

NOTICE FOR THE SOLICITATION OF
QUALIFICATIONS 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 including Township Attorney, Municipal Prosecutor, Alternate Municipal Prosecutor, Public Defender, Special Labor Counsel, Special Counsel Property Maintenance-Code Enforcement, Real Estate Appraiser and Tax Appeals Attorney for a one-year term.

Due to COVID-19, proposals shall be submitted in writing via overnight delivery or hand delivered to a drop box located at the Main Entrance of the Lyndhurst Municipal Annex, 253 Stuyvesant Avenue, Lyndhurst NJ to the attention of Angela White, Township Clerk no later than 11:00 a.m., prevailing time on Wednesday, May 6, 2020 at which time they will be opened. 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 May 6, 2020.

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;
- 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 Qualifications.

Angela White, RMC
Township Clerk

