NOTICE FOR THE SOLICIATION OF
REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES
UNDER A FAIR AND OPEN PROCESS

Please be advised that the Township of Lyndhurst, NJ is accepting sealed proposals for professional services for the position of Municipal Prosecutor.

Proposals shall be submitted, in writing, to Angela White, Township Clerk, Township of Lyndhurst, 253 Stuyvesant Avenue, Lyndhurst NJ no later than 2 p.m., prevailing time on June 21, 2017 at which time they will be opened in public. One (1) copy must be submitted. An electronic copy (pdf or Word document) must be e-mailed to angelaw@lyndhurstnj.org no later than 4 p.m. on June 21, 2017.

Proposals will be evaluated on the basis of the most advantageous to the Township of Lyndhurst, all factors considered. The evaluation will consider:

1) Experience and reputation in the field of Municipal Prosecutor;
2) Knowledge of the Township of Lyndhurst
3) and the subject matter to be addressed under the contract;
4) Availability to accommodate any required meetings;
5) Compensation proposal;
6) Other factors if demonstrated to be in the best interest of the Township of Lyndhurst.

Contracts will be awarded as provided by law at a public meeting.

If awarded a contract, your company/firm shall be required to comply with the requirements of N.J.S.A. 10:5-31 et. Seq. and N.J.A.C. 17:27. Please provide a copy of your Affirmative Action Employee Information Certificate and a copy of your Business Registration Certificate.

THIS PROPOSAL IS BEING SOLICITED THROUGH A FAIR AND OPEN PROCESS IN ACCORDANCE WITH N.J.S.A.19:44A-20.5 et seq.

This notice is the complete Request for Proposals.

Thomas F. Carroll
Qualified Purchasing Agent