TOWN OF MORRISTOWN

Request for Qualifications

The Board of Adjustment and the Planning Board of the Town of Morristown (collectively the "Boards) are soliciting Qualification Statements from interested persons and/or firms for the provision of the services listed below. Through a Request for Qualifications ("RFQ") process, persons and/or firms interested in assisting the Boards with the provision of such services must prepare and submit a Qualification Statement in accordance with the procedure and schedule in the RFQs. The Boards will each review Qualification Statements only from those firms that submit a Qualification Statement which includes all the information required to be included as described (in the sole judgment of the respective Boards). The Boards intend to qualify: (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 respective Boards 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. 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. and the Morristown Code. The Boards have 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 Qualification Statement in response to the RFQ.

Qualification Statements 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 4:00pm on December 19, 2017. Qualification Statements will not be accepted by facsimile transmission or e-mail. The responses will be publicly opened at that time.

CONTRACTS:

- Planning Board - Attorney
- Planning Board - Engineer
- Planning Board – Planner
- Planning Board - Arborist
- Board of Adjustment - Attorney
- Board of Adjustment – Engineer
- Board of Adjustment – Planner
- Board of Adjustment - Arborist

Qualification Statements must be submitted in the manner designated in the Instructions, must be enclosed in sealed envelopes bearing name and address of the respondent and the name of the work on the outside, addressed to: Jillian Barrick, Business Administrator, Town of Morristown, 200 South St, Room 239, Morristown, NJ 07963-0914.

Interested respondents must continue to monitor the town website (www.townofmorristown.org) until 4:00pm on December 19, 2017 as the Boards reserve the right to issue Addenda to the RFQ documents in this space.

BY ORDER OF THE MAYOR OF THE TOWN OF MORRISTOWN
Mr. Jillian Barrick
Business Administrator
Town of Morristown