

July 20, 2023

**PUBLIC NOTICE**  
**Union County Utilities Authority**  
**Notice of Request for Qualifications**

The Union County Utilities Authority (“UCUA”) is soliciting Qualification Statements (hereinafter “Responses”) from interested persons and/or firms for the provision of the below-listed services. Through a Request for Qualifications (“RFQ”) process, persons and/or firms interested in assisting the UCUA with the provision of such services must prepare and submit a Response in accordance with the procedures and schedule set forth in the RFQ. The UCUA will review Responses only from those persons and/or firms that submit a timely Qualification Statement containing all information required by the UCUA as set forth in the RFQ. The UCUA intends to qualify persons and/or firms that (a) possess the professional, financial and administrative capabilities to provide the proposed services, and (b) agree to and meet the terms and conditions determined by the UCUA.

The selection of qualified persons and/or firms is not subject to the bidding provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., but is to be guided by the “New Jersey Local Unit Pay-to-Play” Law, N.J.S.A. 19:44A-20.4 et seq. The UCUA has structured a procurement process that seeks to obtain the desired results, while establishing a competitive, fair and open process, to assure that each person and/or firm is provided an equal opportunity to submit a Response to the RFQ.

The RFQ documents will become available on **Thursday, July 20, 2023 at 10:00 am**. They may be obtained via download from the UCUA’s website – <http://www.ucua.org>. Questions pertaining to this Notice should be directed to Lisa M. da Silva, CMC, Deputy Executive Director, Union County Utilities Authority, at (732) 382-9400 ext. 228 or [LdaSilva@UCUA.org](mailto:LdaSilva@UCUA.org).

Responses must be delivered to, and be received by, Lisa M. da Silva, Deputy Executive Director, Union County Utilities Authority, 1499 Routes 1&9 North, 3<sup>rd</sup> Floor, Rahway, NJ 07065 **on or before 1:00 p.m. on Thursday, August 3 2023**. Responses must be enclosed in a sealed envelope, bearing the name and address of the Respondent, and identifying the services the respondent seeks to provide. Responses will not be accepted by facsimile transmission or e-mail. **Responses received after 1:00 p.m. on Thursday, August 3, 2023 will be automatically rejected and returned to the sender.**

SERVICES:

1. Health Insurance Broker/Consultant Services

/S/ Lisa M. da Silva, CMC  
Deputy Executive Director