

WEST DEPTFORD TOWNSHIP

RESOLUTION # 2017- 254

RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING A FAIR AND OPEN PROCESS FOR THE AWARDING OF A PROFESSIONAL SERVICES CONTRACT FOR A SPECIAL CONSULTING ENGINEER FOR WEST DEPTFORD TOWNSHIP

WHEREAS, West Deptford Township requires the services of a Special Consulting Engineer to conduct a comprehensive study and evaluation of the Township's Water and Sewer System in order to ascertain system efficiencies, required upgrades, capital improvement requirements and financial investment requirements; and

WHEREAS, West Deptford Township will advertise for Qualification and Experience package for those Professional Services and receive and open for the submission of a Qualification and Experience package no later than 11:00 a.m. on Thursday, August 31, 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 a Professional Services contract for the position of a Special Consulting Engineer to conduct a study and evaluation of the Township's Water & Sewer System in order to ascertain system efficiencies, required upgrades, capital improvement requirements and financial investment requirements, which services may be expected to exceed \$17,500.00.

2. The Fair and Open Process shall be as follows:

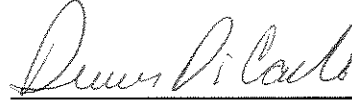
a. West Deptford Township shall cause to be advertised a Notice of Solicitation of Qualification and Experience for such position in a form substantially similar to Exhibit "A" attached hereto. Said notice shall be published at least 10 calendar days in advance of the date set forth therein as the deadline to submit for Qualification and Experience packages.

b. West Deptford Township shall make the necessary arrangements to publicly open and announce all Qualification and Experience packages received. West Deptford Township shall forthwith thereafter review all Qualification and Experience packages received and transmit them to the West Deptford Township Committee members with a summary report and recommendations.

c. Award of any contract(s) 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.

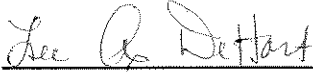
ADOPTED at a meeting of the Township Committee of the Township of West Deptford held Wednesday, August 16, 2017.

WEST DEPTFORD TOWNSHIP



DENICE DICARLO, MAYOR

ATTEST:



Lee Ann DeHart, RMC

CERTIFICATION

I, Lee Ann DeHart, Registered Municipal Clerk, hereby certify the above to be a true copy of a resolution adopted by the West Deptford Township Committee at a regular meeting held on Wednesday, August 16, 2017.



Lee Ann DeHart, RMC

PUBLIC NOTICE

West Deptford Township is soliciting for Qualification and Experience packages through a Fair and Open Process in accordance with N.J.S.A. 19:44A-20.7 for the following position: a Special Consulting Engineer to conduct a study and evaluation of the Township's Water and Sewer System in order to ascertain system efficiencies, required upgrades, capital improvement requirements and financial investment requirements.

Interested applicants should contact Barbara Lamplugh, Purchasing Agent to receive a copy of the RFQ. Applicants must submit one (1) original for Qualification and Experience package **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 Thursday August 31, 2107** at which time all submittals 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.

Qualification and Experience packages 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 Qualifications; (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 submittals.

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 submittals; (iv) to waive any informalities in the submittals; 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 Mayor and Township Committee of West Deptford