



# Aliano Brothers General Contractors Inc.

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Bids@alianoconstruction.com

## **Required Sub-Contractor Paperwork for** **Westampton Complex Upgrades Human Services Building Interior Renovations**

**Bids due to Aliano: 4/2/24**

\*Paperwork requested as soon as possible

**Sub-Contractor:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

- ☐ **NJ Business Registration**
- ☐ **NJ Public Works Contractors Reg Cert.** Expires: \_\_\_\_\_
- ☐ **Trade License – Needed HVACR, Plumbing, Electric:**
  - (Elec, HVACR, Plumbing) Trade: \_\_\_\_\_ Exp: \_\_\_\_\_
  - (Elec, HVACR, Plumbing) Trade: \_\_\_\_\_ Exp: \_\_\_\_\_
  - (Elec, HVACR, Plumbing) Trade: \_\_\_\_\_ Exp: \_\_\_\_\_
  - (Elec, HVACR, Plumbing) Trade: \_\_\_\_\_ Exp: \_\_\_\_\_
- ☐ **Responsible Contractor Policy**

## SECTION 00560 RESPONSIBLE CONTRACTOR POLICY

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Bidder shall complete the Responsible Contractor and Subcontractor Policy Certification (Section 00560) and submit the Certification with the bid. Failure to submit the executed Certification with the bid is a material deviation and shall result in rejection of the bid. Bidders shall complete the Responsible Contractor and Subcontractor Policy Certifications and submit them under the Response Attachments tab within the solicitation at <https://burlcobids.ionwave.net/>.

The Subcontractors required to be listed in the bid by operation of N.J.S.A. 40A:11-16 \* shall complete the Responsible Contractor and Subcontractor Policy Certification. The Bidder shall submit these executed Responsible Contractor and Subcontractor Policy Certifications with his bid. Failure to submit said executed Responsible Contractor and Subcontractor Policy Certifications with his bid is a material deviation and shall result in rejection of the bid.

All other Subcontractors hired by either 1) the General Contractor or 2) the Subcontractors who are required to be listed by operation of N.J.S.A. 40A:11-16 shall complete a Responsible Contractor and Subcontractor Policy Certification and submit it to the General Contractor before providing any work on the Project. The General Contractor shall have the responsibility to collect the Responsible Contractor and Subcontractor Policy Certifications and to submit them to the Burlington County Purchasing Agent, 49 Rancocas Road, Mount Holly, New Jersey 08060. Failure of the General Contractor to submit each Certification to the Purchasing Agent within ten days of receipt will be subject the General Contractor to a penalty of five hundred dollars (\$500.00). Please see attached matrix for a complete listing of all penalties.

\* The Subcontractors required to be listed in the bid by operation of N.J.S.A. 40A:11-16 are:

1. Plumbing
2. Heating, Ventilating, and Air Conditioning
3. Electrical
4. Structural Steel

**\*\*\* END OF SECTION 00560 – RESPONSIBLE CONTRACTOR POLICY \*\*\***

BURLINGTON COUNTY

RESPONSIBLE CONTRACTOR AND SUBCONTRACTOR POLICY CERTIFICATION

Contract titled: \_\_\_\_\_ (CPU-23-0043)

I, \_\_\_\_\_, certify that the following statements made by me are true:  
(name)

1. I am the \_\_\_\_\_ of \_\_\_\_\_ and as such have authority to  
(title) (name of company)

to bind my firm to compliance with the Burlington County Responsible Contractor Policy and the Burlington County Responsible Subcontractor Policy.

2. My firm and all subcontractors hired by my firm providing work on this contract shall be responsible contractors or subcontractors with sufficient capabilities in all respects to successfully perform contracts on which they are engaged, including the necessary experience, equipment, technical skills and qualifications and organizational, financial and personnel resources. My firm has a satisfactory past performance record and a satisfactory record of law compliance, integrity and business ethics.

3. As a condition of performing work on public works contracts in excess of \$2,000.00 but less than \$499,999.00 total cost of project, my firm and each subcontractor hired by my firm when performing work on the project shall have at least one (1) employee who has successfully completed OSHA 10-hour construction safety and health course onsite. As a condition of performing work on public works contracts of \$500,000.00 or more total cost of project, my firm and each subcontractor when performing work on the project shall have at least one (1) employee who has successfully completed OSHA 30-hour construction safety and health course onsite.

4. Prior to the award of contract, I shall for my firm and for subcontractors hired by my firm that will perform significant work on this project provide evidence of and confirm compliance with proof of participation in an Apprenticeship Program currently registered and approved by the United States Department of Labor (USDOL) or the New Jersey Department of Labor or certify below a statement of agreement not to employ any worker of less than Journeyman status on the project.

I certify that my firm will not employ any worker of less than journeyman status on the project.

