LEGAL NOTICE

REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL CONTRACT POSITIONS IN THE BOROUGH OF DUMONT

NOTICE IS HEREBY GIVEN, that pursuant to N.J.S.A. 19:44A-20.4, 20.5 et. seq. the Borough of Dumont shall pursue a "Fair and Open Process" in awarding contracts for positions set forth more fully below, and hereby solicit qualifications in the form of resumes and letter applications for the below stated positions of the Borough of Dumont, which shall be submitted to the Municipal Clerk at 50 Washington Avenue, Dumont, New Jersey 07628, with documentation showing qualifications and compliance with criteria set forth by the Borough and by State Statute. Three copies of all qualifications shall be submitted in a sealed envelope labeled **"RFQ" and the position sought (separate envelope for each position)** to the Municipal Clerk to be received no later than 11:00 a.m. on Friday, December 6, 2013. Interested parties may receive criteria for the various positions from the office of the Municipal Clerk by calling 201-387-5023 prior to submission of qualifications. The criteria will also be posted on the Borough website: dumontnj.gov. Professional services proposals for the following positions are hereby requested:

Borough Appraiser
Borough Attorney
Borough Architect
Borough Auditor
Borough Bond Counsel
Borough Tax Appeal Attorney
Borough Labor Attorney
Borough Special Counsel
Municipal Court Prosecutor
Municipal Court Public Defender
Municipal Court Alternate Public Defender
Municipal Court Alternate Prosecutor
Borough Planner
Borough Engineer
Special Projects Engineer
Borough Physician
Contract for Risk Manager
COAH Affairs Planner

Susan Connelly, RMC
Municipal Clerk

BOROUGH OF DUMONT
CRITIERIA FOR SUBMISSION OF PROPOSALS 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 for submission of proposals that shall take into consideration the following factors, which will be weighed by the Mayor and Council of the Borough of Dumont as the basis of an award for professional services most advantageous to the Borough:

I. Resume and letter application for professional position including all documentation that provides the following for evaluation by the Borough Council:

   a. Experience and reputation in the field for the position sought.
   b. Knowledge of the area of expertise for the position sought
   c. Experience and knowledge of the Borough of Dumont
   d. Availability to accommodate any required meeting of the Borough
   e. Designated professional and support staff and location of firm's offices
   f. References in general and in particular from municipal entities where the professional has provided similar services as sought in the Borough of Dumont.
   g. Copy of Business Registration Certificate and Certificate of Employee Information Report with the State of New Jersey
   h. A proposed fee schedule and basis of computation of fees and costs incurred in providing the required service, e.g., time and materials, fee per appearance or service item, etc.

II. Selection of professionals shall be solely on the Borough Council's evaluation of the submitted material in the criteria set forth in this document.

III. Submit all materials (one bound and two unbound) in a separate labeled sealed envelope for **each position sought** addressed to Susan Connelly, RMC, Municipal Clerk, Borough of Dumont, 50 Washington Avenue, Dumont New Jersey, 07628 to be received on or before 11:00 a.m. on Friday, December 6, 2013.

BOROUGH OF DUMONT
Susan Connelly, RMC
Municipal Clerk