

**PUBLIC NOTICE**  
**BOARD OF EDUCATION OF THE SPECIAL SERVICES SCHOOLS IN THE COUNTY OF BERGEN**  
**REQUEST FOR QUALIFICATIONS FOR THE 2026--2027 SCHOOL YEAR**

**Available Date: June 3, 2026**  
**Due Date: June 24, 2026**

Please take notice that the BOARD OF EDUCATION OF THE SPECIAL SERVICES SCHOOLS IN THE COUNTY OF BERGEN (hereafter "Board") is soliciting Qualification Statements from interested persons and/or firms for the provision of the listed services. Inclusion of a position in this notice, however, does not constitute a warranty that the Board will fill the position at this time or through this process. Through a Request for Qualification process, persons and/or firms interested in assisting the Board with the provision of such services must prepare and submit a Qualification Statement in accordance with the procedures and schedule set forth in the RFQs. The Board will review Qualification Statements only from those firms that submit a Qualification Statement which includes all the information required to be included as described (in the sole judgment of the Board). The Board intends to select a person(s) and/or firm(s) that possess(es) the professional, financial, and administrative capabilities to provide the proposed services and agrees to and meets the terms and conditions determined by the Board that provide the greatest benefit to the taxpayers of the County of Bergen.

**Professional Positions Available:**

- Architectural Services
- Auditing/Financial Advisor Services
- Construction Management Services
- Engineering Services
- Insurance Consultant and Broker Services
- Legal Services – Board Attorney
- Legal Services – Special Counsel
- Medical Services – School Physician

The selection of Qualified Respondents is not subject to the provisions of the Public-School Contracts Law, N.J.S.A. 18A:18A-1 et seq. The selection is, however, subject to the "New Jersey Pay-to-Play" Law, N.J.S.A. P.L. 2005c.27 NJSA 19:44A-20.3 et seq. The Board has structured a procurement process that seeks to obtain the desired results, while establishing a competitive process, to ensure that each person and/or firm is provided an equal opportunity to submit a Qualification Statement in response to the RFQ.

The Request for Qualifications ("RFQ") packages will be made available on June 3, 2026 and can be accessed by interested persons via the Board of Education website at [www.bergen.org/bcssrfq](http://www.bergen.org/bcssrfq). Respondents must submit Qualification Statements to the designated contact person: Mr. John Susino, Business Administrator & Board Secretary, Bergen County Special Services School District, Business Offices, 540 Farview Avenue, Paramus, NJ 07652, along with an electronic version to [johsus@bergen.org](mailto:johsus@bergen.org) within the following specifications:

**Acceptable submission requirements are as follows:**

1. Acceptable submissions must include one original signed paper Qualification Statement along with an electronic version:
  - a. Paper submissions must be a signed original Qualification Statement, bound, and acknowledged by the Respondent.
  - b. Paper submissions will only be accepted via the following forms of delivery: USPS certified mail, FedEx, UPS, courier, or self-delivery. Submissions must be marked on the **outside package** as such: "BCSS RFQ Submission for (*List Professional Position Title*)."
  - c. Electronic versions will be accepted via USB drive or email to [johsus@bergen.org](mailto:johsus@bergen.org).
2. All submissions must be received by the Board no later than 10 a.m. on June 24, 2026 and will not be considered after this time. The Board is not responsible for any delivery delays, for any reason.
3. To be responsive, Qualification Statements must provide all requested information and must be in strict conformance with the instructions set forth herein. Qualification Statements and all related information must be signed and acknowledged by the Respondent.

The instructions for Qualification Statements are on this page. Questions should be directed to the Business Administrator and Board Secretary, John Susino, via email at [johsus@bergen.org](mailto:johsus@bergen.org).

All proposals shall be irrevocable, not subject to withdrawal and shall stand available for a period of sixty (60) days.