
PUBLIC NOTICE

CITY OF RAHWAY

Request for Qualifications for CY 2021

The City of Rahway is soliciting proposals and qualifications for the CY 2021 from interested contractors for the provision of various services. Through a Request for Qualifications (“RFQ”) process, prospective vendors must prepare and submit proposals containing a “Statement of Qualifications.” The proposal must be presented, in accordance with the procedure and schedule, as directed by the specification document.

Copies of specifications may be obtained on the City’s website: <http://www.cityofrahway.org> by prospective respondents on or after **December 10, 2020**. Interested parties may also examine or obtain specifications by contacting the Office of the Revenue & Finance, 1 City Hall Plaza, Rahway, N.J. 07065 between the hours of 9:00 a.m. - 3:00 p.m. Monday through Friday or via phone at (732) 827-2020.

Sealed proposals and qualification statements must be submitted to and be received by the **Chief Finance Officer**, Office of the Revenue & Finance, City of Rahway, 1 City Hall Plaza, 1st Floor, Rahway, NJ 07065 on or before **December 22, 2020 at 3:00 p.m.** prevailing time. Proposals including Qualification Statements will not be accepted by facsimile transmission or e-mail. The City will not be responsible for the late delivery of proposals, regardless of the method of delivery. Courier delivery confirmation is recommended. Proposals received after the designated date and time will not be considered. In-person or drop-off of packages must adhere to all Covid-19 guidelines.

Sealed submission packages must be enclosed in sealed envelopes bearing **name** and **address** of the vendor with the **title of the service** on the outside, addressed to the City of Rahway. Please provide one (1) original proposal, two (2) additional hard copies, and one (1) copy on an USB drive. Again, Proposals including Qualification Statements must be submitted in the manner designated in the specification instructions on or before **December 22, 2020 at Office of the** prevailing time. All communications concerning the RFQ process shall be directed to the City’s Designated Contact Person, in writing, as stated in the original document.

Designated Contact Person:
Frank Ruggiero, CMFO/QPA
City of Rahway, 1 City Hall Plaza, Rahway, NJ 07065
(732) 827-2020
fruggiero@cityofrahway.com

The City will review proposals only from those prospective vendors that submit a Qualification Statement which includes all required information as described in the specification instructions at the sole judgment of the City. The City intends to enter into a professional services agreement with vendors that (a) possess the professional, financial, and administrative capabilities to provide the proposed services and (b) agrees and meets the terms and conditions that have been determined by the City to provide the greatest benefit to the citizens of Rahway. The City of Rahway reserves the right to reject any or all submissions due to any defects or waive informalities and accept any submissions that in their judgment will be in the best interest of the City of Rahway. The City of Rahway shall establish a qualifying list for individual services, award the contracts, or reject all submissions no later than 60 days from receipt of same.

The selection of a respondent is not subject to the bidding provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. However, the selection is subject to the “New Jersey Local Unit Pay-to-Play” Law, N.J.S.A. 19:44A-20.4 et seq. The City has structured a procurement process that seeks to obtain the desired results, while establishing a “fair and open” process, to assure that each person and/or firm is provided an equal opportunity to submit a Proposal or Qualification Statement in response to the RFQ. All professional service contractors are required to comply with the requirements of N.J.S.A. 52:32-44 (Business Registration of Public Contractors),

N.J.S.A. 10:5-31 et seq. And N.J.A.C. 17:27 et seq. (Contract Compliance and Equal Employment Opportunities in Public Contracts). Submission by Corporations and Partnerships shall include a completed Disclosure of Ownership form (N.J.S.A. 52:25-24.2) and shall include a completed Non-Collusion Affidavit.

1. City of Rahway - General Legal Services
2. City of Rahway - Conflicts Counsel Services
3. City of Rahway - Special Litigation Counsel for Tax and Other Matters
4. City of Rahway - Bond Counsel
5. City of Rahway - Municipal Auditor
6. City of Rahway - Financial Advisor
7. City of Rahway - Bond Underwriter
8. City of Rahway - Consulting Engineers
9. City of Rahway - Consulting Environmental Engineers
10. City of Rahway - Community Rating System Engineer
11. City of Rahway - Investment Consulting Related to City's Deferred Compensation
12. City of Rahway - JIF Risk Manager
13. City of Rahway - Group Health Insurer Advisor and Broker
14. City of Rahway - Housing Rehabilitation and Consulting Services Provider
15. City of Rahway - Grant Writing Services
16. City of Rahway - Community Outreach Services
17. City of Rahway - Graphic and New Media Designers
18. City of Rahway - Professional Parking Consultant
19. City of Rahway - Planning Services

20. Planning Board; Legal Services
21. Planning Board; Engineering Services
22. Planning Board; Planning Services

23. Redevelopment Agency; General Counsel
24. Redevelopment Agency; Conflicts Counsel and/or Special Litigation Counsel
25. Redevelopment Agency; Engineering Services
26. Redevelopment Agency; Auditor
27. Redevelopment Agency; Financial Advisor
28. Redevelopment Agency; Bond Counsel

29. Zoning Board of Adjustment; Legal Services
30. Zoning Board of Adjustment; Engineering Services
31. Zoning Board of Adjustment; Planning Services

By order of the City of Rahway, Union County, State of New Jersey
Rayna E. Harris, City Clerk