TOWNSHIP ENGINEER

REQUEST FOR PROPOSALS

From January 1, 2021 to December 31, 2021

Invitation to submit qualifications and proposal. The Township of Greenwich is accepting qualifications and proposal from individuals and/or firms for the following services: Engineering Services. It will be for a one year contract. The qualifications and proposals are being solicited under the Local Public Contracts Laws as outlined under N.J.S.A. 40A:11-1 et seq.

Submitting and delivery of Qualifications and Proposals. Qualifications and proposals must be submitted on or before 4:00 p.m. on December 31, 2020 and must be submitted via email at clerkgreenwichtownship@yahoo.com.

Time and place for acceptance of Qualifications and Proposals. The Township of Greenwich Clerk has been the person authorized to receive all qualifications and proposals. All qualifications and proposals must be submitted to the Township Clerk via email at clerkgreenwichtownship@yahoo.com. No proposal will be received after the time designated for receipt.

Scope of Services:

The Township of Greenwich desires to appoint an individual, affiliated with a multi-disciplined Consulting Engineering Company, to serve as Township Engineer and provide comprehensive engineering services to the Township. Applicants should demonstrate knowledge and experience as well as documenting staff capabilities with respect to all aspects of consulting engineering services typically required by a municipality including but not limited to roadways, transportation; storm sewer systems; surveying; tax map preparation and maintenance; environmental and permitting services; and construction observation. Any experience or knowledge of matters specifically relating to the Township of Greenwich should be addressed in the proposal.

Minimum Qualifications/Evaluation Criteria:

1. Must be licensed to provide engineering service in the United States.

2. Must have a minimum of fifteen (15) years of experience in providing engineering services to municipalities and must demonstrate expertise in the disciplines listed in the Scope of Services above.

3. Must be experienced in obtaining permits and approvals from various State, County and Local Regulatory Agencies.
4. Must maintain a principal office location in close proximity to the Township of Greenwich so as to be able to respond to emergent matters promptly.

5. Must be experienced in planning and zoning and have served as consultant to a Planning and/or Zoning Board.

6. Must be experienced in the preparation of grant applications and dealing with funding agency programs.

7. Must list past and present municipalities Municipal Engineering positions.