You don’t always get what you want

But you always get what you ask for

The Importance of Good Specifications

Public Work

"Public works" means building, altering, repairing, improving or demolishing any public structure or facility constructed or acquired by a contracting unit to house local government functions or provide water, waste disposal, power, transportation, and other public infrastructures.
The Laws

- Local Public Contracts Law
  - NJSA 40A:11-1 et seq.
- Public School Contracts Law
  - NJSA 18A:18A-1 et seq.
- Local Public and Public School Contract Administrative Code
  - NJAC 5:34
- Public Works Contractor Registration Act
  - NJSA 34:11-56.48
- NJBRC
  - NJSA 52:32-44
- Affirmative Action
  - NJSA 10:5-31
- ADA
  - 42 USC §12101 et seq.
- Stockholders Disclosure
  - NJSA 52:25-24.2

Types of Specs

- Equipment Specs
Types of Specs

- Service specs

Types of Specs

- Construction Specs
Equipment Specs

**EQUIPMENT**
- Brief description
  - This should be a one or two sentence description of what you want to bid out.
  - Ex. This is to describe a fully functional trailer mounted snow blowing machine
- Technical specs
  - Here you need to describe the technical aspects of the product.
  - Ex dimensions, color, weight classification, what you want the product or service to do
- Quantity
- Delivery information
  - time frame
  - where to deliver
- Set-up or Installation requirements
- Warranty information
- Award terms
- Payment terms

Services Spec

**SERVICES**
- Brief description
  - This should be a one or two sentence description of what you want the vendor to do
  - Ex. The purpose of this specs is to contract with a vendor who will provide fax machine maintenance service for various locations
- Technical specs
  - Here you need to describe the technical aspects of the services
  - How often should the vendor come out and service the machines
  - Are there any reports that the vendor should give
- Quantity
- Service information
  - time frame
  - where services are to be performed
- Set-up or Installation requirements
- Warranty information
- Award terms
- Payment terms
- Term of Contract
Construction Spec

Construction

Brief description
- This should be a one or two paragraph description of what you want the vendor to do
- ex. The Purpose of this spec is to describe the requirements to renovate the Public Works building located in Anytown USA

Technical specs
- Here you need to describe the technical aspects of the services
- How often should the vendor come out and service the machines
- Are there any reports that the vendor should give

Quantity

General information
- Time frame
- Where services are to be performed

Set-up or Installation requirements

Clean Up Requirements

Debris Disposal requirements

Warranty information

Award terms

Payment terms

Remember ............

You can't always get what you want
But if you try sometime you find
You get what you need

The Rolling Stones