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 in accordance with N.J.S.A. 40A:11-4.1, proposals will be received by the Fund on **Tuesday, December 1, 2026, at 11:00 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. Proposals will be opened publicly on Zoom at that time using the following access information:

https://us04web.zoom.us/j/95827730012
Meeting ID: 958 2773 0012
Passcode: 202512

At that time, sealed proposals will be received for the following:

RFP 26-03 – CCRFP FOR SOFTWARE APPLICATION PROGRAMS FOR LMS

The Municipal Excess Liability Joint Insurance Fund is seeking proposals from qualified vendors to provide, host, administer, maintain, and support its Learning Management System, known as the MEL Safety Institute (MSI), for the Fund, its affiliated Joint Insurance Funds, and their member public entities. Services include online training, classroom registration, training records and reporting, media library management, technical support, and related system services.

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.

Matthew Cavallo, MPA, CMFO
Qualified Purchasing Agent

Posted: Friday, November 6, 2026
https://njmel.org/public-legal-notices/