

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 **exactly five (5)** copies of qualifications in the form of resumes and letter applications for the below stated positions of the Western Monmouth Utilities Authority, which shall be submitted to Brian J. Valentino, Executive Director, Western Monmouth Utilities Authority, 103 Pension Road, Manalapan, New Jersey 07726 documentation showing qualifications and compliance with criteria set forth by the Western Monmouth Utilities Authority and State Statute. All qualifications shall be submitted in a sealed envelope to the Executive Director to be received by no later than January 7th, 2016 at 12:00PM. Interested parties may view the criteria for these services on the Authority’s website: www.wmuanj.org

Professional services for the following positions are hereby requested:

**Authority Attorneys
Authority Auditor
Authority Bond Counsel
Authority Engineers
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 CONTRACT UNDER THE
FAIR AND OPEN PROCESS

NOTICE IS HEREBY GIVEN, for all applicants for the positions set forth more fully in a notice of publication authorized by the Board of Commissioners of the Western Monmouth Utilities Authority by Resolution 15-129, dated November 10th, 2015 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 (i.e. Attorney)
 - c. Experience and knowledge of utility authorities.
 - d. Availability to accommodate any required meeting of the Authority.
 - e. Designated professional and support staff and location of firm's offices.
 - f. References in general and in particular from entities where the professional has provided similar services as sought in the Western Monmouth Utilities Authority.
 - g. Copy of Business Registration Certificate and Certificate of Employee Information Report with the State of New Jersey.
 - h. Copy of all applicable professional licenses.
 - i. 10 years experience as Bond Counsel (if applicable)
 - j. Experience in dealing with the Local Finance Board and Infrastructure Trust Fund (if applicable)
 - k. **Please submit EXACTLY five (5) copies!**
- 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 all materials in a sealed envelope addressed to, Brian J. Valentino, Executive Director, Western Monmouth Utilities Authority, 103 Pension Road, Manalapan, New Jersey 07726 to be received on or before 12:00 pm on January 7th, 2016.

WESTERN MONMOUTH UTILITIES AUTHORITY