

SCHEDULE "A"

**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 12:00PM, Tuesday, December 15, 2015.**

The Township requires two copies of each response as well as one response on disc. 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. **This appointment is a three (3) contract for Municipal Engineer for the calendar years of January 1, 2016 through December 31, 2018** and subject to the execution of an appropriate contract.

MUNICIPAL ENGINEER – 3 YEAR APPOINTMENT

GENERAL CRITERIA: The Township of Gloucester desires to appoint a firm or firms to provide engineering services to the Township. Applicants should demonstrate knowledge and experience with respect to all aspects of 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 consulting services to municipalities including demonstrated experience with road programs, drainage improvement projects, combined sewer projects, utility upgrades and replacement, public building improvement programs, recreational facilities, land surveying and mapping projects.
- 3.) Must be experienced in obtaining permits and approvals from various state, county and local Regulatory agencies with specific experience related to waterfront development permits and Brownfield sites preferred.
- 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 be experienced in the preparation of grant applications.
- 7.) Must have project managers with at least fifteen (15) years of municipal experience.
- 8.) Must list past and present municipalities served as Engineer.