\_\_\_\_\_  
(signature)

5. All Apprenticeship Programs shall meet the criteria set forth in Paragraph 6i below.

6. I further certify to the following facts regarding my firm's past performance and work history and its current qualifications and performance capabilities:

a. My firm has all valid, effective licenses, registrations or certificates required by federal, state, county, or local law, including, but not limited to, licenses, registrations, or certificates required to: (1) do business in the designated locale; and (2) perform the contract work it seeks to perform. These shall include, but not be limited to, licenses, registrations or certificates for any type of trade work or specialty work which the firm proposes to self-perform.

b. My firm meets the bonding requirements for the contract, as required by applicable law or contract specifications and any insurance requirements, as required by applicable law or contract specifications, including, but not limited to, general liability insurance, workers compensation insurance and unemployment insurance requirements.

c. My firm has not been debarred by any federal, state or local government agency or authority in the past three years.

d. My firm has not defaulted on any project in the past three years.

e. My firm has not had any type of business, contracting or trade license, registration, or other certification suspended or revoked in the past three years.

f. My firm has not been cited for a willful violation of federal or state safety laws in the past three years.

g. My firm and/or its owners have not been convicted of any crime relating to the contracting business by a final decision of a court or government agency in the past three years.

h. My firm will pay all craft employees that it employs on the project the current wage rates and benefits as required under applicable Federal or State prevailing wage laws.

i. My firm participates in an Apprenticeship Program that is currently registered with the United States Department of Labor or a state apprenticeship agency for each craft or trade in which it hires apprentices.

Proof of this participation is attached to this Certification. My firm shall continue to participate in applicable apprenticeship programs for the full duration of the contract work.

The Apprenticeship Program in which my firm participates meets the following criteria:

- 1) The program has graduated at least one (1) enrollee in each of the past three years. If the Program has not been in existence for three years, this requirement shall not apply until the Program has been in existence for three years. At that time, compliance with this criteria is required.
- 2) The program has graduated at least seventy-five (75) percent of program enrollees in each of the past three years.\*

\* Graduation rates for any particular year shall be calculated based on the number of enrollees who graduated in a given year divided by the total number of enrollees (and former enrollees) who could have been eligible to graduate in that year had they remained enrolled and timely completed the program. The term "total number of enrollees" shall be computed by counting the total number of persons enrolled in approved Apprenticeship Programs for each separate trade or craft approved by the State of New Jersey. For example, the total number of enrollees in the electrical trade would consist of all persons currently enrolled in an approved Apprenticeship Program for electricians in the State of New Jersey. If the New Jersey based trade or craft, conducts education classes outside the State, those attendees shall count as enrollees for purposes of this subparagraph. Enrollees who withdraw for reasons of military service, residence relocation, death, sickness, or hardship as approved by the teaching staff shall not be counted as enrollees for the purposes of calculating the graduation rate.

j. All workers and employees hired by my firm is provided with health and hospital insurance plans and an ERISA compliant retirement plan to its employees.

I, \_\_\_\_\_, certify that the foregoing statements made by me are  
(name)  
true. I am aware that if any of the foregoing statements made by me are willfully false, I am  
subject to punishment.

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(print name)

\_\_\_\_\_  
(title)  
\_\_\_\_\_

Responsible Contractor Policy Implementation and Enforcement					
General and All Subcontractors	Opportunity to Cure	Remedy to Cure	Time to Cure	If not Cured Within Specified Time	Penalty
1	Failure to Submit Subcontractor Policy Certifications w/in 10 days of award	Yes	Submit certification signed by subcontractor	2 Business Days	Replace Subcontractor First Offense: \$500 and \$250 Each Additional Day Second Offense: \$750 and \$375 Each Additional Day
2	OSHA Training	Yes	Hire new employee that has required training or train existing employee and pay penalty	2 Business Days	Replace Subcontractor First Offense: \$500 Per Day Second Offense: \$750 Per Day
3	No Approved Apprenticeship Program and Not Paying Journeymen Rates	Yes	Pay journeymen Rates	2 Business Days	Assess Penalty First Offense: \$500 Per Employee and Pay Restitution to Employees Second Offense: \$750 Per Employee and Pay Restitution to Employees
4	Failure to Pay Prevailing Wage Rate	No	Per Specifications and N.J.S.A 34: 11-56.25 et. seq.	N/A	Per Specifications and N.J.S.A 34: 11-56.25 et. seq.
5	Employee Health Plan	Yes	Purchase Health Care Plan for Employees	2 Business Days	Assess Penalty First Offense: \$500 per Employee at Jobsite Second Offense: \$750 per Employee at Jobsite
6	ERISA Compliant Retirement Plan	No	Provide compliant retirement plan	2 Business Days	Assess Penalty First Offense: \$500 per Employee at Jobsite Paid to Employee Second Offense: \$750 per Employee at Jobsite Paid to Employee
7	Falsifying Responsible Contractor Certification: (Paragraph #6)	No	N/A	N/A	Remove from Job N/A
8	Valid Licenses, Registrations or Certificates	Yes	Obtain necessary licenses, registrations, or certificates and pay penalty	2 Business Days	Remove from Job N/A
9	Debarment in past 3 years	No	Payment of Penalty	N/A	Remove from Job N/A
10	Project Default in past 3 years	No	Payment of Penalty	N/A	Remove from Job N/A
11	Willful Safety Violation	NO	Payment of Penalty	N/A	Remove from Job N/A
12	Prior Revocation/Suspension of License	No	Payment of Penalty	N/A	Remove from Job N/A
13	Crime Conviction in past 3 years	No	Payment of Penalty	N/A	Remove from Job N/A
14	Non- Compliant Apprenticeship Program	Yes	Bring Program into compliance	2 Business Days	Assess Penalty First Offense: \$500 Per Employee and Restitution to Employees Second Offense: \$750 Per Employee and Restitution to Employees