

## **REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL ACCOUNTING SERVICES**

### **PUBLIC NOTICE**

NOTICE IS HEREBY GIVEN that the Jersey City Municipal Utilities Authority (“JCMUA”) will be receiving sealed Qualification Statements from qualified accounting firms for the provision of accounting services. All Qualification Statements will be publicly opened and read on **December 11, 2015 at 10:00 A.M.** prevailing time at the JCMUA’s Administrative Offices, at 555 Route 440, Jersey City, New Jersey 07305, in the Anthony J. Fiola Memorial Conference Room.

To be considered, five copies including one CD ROM in a PDF format of a Qualification Statement must be submitted to JCMUA. Any Qualification Statement received after the date and time above will be rejected. Qualifications Statements may be submitted in person, by U.S. Mail certified mail return receipt requested or private courier services. JCMUA will not be responsible for the loss, non-delivery or physical condition of Qualifications Statements sent by mail or courier service. Qualification Statements must be submitted individually in a sealed envelope addressed to the Purchasing Agent. Qualification Statements will be evaluated by the Authority's Staff and General Counsel.

The JCMUA intends to enter into a Professional Services Contract, from January 1, 2016 through December 31, 2016, for the accounting services of a qualified accounting firm on the basis of a fair and open process in accordance with N.J.S.A. 19:44A-20.5 et seq.

During the evaluation process, JCMUA reserves the right, where it may serve the JCMUA’s best interests (in its sole discretion), to request additional information or clarifications regarding Qualification Statements, to waive any technical error, to reject any Qualification Statement, or any part thereof, for any reason whatsoever or to reject all Qualification Statements and abandon the process.

The cost of the preparation and submittal of a Qualification Statement is the responsibility of each Respondent. JCMUA will not, under any circumstances, be responsible for payment of any of the costs or expenses associated with the preparation or submission of a Qualifications Statement.

An entity responding to the Request for Qualifications (“RFQ”) is required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1.1 et seq.. An entity responding to the RFQ must indicate the type of business organization under which it operates, e.g. corporation, partnership, sole proprietorship, or non-profit organization. If an entity is a subsidiary or direct or indirect affiliate of any other organization, it must indicate in the Qualification Statement the name of the related organization and the relationship. If it is a partnership, it shall list the name of all partners and, if it is a corporation, it shall list the names of those stockholders 10% or more of the outstanding stock. See Ownership Disclosure Form.

Also, a Respondent must certify that it has not made and will not make any contributions in violation of the City of Jersey City's Contractor Pay-to-Play Regulations, codified at Section 3-51.1 et seq. of the City Code, and has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19, would bar the award of this contract in the one year period preceding (date of award tentatively scheduled for approval of the contract by JCMUA on December 23, 2015) to any named candidate committee, joint candidates committee, or political party committee representing the elected officials of the City of Jersey City as set forth in Section 3-51.1 et seq. of the City of Jersey City Code or as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

Also, an entity responding to the RFQ must comply with the requirements of P.L. 2004, c. 57, Business Registration of Public Contracts. A Respondent must provide a copy of its Business Registration Certificate either with its Qualification Statement or prior to the award of a contract. Failure to submit a Business Registration Certificate prior to the award of a contract will result in the applicant being removed from consideration to provide the services.

RFQs are available from the Jersey City Municipal Utilities Authority, 555 Route 440, Jersey City, New Jersey 07305, Kevin J. Carr, Purchasing Agent (201) 432-0845 or [k.carr@jcmua.com](mailto:k.carr@jcmua.com) or Lisa Domingues (201) 432-1150 at [l.domingues@jcmua.com](mailto:l.domingues@jcmua.com).

KEVIN J. CARR, RPPO, QPA  
Purchasing Agent