

**FLORHAM PARK BOARD OF EDUCATION
RENEWABLE ENERGY PROGRAM
REQUEST FOR PROPOSALS**

**For a Developer of a Photovoltaic System on Facilities Owned by Florham
Park Board of Education,
Florham Park, Morris County, New Jersey
Dated, September 1, 2021**

IMPORTANT: RESPONDENTS MUST REGISTER. SEE BELOW FOR DETAILS.

Florham Park Board of Education (“BOE”) has issued a “Request for Proposals for a Developer of Photovoltaic Systems on Facilities Owned by Florham Park Board of Education, Florham Park, Morris County, New Jersey,” Dated, September 1, 2021 (the “RFP”). Proposals are being solicited through, and the RFP is being issued as a competitive contract in accordance with N.J.S.A. 18A:18A-4.6 et seq., and as a fair and open process under the New Jersey Local Unit Pay-to-Play Law, N.J.S.A.19:44A-20.4 et seq.

Sealed proposals must be received by the BOE on or before **1:00 pm, prevailing time, on October 14, 2021**. Proposals must be delivered to:

John Csatlos
Business Administrator/Board Secretary
Florham Park School District
67 Ridgedale Ave
Florham Park, NJ 07932
John.csatlos@fpks.org

Details concerning this procurement are set forth in the RFP. **To access the RFP, follow the links on the BOE webpage <https://www.fpks.org/home> or register through the link provided below.**

Bid security in the form of a certified check, cashier's check or proposal bond in the amount of \$20,000 must be submitted with the proposal, which will be forfeited to the BOE as liquidated damages if the successful proposer fails to properly execute and deliver the contract documents and performance security as required by the RFP.

REGISTRATION: To register please follow this link: <https://forms.gle/skCmEjVJPRmV1Urv5> Each proposer must register with the BOE to: (i) indicate that it intends to submit a proposal, (ii) provide the name of its contact person and contact information (name, company, address, phone, and e-mail address) for any and all communications during the RFP process, (iii) access certain important information, (iv) attend the Pre-Proposal Meeting and the Site Tour, and (v) provide a list of proposer’s representatives who will attend the site tour. Additional details regarding registration are contained within the RFP.

A Pre-Proposal Meeting and Site Tour shall be held on **September 15, 2021 at 10 AM** in-person at the BOE Board Offices located at 67 Ridgedale Ave, Florham Park, New Jersey, in the Board Room. Potential proposers are **STRONGLY** encouraged to participate.

Each proposer shall submit one (1) original and five (5) copies of its proposal, together with a PDF of the proposal on a disk or jump drive (please note that in the event of a discrepancy the written documents will govern over the electronic submission), in sealed envelopes bearing the name of the proposer and marked:

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If sealed proposals are enclosed in boxes, the boxes must be clearly marked as set forth above.

All information requests and questions concerning the RFP must be directed, in writing, to Andrew Conte, energy consultant to the BOE, at andrew.conte@gabelassociates.com, with copies to John Csatos, Business Administrator/Board Secretary at the above address, and to John Hoffman, Esq, Legal Counsel for BOE, via email, jhoffman@wilentz.com.

Site tours of the Local Unit Facilities and the project locations (1) that will be served by the photovoltaic system and (2) upon which the photovoltaic systems are to be developed, respectively, will be conducted on **September 15, 2021**, immediately following the Pre-Proposal Submission Meeting.

PLEASE BE ADVISED THAT ALL RESPONDENTS ATTENDING EITHER, THE OPTIONAL PRE-PROPOSAL MEETING OR SUBSEQUENT FOLLOW-UP FACILITY INSPECTIONS MUST FOLLOW BOE COVID AND SAFETY GUIDELINES.

Proposers shall comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq. (Affirmative Action/Equal Employment Opportunity).

Florham Park of Education