

## **PUBLIC NOTICE**

### **BOROUGH OF NEWFIELD**

#### **NOTICE FOR SOLICITATION OF QUALIFICATIONS FOR PROFESSIONAL SERVICES UNDER A FAIR AND OPEN PROCESS**

Notice is hereby given that proposals for professional services, not subject to bidding pursuant to N.J.S.A. 40A:11-5, will be received by the Clerk of the Borough of Newfield. The sealed qualifications must be submitted to Toni L. Van Camp, Borough Clerk/Administrator at the Municipal Building, PO Box 856, 18 Catawba Ave., Newfield, NJ 08344 on or before the deadline of January 6, 2026 by 10:00 am.

No proposals received after the above-referenced date and time will be accepted.

Proposals for the following professional services will be accepted:

Borough Solicitor  
Bankruptcy Counsel  
Borough Auditor  
Borough Bond Counsel  
Conflict Engineer  
Borough Engineer  
Energy Engineer/ Consultant  
Borough Planner  
Borough Redevelopment Counsel  
Borough Planning Board Solicitor  
Borough Planning Board Planner  
Borough Planning Board Engineer  
Grant Consultant  
Forrester  
Insurance Services  
Risk Management Consultant

Each submission to be considered shall comport to the criteria set forth herein:

- (1) Should the applicant be a professional acquiring licensure in the State of New Jersey, said applicant shall be licensed for a period not less than five (5) years.
- (2) The applicant shall submit a "Certificate of Good Standing" or other similar document evidencing that the professional's is not presently suspended or revoked.
- (3) The applicant shall submit a resume, which shall set forth information including, but not limited to the following (as applicable to a business entity or individual professional):

- (a) Full name and business address;
- (b) A listing of all post high school education of the applicant;
- (c) Dates of licensure in the State of New Jersey and any other State;
- (d) A listing of any professional affiliations or memberships in any professional societies or organizations, with an indication as to any offices held therein;
- (e) The number of licensed professionals employed by/affiliated with the business entity or the business entity which employs the applicant;
- (f) A listing of all special accreditations held by the individual licensed professional or business entity;
- (g) A listing of all previous public entities served by the business entity or licensed professional, indicating the dates of services and position held.
- (h) Proposed fee schedule

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- Submission must include One (1) original UNBOUND hard copy, clearly marked as the “ORIGINAL” and SEVEN (7) ( full and complete and exact copies of proposal”

Applicants are required to comply with the requirements of P.L. 1975, c.127 (Affirmative Action) and P.L. 2004, c.57 (Business Registration). Applicants are also required to submit a Statement of Ownership with the RFP as required by P.L. 1977, c.33 (Disclosure of Ownership).

If awarded a contract, your company/firm shall be required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27; therefore, please include an original Contract, Affirmative Action Certificate, Exhibit A Language and a Certificate of Employee Information Report.

The Municipal appointing authority shall thereafter publicly select the professional or business entity for the position so advertised on the basis of that which is most advantageous to the Borough, taking into consideration the above factors. Please be advised that the Borough reserves the right to reject all proposals submitted.

BOROUGH OF NEWFIELD

TONI L. VAN CAMP  
Borough Clerk/Administrator