

**RESOLUTION AUTHORIZING THE ISSUANCE OF NOTICES AND CRITERIA FOR CONTRACT AWARDS FOR PROFESSIONAL AND OTHER CONTRACTS FOR FISCAL YEAR 2018**

**WHEREAS**, the Western Monmouth Utilities Authority is subject to certain requirements of the Local Public Contracts Law and the local Pay to Play Law (N.J.S.A. 19:44-20.4, 20.5 et seq.); and

**WHEREAS**, the General Manager of the Western Monmouth Utilities Authority has deemed it necessary and appropriate to award contracts over \$17,500.00 for services in 2018 for Professional Contract Positions in accordance with the “Fair and Open” contract provisions of the Local Pay to Play Law.

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the Western Monmouth Utilities Authority as follows:

1. The General Manager of the Western Monmouth Utilities Authority shall hereby advertise the enclosed legal notice in the *Asbury Park Press* and shall make available to interested vendors and professionals the enclosed Western Monmouth Utilities Authority Criteria for Submission of Qualifications for Professional and other contracts under the Fair and Open Process.
2. The Clerk is hereby authorized to forward copies of this Resolution, certified to be a true copy to:
  - a) Katherine Leatherman, General Manager

**DATE: NOVEMBER 28, 2017**

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
<b>McENERY</b>			<b>X</b>			
<b>MENDEZ</b>	<b>X</b>		<b>X</b>			
<b>PERNICE</b>			<b>X</b>			
<b>ROSEN</b>		<b>X</b>	<b>X</b>			

## LEGAL NOTICE

### REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL CONTRACT POSITIONS IN THE WESTERN MONMOUTH UTILITIES AUTHORITY

NOTICE IS HEREBY GIVEN, that pursuant to N.J.S.A. 19:44A-20.4, 20.5 et seq. that the Western Monmouth Utilities Authority shall pursue a “Fair and Open Process” in awarding contracts for positions set forth more fully below, and hereby solicit **ONE ORIGINAL AND ONE PDF FILE** of qualifications in the form of resumes and letter applications for the below stated positions of the Western Monmouth Utilities Authority, which **ORIGINAL COPY** shall be submitted to Brian J. Valentino, Executive Director, Western Monmouth Utilities Authority, 103 Pension Road, Manalapan, New Jersey 07726 with documentation showing qualifications and compliance with criteria set forth by the Western Monmouth Utilities Authority and State Statute. The PDF file shall be e-mailed to the Authority Clerk ([afinnerty@wmua.manalapan.nj.us](mailto:afinnerty@wmua.manalapan.nj.us)) and the General Manager ([kleatherman@wmua.manalapan.nj.us](mailto:kleatherman@wmua.manalapan.nj.us)). The original qualifications and the e-mailed PDF file shall be submitted no later than January 4<sup>th</sup>, 2018 at 12:00PM. Interested parties may view the criteria for these services on the Authority’s website: [www.wmuanj.org](http://www.wmuanj.org)

Professional services for the following positions are hereby requested:

Authority Attorneys  
Authority Auditor  
Authority Bond Counsel  
Authority Financial Advisor  
Authority Labor, Regulatory and Conflict Counsel  
Authority Risk Management Consultant

Western Monmouth Utilities Authority

**WESTERN MONMOUTH UTILITIES AUTHORITY**  
**CRITERIA FOR SUBMISSION OF QUALIFICATIONS FOR**  
**PROFESSIONAL CONTRACTS UNDER THE**  
**FAIR AND OPEN PROCESS**

NOTICE IS HEREBY GIVEN, for all applicants in positions set forth more fully in a notice of publication authorized by the Board of Commissioners of the Western Monmouth Utilities Authority by Resolution 17-131, November 28<sup>th</sup>, 2017 for submission of qualifications that shall take into consideration the following factors which will be weighed by the Board of Commissioners of the Western Monmouth Utilities Authority as the basis of an award for professional services most advantageous to the Authority:

- I. Resume and letter application for professional position including all documentation that provides the following for evaluation by the Western Monmouth Utilities Authority Board of Commissioners:
  - a. Experience and reputation in the field for the position sought.
  - b. Knowledge of the area of expertise for the position sought; Professional Contract Positions
  - c. Experience and knowledge of utility authorities.
  - d. References in general and in particular from entities where the professional has provided similar services as sought in the Western Monmouth Utilities Authority.
  - e. Copy of Business Registration Certificate and Certificate of Employee Information Report with the State of New Jersey.
  - f. Copy of all applicable professional licenses.
  - g. One Original is to be mailed and one complete PDF file is to be submitted electronically
- II. **Submission of Rate Schedule.**
- III. Selection of professionals shall be solely on the Western Monmouth Utilities Authority Board of Commissioners evaluation of the submitted material in the criteria set forth in this document.
- IV. Submit **ORIGINAL COPY** of all materials in a sealed envelope clearly marked with position desired, "RFQ ENCLOSED", addressed to Brian J. Valentino, Executive Director, Western Monmouth Utilities Authority, 103 Pension Road, Manalapan, New Jersey 07726,.AND e-mail PDF file to the **Authority Clerk** ([afinnerty@wmua.manalapan.nj.us](mailto:afinnerty@wmua.manalapan.nj.us)) and the **General Manager** ([kleatherman@wmua.manalapan.nj.us](mailto:kleatherman@wmua.manalapan.nj.us)) no later than January 4<sup>th</sup>, 2018