

REQUESTS FOR PROPOSALS

Pursuant to the provisions of N.J.S.A. 19:44A-20.5, et seq., the Borough of Carteret is hereby requesting proposals through a fair and open process for the award of contracts for the following "Professional Services" for the 2014 calendar year:

Risk Manager

You are hereby requested to submit a proposal to provide the respective professional services which provides the Mayor and Council with information to evaluate your firm with regard to the following factors:

- A) Experience and reputation in the field.
- B) Knowledge of the subject matter.
- C) Availability to attend all required meetings.
- D) Availability of personnel, facilities, equipment and other resources to provide such services.
- E) Qualifications and experience of personnel and organization including a list and status of major projects.
- F) Any other factors your firm wishes the Mayor and Council to consider in evaluating the firm's ability to perform the respective professional services requested by the Borough.

When submitting your response to this Request for Qualifications (RFQ), please submit one (1) original and one (1) copy and identify which positions you wish to be considered for.

ALL PROPOSALS MUST BE SUBMITTED TO THE BOROUGH CLERK'S OFFICE ON OR BEFORE FRIDAY, JANUARY 10, 2014 AT 10:00 A.M. AT WHICH TIME THEY WILL BE OPENED AND READ ALOUD BY THE CLERK OR HER DESIGNEE. QUALIFICATIONS WILL BE REVIEWED AND DETERMINATION MADE THEREAFTER BY THE BOROUGH COUNCIL FOR APPOINTMENT, AND/OR AWARD, OF QUALIFIED CANDIDATES TO SERVE IN THE RESPECTIVE CAPACITY FOR THE BOROUGH OF CARTERET.

Please be advised that all proposals shall be evaluated by the Borough Council on the basis of that which is the most advantageous to the Borough, taking into consideration the above factors. Please be further advised that the Borough reserves the right to reject all of the proposals submitted.

Posted: December 30, 2013

