

Borough of High Bridge, Hunterdon County – Notice for Proposals for Golf Course Operation, Management, Maintenance Services and Golf Shop and Food Concession

Notice is hereby given that the Borough of High Bridge (the “Borough”) is seeking proposals from qualified individuals and firms to provide: golf course operation, management, maintenance services (“O&M Services”) and golf shop and food services concession (“Concession Services”) (collectively the “Services”) for the High Bridge Hills Golf Course located in the Borough, Clinton Township, and Lebanon Township, Hunterdon County, New Jersey for a five (5) year term. The intent of the Request for Proposals (“RFP”) is to select an individual or firm to provide these Services.

A Non-Mandatory Pre-proposal meeting will be held on Thursday, November 3, 2016 at 10:00am at the High Bridge Hills Golf Course, 203 Cregar Road, High Bridge, NJ 08829. Sealed proposals for the Services will be received by the Borough on Friday, November 18, 2016 at 11:30am prevailing time, in High Bridge Borough Hall, 97 West Main Street, High Bridge, New Jersey 08829.

Proposals for these Services will be received by mail or delivery service up until the date and time indicated above. The Borough will not be responsible for packages not arriving at the time and place designated, irrespective of the date and time the package was mailed, posted or left with a delivery service. Respondent assumes any and all risk of late delivery of its proposal. Proposals not received on time will be returned to Respondent unopened.

Specifications and instructions to Respondents and Proposal Forms may be obtained at the High Bridge Borough Hall, 97 West Main Street, High Bridge, New Jersey 08829, during the business hours of 9:00am to 4:00pm Tuesday, Wednesday, and Friday.

The request for proposal can also be requested electronically by emailing ayoung@highbridge.org.

Subject line: Request For Proposal – Golf Course

Proposals shall be submitted on the Proposal Forms in the manner designated therein and addressed to the High Bridge Borough Hall, 97 West Main Street, High Bridge, New Jersey 08829. Proposals shall be clearly marked on the outside “SEALED PROPOSAL FOR GOLF COURSE OPERATIONS AND MANAGEMENT SERVICES AND GOLF SHOP AND FOOD SERVICES CONCESSION.”

All questions regarding the RFP must be submitted in writing to the Project Representative: Mr. Michael Pappas, Borough Administrator, 97 West Main Street, High Bridge, New Jersey 08829, telephone 908-638-6455 ext 8.

Proposals will be evaluated in accordance with N.J.S.A. 40A:11-4.1 et seq by a selection committee appointed by the Borough (the “Selection Committee”). The Selection Committee will review each Proposal, and may, if necessary, conduct interviews with one or more of the Respondents as part of the final selection process. Respondents are required to comply with the requirements of N.J.S.A 10:5-31 and N.J.A.C.17:27.

Proposals may not be modified after submittal. Respondents may withdraw Proposals at any time prior to the opening of Proposals, by submitting a written request to Mr. Michael Pappas, Borough Administrator, 97 West Main Street, High Bridge, New Jersey 08829 prior to the time designated for Proposal opening. No Proposal may be withdrawn within sixty (60) days after Proposal opening.

The Borough will award a contract for the Services or reject all Proposals within sixty (60) days of receipt of the Proposals unless otherwise agreed by the parties.

The Borough reserves the right to reject any or all Proposals or to waive any informality in any Proposal received and to accept the Proposal(s) which in its judgement will best serve the interest of the Borough.

BY ORDER OF THE BOROUGH OF HIGH BRIDGE, OF THE COUNTY OF HUNTERDON.

By: Mark Desire, Mayor