

**RESOLUTION AUTHORIZING THE ISSUANCE OF NOTICES AND CRITERIA FOR CONTRACT AWARDS FOR VARIOUS PROFESSIONAL AND OTHER CONTRACTS FOR FISCAL YEAR 2017**

**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 2017 for the various professionals (i.e., the various positions of Auditor, Attorney, Bond Counsel, Financial Advisor) 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 19, 2016**

<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>X</b>			
<b>ROSEN</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 exactly five (5) copies of qualifications in the form of resumes and letter applications and Cost Of Services 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 5<sup>th</sup>, 2017 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 16-123, November 22<sup>nd</sup>, 2016 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, Auditor)
  - 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.

**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 five (5) copies 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.

**WESTERN MONMOUTH UTILITIES AUTHORITY**