

**WHARTON BOARD OF EDUCATION
WHARTON, NEW JERSEY 07885**

Competitive Contracting-- Request for Proposals (RFP)

Legal Advertisement

The Wharton Board of Education solicits proposals through the Competitive Contracting process in accordance with N.J.S.A. 18A:18A-4.1 et seq. and Federal Code 2 CFR 200.320 (b) (2).

Proposal No. CC 02-24 TUTORING SERVICES

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

Sandy Cammarata
School Business Administrator/Board Secretary
Wharton Board of Education
137 E. Central Avenue
Wharton, New Jersey 07885
Email: scammarata@wbps.org

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

Title: **Tutoring Services**
Proposal No.: **CC 02-24**
Name and Address of the Respondent
Proposal Due Date: **Thursday, January 18, 2024**
Proposal Opening Time: **11:00 a.m.**

Location of Proposal Opening:

Wharton Board of Education
137 E. Central Avenue
Wharton, New Jersey 07885

The proposal opening process will begin on the advertised date and time at the Wharton Board of Education, Wharton, New Jersey 07885. Proposals may also be submitted to the 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 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)).

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), 18A:18A-22, and to waive minor informalities or non-material exceptions, that may be in the best interest of the Board. All proposals solicited and received are done so pursuant to the Competitive Contracting Process. N.J.S.A. 18A:18A-4.1 et seq.

PUBLIC NOTICE: PROCURING GOODS AND SERVICES FINANCED WITH FEDERAL FUNDS

The Wharton Board of Education hereby provides public notice that Federal funds will be used to procure the goods/services as outlined in the proposal specifications. The percentage of the cost of the goods/services is outlined below:

Federal Program	Percentage of the Total Cost of Proposal
ARP ESSER Funds	100%

CERTIFICATIONS SECTION; FEDERAL CONTRACT REQUIREMENTS

As a requirement for submission of the proposal, all respondents are to read the Certifications Section for Federal Contract Requirements, found at the end of the proposal package. The respondents shall be responsible for the completion, execution, and submission of all required certification documents.

SANDY CAMMARATA

School Business Administrator/Board Secretary