

HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD

**111 West Street
Englewood, New Jersey 07631
(201) 871-3451**

REQUEST FOR PROPOSALS PROFESSIONAL RISK MANAGEMENT SERVICES

The Housing Authority of the City of Englewood, New Jersey is accepting proposals for services of a qualified individual or firm to provide the Authority with:

Professional Risk Management Services

Which services shall be furnished over a period of One (1) year, with optional renewal for a second term of one (1) year. Respondents are encouraged to contact the Authority's Executive Director for the purpose of familiarizing themselves with same.

Proposals shall contain a description of the respondent's qualifications and experience. A schedule of hourly billing rates for all categories of staff who will be assigned to perform contract services, if a contract is awarded; other charges if any, to be billed under the contract; and respondent's proposed total contract fee. An executed Non-Collusive Affidavit, a completed Disclosure of Ownership Form, a Professional Service Information Form, Insurance Requirement and Acknowledgement Form and a signed completed Mandatory Equal Employment Opportunity Notice must be included with respondent's proposal.

The description of respondent's qualifications and experience shall demonstrate possession of a broad and practical knowledge of applicable rules, regulations and requirements and State law and applicable procedures pertaining to the Scope of Services set forth under Exhibit "A" hereof; strong, analytical, interpretative and oral and written communication skills, particularly with regard to said Scope of Services; and skills, capabilities and work experience of a level that would assure completion of the contract services in a timely and satisfactory manner.

Proposals can be obtained by calling Englewood Housing Authority (201) 871-3451. Proposals are due back on Thursday, November 6, 2025, by 11:00 A.M. E.O.E.