

**REQUEST FOR QUALIFICATIONS  
FOR COMMUNITY RELATIONS, PROGRAM INNOVATIONS  
AND GRANT CONSULTING SERVICES**

**PUBLIC NOTICE**

NOTICE IS HEREBY GIVEN that the Jersey City Municipal Utilities Authority (“JCMUA”) will be receiving sealed Qualification Statements for the provision of community relations, program innovations and grant consulting services. All Qualification Statements will be publicly opened on **February 21, 2014 at 1:00 P.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. 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, from February 27, 2014 through December 31, 2014 for the provision of community relations, program innovations and grant consulting services 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.

An entity responding to this 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 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.

Also, 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 with its Qualification Statement.

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