

CITY OF RAHWAY

COMPETITIVE CONTRACTING FOR MANAGEMENT CONSULTING SERVICES

Notice is hereby given that sealed proposals will be received by the City of Rahway at 1 City Hall Plaza, Rahway, New Jersey 07065 in accordance with N.J.S.A. 40A:11-4.1 for Management Consulting Services on February 21, 2025 by 10:00AM prevailing time.

Proposal information may be obtained on the City's website: <https://www.cityofrahway.org/474/Purchasing> or from the Department of Revenue and Finance at 1 City Hall Plaza, Rahway, New Jersey 07065. Questions are to be sent in email to aleung@cityofrahway.com.

The Proposal shall be addressed to Anissa Leung, Department of Revenue and Finance, 1 City Hall Plaza, Rahway, New Jersey 07065. Respondents may hand deliver proposals to the Department of Revenue and Finance during business hours from January 31st up to February 21st at 10:00 A.M. Alternatively, submissions may be delivered via common carrier. Respondents are encouraged to use overnight delivery.

Vendors are to provide, in a sealed envelope, one (1) proposal marked "Original", one proposal clearly marked "Copy", and an electronic copy emailed to aleung@cityofrahway.com.

The City will open the RFP, virtually, at 11:00AM on Friday, February 21, 2025 in accordance with LFN 2020-21 via Microsoft Teams. At the time scheduled for the virtual public reading, the Municipal Representative will open all sealed proposals at a public Microsoft Teams meeting. Members of the public may access the meeting starting at 11:00 A.M. on Friday, February 21st. The proposal will be opened at 11:00 A.M. The instructions for the Microsoft Teams meeting are as follows:

- a. Join Microsoft Teams Meeting:
- b. Meeting ID: 294 841 838 379
- c. Password: dr7j2KA2

It is the vendor's responsibility to ensure that proposals are delivered by the submission deadline. Any proposals received after the date and time above will not be considered, regardless of the method of delivery.

The submitting person/agency must be qualified and experienced to conduct services in the proposal. Those not providing written proof of required qualifications and experience will be disqualified.

Vendors are required to comply with N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27 et seq.

The City of Rahway will award this competitive contract in accordance with price and other factors as outlined within N.J.S.A. 40A:11-4.1 et. Seq. and N.J.A.C. 5:34-4.1 et. Seq.

In accordance with N.J.S.A. 40A:11-4.4(d), the summary report of evaluation will be posted on the City's website: <https://www.cityofrahway.org/474/Purchasing> at least 48 hours prior to governing body award.

This proposal is being advertised in accordance with the "Fair and Open basis", and nothing further will be required under the Pay-to-Play legislation (N.J.S.A. 19:44A-20.7).

This Request for Proposals does not constitute a bid and is intended solely to obtain competitive proposals from which the City of Rahway may choose contractor(s) that best meet(s) its needs. It is the intent of the City of Rahway that no statutory, regulatory, or common law bidding requirement apply to this Request for Proposals. The City of Rahway intends to award any contract(s) for these services pursuant to N.J.S.A. 40A:11-5(1)(a)(i).

Heather Capone, City Clerk