

PUBLIC NOTICE

PASSAIC VALLEY WATER COMMISSION

**REQUEST FOR COMPETITIVE CONTRACTING PROPOSALS THROUGH
A FAIR AND OPEN PROCESS IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4, ET SEQ**

NOTICE IS HEREBY GIVEN that sealed submissions will be received by Passaic Valley Water Commission, up to **2:00 p.m.** prevailing time on **Tuesday, September 15, 2026**, at the Commission's office located at 1525 Main Avenue, Clifton, New Jersey, 07011 for the following project:

**PROJECT NO. 26-C-04
PROFESSIONAL SERVICES FOR PROPERTY, CASUALTY, AUTOMOBILE AND EXCESS LIABILITY**

Standardized submission requirements and selection criteria for each Project are on file and available in electronic form by forwarding an e-mail request to lbresemann@pvwc.com. Each submission shall be provided on the standardized forms as supplied in the submission package and the said standardized forms shall not be modified or altered in any way.

Submissions shall be hand-delivered between the hours of 8:30 am and 4:30 pm or mailed by way of First-Class Mail or overnight delivery service to the Commission's office located at 1525 Main Avenue, Clifton, New Jersey 07011, attention **Purchasing Department**.

All vendors are required to comply with the requirements of N.J.S.A. 52:32-44 (Business Registration of Public Contractors), N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq. (Contract Compliance and Equal Employment Opportunities in Public Contracts).

All vendors shall include, with their submissions, a completed Conflict of Interest Certification, Non-Collusion Affidavit, Disclosure of Ownership Statement (N.J.S.A. 52:25-24.2), Insurance Requirements Acknowledgement, a Mandatory Equal Employment Opportunity acknowledgement, and a copy of the applicable New Jersey Business Registration Certificate.

The vendor must complete and submit the prepared proposal forms included herein, as well as a description of the vendor's qualifications, particular ability to serve the Commission and cost proposal. Each proposal must be separately enclosed in a sealed envelope addressed to Lisa Bresemann, Purchasing Agent, marked on the outside with the name of the proposal. All submittals must be received at the date and time set forth above and may be accepted prior to such date or time or by courier, Federal Express or similar media. No proposal may be withdrawn within sixty (60) days after receipt. No proposals will be accepted after the time set forth above.

The Commission reserves the right to reject any or all submissions for any reason including, but not in any way limited to, any defects; or the Commission, in its sole discretion may waive formalities and accept any submissions that in their judgment will be in the best interest of the Commission and its users and member cities. The Commission shall award the contract or reject all submissions no later than sixty (60) days from receipt of same, unless extended with the consent of the professional service responders (or extraordinary unspecifiable services responders).

By authorization of the Passaic Valley Water Commission, County of Passaic, in the State of New Jersey:

Passaic Valley Water Commission