

February 28, 2022
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 architectural design services of a new two-story Fire Prevention Building to replace the existing 2-story structure located at 14 Cedar Street, Cedar Grove, New Jersey**. Included in the design is the demolition and removal of the existing building with the design of a new two story structure within a similar footprint consisting of approximately 1200 square feet. This will be the new Fire Prevention Building for the Township. Existing parking along the rear of the property will remain. A detailed plan set 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 all federal laws, etc.... The plans and specifications shall provide all necessary information for the complete construction of same, including foundation, framing, electrical, mechanical, utilities and all else necessary and incidental for a complete design. Details and plan components shall be coordinated with the Township Engineer. A construction cost estimate shall be submitted once the design is near completion prior to bid phase. Included in this proposal shall be some time for bid phase and construction phase coordination. 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 Kathleen 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 Thursday, March 24, 2022 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.