

# **THE TOWNSHIP OF HILLSBOROUGH MUNICIPAL UTILITIES AUTHORITY**

## **REQUEST FOR QUALIFICATIONS & PROPOSAL**

### **PROFESSIONAL GENERAL LEGAL COUNSEL**

The Township of Hillsborough Municipal Utilities Authority (TTHMUA) is issuing a Request for Qualifications & Proposal (RFQ/RFP) from Attorneys licensed to practice in the State of New Jersey to provide professional general legal services, to give routine legal advice and opinions, to examine and draft pertinent legal documents, to attend meetings as requested, to defend and prosecute litigation, to be available as needed for consultation with the TTHMUA and staff and to handle all requested legal work in the interest of the TTHMUA **from March 1, 2022 to February 28, 2023.**

Proposals are being solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq. The required submittal forms to be submitted with the RFP's can be found on our website at [www.hillsboroughmua-nj.org](http://www.hillsboroughmua-nj.org).

Proposals will be evaluated by TTHMUA on the basis of the most advantageous, price and other factors considered. The evaluation will consider:

- a. Experience and reputation in the field.
- b. Knowledge of the TTHMUA and the subject matter to be addressed under the contract.
- c. Availability to attend all required meetings of the Authority.
- d. Designated professional and support staff and location of firm's offices.
- e. References in general.
- f. Compensation proposal.
- g. Other factors if demonstrated to be in the best interest of the TTHMUA.

Selection of General Legal Counsel shall be based solely on the TTHMUA's evaluation of the submitted material and the criteria set forth in this document. The TTHMUA reserves the right to negotiate the terms and conditions of the contract with the successful firm or firms to obtain the most advantageous outcome for the TTHMUA.

Proposals (three copies) must be submitted in writing in a sealed envelope bearing the name and address of the Proposer and the words "General Legal Counsel." Proposals shall be sent to the Qualified Purchasing Agent of the Township of Hillsborough Municipal Utilities Authority, located at 220 Triangle Road, Suite 234, Hillsborough NJ 0884 no later than **Friday, January 21, 2022 at 10:00 A.M.**, at which time all proposals shall be opened.