

PUBLIC NOTICE

OLD BRIDGE MUNICIPAL UTILITIES AUTHORITY
71 BOULEVARD WEST, CLIFFWOOD BEACH, NJ 07735

NOTICE OF SOLICITATION FOR QUALIFICATIONS

Notice is hereby given that pursuant to the provisions of N.J.S.A. 19:44A-20.5 et seq. (New Jersey Pay to Play Law) the Old Bridge Municipal Utilities Authority (the "OBMUA"), Township of Old Bridge, County of Middlesex and State of New Jersey is seeking Qualifications for Professional Service Contracts under a fair and open process. The professional services to be provided to the OBMUA are listed below and shall be for the period beginning February 1, 2024, and ending January 31, 2025.

Auditor
Financial Advisor
Actuarial
Training Specialist
Insurance Agent
General Counsel
Labor Counsel
Bond Counsel
Bankruptcy Counsel
Special Counsel
Rate Counsel
Rate Expert
Consulting Engineer
Computer Maintenance Specialist

Requests for Qualifications (RFQs) which lists the selection criteria for each of the above professional services can be obtained from the Administrative Office of the OBMUA located at 71 Boulevard West, Cliffwood Beach, NJ or on the OBMUA website at www.obmua.com under the menu "documents" and the link for "Bids / R.F.P./ R.F.Q."

Qualification Packages will be opened at 2:00 PM on Wednesday, January 17, 2024, at the offices of the Old Bridge Municipal Utilities Authority located at 71 Boulevard West, Cliffwood Beach, NJ 07735. Guy Donatelli, Executive Director, must receive all Qualification Packages no later than the opening date and time. Any Qualification Packages received after the said time, whether by mail or otherwise, will be returned unopened. It is recommended that each Qualification Packages be hand-delivered to the Authority. Qualification Packages shall be submitted in sealed envelopes with the name of the Professional Service along with the word "Confidential" clearly marked on the outside of the envelope. Qualification Packages may NOT be faxed, transmitted over the telephone, or emailed. The Authority assumes no responsibility for the delays in any form of carrier, mail or delivery service causing the Qualification Packages to be received at the Authority later than the above referenced scheduled time.

All questions concerning this notice must be addressed to Guy Donatelli at (732) 566-2534. The decision of the OBMUA as to what constitutes a fair and open process shall be final.

BY ORDER OF THE OLD BRIDGE MUNICIPAL UTILITIES AUTHORITY

Bruce Walker, Chairman

FAIR AND OPEN PROCESS

REQUEST FOR QUALIFICATIONS

Old Bridge Municipal Utilities Authority
Criteria for Submission of Qualifications for Professional Services of
AUDITOR, SPECIAL ACCOUNTANT,
FINANCIAL ADVISOR, ACTUARIAL,
TRAINING SPECIALIST, AND
INSURANCE AGENT

Under the Fair and Open Process

NOTICE IS HEREBY GIVEN, for all applicants in positions set forth more fully in a notice of publication authorized by the Old Bridge Municipal Utilities Authority by Resolution dated November 13, 2023, for submission of qualifications that shall take into consideration the following factors which will be weighed by the Old Bridge Municipal Utilities Authority as the basis of an award for professional services most advantageous to the Authority:

Submit a resume and letter of application for the professional position (*naming the position as, Auditor, Special Accountant, Financial Advisor, Actuarial, Training Specialist or Insurance Agent*) including all documentation that shall include, at a MINIMUM the following:

- a) Provide full name and business address, and location of any local offices.
- b) Any professional licenses held by the applicant in the State of New Jersey, or any other State, including a "Certificate of Good Standing: or other documents evidencing that the license is not presently suspended or revoked.
- c) List any professional affiliations or membership in any professional societies or organizations, including any offices or honors held.
- d) Provide the number of licensed professionals employed by, or associated with, the Applicant.
- e) List all (college and/or graduate degrees) held by the Applicant and any associated professionals in the business entity.
- f) Provide the name and qualifications of the individuals who will perform the tasks and the amount of their respective participation.
- g) Fully describe the Applicant's experience and knowledge of Old Bridge Municipal Utilities Authority operations.

