

June 25, 2019
Township of Cedar Grove
525 Pompton Ave Cedar Grove, New Jersey 07009

Notice of the Solicitation of Qualifications for Professional Services

Under a Fair and Open Process please be advised the Township of Cedar Grove is accepting sealed proposals for professional engineering/architectural design services for the *Clearing and Improvements to existing nature trail(s) along the recently purchased Township Watershed Property fronting Ridge Road (block 250, Lots 37,81,101&141)*. Included in the design is the clearing and removal of felled trees, re-establishing existing nature trail(s) and adding various park benches along the way. The site contains existing trails that have become overgrown with shrubbery and blocked by tree stumps over the years. The Township wishes to improve these trails and has a recent Boundary Survey that can be used for initial mapping purposes. A more detailed plan will need to be developed along with construction specifications for bidding purposes. The task shall include development of plans, bid specifications, and contract documents (12 sets) for bidding and construction in accordance with applicable state (NJ Local Public Contracts Law) and federal laws, etc.... The plans and specifications shall provide all necessary information for the complete construction of same. The specifications shall direct that all labor, materials and any items necessary and incidental to the complete the work shall be included in the price bid for all items requiring same. Prospective providers are 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 P.L. 2001, C. 134 (C.52:32-44 et al) by submitting a copy of their Business Registration Certificate (BRC) with their proposal.

Proposals shall be submitted to the Kathy Stutz, Township Clerk, Township of Cedar Grove, 525 Pompton Avenue, Cedar Grove, N.J. 07009 during normal business hours, Monday-Friday 8:30am-4:30pm and no later than Wednesday July17, 2019 at 10:00 a.m. at which time sealed proposals will be opened.

Proposals will be evaluated on the basis of the most advantages to the Township of Cedar Grove, all factors considered.

The evaluation will consider:

1. Experience and reputation in the field.
2. Knowledge of the Township of Cedar Grove and subject matter addressed under the contract.
3. Availability to attend any required meetings.
4. Compensation proposal.
5. Other factors if demonstrated to be in the best interest of the Township of Cedar Grove.

Contracts will be awarded as provided by law at public meetings. This proposal is being solicited through a Fair and Open Process in accordance with N.J.S.A. 19:44A-20.5 et seq.