

## REQUEST FOR PROPOSAL PUBLIC NOTICE LETTER

### **PROJECT: Independent Commissioning Services – New Residence Hall (WP-16-01-99CS)**

Notice is hereby given that responses to this Request For Proposal (RFP) will be received by The William Paterson University of New Jersey, Office of the Associate Vice President for Administration, 358 Hamburg Turnpike, Wayne, New Jersey 07470 for the above named project to be completed and in accordance with the issued request.

A mandatory pre-proposal meeting will be conducted on Thursday, March 1, 2018 at 10:30 a.m. Interested parties are requested to meet at the College Hall Room 202, 300 Pompton Road, Wayne, NJ (Building # 35 on the Campus Map). Parking is available at College Hall. Directions to the Campus can be found at the University's website: <https://wpconnect.wpunj.edu/map/map.html>.

**NOTE:** If the forecast for this area is inclement weather, call the University (973.720.2475) and/or visit the University's website ([www.wpunj.edu](http://www.wpunj.edu)) for up-to-date business open/close information.

All questions are to be submitted by Thursday, March 8, 2018 and sent via E-Mail ONLY to [capitalplanning@wpunj.edu](mailto:capitalplanning@wpunj.edu) with a subject heading of **Independent Commissioning Services – New Residence Hall (WP-16-01-99CS)**. All responses to questions will be posted on the Office of Capital Planning, Design and Construction (CPDC) webpage: <https://www.wpunj.edu/capital-planning/rfp.html>.

All RFP submissions are to be submitted electronically no later than 4:30 p.m. on Wednesday, March 21, 2018 via e-mail to: [capitalplanning@wpunj.edu](mailto:capitalplanning@wpunj.edu) no later than the date and time specified. A limit of 25Mb exists for attachments to e-mailed submissions. It is the responsibility of the vendor to confirm receipt of the RFP by WPU. Submission should include the subject heading: **WP-16-01-99CS Independent Commissioning Services – New Residence Hall.**

The RFP can be accessed at <https://www.wpunj.edu/capital-planning/rfp.html>.

All submittals must be submitted as per the format outlined in the University's RFP and as noted herein.

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

**Kevin Garvey  
Contracting Officer's Representative  
Associate VP for Administration  
William Paterson University of NJ**