

**Passaic Board of Education  
REQUEST FOR PROPOSALS  
Competitive Contracting**

The Board of Education of the City of Passaic, New Jersey, solicits proposals for the School Year **2023 – 2024**:

**Proposal No. CC 12-24**

**District-Wide Paraprofessional Services - As-Needed**

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

**Mr. R. Aaron Bowman CPA, PSA**  
Assistant School Business Administrator  
Passaic Board of Education  
663 Main Avenue  
Passaic, NJ 07055  
Fax: (973) 470-7694  
E-mail: [Bids@passaicschools.org](mailto:Bids@passaicschools.org)

Proposals must be sealed and delivered to the Business Office, Office of the School Business Administrator, Passaic Public Schools, **on or before** date and time indicated below. The envelope is to bear the following information:

Title:	<u><b>District-Wide Paraprofessional Services - As-Needed</b></u>
Proposal No.:	<u><b>CC 12-24</b></u>
Name and Address of the Respondent	
Date:	<u><b>Tuesday, June 13, 2023</b></u>
Time:	<u><b>11:00 a.m.</b></u>

The proposal opening process will begin on the above date and time in the Board of Education Meeting Room, Passaic, New Jersey. On the advertised date and time, the School Business Administrator 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) submission of Competitive Contracting proposals.

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

Bidders are required by law to submit a Statement of Ownership Disclosure form statement setting forth the names and addresses of all persons and entities that own ten (10%) 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 comply complete and submit all required forms, may be cause for disqualification and rejection of the proposal.

The Board of Education reserves the right to reject any or all proposals pursuant to N.J.S.A. 18A:18A-2(s), (t), (x), (y), 18A:18A-4(a), 18A:18A-22, and to waive any informalities.

All proposals solicited and received are done so pursuant to the Competitive Contracting Process. N.J.S.A.18A:18A-4.1 et seq.