

BOROUGH OF KINNELON

REQUEST FOR QUALIFICATIONS

Request for Qualifications.

The Borough of Kinnelon is soliciting Qualification Statements from interested persons and/or firms for the provision of the professional services listed below. Through a Request for Qualification process, persons and/or firms interested in assisting the Borough with the provision of such services must prepare and submit a Qualification Statement in accordance with the procedure and schedule in the RFQs. The Borough will review Qualification Statements only from those firms that submit a Qualification Statement which includes all the information required to be included as described (in the sole judgment of the Borough). The Borough intends to qualify (a) person(s) and/or firm(s) that (a) possess(es) the professional, financial and administrative capabilities to provide the proposed services, and (b) agrees and meets the terms and conditions determined by the Borough that provide the greatest benefit to the taxpayers of the Borough of Kinnelon.

The selection of Qualified Respondents is not subject to the bidding provisions of the Local Public Contracts Law, N.J.S.A. 40a:11-1 et seq. The Borough has structured a procurement process that seeks to obtain the desired results, but this process is not intended to eliminate compliance with the New Jersey Local Unit Pay to Play Law and as such, all applicants shall be required to comply with its provisions. This procurement process shall not be considered a "fair and open process" which would obviate the applicability of New Jersey's Local Unit Pay to Play Law to this process and to the successful candidate. The factors to be considered by the Borough include, but are not limited to: (1) experience and reputation in the profession; (2) knowledge of the subject matter to be addressed under contract, (3) availability to accommodate any required meetings of the Borough, (4) any other factors demonstrated to be in the best interest of the Borough.

Instruction and Qualification documents may be picked up at the Office of the Borough Clerk, 130 Kinnelon Road, Kinnelon, New Jersey 07405 or will be available on the Borough website at www.kinnelonboro.org. Completed Qualification Statements must be submitted to and be received by Elizabeth Sebrowski, Borough Clerk, 130 Kinnelon Road, Kinnelon, New Jersey 07405 on or before 4:00 p.m. on November 16, 2009.

Applicants are instructed to label the outside of the envelope or package to the effect that the enclosure consists of a Qualification Statement for [Name of Position].

Qualification Statements will not be accepted by facsimile transmission or email. The professional services for which the Borough seeks Qualification Statements are:

1. Borough Attorney
2. Labor Attorney
3. Borough Auditor

4. Bond Counsel
5. Borough Engineer
6. Borough Prosecutor
7. Borough Public Defender
8. Borough Planner
9. Water and Sewer Engineer
10. Borough Risk Manager

Elizabeth M. Sebrowski, RMC

Borough Clerk