

Notice to Bidders
New Jersey Municipal Excess Liability Joint Insurance Fund

Notice is hereby given by the New Jersey Municipal Excess Liability Joint Insurance Fund that sixteen (16) Competitive Contracts in accordance with N.J.S.A. 40A:11-4.1 will be received by the Fund on **November 12, 2025, 10:00 a.m. EST** through an electronic platform, in accordance with N.J.A.C. 5:34-1 et. seq., on BidNet at <https://www.bidnetdirect.com/new-jersey/meljif>. At that time and place, the sealed proposals will be received for the following:

CC #25-02 Actuary
CC #25-03 Attorney
CC #25-04 Auditor
CC #25-05 Claims Administrator Excess Liability Litigation
CC #25-06 Claims Administrator Excess Property
CC #25-07 Claims Administrator Excess Workers Compensation
CC #25-08 Deputy Fund Attorney
CC #25-9 Graphic Designer
CC #25-10 Internal Auditor – Financial Review
CC #25-11 Internal Auditor – Insurance Review
CC #25-12 Legislative Agent
CC #25-13 Managed Care
CC #25-14 Strategic Planning & Communications Consultant
CC #25-15 Technical Writer
CC #25-16 Treasurer

For Zoom information and instructions on how to view the opening, contact: NJMEL Qualified Purchasing Agent, Matthew Cavallo, at mcavallo@laracyllc.com.

Bidders must comply with the requirements of N.J.S.A. 10:5-31 et seq. (Affirmative Action Law), N.J.A.C. 17:27 et seq., and submit the required Affirmative Action documents (AA-302 or a current Certificate of Employee Information Report).

The Fund will award these contracts through the Competitive Contracting Process in accordance with N.J.S.A. 40A:11-4.1 et seq. and N.J.A.C. 5:34-4.1 et seq.

Note: It is the bidder's responsibility to ensure that the bid package is uploaded electronically by the bid opening date and time. No physical or email submissions will be accepted.

Report of Competitive Contract: In accordance with N.J.S.A. 40A:11-4.4(d), the summary report will be posted on the Fund's website at <http://www.njmel.org> at least 48 hours before the commissioners take action on the award.

This procurement has been advertised on a "Fair and Open Basis" in compliance with N.J.S.A. 19:44A-20.7 (Pay-to-Play), and no further action is required under this legislation.

Cate Kiernan, ARM
Senior Account Executive
PERMA

October 21, 2025