

## **PUBLIC NOTICE**

### **REQUEST FOR QUALIFICATIONS FOR SPECIAL/CONFLICT COUNSEL**

The Jersey City Municipal Utilities Authority (“JCMUA”) is soliciting Qualification Statements from qualified legal firms to perform work on various projects associated with the JCMUA legal needs for the period from January 1, 2016 to December 31, 2016. All Qualification Statements will be publicly opened on **December 11, 2015 at 1:00 PM** at the offices of JCMUA Administration Office at 555 Route 440 Jersey City, New Jersey 07305 in Anthony J. Fiola Memorial Conference Room.

To be considered, four copies and 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. Qualification 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 contract(s), from January 1, 2016 through December 31, 2016 for the provision of special/conflict counsel of a qualified 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 Qualification Statement.

Respondents will work with the JCMUA staff and consultants and responsibilities will include special/conflicts counsel. One or more individuals/firms may be selected to provide these services. The firms shall be reimbursed on the basis of hourly rates as stated in the Request for Qualifications (“RFQ”) for the personnel utilized to complete each task, plus appropriate reimbursements.

In addition, an entity responding to this 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.

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).

An entity responding to this 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 names of all partners and, if any is a corporation, it shall list the names of those stockholders 10% or more of the outstanding stock. See Ownership Disclosure Form.

Requests for Qualifications are available from JCMUA, 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 [l.domingues@jcmua.com](mailto:l.domingues@jcmua.com).

Kevin J. Carr, RPPO, QPA  
Purchasing Agent