

TOWNSHIP OF UPPER

NOTICE OF REQUEST FOR PROPOSALS BEACH VENDING SERVICES ON TOWNSHIP OF UPPER BEACHES FOR 2026 SUMMER SEASON

TAKE NOTICE, that the Township of Upper is seeking proposals, pursuant to the competitive contracting process set forth in N.J.S.A. 40A:11-4.1 – N.J.S.A. 40A:11-4.5, from interested vendors to provide beach vending services to the public on the municipality's beaches, located in Upper Township New Jersey, during the 2026 season. All proposals shall be subject to the following requirements:

1. The Request for Proposals has been filed in the office of the Township Clerk at Township Hall, Petersburg, New Jersey and may be examined by prospective bidders during business hours. Copies may be obtained upon request from the Upper Township Clerk's Office, Physical Address: 2100 Tuckahoe Road, Petersburg, NJ 08270; Mailing Address: PO Box 205, Tuckahoe, NJ 08250-0205, or 609-628-2011 ext. 200 or clerk@uppertownship.com.
2. Proposals must be received on or before 2:00 p.m., prevailing time, on Thursday April 23, 2026 in order to be considered for acceptance by the Township of Upper. All proposals shall be delivered to the attention of the Township of Upper, Attn: Municipal Clerk, at 2100 Tuckahoe Road, Petersburg, New Jersey 08270. All proposals shall be submitted in a sealed envelope and shall bear the words "Proposal for Beach Vending License 2026" written conspicuously on the front exterior of the envelope. Proposals shall be opened, read aloud, and recorded at 2:00 p.m., prevailing time, on Thursday April 23, 2026. No proposals shall be considered if received after the proposal deadline, previously set forth herein. It is the vendor's responsibility to ensure that delivery of the proposal is made to the Municipal Clerk, and not merely to the Municipal Building, in a timely manner.
3. The term of the contract shall start no later than May 15, 2026, and shall extend through October 15, 2026, for the 2026 summer season.
4. The successful vendor shall be required to deposit with the Municipal Clerk at the time of the proposal submission a deposit in the amount of ten (10%) percent of the total contract amount (based on the vendor's proposal), which shall be in cash or by certified check.
5. The balance of the contract price (which is the amount of the vendor's proposal less the deposit above), shall be paid at the time of the contract execution. Said balance shall be paid in cash or by certified or bank check.
6. The successful vendor must execute a written contractual Agreement with the Township of Upper, which Agreement shall be in a form satisfactory to the municipal solicitor, within ten (10) business days after acceptance of the proposal and approval of a resolution awarding a contract to

the successful vendor by the Township Committee of the Township of Upper.

7. The successful vendor must provide comprehensive general liability insurance coverage in the amount of One Million (\$1,000,000.00) Dollars and shall name the Township of Upper as an additional insured on its general liability insurance policy. This requirement, and all other requirements contained herein, shall be specified in the written contractual Agreement between the vendor and the Township of Upper.

8. The Township Committee of the Township of Upper reserves the right to reject all proposals, in the sole discretion of the Township Committee of the Township of Upper, and to waive any minor non-material defects when it may be in the best interests of the Township of Upper to do so.

9. Any questions regarding the requirements associated with submission of a proposal may be directed during regular business hours to the Barbara Ludy, Chief Financial Officer of the Township of Upper, at (609) 628-2806 or treasurer@uppertownship.com prior to the opening of proposals.

FORMAT FOR PROPOSALS

1. Request for Proposals Project Title
2. Name of Proposing Vendor
3. Address and Telephone Number of Proposing Vendor
4. Name and Title of Contact Person for Proposing Vendor
5. Date of Submission