

**TOWN OF MORRISTOWN
REQUEST FOR PROPOSALS**

The Town of Morristown (the “Town”) is soliciting Proposals from interested persons and/or firms for the provision of the services listed below. Through the Request for Proposal (“RFP”) process, persons and/or firms interested in assisting the Town with the provision of such services must prepare and submit a Proposal in accordance with the procedure and schedule in the RFP. The Town will review Proposals only from those firms that submit a Proposal which includes all the information required to be included as described (in the sole judgment of the Town). The Town intends to select (a) person(s) and/or firm(s) that (a) possess(es) the professional, financial and administrative capabilities to provide the proposed services, and (b) agrees and meets the terms and conditions determined by the Town that provide the greatest benefit to the taxpayers of Morristown.

The selection of qualified respondents is not subject to the bidding provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. However, the selection is subject to the New Jersey Local Unit Pay-to-Play Law (the “Law”), N.J.S.A. 19:44A-20.4 et seq. The Town has structured a procurement process that seeks to obtain the desired results, while establishing a “fair and open” process under the Law, to assure that each person and/or firm is provided an equal opportunity to submit a Proposal in response to the RFP.

Proposals must be submitted to, and be received by, Jillian Barrick, Business Administrator, Town of Morristown, 200 South St., Room 239, Morristown, NJ 07963-0914 on or before 4:00 p.m. on March 1, 2022. Proposals will not be accepted by facsimile transmission or e-mail.

CONTRACTS:

- (1) Administrative Agent for Affordable Housing Services

Proposals must be submitted in the manner designated in the Instructions, must be enclosed in sealed envelopes bearing name and address of the bidder and the name of the work on the outside, addressed to the Town of Morristown.

Interested respondents must continue to monitor the town website www.townofmorristown.org until 4:00 p.m. on March 1, 2022 as the Town reserves the right to issue Addenda to the RFP documents in this space. **BY ORDER OF THE MAYOR OF THE TOWN OF MORRISTOWN.**

**JILLIAN BARRICK
BUSINESS ADMINISTRATOR
TOWN OF MORRISTOWN**