REQUEST FOR PROPOSALS - #2026-2027-CUST
FOR CUSTODIAL AND MANAGEMENT SERVICES

November 24, 2026

NOTICE is hereby given that the Mahwah Township Board of Education is accepting sealed proposals pursuant to the Competitive Contracting provisions of the New Jersey Public School Contracts Law, N.J.S.A.18A:18A-4.1, *et seq*., for Custodial and Management Services, until **10:00 a.m. on December 15, 2026**. Proposals shall be submitted on the required forms, enclosed in a sealed container clearly marked **"Custodial and Management Services Contract",** and delivered to the Office of the Business Administrator at the following address:

Mahwah Township Board of Education
Attn: Katherine Hiromoto, Business Administrator
60 Ridge Road
Mahwah, NJ 07430

The Board assumes no responsibility for proposals that are improperly mailed, misdirected or received after the time established for receipt of proposals.

All interested Proposers are encouraged to attend the pre-proposal conference and tour to be held on November 30, 2026, at 1:00 p.m., at the Administration Building, 60 Ridge Road, Mahwah, NJ 07430. Attendance is not mandatory but is strongly recommended. Proposers shall be limited to no more than two (2) representatives attending the pre-proposal conference and tour. No additional walk-throughs will be permitted. Failure to attend does not relieve the Proposer of any obligations or requirements contained in the Request for Proposals (RFP). No oral interpretation of the meaning of the specifications will be made to any Proposer. All requests for clarification or interpretation shall be submitted in writing to the Business Administrator by the deadline established in the RFP. A tour of buildings will be offered immediately following the conclusion of the pre-proposal conference.

Upon release of this RFP, all Proposer communications concerning this procurement shall be directed in writing to the Business Administrator no later than 4:00 p.m. on December 3, 2026. Proposers shall not communicate with Board members, District employees, elected officials, or other District representatives concerning the procurement except through the authorized contact identified in the RFP. Unauthorized communications concerning the procurement may result in disqualification, to the extent permitted by applicable law. Any oral communications shall be considered unofficial and non-binding on the District. To request a copy of the RFP please contact:

Name: **Katherine Hiromoto, Business Administrator**
Address: **60 Ridge Road**
Mahwah, NJ 07430
Telephone: (201) 762-2400
E-mail: khiromoto@mahwah.k12.nj.us

All interested Proposers shall use and complete all forms and shall comply with every requirement contained in the RFP.

Pursuant to N.J.S.A. 52:32-44 the District recommends all proposals be accompanied by a New Jersey Business Registration Certificate (BRC) issued by the New Jersey Department of Treasury, Division of Revenue and Enterprise Services. As part of the procurement schedule, the successful Proposer shall submit its BRC prior to the award of the contract.

No Proposal may be withdrawn for a period of sixty (60) days following the date established for receipt of Proposals, unless otherwise agreed to in writing by the District and the Proposer. The contract will be awarded to the Proposer whose Proposal is determined to be the most advantageous to the District, price and other factors considered, in accordance with the evaluation criteria and methodology set forth in the RFP and the Competitive Contracting provisions of the New Jersey Public School Contracts Law, N.J.S.A. 18A:18A-4.1 through 18A:18A-4.5, and applicable regulations. The Mahwah Board of Education reserves the right to reject any or all Proposals, to the extent permitted by applicable law and the terms of the RFP, and to waive minor informalities or non-material deviations where legally permissible. All interested Proposers are required to comply with the anti-discrimination provisions of N.J.S.A. 10:2-1 et seq., the requirements of Affirmative Action under N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq. No vendor that is debarred, suspended, or otherwise disqualified from public contracting under applicable New Jersey or Federal law shall be eligible for award of the contract.

By Order of the Mahwah Township Board of Education,
Bergen County, New Jersey

Katherine Hiromoto, Business Administrator