- h) Fully describe the Applicant's ability to perform the tasks in a timely fashion, including staffing.
- i) List recent, current and projected workload of the Applicant.
- j) List all municipalities for whom the Applicant has had a contractual relationship either currently or previously, including the dates of service.
- k) Provide references in general and from entities where the Applicant has provided similar services as sought by the Old Bridge Municipal Utilities Authority.
- l) Provide a copy of your Business Registration Certificate.
- m) Provide a copy of the Mandatory Affirmative Action Language and a copy of your Certificate of Employee Information Report.
- n) Provide a copy of the Applicant's 2024 Rate Schedule, including employees and associates.

Submit **TWO COPIES** of materials in a sealed envelope with the name of the professional service and the word "CONFIDENTIAL" clearly marked on the outside of the envelope and addressed to:

Old Bridge Municipal Utilities Authority, 71 Boulevard West, Cliffwood Beach, NJ 07735,
To the Attention of: Guy Donatelli, Executive Director to be received on or before 2:00 PM on
Wednesday January 17, 2024.

The Old Bridge Municipal Utilities Authority shall award a contract to the firm or firms that best meet the needs and interests of the Authority.

Contracts subject to the fair and open process delineated herein are subject to additional requirements, and any other applicable laws including, but not limited to the Local Public Contracts Law.

REQUEST FOR QUALIFICATIONS

Old Bridge Municipal Utilities Authority Criteria for Submission of Qualifications for Professional Legal Services of GENERAL COUNSEL, LABOR COUNSEL, BOND COUNSEL, BANKRUPTCY COUNSEL, SPECIAL COUNSEL AND RATE COUNSEL

Under the Fair and Open Process

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Submit a resume and letter of application for the legal professional position (*naming the position, General, Labor, Bond, Bankruptcy, Special or Rate Counsel*) including all documentation that shall include, at a MINIMUM, the following:

- a) Provide full name and business address, and location of any local offices.
- b) Any professional licenses held by the applicant in the State of New Jersey, or any other State, including a "Certificate of Good Standing" or other documents evidencing that the license is not presently suspended or revoked.
- c) List any professional affiliations or membership in any professional societies or organizations, including any offices or honors held.
- d) Provide the number of licensed professionals employed by, or associated with, the Applicant.
- e) List all (college and/or graduate degrees) held by the Applicant and any associated professionals in the business entity.
- f) Indicate if you or staff members have never been convicted or had a sentence imposed or suspended, or had pronouncement of a sentence suspended, or been pardoned for conviction of, or pleaded quality of an *nolo contendere* to an information or indictment charging a felony for embezzlement, theft, or larceny, mail fraud, or violating any corporate securities statute or any insurance law or have been the subject of a cease and desist order or consent order of any federal or state regulatory agency.
- g) Indicate if you or staff members have ever been refused a professional, occupational, vocational license by any public or governmental licensing agency or regulator authority, or has such license held ever been suspended or revoked during the past ten (10) years.

- h) Indicate if you or staff members have never been an officer, director, key employee or controlling stockholder of a company which, while occupying any such position or capacity with respect to it, became insolvent or was enjoined from or ordered to cease and desist from violating any law.
- i) Provide the name and qualifications of the individuals who will perform the tasks and the amount of their respective participation.
- j) Fully describe the Applicant's experience and knowledge of Old Bridge Municipal Utilities Authority operations, **or** the Applicant's experience and knowledge of Middlesex Water Company's Cost of Service analysis for the South River Basin customers.
- k) Fully describe the Applicant's ability to perform the tasks in a timely fashion, including staffing.
- l) List recent, current and projected workload of the Applicant.
- m) List all municipalities for whom the Applicant has had a contractual relationship either currently or previously, including the dates of service.
- n) Provide references in general and from entities where the Applicant has provided similar services as sought by the Old Bridge Municipal Utilities Authority.
- o) Provide a copy of your Business Registration Certificate.
- p) Provide a copy of the Mandatory Affirmative Action Language and a copy of your Certificate of Employee Information Report.
- q) Provide a copy of the Applicant's 2024 Rate Schedule, including employees and associates.

