



October 21, 2025

**TO:** Antoin Evans, Director of Asset Management

**FROM:** Kenneth Pinnock, Jr., Deputy Executive Director  
Director of Procurement, Contracts & Risk Management  
Morgan Austin, Assistant Purchasing Agent

**SUBJECT:** Public Bid Opening: Wednesday, July 2, 2025 @ 11:00 A.M.  
Fire Escape Repair "As Needed" For Various JCHA Developments,  
For A Period Of Additional Two (2) Years (**Second Occasion**)

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Please be advised that pursuant to the public bid opening for Fire Escape Repair "As Needed" for various JCHA Development of May 28, 2025, less than three (3) bids were received (contract rebid). On Wednesday, July 2, 2025, the JCHA received two (2) bid packages. Attached for your review is a copy of the recapitulation sheet and the bidder's documents:

| <u><b>Name of Company</b></u> | <u><b>COMBINED SUM HOURLY RATE AMOUNT</b></u> |
|-------------------------------|-----------------------------------------------|
| Willow Run Construction       | \$200.00                                      |
| Westcraft Builders, Inc       | \$450.00                                      |

***PLEASE NOTE: The last public bid for this service was held on September 7, 2022, in which Willow Run Construction was the recipient of a contract (101617) in the amount not to exceed One Hundred Thousand Dollars (\$100,000.00) for a period of one (1) year.***

Invitations were published in the local newspapers on June 11<sup>th</sup>, and 12<sup>th</sup>, 2025, invitations were sent to six (6) companies who expressed interest in public bidding for this service. Of those there were one (1) Jersey City vendor. The JCHA sources for MBE's were notified, as well as the usual public works bidding journals (individual letters in Purchasing files).

Provided the above is satisfactory, this office presumes that the Department of Skilled Trades will forward a Resolution for Board action as appropriate.

If any further information is required, please do not hesitate to call.

xc: Memos & Recaps 2025