Town of West New York
Hudson County, NJ
Notice for R.F.P.s
(Request for Proposals)

Request for Proposals will be received by the **Town Clerk** of the Town of West New York, in the County of Hudson, New Jersey, at the **Town Clerk's Office** in the Municipal Building, 428-60th Street, West New York, N.J. **on the dates and at the times listed below** for the following, in accordance with the Request for Proposals now on file in the office of the Town Clerk or on the **Town's website** www.westnewyorknj.org:

Certified Chief Municipal Financial Officer **October 15, 2025 at 11:30 a.m.**

All RFPs shall be submitted in sealed envelopes addressed to the Town Clerk of West New York, the envelope shall have marked conspicuously on its face on the top right-hand side in letters not less than one inch the word ***"Request for Proposals for "(insert whichever title you are submitting a response)" for the Town of West New York"*** and underneath that ***"To be received on the dates and at the times listed above".*** *Proposals will not be accepted by facsimile transmission or e-mail.

The Town intends to award any contract for these services pursuant to N.J.S.A. 40A:11-5.

If RFPs are to be accepted by mail or courier, the RFPs must be placed in an outer envelope, which on the top right-hand side shall clearly designate in the same manner as set forth above, the same size and information. The inner envelope shall have specifically placed in the center the same information as set forth above and on the bottom left-hand side the name and address of the Respondent.

Proposals are being solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.5 et seq. Responders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. (P.L. 1975, c. 127 as amended) and N.J.A.C. 17:27-1.1 et seq.

Respondents must submit an **original and (1) copy (Do NOT staple or bind the copy)** of their Proposal to the designated contact person or designee:

Adelinny Plaza, Town Clerk
West New York Municipal Building
428 – 60th Street (Room 2)
West New York, NJ 07093

The Town of West New York reserves the right to reject any or all Proposals, to waive any informalities or to accept a Proposal which, in its judgment, best serves the interest of the Town

Dated: September 24, 2025

By Order of the Mayor and Board of
Commissioners of the Town of West New York

Adelinny Plaza, RMC
Town Clerk