

PUBLIC NOTICE
BOROUGH OF ELMER
NOTICE OF RFP SOLICITED FOR LICENSED OPERATOR IN DIRECT RESPONSIBLE
CHARGE/OPERATIONS MANAGER OF THE ELMER BOROUGH WATER
DEPARTMENT

Please take notice in accordance with N.J.S.A. 40A:11-5 and N.J.S.A. 19:44A-20.5 et seq., through the fair and open process, the Borough of Elmer, Salem County, is seeking proposals for LICENSED OPERATOR IN DIRECT RESPONSIBLE CHARGE/OPERATIONS MANAGER OF THE ELMER BOROUGH WATER DEPARTMENT for 2021.

Sealed proposals for professional services for LICENSED OPERATOR IN DIRECT RESPONSIBLE CHARGE/OPERATIONS MANAGER OF THE ELMER BOROUGH WATER DEPARTMENT will be received by the Borough Clerk on Thursday, December 3, 2020, on or before 1:00 P.M. prevailing time in the Council Room of the Elmer Borough Municipal Building, 120 South Main Street, Elmer, NJ 08318, at which time and place the sealed proposals will be opened in-person following recommended CDC guidelines (masks & social distancing required). Requests to obtain specifications and proposal forms should be made by contacting the Borough Clerk via email at clerk@elmerboroughnj.com, by phone (856) 358-4010 x110, or by visiting www.elmerboroughnj.com.

Proposals must be enclosed in an opaque sealed envelope bearing the name and address of the applicant and the words "RFP Licensed Operator Borough of Elmer Water Department". Sealed proposals should be addressed to Sarah Walker, Clerk, Borough of Elmer, 120 South Main Street, P.O. Box 882, Elmer, NJ 08318 and may be sent by mail, presented in person to the Borough Clerk by appointment by calling (856) 358-4010 x110, or placed in the mail slot located next to the south side entrance of the Borough Hall, 120 S. Main St., Elmer NJ, 08318. Leave a voicemail for the Clerk for any proposals placed in the drop box. Please submit one original proposal and one unbound copy.

Applicants are required to comply with the requirements of P.L. 1975, c.127 (Affirmative Action) and P.L. 2004, c.57 (Business Registration). Applicants are also required to submit a Statement of Ownership with their RFP as required by P.L. 1977, c.33 (Disclosure of Ownership). If awarded a contract your company/firm shall be required to comply with the requirements of N.J.S.A. 10:5-31 et.seq. and N.J.A.C. 17:27. Therefore, please include an original Contract, Affirmative Action Certificate, Exhibit A Language, and a Certificate of Employee Information Report.

The Elmer Borough Council reserves the right to reject any and all proposals, and further reserves the right to waive minor irregularities and immaterial variances or formalities in the proposals received and to accept any proposal which is deemed most favorable to the Borough of Elmer, County of Salem, New Jersey at the time and under the conditions stipulated.

The Borough is not responsible for the loss or destruction of any proposals mailed or delivered to the Borough Clerk prior to the time set for the proposal opening. Notice is hereby provided that any proposals and documents submitted in response to prior solicitation notices shall not be considered in the process of the appointment or award of these professional service contracts.

Sarah D. Walker, Borough Clerk
11/19/2020