

**NOTICE OF
AVAILABILITY OF REQUESTS FOR QUALIFICATIONS AND
PROPOSALS FOR VARIOUS 2012 MUNICIPAL CONTRACTS**

**TOWNSHIP OF UPPER DEERFIELD
1325 Highway 77
Seabrook, New Jersey 08302
(856) 451-3811**

PLEASE TAKE NOTICE that the Township of Upper Deerfield is requesting qualifications and proposals from individuals and/or from firms for various municipal contracts for the year 2012. The qualifications and proposals that are being sought are for the following contracts:

- Township Engineer
- Township Solicitor
- Township Auditor
- Planning Board Solicitor
- Planning Board Engineer
- Township and Planning Board Planner
- Animal Control
- Animal Shelter

The qualifications and proposals are being solicited through a “fair and open” process in accordance with N.J.S.A. 19:44A-20.5, *et seq.*

Sealed qualifications and proposals will be received by the Township Clerk of Upper Deerfield in the Clerks Office, Municipal Building, 1325 State Highway 77, Seabrook, New Jersey, 08302 on Thursday, December 1, 2011 at 10:00 a.m., prevailing time.

The general information for prospective contractors, specifications and other proposal documents have been filed in the office of the Township Clerk and may be obtained therefrom between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday. The proposal documentation for each contract and contract description also is available on the Township Website www.upperdeerfield.com by clicking on the home page “Professional RFP’s” link.

Qualifications and proposals must be enclosed in a sealed envelope and plainly marked with the identity of the contract which the qualifications and proposal is being submitted (*e.g.*, “Qualifications and Proposals for 2012 Township Engineer Contract”) and the envelope shall contain the name and address of the prospective contractor.

Contractors will be required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 and with the anti-discrimination laws of the State of New Jersey. The statutory language required by N.J.S.A. 10:2-1 and 10:5-33 will be incorporated into the subject contracts by reference and the selected contractor will be required to furnish either Form AA302 or a Certificate of Employee Information Report. Discrimination on the basis of disability and contracting for the delivery of services is prohibited. Respondents are required to read the Americans with Disabilities language and agree that the provisions of the Act will be complied

with and made a part of any agreement between the contractor and the Township. The contractor is obligated to comply with the Act and hold Upper Deerfield Township harmless

A Certificate of Liability Insurance Coverage may be submitted with the proposal or it will be required as a condition of the successful contractor's contract. The successful contractor will be required to submit a non collusion affidavit. Respondents are also required to comply with the requirements of N.J.S.A. 52:25-24.2 concerning corporate disclosure.

The Township Committee reserves the right to reject any and all proposals or to waive any irregularities or informalities as may be permitted by law.

BY ORDER OF THE TOWNSHIP COMMITTEE

Roy J. Spoltore, Township Clerk