

**PLAINFIELD BOARD OF EDUCATION
PLAINFIELD, NEW JERSEY 07063**

School Board Training-- Request for Proposals (RFP)

Legal Advertisement

The Plainfield Board of Education solicits proposals through the Request for Proposal (RFP) process in accordance with N.J.S.A. 18A:18A-4.1 et seq.

PROPOSAL NO. RFP 2024-03Board School Board Training Services

All necessary proposal specifications and proposal forms may be secured upon written request to:

CAMERON E. COX

Interim School Business Administrator/Board Secretary
Plainfield Board of Education
1200 Myrtle Avenue
Plainfield, New Jersey 07063

To request a copy of the proposal, please email the District at purchasing@plainfield.k12.nj.us

Proposals must be submitted in a sealed envelope and delivered to the Office of the Interim School Business Administrator/Board Secretary of Plainfield Board of Education, ***on or before*** the date and time indicated below. The envelope is to bear the following information:

Title: **SCHOOL BOARD TRAINING SERVICES**
Proposal No.: **RFP 2024-03BOARD**
Name and Address of the Respondent
Proposal Due Date: **Tuesday, August 15, 2023**
Proposal Opening Time: **12:00 noon**

Location of Proposal Opening:

PLAINFIELD BOARD OF EDUCATION
1200 Myrtle Avenue
Plainfield, New Jersey 07063

The proposal opening process will begin on the advertised date and time at the Plainfield Board of Education, Plainfield, New Jersey 07063. Proposals may also be submitted to the Interim School Business Administrator/Board Secretary or designee at the proposal-opening meeting, in

the Board Meeting Room, prior to the advertised date and time. Proposals that are submitted are to be sealed. Proposals must be submitted in duplicate on the submittal forms as provided, and in the manner designated.

The Board requires one original and one duplicate copy of the proposal package. The duplicate is necessary for processing the proposals. Respondents should also keep a complete copy of the proposal packet, exactly as submitted. Failure to properly label the proposal envelope may lead to the rejection of the proposal. The Board of Education does not accept electronic (e-mail) submissions of bids or proposals. On the advertised date and time, the Interim School Business Administrator/Board Secretary shall publicly receive and open all proposals.

No proposals shall be received after the time designated in the advertisement. (N.J.S.A. 18A:18A-21(b)).

The Board of Education does not accept electronic (e-mail) submissions of Competitive Contracting proposals at this time.

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

Statement of Ownership Requirement: Pursuant to N.J.S.A. 52:25-24.2, Bidders (proposers) shall submit a statement setting forth the names and addresses of all persons and entities that own ten percent or more of its stock or interest of any type at all levels of ownership.

A Non-Collusion Affidavit and a Contractor Questionnaire/Certification also must be filed with the proposal. The proposal package will also include other documents that must be completed and returned with the proposal. Failure to complete and submit all required forms may be cause for disqualification and rejection of the proposal.

The Board of Education reserves the right to disqualify any or all vendors pursuant to N.J.S.A. 18A:18A-4.5 (b), N.J.S.A.18A:18A-22, and to waive minor informalities or non-material exceptions, that may be in the best interest of the Board.

CAMERON E. COX
Interim School Business Administrator/Board Secretary