

**NOTICE OF REVISION/ADDENDUM #1
TO BID DOCUMENTS FOR**

**BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX, NEW JERSEY**

JANITORIAL SERVICES 2026-2027

***PROPOSAL DUE DATE:
Wednesday, February 18, 2026 @ 11 AM***

NOTICE IS HEREBY GIVEN that the Bid advertised by the Borough of Highland Park for the above-referenced project is hereby amended by this Revision/Addendum #1.

This addendum is issued for the purpose of answering the following questions received from various proposers to clarify the requirements of the project. This addendum includes answers to the following questions:

1) Is the project subject to prevailing wages?

No. The services are not subject to prevailing wage. Janitorial services are not considered “public works,” defined as, construction, reconstruction, demolition, alteration, custom fabrication or repair work or maintenance work, including painting and decorating, done under contract and paid for in whole or in part out of the funds of a public body.

2) What was the awarded previous pricing for these services?

ACCESNJ currently provides janitorial services to the Borough under state contract T-1480. See attached documentation.

3) Are the services the same size and scope as the previous contract?

Scope of work specified is substantially similar to that of our current provider; except for some additional restroom cleaning services added to the scope of work at the DPW building.

All remaining provisions of the Bid shall remain unchanged.

Jennifer Santiago, Borough Clerk

**RESOLUTION NO. 1-24-33
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**RESOLUTION TO RENEW JANITORIAL SERVICES CONTRACT WITH
ACCSES NJ UNDER STATE CONTRACT**

WHEREAS the Borough of Highland Park is in need of janitorial services for six of their buildings, as more fully described on the attached quote; and

WHEREAS, public bids are not required when the purchase is under a State Contract in accordance with N.J.S.A. 40A:11-12 of the Local Public Contracts Law; and

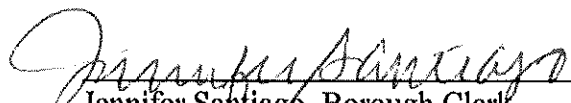
WHEREAS, the Borough desires to purchase said maintenance contract under State Contract No. T-1480/77110, from Association for Choices in Community Supports and Employment Services – NJ (ACCSES), 150 West State Street, Suite 120, Trenton, NJ 08608, at the State contract prices for a period from January 1, 2024 through December 31, 2024; and

WHEREAS, funds for this purpose are available in 2024 Temporary Budget, Current Fund Account No. 4-01-26-310-235, and will be provided for in the 2024 Municipal Budget in an amount not to exceed \$110,000.00 as adopted, as reflected by the certification of funds by the Chief Financial Officer no. 2024-11.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, in the County of Middlesex, State of New Jersey, as follows:

1. The Borough Administrator is hereby authorized and directed to execute said maintenance contract for janitorial services under State Contract No. T-1480/77110, from Association for Choices in Community Supports and Employment Services – NJ (ACCSES), 150 West State Street, Suite 120, Trenton, NJ 08608, for a total amount not to exceed \$110,000.00, in accordance with the attached quote.
2. Certified copies of this resolution be forwarded to the Borough Administrator, Superintendent of Public Works, and the Chief Financial Officer.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on January 16, 2024.



Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera	✓			
George				✓
Hale	✓			
Hersh	✓			
Kim-Chohan				✓
Postelnik	✓			

November 21, 2023

Emma Von Thun, MPA
Assistant Borough Administrator
Borough of Highland Park
221 S Fifth Ave,
Highland Park, N 08904

Via Email: Evonthun@hpboro.com
Re: Quote JQ112123GHA for renewal janitorial services

Dear Ms. Von Thun:

I would like to thank you for considering ACCSES NJ/CNA Services as the vendor for your cleaning needs. ACCSES NJ is the State's designated Central Non-Profit Agency (CNA), administering the State set-aside contract for people with disabilities under the State Use Law for Rehabilitation Facilities (NJSA30:6-23). Upon review of your request, we are submitting the following pricing based on our state contract T-1480 / 77110, line 89 for janitorial services. At the following locations:

- 39774 sq ft for general janitorial services weekly. Includes buildings; Admin, Community Ctr, Police Dept, Fire Dept, PW, Teen Ctr. This quote excludes the library and includes the additional 200 sq ft for the Fire Department. Pricing is based on SOW proved by the customer.

