

# **MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY**

## **REQUEST FOR PROPOSAL**

### **ENGINEER**

Monmouth County Bayshore Outfall Authority, a county outfall authority located on 200 Harbor Way, Belford, New Jersey 07718 through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 *et seq.* is soliciting proposals from qualified professional for the position of Engineer from February 6, 2012 to February 5, 2013. The Authority will be appointing one professional/firm to the position/appointment.

### **POSITION / APPOINTMENT**

The position of Engineer consists of performing those duties as prescribed in accordance with generally accepted engineering standards and the laws and regulations of the State of New Jersey, together with such other engineering or consulting services as may be directed or assigned by the Executive Director.

### **EVALUATION**

Proposals will be evaluated by Monmouth County Bayshore Outfall Authority on the basis of the most advantageous, with due consideration to the qualifications and experience of the respondent and quotations submitted and a number of other factors and criteria. The evaluation will generally consider the following criteria:

- (A) Experience and reputation in the general field of Sewerage Authority Engineering, and consulting and related procedures, including providing engineering advice and assistance, maintaining Authority drawings and records, supervision of various Authority projects and contracts and related services. As a minimum qualification, the professional to be appointed Authority Engineer should have 15 years experience as a Registered Professional Engineer actively engaged in authority and public entity engineering services, including significant experience as an Engineer preferably in Authorities of comparable size to the Monmouth County Bayshore Outfall Authority. The responding professional engineer should be supported by a firm with sufficient professional/support staff to adequately provide services to the Authority. The Authority will evaluate the professional's experience in relevant areas of authority engineering services and procedures, and the experience and reputation of the responding professional as an Engineer.
- (B) Specific knowledge relevant to the Authority engineering requirements and on-going engineering matters and procedures. The Authority will give due weight to the familiarity of the responding professional engineer with prior and on-going Authority engineering projects and procedures and the capability and ability of the professional to continue such matters, and the benefits obtained by reason of continuity in such matters. This should include experience with ocean outfalls, large diameter force

mains, pumping station with pumps 400 hp or greater, electric power and control systems, variable frequency drives and equalization lagoons.

- (C) Availability to accommodate the needs of the Authority. As reasonable accessibility is relevant consideration, the professional engineer/firm should have its office within reasonable distance to the Monmouth County Bayshore Outfall Authority. The position requires extensive interaction with Authority employees and officials, regular attendance at various project sites within the County and meetings and conferences regularly. The responding engineer/firm should provide details of adequate professional/support staff at its office so as to adequately provide for the Authority's services.
- (D) Ethics Issues. As integrity and ethics are critical considerations, the responding professional engineer must certify that the professional has never been reprimanded, censured, or suspended for ethics infractions by the applicable professional licensing authority of Board. A professional who has been reprimanded, censured, or suspended is disqualified.
- (E) Other factors if in the best interest of the Monmouth County Bayshore Outfall Authority.

## **PROPOSALS**

Proposals must be in writing and include the following:

- (A) The Name of the professional engineer seeking the position and the firm the professional is affiliated with. The resume and/or a detailed summary of the professional's experience and qualifications relevant to the positions, including a detailed statement of the professional/firm's current and past professional experience appointment/positions, important or relevant work relative to the positions and the periods during which performed.
- (B) The location and facilities that the professional will be available at providing services from, and a summary of the firm's staffing and organization.
- (C) A statement certifying that the professional, has never been reprimanded, censured, or suspended for ethics violations by the applicable licensing agency or Board.
- (D) Fee Proposal.

## PROPOSAL SUBMISSION

The Proposal (10 copies) must be received by the Monmouth County Bayshore Outfall Authority, Executive Director, 2, Harbor Way, Belford, NJ 07718, in a sealed envelope marked "Engineer" on or before January 18, 2012 at 10:00 a.m. Proposal submitted by facsimile or e-mail will not be accepted. Proposals will be publicly opened in the Conference Room at Monmouth County Bayshore Outfall Authority on January 18, 2012 at 10:00 a.m.

After receipt the Monmouth County Bayshore Outfall Authority will review and evaluate the proposals and qualifications. In the absence of unusual circumstances, the Monmouth County Bayshore Outfall Authority anticipates adopting a resolution appointing the Engineer on February 6, 2012 at their regular Meeting.

The Authority reserves the right to reject any and all proposals and waive any informality to the extent that it is lawful and in the best interest of the Authority. To the extent permitted by law, the Authority reserves the right to negotiate with qualified attorneys.

Any questions regarding this proposal/process should be submitted in writing to **Barbara Vilanova, Secretary, Monmouth County Bayshore Outfall Authority, 200 Harbor Way, P.O. Box 184, Belford, New Jersey 07718.**