

REQUESTS FOR QUALIFICATIONS/PROPOSALS

Pursuant to the provisions of N.J.S.A. 19:44A-20.5, *et seq.*, the Borough of Carteret is hereby requesting proposals through a fair and open process for the award of contracts for the following “Professional Services” for the 2024 calendar year. In submitting your response to any applicable RFQ hereby requested, please also be advised that your response must also be available for utilization by any Borough Agency, Board, Commission or affiliated non-profit corporation:

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| 1. Municipal Auditor | 18. Special Redevelopment Planning Services |
| 2. Bond Counsel | 19. Appraisal Services |
| 3. Tax Counsel | 20. Environmental Engineering Services |
| 4. Labor Counsel | 21. Environmental Counsel |
| 5. Special Redevelopment Counsel | 22. Professional Real Estate Title Services |
| 6. Architectural Services | 23. Consulting Engineer - Special Projects |
| 7. Financial Advisor | 24. Consulting Engineer – Special Projects/Environmental |
| 8. Special Legal Counsel – Miscellaneous Matters and/or Litigation | 25. Special Redevelopment Counsel w/ Experience in Negotiating & Implementing Public/Private Partnerships |
| 9. Zoning/Planning Counsel | 26. Special Environmental Legal Counsel - Misc. Matters & Litigation |
| 10. Special Auditing Services | 27. Construction Management Administration/Services for Various Capital Improvement and Redevelopment Projects |
| 11. General Consulting Engineer | |
| 12. General Planning Services | |
| 13. Surveying Services | |
| 14. Risk Manager | |
| 15. Sewer/Wastewater Consulting Engineer | |
| 16. Realtor Commercial/Residential | |
| 17. Auditing/Special Auditing | |

You are hereby requested to submit a proposal to provide the respective professional services which provides the Mayor and Council with information to evaluate your firm with regard to the following factors:

- A) Experience and reputation in the field.
- B) Knowledge of the subject matter.
- C) Availability to attend all required meetings.
- D) Availability of personnel, facilities, equipment and other resources to provide such services.
- E) Qualifications and experience of personnel and organization including a list and status of major projects.
- F) Any other factors your firm wishes the Mayor and Council to consider in evaluating the firm’s ability to perform the respective professional services requested by the Borough.

When submitting your response to this Request for Qualifications/Proposals (RFQ/P), please identify which positions you wish to be considered for. Please submit two (2) original copies and one (1) digital copy on flash drive or CD.

Pursuant to N.J.S.A. 40A:11-23c, addenda may be issued for proposals.

It is the sole responsibility of the person submitting the bid to be knowledgeable of all addenda related to this procurement. If bidders obtain a Bid/RFP/RFQ from the website, it is the responsibility of the person submitting the bid to check prior to the bid opening to see if addenda have been issued. Copies of addenda or notice of the same will be made available on the Borough website - www.carteret.net

ALL PROPOSALS MUST BE SUBMITTED TO THE BOROUGH CLERK'S OFFICE, MEMORIAL MUNICIPAL BUILDING, 61 COOKE AVENUE, CARTERET, NJ 07008, ON OR BEFORE FRIDAY, JANUARY 5, 2024 AT 10:00 A.M. AT WHICH TIME THEY WILL BE OPENED AND READ ALOUD BY THE CLERK OR HER DESIGNEE. QUALIFICATIONS WILL BE REVIEWED AND DETERMINATION MADE THEREAFTER BY THE BOROUGH COUNCIL FOR APPOINTMENT, AND/OR AWARD, OF QUALIFIED CANDIDATES TO SERVE IN THE RESPECTIVE CAPACITY FOR THE BOROUGH OF CARTERET.

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq., Affirmative Action requirements, N.J.S.A. 19:44A-20.4 et seq., P.L. 2004, Chapter 19 (as amended by P.L. 2005, c.51

Please be advised that all proposals shall be evaluated by the Borough Council on the basis of that which is the most advantageous to the Borough, taking into consideration the above factors. Please be further advised that the Borough reserves the right to reject all of the proposals submitted. The Borough Council reserves the right to reject any or all proposals in whole or in part and to waive such informalities as may be permitted by law.

Posted: December 1, 2023