- **Unit cost \$2.678 per square foot, line 89 (Customer providing supplies.)**
- **Total for services monthly \$8876.23 / Yearly 106,514.77 (2.89% incr) Pricing based on calendar year 2024.**

Thank you for the opportunity to price this project. We look forward to working with you further. If there are any questions, please feel free to contact me at ghutchinson@accsesnj.org or via cell at 609-414-2606.

Thank you,

Garth Hutchinson
Regional Building Services Manager
609-414-2606
ghutchinson@accsesnj.org

**RESOLUTION NO. 2-23-36
BOROUGH OF HIGHLAND PARK
COUNTY OF MIDDLESEX**

**RESOLUTION TO APPROVE JANITORIAL SERVICES CONTRACT WITH
ACCSES NJ UNDER STATE CONTRACT**

WHEREAS the Borough of Highland Park is in need of a janitorial contract for their buildings, as more fully described on the attached quote; and

WHEREAS, public bids are not required when the purchase is under a State Contract in accordance with N.J.S.A. 40A:11-12 of the Local Public Contracts Law; and

WHEREAS, the Borough desires to purchase said maintenance contract under State Contract No. T-1480/77110, from Association for Choices in Community Supports and Employment Services – NJ (ACCSES), 150 West State Street, Suite 120, Trenton, NJ 08608, at the State contract prices; and

WHEREAS, funds for this purpose are available in 2023 Temporary Budget, Current Fund Account No. 3-01-26-310-235, in an amount not to exceed \$80,000.00, and will be provided for in the 2023 Municipal Budget as adopted, as reflected by the certification of funds by the Chief Financial Officer no. 2023-10.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highland Park, in the County of Middlesex, State of New Jersey, as follows:

1. The Borough Administrator is hereby authorized and directed to execute said maintenance contract for janitorial services under State Contract No. T-1480/77110, from Association for Choices in Community Supports and Employment Services – NJ (ACCSES), 150 West State Street, Suite 120, Trenton, NJ 08608, for a total amount not to exceed \$80,000.00, in accordance with the attached quote.
2. Certified copies of this resolution be forwarded to the Borough Administrator, Superintendent of Public Works, and the Chief Financial Officer.

I, Jennifer Santiago, Borough Clerk of the Borough of Highland Park, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Highland Park Borough Council at a meeting held on February 7, 2023.



Jennifer Santiago, Borough Clerk

RECORD OF COUNCIL VOTES

Council Member	Ayes	Nays	Abstain	Absent
Canavera	✓			
George	✓			
Hale	✓			
Hersh	✓			
Kim-Chohan	✓			

December 5, 2022

Emma Von Thun, MPA
Assistant Borough Administrator
Borough of Highland Park
221 S Fifth Ave,
Highland Park, N 08904

Via Email: Evonthun@hpboro.com

Re: Quote JQ120522VKA

Dear Ms. Von Thun:

I would like to thank you for considering ACCSES NJ/CNA Services as the vendor for your cleaning needs. ACCSES NJ is the State's designated Central Non-Profit Agency (CNA), administering the State set-aside contract for people with disabilities under the State Use Law for Rehabilitation Facilities (NJSA30:6-23). Upon review of your request, we are submitting the following pricing based on our state contract T-1480 / 77110, line 67 for janitorial services. At the following locations:

- 39774 sq ft for general janitorial services weekly. Includes buildings; Admin, Community Ctr, Police Dept, Fire Dept, PW, Teen Ctr. This quote excludes the library and includes the additional 200 sq ft for the Fire Department. Pricing is based on SOW proved by the customer.

- Unit cost \$2.64 per square foot, line 67, includes supplies
- Unit cost \$2.60 per square foot, line 67, without supplies (Customer providing supplies/equipment.)

Yearly Total for services \$105,008.60 / monthly \$8,750.71

Yearly Total for services w/o supplies \$103,527.03 / monthly \$8,627.25

Thank you for the opportunity to price this project. We look forward to working with you further. If there are any questions please feel free to contact me at Vkhammar@accsesnj.org or at 609-439-5132.

Thank you,
Victoria Khammar
Account Manager