

REQUEST FOR QUALIFICATIONS

DEP (W-4) (W-3) WATER LICENSE SERVICES

The Authority is requesting qualifications for a contract to provide Water License Services covering responsibilities as may be needed but not limited to compliance with continuing NJ Department of Environmental Protection ("DEP") requirements for the Authority's water treatment operations.

PROPOSALS DUE June 12, 2018 11:00 AM

Atlantic City Municipal Utilities Authority
401 No. Virginia Ave.
Atlantic City, New Jersey 08401
Attn: Executive Director
Fax: 609-348-5802

QUALIFICATION REQUIREMENTS

- A. This Solicitation and the selected candidate's qualifications may, by reference, become part of any formal contract between the Authority ("ACMUA") and the selected candidates.
- B. All comments and questions concerning this Solicitation for Qualifications must be addressed in writing, via facsimile or mail, to the following:

Atlantic City Municipal Utilities Authority
401 No. Virginia Ave.
Atlantic City, New Jersey 08401
Attn: Executive Director
Fax: 609-348-5802

- C. Selected candidates must be licensed, as appropriate to provide water oversight services in the State of New Jersey, in good standing, and experienced in providing the scope of services required by this Solicitation.
- D. The ACMUA shall have the right to reject any or all qualifications, reject a qualification not accompanied by the information required by the Solicitation, or reject a qualification which is in any way incomplete or irregular.

- E. It is the intent of the ACMUA to award contracts to qualified and responsive candidates submitting Qualifications for Professional Services which are in the best interest of the ACMUA, provided the Qualifications have been submitted in accordance with the requirements of the Solicitation. The ACMUA shall have the right to accept the Statements of Qualifications which in its judgment, are in its own best interest.
- F. Following the evaluation of written Qualifications, candidates may be requested to offer oral presentation to the ACMUA. Failure to comply with such a request will disqualify candidates from consideration.
- G. This Solicitation does not commit the ACMUA to the awarding of a Contract.
- H. Candidates selected shall defend, indemnify and hold harmless the Atlantic City Municipal Utilities Authority, its officers, agents and employees from any and all claims and costs of any nature whether for personal injury, property damage or other liability arising out of or in any way connected with the selected candidate's negligent acts or omissions under the Professional Services Agreement. It is a requirement for consideration that the candidate's declaration page of their malpractice insurance policy be made part of their Qualification package and without it, the candidate's Qualifications will not be considered.
- I. Candidates must be prepared to comply with "Local Unit Pay-to-Play Law" (P.L. 2004, c.19, as amended by P.L. 2005, c. 51) which makes political contributions to municipal candidates and municipal and county political parties in excess of certain thresholds limited in its ability to receive public contracts from the ACMUA.

Proposals will be reviewed and award of contract will be based upon the following criteria:

- Experience and reputation of the firm / individual in the water and/or water treatment field.
- Qualifications of the individual(s) who will perform the required services, and their respective participation
- Experience of the individual(s) as it relates to the particular expertise required to perform the contract

- Ability of the firm/individual to perform the services on a timely basis, including familiarity with the subject matter.
- Experience with or specific knowledge the water treatment oversight as it pertains to this contract

Qualifications submission must include all of the following:

1. Name, address phone and email address of the individual/firm, (if multiple office sites, list all, and indicate corporate office).
2. Biography or history of the firm/individual.
3. List of principals and/or partners (if applicable)
4. Licensure of personnel that would be assigned to Authority matters, including a summary of the educations, qualification, expertise and experience as it relates to the services the Authority requires. Indicate the approximate percentage of work that would be assigned to each individual (if applicable).
5. List of References from at least 2 municipalities for which similar services were provided. Include name, address, phone and contact information,
6. List municipalities currently under contract with the firm
7. Copy of current Certificate(s) of Licensure

One original and (1) copy of the submission package must be submitted to the Authority for consideration. In addition to the above required information, legal firms must provide all documents indicated. Failure to provide all required documents may result in the proposal not being considered.

Additional Pay to Play Requirements

Contractors are advised of the responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Enforcement Commission, pursuant to N.J.S.A. 19:44-20.13 (P.L. 2005, c, 271,s.3), if the contractor receives contracts in excess of \$50,000 in the aggregate from public entities in a calendar year. It is the contractor's responsibility to determine if filing is necessary. The report is due March 30 or each year for reporting for prior year contracts. Additional information on this requirement is available from ELEC at 888-313-3532 or at www.elec.state.nj.us.