

**THE CITY OF HACKENSACK
BERGEN COUNTY, NEW JERSEY**

**PUBLIC NOTICE FOR THE SOLICITATION OF REQUEST FOR PROPOSALS FOR
PUBLIC RELATIONS CONSULTANT**

NOTICE IS HEREBY GIVEN THAT that sealed request for Proposal submissions will be received by the City of Hackensack, Timothy Hoffman, Acting City Clerk for the services set forth below in accordance with the “Fair and Open Process” pursuant to N.J.S.A. 19:44A-20.5, et seq.

RFP – Public Relations Consultant

Instruction and Proposal Documents may be obtained at the City of Hackensack, City Clerk’s Office, 65 Central Avenue, 3rd Floor, Hackensack, New Jersey 07601, Monday through Friday during business hours 8:30 a.m. to 4:30 p.m. or downloadable on the City Website <http://www.hackensack.org/>. The City of Hackensack **WILL NOT** mail instructions or Qualification Documents.

Sealed Proposals must be submitted to, and be received by, Timothy Hoffman, Acting City Clerk, 65 Central Avenue, 3rd Floor, Hackensack, New Jersey, 07601 on or before **10:00am. prevailing time on Wednesday, May 13, 2026.** Responses must be enclosed in a sealed envelope. The Respondent must indicate the following on the outside of the envelope: **(1) the name and address of the Respondent; (2) Title of the Professional Service for which the response is submitted; and (3) “Sealed RFP Response”.**

Response may be delivered by hand, overnight courier, or mail. The envelope containing the response must be received by the City of Hackensack by the date and time set forth above. No late responses will be accepted. Proposals will not be accepted by facsimile transmission or email.

If awarded an Agreement, your Company/Firm shall require to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1.1 et seq.

Agreement will be awarded based on the most advantageous responses. The City of Hackensack reserves the right to reject any or all responses.

Monica Villafana, QPA