

Public Notice
Borough of Norwood
Fair and Open
Request for Qualifications, for 2017

The Borough of Norwood (“Borough”) is soliciting qualification statements from interested persons and/or firms for the awarding in 2017 of contracts for the provision of the services listed below by a request for qualification process (“RFQ”). Individual persons and/or firms interested in assisting the Borough with the provision of these services must prepare and submit a qualification statement in accordance with the procedure in this RFQ. The Borough will review qualification statements only from those persons or firms that submit a qualification statement that includes substantially all the information required to be included as described, in the sole judgment of the Borough’s Mayor and Council.

The Borough intends to qualify person(s) and/or firm(s) that: (a) possess(es) the professional, financial, and administrative familiarity with the Borough, experience, training, and capabilities to provide the proposed services, and (b) agrees and meets the terms and conditions determined by the Borough that provide the greatest benefit to the taxpayers of the Borough.

The selection of qualified respondents is not subject to the public bidding or competitive contracting provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.* The selection is, however, subject to the fair and open process authorized by the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4 *et seq.* The Borough has structured a procurement process that seeks to obtain the desired results, while establishing a competitive process to assure that each person and/or firm is provided an equal opportunity to submit a qualification statement in response to RFQ.

Qualification statements must be submitted to and be received by Lorraine McMackin, Borough Clerk/Administrator, at the office of the Borough Clerk, 455 Broadway, Norwood, N.J. 07648, on or before 3:00 PM on Monday, **December 12 2016**. Qualification statements will not be accepted by facsimile transmission or e-mail. The responses will be opened at 3:30 PM on Monday, **December 12, 2016**, in the Office of the Borough Clerk for review by the Mayor and Council.

Contracts

Borough Attorney
Borough Auditor
Planning Board Attorney
Borough Risk Manager
Borough Planner
Public Defender
Alternate Prosecutor
Information Technology
Conflict Engineer

Labor Attorney
Bond Counsel
Zoning Board of Adjustment Attorney
Borough Architect
Prosecutor
Special Counsel for Tax Appeal Conflicts
Appraiser/Expert Witness for Tax Appeals
Conflict Counsel

The Borough’s Mayor and Council reserves the right to select qualified contractors in their sole discretion, which shall be exercised in accordance with their sole judgment as to the public interest. Those responding to the RFQ are required to comply with the provisions of N.J.S.A. 10:5-31 *et seq.* and N.J.A.C. 17:27-1 *et seq.*, if applicable.

Lorraine McMackin, RMC, CMC
Borough Clerk/Administrator