

**Town of West New York
Hudson County, NJ
Notice for R.F.P.s
(Request for Proposals)**

Request for Proposals will be received by the **Town Clerk** of the Town of West New York, in the County of Hudson, New Jersey, at the **Town Clerk's Office** in the Municipal Building, 428-60th Street, West New York, N.J. **on the dates and at the times listed below** for the following, in accordance with the Request for Proposals now on file in the office of the Town Clerk, Municipal Building, 428-60th Street, West New York, N.J., where same may be obtained during office hours from 9:00 a.m. to 4:00 p.m. or on **Town's website** www.westnewyorknj.org:

Engineering Services	November 14, 2016 at 9:30 am
ABC prosecutor	November 14, 2016 at 10:00 am
Tax appeal counsel	November 14, 2016 at 10:30 am
Planning Board Counsel	November 14, 2016 at 11:00 am
Zoning Board Counsel	November 14, 2016 at 11:30 am
Corporation Counsel	November 14, 2016 at 1:30 pm
Special Construction Code litigation Counsel	November 14, 2016 at 2:00 pm
Public Defender	November 14, 2016 at 2:30 pm
Prosecutor	November 14, 2016 at 3:00 pm
Third Party Administrator for workers compensation and tort claims	November 14, 2016 at 3:30 pm
Risk Manager for property and casualty insurance	November 14, 2016 at 4:00 pm

All RFPs shall be submitted in sealed envelopes addressed to the Town Clerk of West New York, the envelope shall have marked conspicuously on its face on the top right-hand side in letters not less than one inch the word **“Request for Proposals”** followed immediately below those words in letters not less than one half inch high: **“Request for Proposals for (insert whichever title you are submitting a response)” for the Town of West New York”** and underneath that **“To be received on the dates and at the times listed below” Proposals will not be accepted by facsimile transmission or e-mail.**

Requests for Proposals are available in the Office of the Purchasing Agent, 428 – 60th Street, West New York, NJ (telephone no. 201-295-5147; fax no. 201-662-9027) or on **Town's website** www.westnewyorknj.org. Proposals shall be submitted on the forms provided and shall be in accordance with the specifications contained in the Request for Proposals.

The Town intends to award any contract for these services pursuant to N.J.S.A. 40A:11-5.

If RFPs are to be accepted by mail or courier, the RFPs must be placed in an outer envelope, which on the top right-hand side shall clearly designate in the same manner as set forth above, the same size and information. The inner envelope shall have specifically placed in the center the same information as set forth above and on the bottom left-hand side the name and address of the Respondent.

Proposals are being solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.5 et seq. Responders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. (P.L.

1975, c. 127 as amended) and N.J.A.C. 17:27-1.1 et seq.

Respondents must submit an **original and three (3) copies** of their Proposal to the designated contact person or designee:

Carmela Riccio, Town Clerk
West New York Municipal Building
428 – 60th Street (Room 2)
West New York, NJ 07093

The Town of West New York reserves the right to reject any or all Proposals, to waive any informalities or to accept a Proposal which, in its judgment, best serves the interest of the Town

Dated: October 20, 2016

By Order of the Mayor and Board of
Commissioners of the Town of West New York

Carmela Riccio, RMC
Town Clerk