

**SPECIAL PUBLIC NOTICE**  
**CY 2018**  
**REQUEST FOR QUALIFICATIONS/PROPOSALS:**

**Purpose:**

The following general requirements must be met in order for any firm to be considered to provide professional services covered by N.J.S.A. 44A-20.5 *et seq* with the City. The process is designed to find qualified service providers in an open and fair manner in order to have the most qualified service provider for the City.

**Scope:**

Any person or firms interested in providing professional services, as defined in the New Jersey Local Public Contracts Law and specifically N.J.S.A. 40: 11-2(6), to the City of South Amboy.

**General Requirements:**

1. The Request for Qualifications (“RFQ”) shall be used to determine what companies, firms, or individuals offer the municipality the best opportunity to secure the highest quality professional services.
2. The Request for Proposals (“RFP”) shall be used to determine whether the costs of fees proposed to provide the professional services are fair and reasonable, both in terms of the City’s budgetary interests, the general market rate for the services, and the level of experience, breadth of services, reputation, and expertise of the professional.
3. Advertising of the RFQ/RFP will, at a minimum, include the City website at <http://www.southamboynj.gov/Notices> and City official bulletin board.
4. The RFQ shall list the minimum requirements of the service being sought. Where the Request for Qualifications lists separate experience requirements for the firms and for individuals, professionals in solo practice shall meet the experience requirements for a firm.
5. Submissions will be required on the date specified which shall be not less than ten (10) days following the advertisement of the RFQ.
- 6-. All RFQs/RFPs will be delivered by mail or in person by applicants to the City Clerk in sealed envelopes with the name of the applicant and the specific RFQ noted on the outside of the envelope.

## **Requirements to Qualify**

The requirements listed below are the minimum levels expected from the professional indicated.

### **SPECIAL SERVICES ENGINEER RADFORD FERRY INTERMODAL TRANSPORTATION CENTER**

The Special Services Engineer shall be a New Jersey licensed professional engineer (P.E.), having a minimum of five (5) years of continuous experience as an appointed municipal engineer in the State of New Jersey. Experience within municipalities in Middlesex County is preferred. When directed, the Special Services Engineer shall provide those services outside the scope of the duties of the City Engineer, the Head of Department of Engineering for the City of South Amboy. When directed, the Special Services Engineer shall provide engineering services associated with the Radford Ferry Intermodal Transportation Center.

THE REQUIRED RFQ/RFP SUBMISSION FORMS CAN BE OBTAINED BY CONTACTING:

ANGEL ALBANESE, CFO  
CITY OF SOUTH AMBOY  
140 NORTH BROADWAY  
SOUTH AMBOY, NJ 08879  
albanesea@southamboynj.gov

Phone: 732.525.5922  
Fax: 732.727.6139

***DEADLINE FOR ALL SUBMISSIONS FOR THIS RFQ IS FRIDAY, DECEMBER 28, 2017 AT 1PM. ALL SUBMISSIONS MUST INCLUDE ONE (1) ORIGINAL AND THREE (3) COPIES DELIVERED IN A SEALED ENVELOPE CLEARLY MARKED WITH THE NAME OF THE SUBMITTER AS WELL AS THE WORDS "RFQ-SPECIAL SERVICES ENGINEER RADFORD FERRY INTERMODAL TRANSPORTATION CENTER" ON THE OUTSIDE OF THE ENVELOPE ADDRESSED TO:***

**LAURA KEMBLE, ACTING CITY CLERK  
CITY OF SOUTH AMBOY  
140 NORTH BROADWAY  
SOUTH AMBOY, NJ 08879**

**The City of South Amboy retains the right to reject any and all submissions deemed unacceptable for any reason.**