



Bid Invitation: Proposals for a Consultant to Manage and Operate the Information Technology Platform for the County of Salem

May 18, 2020

Notice is hereby given that sealed proposals for competitive contracting, not subject to public bidding pursuant to N.J.S.A. 40A:11-4.1, will be received by the County Purchasing Agent of the County of Salem. Proposals for a Consultant to Manage and Operate the Information Technology Platform for the County of Salem will be accepted and considered.

Copies of the Request for Proposal are available between 9:00 A.M. and 4:00 P.M., Monday-Friday at the Salem County Purchasing Office, 110 5th Street, Suite 400, Salem, NJ 08079 or they may be faxed, emailed, or mailed on telephone request by calling (856) 935-7510 x 8401 or email request to purchasing@salemcountynj.gov.

Proposals shall be made on the standard bid forms outlined in the Request for Proposal and submitted in the manner designated therein. The State of New Jersey does not currently permit proposals to be accepted by e-mail or other electronic transmission.

In lieu of dropping off proposal packages in person we strongly request you use the US Postal System-Certified Mail, Fed Ex, UPS or other mail delivery partner that will be able to confirm receipt of delivery. Salem County continues to receive mail and deliveries on a daily basis. If you appear in person to drop off bid packages you MUST call Salem County Purchasing at (856) 935-7510 x 8401.

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one day in advance in order to be registered to enter the building. You will be limited only into the lobby to drop off proposal packages.

IMPORTANT INFORMATION RELATIVE TO THE BID OPENING

At the present time, Salem County has decided NOT to postpone or cancel any scheduled bid/proposal opening. We are closely monitoring the evolution of the COVID-19 Pandemic and will issue an addendum should any change be necessary in our Bid/Proposal Acceptance schedule or process.

N.J.S.A 40A:11-23 requires Salem County to conduct a physical “public opening” despite the Governor’s Executive Orders. Salem County will offer a public space at 110 5th Street, Conference Room 105 that enables us to adhere to the “Social Distancing” mandates that may be in place at the time of the bid/proposal opening. However, in order to safeguard all parties involved, we have restricted public access to our buildings and require ALL visitors to call in advance and schedule time with the respective department in order to gain access to our facilities. This includes dropping off proposal packages and attendance in person at proposal openings.

In the interest of providing the most flexibility to interested parties and to adhere to the “Stay at Home” directives, Salem County will also provide the availability for all interested parties to participate in the bid/proposal opening by conference call. Ten minutes before the scheduled opening, we will open a toll-free phone line that you will be able to access by calling (605) 313-4433. When prompted enter access code 237016#. Before the bid/proposal opening you will be asked to state your name and organization so it can be recorded on the sign-in sheet and you will be noted as participating remotely.

If you choose to attend the proposal opening in person you assume all risk of any potential exposures. If you plan to attend the proposal opening in person, you MUST call Salem County Purchasing at (856) 935-7510 x 8401 no later than Thursday, June 11 at 9:00 am. At that time, you will be asked a series of questions prior to being registered to gain entry to the building. Upon your arrival at the building you will have your temperature recorded by our Sheriff’s Officers. You will be limited access only to conference room 105 for the bid opening. No other access throughout the building will be permitted.

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Interested applicants must submit one (1) original CLEARLY marked as original, and five (5) full complete copies of the required information by mail, no later than 11:00 A.M on Friday, June 12, 2020 to:

Attention: Deborah Turner-Fox, Qualified Purchasing Agent
Salem County Purchasing Department
110 Fifth Street, Suite 400
Salem, New Jersey 08079

All proposals received shall be publicly opened and announced by the Purchasing Agent or her designee. Proposals shall be enclosed in a sealed envelope with the following legend on the outer most package, "Proposal for a Consultant to Manage and Operate the Information Technology Platform for the County of Salem" on the outer most envelope.

Late bids will not be considered.

Bidders are required to comply with the requirements of P.L. 1975, c. 127 (N.J.A.C. 17:27)

By order of the Board of Chosen Freeholders of the County of Salem
Benjamin H. Laury, Director

Deborah Turner-Fox, Qualified Purchasing Agent

Contact Us

Main County Offices:

110 Fifth Street
Salem, NJ 08079

856.935.7510 (Main)

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Legal Statement

[Click here to read the official legal statement of the County of Salem NJ](#)