherspoon Street, Princeton, New Jersey 08540 no later than October 22, 2014 at 3:00 p.m., for the right to lease space on and adjacent to the Princeton Municipal Building, for the installation, operation, and maintenance of telecommunications antennas and associated equipment. The sealed bids will be accepted in accordance with N.J.S.A. 40A:11-1, *et seq.*, and subject to the terms and conditions set forth in the Bid Package.

Copies of the complete Bid Package are available in the Princeton Engineering Department located at 400 Witherspoon Street, Princeton, New Jersey 08540. The Bid Package sets forth the terms and conditions of the proposed tenancy, and contains copies of the necessary forms and instructions regarding submitting bids. All interested bidders must obtain a Bid Package.

By submitting a bid, the bidder represents that he has read the terms and conditions set forth in the Bid Package, and agrees to be bound by those terms and conditions.

PLEASE TAKE FURTHER NOTICE that the following essential, but not exclusive, terms shall apply:

1. Princeton intends to award a non-exclusive lease to a wireless or cellular communication company.
2. The successful bidder can construct and install a wireless telecommunications antennas facility on and adjacent to the Municipal Building.
3. There will be a non-mandatory pre-bid meeting held on October 6, 2014 at 1:00 p.m. at the Municipal Building so that the prospective bidders can examine the site.
4. The facility shall not adversely interfere with existing radio or telecommunications systems of Princeton, any municipal operations, or other occupants, tenants and licensees of the property.

5. The successful bidder shall be required, at its sole cost and expense, to obtain any and all required licenses, permits, and approvals necessary to operate the facility, and shall comply with all applicable local, state, and federal regulations.
6. As a facility authorized by Princeton, being installed on and at existing municipal structures, pursuant to strict requirements, and under a lease agreement being entered into by the Municipality, formal site plan approval shall not be required.
7. All construction, engineering, site, and development plans shall be subject to the review and approval of the Municipal Engineer and the Municipal Planning Director.
8. The successful bidder shall be responsible for all costs associated with the construction, maintenance, and operation of the facility, including the costs of all necessary utilities.
9. The total length of the lease, including any and all renewal periods, shall not exceed twenty (20) years.
10. Upon expiration or termination of the lease, the carrier shall remove the entirety of the facility and restore the property to its original condition, reasonable wear and tear expected.
11. The minimum rental payment shall be two thousand five hundred dollars (\$2,500.00) per month for the initial year of the lease agreement. Commencing with the second year of the lease, the minimum rental payment shall be subject to an annual increase of 3% of the base annual rental amount of the previous year.
12. The initial lease term shall be for a period of ten (10) years. At the expiration of the initial ten (10) year lease term, the lease will automatically renew for up to two (2) successive periods of five (5) years each, upon the same terms and conditions that were in effect before the end of the lease term, with the exception of the rental amount which shall then increase at the rate of 5% annually.
13. Any prospective bidders desiring to inspect the premises should contact the Municipal Engineer of the Municipality of Princeton at (609) 921-7077 to make appropriate arrangements.
14. All questions regarding the Bid Package, premises and/or bidding process shall be submitted in writing to:

Robert V. Kiser, Municipal Engineer
Municipality of Princeton
400 Witherspoon Street
Princeton, N.J. 08540
15. All bidders shall be required to submit with each bid a certified check, cashier's check, or bid bond in the amount of 10% of the annual rental bid amount, not to exceed

\$20,000.00. The payment shall be payable to the Municipality of Princeton and shall serve as bid security. The bid security of all unsuccessful bidders shall be returned immediately after the award of the contract.

16. Bid envelopes should be clearly labeled with “Municipal Building Telecommunications Antenna” on the outside of the envelope. Bids may be submitted in person or by mail, and they will be received by the Clerk of the Municipality of Princeton and publicly opened and read on October 22, 2014, and examined and announced at 3:00 p.m. in the Office of the Clerk of the Municipality of Princeton. No bids will be received after the above-designated time. Princeton assumes no responsibility for the loss or damage in the mail, or the non-delivery of any bid sent to it prior to the bid opening.
17. All bidders shall be registered with the New Jersey Department of Treasury, pursuant to N.J.S.A. 52:32-44 and shall comply with the requirements of N.J.S.A. 10:5-31, *et seq.*, and N.J.A.C. 17:27-2.1, *et seq.*, concerning affirmative action and equal employment.