

**WEST DEPTFORD TOWNSHIP**

**RESOLUTION 2017- 58**

**A RESOLUTION AUTHORIZING THE RE-ADVERTISING OF A FAIR AND OPEN PROCESS FOR THE AWARDING OF THE 2017 PROFESSIONAL SERVICES CONTRACTS (AFFORDABLE HOUSING SOLICITOR, BOND COUNSEL, SPECIAL COUNSEL FOR REDEVELOPMENT) FOR WEST DEPTFORD TOWNSHIP**

**WHEREAS**, West Deptford Township requires the services of an **Affordable Housing Solicitor, Township Bond Counsel and Special Counsel for Redevelopment**; and

**WHEREAS**, West Deptford Township advertised through the "fair and open process on November 7, 2016 for Affordable Housing Solicitor, Township Bond Counsel and Special Counsel for Redevelopment; and

**WHEREAS**, West Deptford Township received multiple responses for Affordable Housing Solicitor, Township Bond Counsel and Special Counsel for Redevelopment and rejected all responses on January 4, 2017; and

**WHEREAS**, West Deptford Township will re-advertise for Proposals for these specific Professional Services for the calendar year 2017 on January 5, 2017; and

**WHEREAS**, the retaining the services of qualified professionals for such positions has long been exempt from "public bidding" by N.J.S.A. 40A:11-5(a) due to the important policy consideration of allowing a public body to appoint candidates they deem to be most qualified and advantageous to the needs and goals of the public body; and

**WHEREAS**, N.J.S.A. 19:44A-20.7 permits West Deptford Township to establish a "fair and open process" that allows for public solicitation of qualifications of persons interested in providing such services; and

**WHEREAS**, West Deptford Township has determined that establishing such a process protects its right to appoint the most qualified candidates while making the process more open and competitive.

**NOW THEREFORE BE IT HEREBY RESOLVED** by the West Deptford Township Committee as follows:

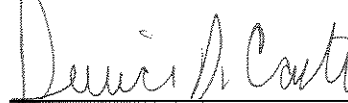
1. There is hereby established a "Fair and Open Process" for the awarding of Professional Services contracts for Affordable Housing Solicitor, Township Bond Counsel and Special Counsel for Redevelopment, and may be expected to exceed \$17,500.00;
2. The Fair and Open Process shall be as follows:
  - a. West Deptford Township shall cause to be advertised a notice of solicitation of qualifications for such positions in a form substantially similar to Exhibit "A" attached hereto. Said notice shall be published at least 10 calendar days in advance of the date set forth therein as the deadline to submit proposals.
  - b. West Deptford Township shall make the necessary arrangements to publicly open and announce all proposals received. West Deptford Township shall forthwith thereafter review all

proposals received and transmit them to the West Deptford Township Committee members with a summary report and recommendations.

c. Award of any contracts based on the submissions received shall be made by Resolution of West Deptford Township at an open public meeting, after receipt of the materials from the West Deptford Township Purchasing Agent.

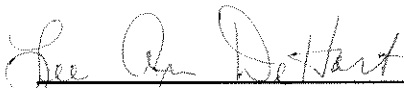
**ADOPTED** at the annual Reorganization Meeting of the Township Committee of the Township of West Deptford held on January 4, 2017.

**WEST DEPTFORD TOWNSHIP**



**DENICE DICARLO, MAYOR**

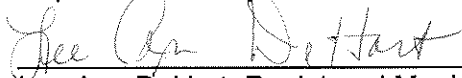
**ATTEST:**



**Lee Ann DeHart, Registered Municipal Clerk**

**CLERK'S CERTIFICATION**

I, Lee Ann DeHart, RMC, hereby certify the above to be a true copy of a resolution adopted by the West Deptford Township Clerk at their Reorganization Meeting held on Wednesday January 4, 2017.



**Lee Ann DeHart, Registered Municipal Clerk**

Exhibit A  
**PUBLIC NOTICE**

West Deptford Township (The "Township") is soliciting proposals through a Fair and Open Process in accordance with N.J.S.A. 19:44A-20.7 for the following positions:

- Affordable Housing Solicitor
- Township Bond Counsel
- Special Counsel for Redevelopment

In the coming year, the Township will be seeking to fund several projects through the NJ Environmental Infrastructure Trust (NJEIT) Program, various grant programs as well a traditional financing. Professionals responding for Annual Appointments should include in their submission specific qualifications and experience working with the program and implementing similar projects. Specific projects being planned for implementation include;

- Replacement of Sanitary Sewer Pump Stations #4 (Red Bank Ave & Crown Point Rd) and #6 (Prince St & Linda Ln)
- Improvements, Structural Repairs and Painting of 2.0 Million Gallon Water Storage Tank located on Jessup Road.
- Replacement of existing sanitary sewer gravity pipe crossing Matthews Branch with a pump station and force main starting at Westwood Court.
- Construction of a Central Water Treatment Plant to service municipal wells #3, #4, #5 and #8 using activated carbon filters, ultraviolet and advanced oxidation Treatment Processes.
- Furnishing and installing of approximately seven thousand (7,000) new magnetic read, resin case water meters with remote read capability for the residents and businesses of West Deptford. The project will consist of various meter reading options such as drive by type reader, fixed base reading system (Tower System), external transmitters, and the hardware and software required for each option.

Services required would be for Bond Counsel. Engineering services would include planning, design, and construction administration with inspection services. The selected firm(s) will enter into specific contracts for the selected projects.

Interested applicants must submit one (1) original proposal **CLEARLY** marked as **original**, one (1) electronic copy and eight full complete copies of the required information by mail to **Attention: Barbara Lamplugh, Purchasing Agent, 400 Crown Point Road West Deptford, New Jersey 08086 to be received no later than 11:00 a.m. on Tuesday, January 24, 2017** at which time all proposals received shall be publicly opened and announced by the Purchasing Agent or her designee. The information to be submitted in order to be considered is as follows: professional resume and/or other materials which shall include at a minimum full name and business address; dates of licensure in the State of New Jersey, if applicable; a listing of any professional affiliations or memberships in any professional societies or organizations, with an indication as to any offices held therein; the number of licensed professionals employed by/affiliated with the applicant; a listing of all special accreditations held by the individual licensed professional or business entity; and a listing of all previous public entities served by the business entity or licensed professional, indicating the dates of service and position held. The applicant shall also submit the proposed rate(s) of compensation that is requested.

Proposals will thereafter be received by West Deptford Township, who shall award the contract for the services. The award of the Contract will be based on the following criteria: (i) responsiveness to the required submissions as outlined in the Request for Proposal; (ii) general experience and reputation in the field; (iii) specific experience/knowledge of West Deptford Township and the subject matter to be addressed under the Contract; (iv) qualifications and experience which most closely match the needs of West Deptford Township; (v) availability to accommodate meeting and interface requirements with West Deptford township for meetings, phone conferences, attendance at events and office consultations; (vi) office resources, including backup staff, which are deemed most adequate to service the needs of West Deptford Township; and (vii) the applicant who is deemed otherwise most advantageous based on all information submitted or gathered in connection with the proposal.

West Deptford Township reserves the right to: (i) not select any of the applicants; (ii) require applicants to submit to a personal interview and/or submit additional or clarifying information; (iii) to reject any or all proposals; (iv) to waive any informalities in the proposals; and (v) procure the articles or services from other sources if deemed most advantageous to the objectives of West Deptford Township.

West Deptford Township's determination of the applicant who is most advantageous to the goals and objectives of the Township shall be final and conclusive.

**By order of the Mayor and Township Committee of the TOWNSHIP OF WEST DEPTFORD.**