Submit **TWO COPIES** of materials in a sealed envelope with the name of the professional service and the word "CONFIDENTIAL" clearly marked on the outside of the envelope and addressed to:

Old Bridge Municipal Utilities Authority, 71 Boulevard West, Cliffwood Beach, NJ 07735,
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REQUEST FOR QUALIFICATIONS

Old Bridge Municipal Utilities Authority Criteria for Submission of Qualifications for Professional Services of RATE EXPERT AND CONSULTING ENGINEER

Under the Fair and Open Process

NOTICE IS HEREBY GIVEN, for all applicants for a contract to perform water, sewer system and/or rate expert engineering services as published in a notification authorized by the Old Bridge Municipal Utilities Authority by a Resolution dated November 13, 2023 to provide a submission of qualifications that shall take into consideration the following factors which will be weighed by the Old Bridge Municipal Utilities Authority as the basis of an award for professional services most advantageous to the Authority:

Submit a resume and letter of application for professional engineering services to be performed on the Authority's Water Distribution System *or* on the Authority's Sewer Collection System *or* for both the Water and Sewer systems *or* as a Rate Expert in a Middlesex Water Company rate case.

Include with the resume and letter of application all documentation that provides, at a MINIMUM, the following:

- a) Provide full name and business address, and location of any local offices.
- b) List any professional licenses held by the Applicant in the State of New Jersey, or any other State, including a "Certificate of Good Standing," or other documents evidencing that the license is not presently suspended or revoked.
- c) List any professional affiliations or membership in any professional societies or organizations, including any offices or honors held.
- d) Provide the number of licensed professionals employed by, or associated with, the Applicant.
- e) List all (college and/or graduate degrees) held by the Applicant and any associated professionals in the business entity.
- f) Provide the name and qualifications of the individuals who will perform the tasks and the amount of their respective participation.

- g) Fully describe the Applicant's experience and knowledge of Old Bridge Municipal Utilities Authority water and/or sewer systems and operations, *or* the Applicant's experience and knowledge of the Middlesex Water Company's Cost of Service analysis for the South River Basin customers.
- h) Fully describe the Applicant's ability to perform the tasks in a timely fashion, including staffing.
- i) List recent, current and projected workload of the Applicant.
- j) List all municipalities for whom the Applicant has had a contractual relationship for engineering services on water and sewer systems either currently or previously, including the dates of service.
- k) Provide references in general and from entities where the Applicant has provided similar services as sought by the Old Bridge Municipal Utilities Authority.
- l) Provide a copy of your Business Registration Certificate.
- m) Provide a copy of the Mandatory Affirmative Action Language and a copy of your Certificate of Employee Information Report.
- n) Provide a copy of the Applicant's 2024 Rate Schedule, including employees and associates.

Submit **TWO COPIES** of all materials in a sealed envelope with the name of the professional service and the word "CONFIDENTIAL" clearly marked on the outside of the envelope and addressed to:

Old Bridge Municipal Utilities Authority, 71 Boulevard West, Cliffwood Beach, NJ 07735,
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Fair and Open Process
Engineering Services

REQUEST FOR QUALIFICATIONS

Old Bridge Municipal Utilities Authority Criteria for Submission of Qualifications for Professional Services of COMPUTER MAINTENANCE SPECIALIST

Under the Fair and Open Process

NOTICE IS HEREBY GIVEN, for all applicants for a contract to perform Computer Maintenance services as published in a Notification authorized by the Old Bridge Municipal Utilities Authority by Resolution dated November 13, 2023, to provide a submission of qualifications that shall take into consideration the following factors which will be weighed by the Old Bridge Municipal Utilities Authority as the basis of an award for professional services most advantageous to the Authority:

Submit a resume and letter of application for professional Computer Maintenance services that includes all documentation that shall provide, at a MINIMUM, the following:

- a) Provide full name and business address and location of any local offices.
- b) List any professional licenses held by the Applicant in the State of New Jersey, or any other State.
- c) List any professional affiliations or membership in any professional societies or organizations, including any offices or honors held.
- d) List all the computer systems that the Applicant is proficient with and can provide competent computer system maintenance.
- e) List all (college and/or graduate degrees) held by the Applicant and any associated professionals in the business entity.
- f) Provide the name and qualifications of the individuals who will perform the tasks and the amount of their respective participation.
- g) Fully describe the Applicant's experience and knowledge of Old Bridge Municipal Utilities Authority computer systems and operations.
- h) Fully describe the Applicant's ability to perform the tasks in a timely fashion, including staffing.
- i) List recent, current and projected workload of the Applicant.

- j) Provide references in general and from entities where the Applicant has provided similar services as sought by the Old Bridge Municipal Utilities Authority.
- k) Provide a copy of your Business Registration Certificate.
- l) Provide a copy of the Mandatory Affirmative Action Language and a copy of your Certificate of Employee Information Report.
- m) Provide a copy of the Applicant's 2024 Rate Schedule, including employees and associates.

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