

**REQUEST FOR PROPOSAL
TO BE AWARDED BY ESTABLISHED QUALIFICATION CRITERIA FOR**

**THIRD PARTY ADMINISTRATOR FOR MANAGEMENT OF THE CHERRY HILL
POLICE DEPARTMENT POLICE SECONDARY EMPLOYMENT PROGRAM**

Notice is hereby given that sealed proposals addressed to Patti Chacker, Township Clerk, will be received up to **11:00 A.M. prevailing time on April 7, 2026** at which time they will be opened and read by the Purchasing Agent of the Township of Cherry Hill, at the Municipal Building, 820 Mercer Street, Purchasing Department, Room 102, Cherry Hill, New Jersey.

Proposal Forms, Instructions to Bidders, Specifications and other Bidding documents may be examined and/or obtained by downloading from the Cherry Hill Township website www.chnj.gov/bids.aspx.

Directions to download documents - Purchasing website click on bid specialty and bid title. At bottom left side of description click "View Documents" and register. After registering, you may download documents from bottom left side of page. Please be accurate in completing the registration details. This information will ensure receipt of any/all addenda, if issued.

Pursuant to N.J.S.A. 40A:11-23c, addenda may be issued for bids.

It is the sole responsibility of the person submitting the proposal to be knowledgeable of all addenda related to this procurement. If Bidders obtain a Bid/RFP/RFQ from the website, it is the responsibility of the person submitting the bid to check prior to the bid opening to see if addenda have been issued. Copies of addenda or notice of same will be made available on the Township website and will be emailed to all registered Bidders.

The Township of Cherry Hill is soliciting proposals through a fair and open process in accordance with N.J.S.A. 19:44A-20.5 et seq., P.L. 2004, Chapter 19 (as amended by P.L. 2005, c.51). Any vendor which enters into a contract or agreement with the Township of Cherry Hill or any department or agency thereof shall file a disclosure statement identifying all reportable contributions required to be reported pursuant to N.J.S.A. 19:44A-1, et seq.

The applicant/proposer shall submit one (1) original with original signatures marked "ORIGINAL" and should submit one (1) complete and exact copy of the original marked "COPY" of his/her proposal and should submit an electronic copy on a flash drive

The Township Council reserves the right to reject all proposals pursuant to N.J.S.A. 40A:11-13.2 (Rejection of Bids) and to waive such minor informalities as may be permitted by law.

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq., Affirmative Action requirements.

Bidders are also required to comply with N.J.S.A. 19:44A-20.5 et seq., P.L. 2004, Chapter 19 (as amended by P.L. 2005, c.51).

By Order of the Township Council
Patti Chacker, RMC, Township Clerk
Publish Date: March 9, 2026