

**THE BORDENTOWN SEWERAGE AUTHORITY  
REQUEST FOR PROPOSALS  
BACKUP LICENSED OPERATOR**

Notice is hereby given that sealed proposals will be received by The Bordentown Sewerage Authority at its offices at 954 Farnsworth Avenue, Bordentown, New Jersey 08505 on:

**Thursday, January 8, 2026 at 11:00 a.m., prevailing time**

for the following: **BACKUP LICENSED OPERATOR**  
**(Term: January 20, 2026 to January 19, 2027)**

The minimum qualifications established by the Authority for this position are: NJDEP licensing required for the backup licensed operator(s) is S-4, C-3. The proposer must designate the individual licensed person(s) to serve as S-4 and C-3 with the Authority for the minimum hours required by NJDEP. The proposer must have a proven reputation in serving other New Jersey Municipal Utilities Authorities, Sewerage Authorities or municipally owned utilities with respect to NJ DEP regulations.

Interested parties shall provide the following information in its proposal:

1. A description of the business organization (i.e., corporation, partnership, joint venture, etc.) of each firm, its ownership and organizational structure;
2. Number of years the organization has been in business under the present name, and the number of years the business organization has been under the current management;
3. List of all individuals who, if selected, will provide services to the Bordentown Sewerage Authority, along with a summary of post high school education and license held by each such person;
4. Number of years each individual has provided services to municipal entities in the State of New Jersey;
5. A description of the services that will be provided to the Bordentown Sewerage Authority, in addition to those set forth in the scope of services above;
6. A copy or description of the professional liability insurance policy maintained by the Licensed Sewer Operator or firm for the proposed calendar year;
7. A statement and listing of professional service fees that the Licensed Sewer Operator and/or firm would offer to the Bordentown Sewerage Authority, if selected to be the Licensed Sewer Operator;
8. A statement that the applicant complies with N.J.S.A 10:5-1, et. seq., (Law Against Discrimination) and P.L.1975, c. 127 (Affirmative Action Law of the State of New Jersey);
9. The name and addresses of at least three (3) references consisting of clients for which the applicant has provided services in the past five (5) years, which should include at least one (1) municipal entity client;
10. A list and description of all professional liability claims, if any, brought against the applicant during the past five (5) years;
11. Confirmation of appropriate Federal, State, and Local licenses to perform activities; and
12. The Applicant shall number its responses using the sequential order listed in this section.

Proposals must be enclosed in a sealed envelope which bears on the outside the name and address of the proposer and the position for which the proposer seeks consideration. The proposal should be addressed to the Executive Director, The Bordentown Sewerage Authority, 954

Farnsworth Avenue, Bordentown, New Jersey 08505. The proposal must be delivered to the specified person on or before the date and hour indicated above. Late proposals will not be accepted or considered. The Authority assumes no responsibilities for proposals mailed or misdirected in delivery.

Proposals will be evaluated by the Authority on the basis of the most advantageous, price and other factors considered. The evaluation will consider:

- a. Experience and reputation in the field;
- b. Knowledge of the subject matter of the services to be provided to the Authority;
- c. Knowledge of the Authority, its affairs and operations;
- d. Continuity of service to the Authority;
- e. Availability to accommodate any required meetings of the Authority;
- f. Compensation proposal;
- g. Compliance with the minimum qualifications established by the Authority for the position; and
- h. Other factors determined to be in the best interest of the Authority.

In addition, all proposers shall comply with P.L.1977, c.33 requiring submission of a statement of corporate ownership; N.J.S.A. 52:32-44 requiring submission of a New Jersey Business Registration Certificate and the collection of use taxes; and with P.L.1975, c.127 and N.J.A.C. 17:27 requiring compliance with equal employment opportunity and affirmative action laws and the submission of proof of compliance therewith.

The Authority reserves the right to reject any and all proposals, in whole or in part, and to waive any immaterial defect or informality in any proposal as may be permitted by law.

/s/ Charles W. Bluhm, Jr.  
Charles W. Bluhm, Jr., Executive Director