

THE TOWNSHIP OF HILLSBOROUGH MUNICIPAL UTILITIES AUTHORITY

REQUEST FOR QUALIFICATIONS & PROPOSAL

PROFESSIONAL SPECIAL COUNSEL

The Township of Hillsborough Municipal Utilities Authority (TTHMUA) is issuing a Request for Qualifications & Proposal (RFQ/RFP) from Special Counsels licensed to practice in the State of New Jersey who specialize in Authorities to provide professional legal services, to give legal advice and opinions, to be available as needed for consultation with the TTHMUA and staff and, in general, to handle special legal work pertaining to the interest of the TTHMUA, as needed, 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.

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 accommodate any required meetings of the Authority.
- d. References in general; please note any experience in Authority law.
- e. Compensation proposal.
- f. Other factors if demonstrated to be in the best interest of the TTHMUA.

Selection of Special 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 "Special 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.