

PROFESSIONAL SERVICES CONTRACT TO BE AWARDED
Thru a “Fair And Open Process” And BY
ESTABLISHED QUALIFICATION CRITERIA

The Merchantville-Pennsauken Water Commission solicits statements of qualification for applicants for appointment to the following professional positions. Responses should address the general criteria and mandatory minimum criteria for the position sought, as well as the selection criteria attached hereto. Responses must be received in the Merchantville-Pennsauken Water Commission, 20 West Maple Ave., Merchantville, NJ 08109 no later than 12:00 PM Friday, July 27, 2007. All responses shall be opened and announced publicly, immediately thereafter by the Chief Operating Officer. Responses will be reviewed by the Commissioners. All appointments will be announced at a public meeting. This appointment may be made at the August 9, meeting of the Water Commission and the term shall expire on June 30, 2008) and will be subject to the execution of an appropriate contract.

Special Counsel

GENERAL CRITERIA: The MPWC desires to appoint a lawyer or firm who will be under contract and available to the Commission for the assignment of special matters including litigation in the Courts of the United States and the Courts of New Jersey, as well as being able to assist if necessary as counsel regarding major developments within the Commissions franchise area. Applicants should demonstrate knowledge of general New Jersey Law, New Jersey Multiple Municipal Water Authority law and New Jersey Municipal Utilities Law, and New Jersey Governmental Contracts Law. Any experience or knowledge of matters directly affecting the Merchantville-Pennsauken Water Commission should be addressed.

MANDATORY MINIMUM REQUIREMENTS:

1. Must be licensed to practice law in the State of New Jersey for a period of not less than Five (5) years preceding the proposed appointment, and eligible to appear before all state and federal courts in New Jersey.
2. Must have a minimum of Three (3) years experience in the representation of New Jersey Municipal Utilities.
3. Must list past and present government authorities represented and in what capacity.
4. Must maintain a bona fide principal office in the State of New Jersey.
5. Must have sufficient support staff available to provide all general legal services required by the MPWC including, but not limited to, legal research, preparation of resolutions, preparation of contracts and other legal documents.
6. List the public entities which have been represented in the last five(5) years.

SELECTION CRITERIA

The selection criteria to be used in awarding a contract for the services described herein shall include:

1. Qualifications of the individuals who will perform the tasks and the amounts of their respective participation;
2. Experience in providing the professional services requested by the Merchantville-Pennsauken Water Commission and references related thereto (Note: If an individual or firm has been involved in business mergers the Commission will consider length of service to include work performed by the original business entity);
3. Ability to perform the tasks in a timely fashion, including staffing and familiarity with the subject matter and the Merchantville-Pennsauken Water Commission and the Borough of Merchantville and the Township of Pennsauken as well as the entire franchise area;
4. Location (distance) of primary office in relation to the Merchantville-Pennsauken Water Commission Administrative Offices.
5. Recent, current and projected work load of the individual or firm.
6. Thoroughness and completeness of the applicant's submittal or prior work product.
7. All things being equal a preference will be shown first to residents of the host communities and secondly to residents of the franchise areas.
8. Any familiarity, experience or position in dealing with the parent/host municipalities will be considered.

The Merchantville-Pennsauken Water Commission shall award a contract to the firm that best meets the needs and interests of the Merchantville-Pennsauken Water Commission and of the host communities.

The Merchantville-Pennsauken Water Commission reserves the right to negotiate the terms and conditions of a contract with the successful firm or individual to obtain the most cost effective use of public dollars.