

## **SCHEDULE "B"**

### **1. PROFESSIONAL SERVICES CONTRACTS TO BE AWARDED BY ESTABLISHED QUALIFICATION CRITERIA**

The Township of Gloucester solicits statements of qualifications for applicants for appointment to the following professional positions. Responses should address the general criteria and mandatory minimum criteria for the positions sought. All responses will be treated as confidential and reviewed only by the governing body, unless otherwise required by law. Responses must be received in the Office of the Township Clerk, P.O. Box 8, 1261 Chews Landing Road, Blackwood, NJ 08012, no later than 12:00 PM Wednesday December 14, 2011. All responses shall be opened and announced publicly, immediately thereafter by the Township Clerk or her representative. Responses will be reviewed by the governing body. All appointments will be announced at a public meeting. Unless otherwise noted appointments shall be for the calendar year of 2012 and subject to the execution of an appropriate contract.

#### **PLANNING BOARD ATTORNEY**

**GENERAL CRITERIA:** The Township of Gloucester desires to appoint a planning board attorney. Applicants should demonstrate knowledge of general New Jersey Municipal Land Use Law, New Jersey Redevelopment Law and Municipal Contract Law. Any experience or knowledge of matters directly affecting the Township of Gloucester should be addressed.

#### **MANDATORY MINIMUM REQUIREMENTS:**

1. Must be licensed to practice law in the State of New Jersey for a period of not less than ten(10) years preceding the proposed appointment, and eligible to appear before all state and federal courts in New Jersey, as well as New Jersey administrative agencies and the Office of Administrative Law.
2. Must have a minimum of seven(7) years experience in the general representation of municipal planning boards.
3. Must list past and present municipal planning boards represented.
4. Must maintain a bonafide principal office in the State of New Jersey.
5. Must have sufficient support staff available to provide all general legal services required by the township including, but not limited to, legal research, preparation of resolutions, preparation of ordinances, preparation of contracts and other legal documents.

#### **PLANNING BOARD ENGINEER**

**GENERAL CRITERIA:** The Township of Gloucester desires to appoint a firm or firms to provide planning board engineering services to the Township. Applicants should demonstrate knowledge and experience with respect to all aspects of planning engineering services required by a municipal entity. Any experience or knowledge of matters that directly affect the Township of Gloucester should be addressed.

#### **MANDATORY MINIMUM REQUIREMENTS:**

1. Must be certified to provide engineering services in the State of New Jersey
2. Must have a minimum of ten(10) years experience in providing services to municipal planning boards

3. Must be experienced in obtaining permits and approvals from various state, county and local regulatory agencies.
4. Must maintain a staff of New Jersey licensed or certified professionals sufficient to service the Township of Gloucester including, but not limited to; civil engineers, land surveyors, planners, environmental scientists and construction administrators.
5. Must maintain a principal office location in close proximity to Gloucester Township so as to be able to respond to emergent matters promptly.
6. Must have project managers with at least fifteen(15) years of municipal experience.
7. Must list past and present municipalities served as Planning Board Engineer

### **PLANNING BOARD CONFLICT ENGINEER**

**GENERAL CRITERIA:** The Township of Gloucester desires to appoint a firm or firms to provide planning conflict engineering services to the Township. Applicants should demonstrate knowledge and experience with respect to all aspects of planning conflict engineering services required by a municipal entity. Any experience or knowledge of matters that directly affect the Township of Gloucester should be addressed.

**MANDATORY MINIMUM REQUIREMENTS:**

1. Must be certified to provide planning conflict engineering services in the State of New Jersey
2. Must have a minimum of ten(10) years experience in providing services to municipal planning boards
3. Must be experienced in obtaining permits and approvals from various state, county and local regulatory agencies.
4. Must maintain a staff of New Jersey licensed or certified professionals sufficient to service the Township of Gloucester including, but not limited to; civil engineers, land surveyors, planners, environmental scientists and construction administrators.
5. Must maintain a principal office location in close proximity to Gloucester Township so as to be able to respond to emergent matters promptly.
6. Must have project managers with at least fifteen(15) years of municipal experience.
7. Must list past and present municipalities served as Planning Conflict Engineer