

BOROUGH OF ELMWOOD PARK
REQUEST FOR QUALIFICATIONS AND PROPOSALS

PURSUANT to the provisions of **N.J.S.A. 19:45A-20.5, et. seq.** referred to as the New Jersey Pay to Play Law, the Borough of Elmwood Park, County of Bergen, State of New Jersey, hereby solicits its proposals for the award of contracts for the following “Professional Services” for the 2025 calendar year:

ENGINEERING

Municipal Engineer
Board Engineer – Board of Adjustment
Board Engineer – Planning Board

AUDITING SERVICES

Municipal Auditor

LEGAL COUNSEL

Municipal Attorney
Municipal Bond Counsel
Attorney – Board of Adjustment
Attorney – Planning Board
Special Legal Counsel
Redevelopment Counsel

PLANNING SERVICES

Municipal Planner
Board Planner – Board of Adjustment & Planning Board

MUNICIPAL COURT

Municipal Prosecutor
Alternate Municipal Prosecutor
Public Defender (2)
Municipal Court Judge

OTHER SERVICES

Information Technology Professional Consultant
Licensed Sewer Operator
Licensed Site Remediation Professional
Licensed Water Operator
Municipal Grant Writer
Municipal Financial Advisor

Sealed RFQ/RFP (Request for Qualifications/Proposals) responses must be **submitted to the Municipal Clerk by 11:00 AM on Wednesday, December 4, 2024**, at the Municipal Clerk’s Office in the Municipal Building, 182 Market Street, Elmwood Park, New Jersey 07407.

Interested parties can submit a proposal for any and all categories of the professional services listed above. No proposals will be accepted after the date and time indicated above.

All selections will be based on the review of the documents and information submitted, as well as independent research performed by the Borough, such as a review of references, an evaluation of performance with other governmental and non-governmental entities and/or all other available information.

Please be advised the proposals will be scored on the following point system:

Minimum Qualifications: MET or NOT MET

Minimum Requirements for Responses: MET or NOT MET

Management (number of employees): 1-10 points

Technical Work in Government: 1-10 points

Cost (hourly): 1-10 points

The Borough of Elmwood Park reserves the right to choose one or more professionals for each service, or to choose not to make a selection based on the notice, or to post subsequent notices for the same, similar, or different services.

Shanee Morris, RMC, CMR
Municipal Clerk