TOWNSHIP OF MULLICA – COUNTY OF ATLANTIC

ADVERTISEMENT - REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL SERVICES

TOWNSHIP OF MULLICA REQUEST FOR PROPOSALS FOR 2027 PROFESSIONAL SERVICES PURSUANT TO THE FAIR AND OPEN PROCESS IN ACCORDANCE WITH N.J.S.A. 19:44A-20.5 et. seq.

Notice is hereby given that sealed proposals will be received by the Township of Mullica, Atlantic County, State of New Jersey, at its offices located at 4528 S White Horse Pike, PO Box 317, Elwood, NJ 08217, on or before Monday November 30, 2026 at 10:00am, prevailing time, for the following:

Planning Board Solicitor
Planning Board Engineer

The purpose of this Request for Proposals is to solicit interest from qualified firms and/or individuals to provide professional services for the Township of Mullica for the term commencing January 1, 2027 to December 31, 2027. A qualified firm and/or individual will be selected through a competitive, quality-based, fair and open process at the sole discretion of the Township Committee. RFP documentation can be requested from the Municipal Clerk Monday-Friday, 8:30am-4:00pm. Specifications are also available on the Township's website: www.mullicatownship.org. Sealed proposals, clearly indicating on the envelope Request for Proposal and the position being applied for shall be submitted to the Municipal Clerk on or before the beforementioned date, time, and location at which time all proposals will be publicly opened.

It is recommended that each proposal package be hand-delivered. The Township assumes no responsibility for delays in any form of carrier, mail, or delivery service causing the proposal to be received after the above-listed due date and time. Any proposals received after said opening, whether by mail or otherwise, will be deemed non-responsive. No proposals will be accepted after the date set forth above. The Township reserves the right to reject any and all proposals, in whole or in part, and to waive any immaterial defect or informality in any proposal as may be permitted by law.

Katie M. Rabush
Planning Board Secretary

TOWNSHIP OF MULLICA – COUNTY OF ATLANTIC

ORGANIZATION REQUESTING QUALIFICATIONS

Mullica Township
4528 White Horse Pike
PO Box 317
Elwood, NJ 08217

CONTACT PERSON

Katie Rabush
Planning Board Secretary
planning@mullicatownship.org
(609) 561-0064 x145

OR

Monica Newton
Municipal Clerk
mnewton@mullicatownship.org
(609) 561-0064 x115

PURPOSE OF REQUEST

The Township of Mullica is soliciting for Professional Service Contracts during the calendar year of 2027. This Request for Qualification "RFP" will serve as a source of reference for the Township regarding the hire of an individual and/or a company for a particular professional service during this contract period. Submissions will be evaluated in accordance with the criteria set forth in this RFP. Submission of the RFP does not guarantee the Township will hire your company during the contract year. The RFP process allows the Township to be compliant with the "Pay to Play" rules and regulations of the State of New Jersey. This RFP represents a "Fair and Open" process in which the Township of Mullica may secure professional services throughout the 2027 calendar year period.

PERIOD OF CONTRACT

In the event respondent's services are chosen during 2027 contract period, the successful respondent may be required to execute the Township's form contract, which includes the indemnification, insurance, termination, and licensing provisions. The Township Committee shall approve such contracts by way of resolution.

It is also agreed and understood that the acceptance of the final payment by a contractor shall be considered a release in full of all claims against the Township arising out of, or by reason of, any work completed and/or material furnished under such contract.

GENERAL INFORMATION ABOUT THE TOWNSHIP OF MULLICA

The Township of Mullica operates under the Township Form of Government pursuant to N.J.S.A. 40A:63-1. And has a combined Planning and Zoning (Land Use) Board. The Township is approximately 55 square

miles; has a population of 6,020; an annual operating budget of approximately $5 million; and 35 employees. The entire Township is subject to the rules and regulations of the New Jersey Pinelands Commission. The Township Committee generally meets the fourth Tuesday of each month as well as special meetings on an as-needed basis. The Township is a member of the Atlantic County Municipal Joint Insurance Fund.

The Township Planning Board generally meets the first Wednesday of each month.

The following are contained within the Township's 55 square miles:

- Pinelands Protection Areas
- CAFRA (Coastal Area Facility Review Act)
- Large Areas of Woodlands
- Rural Residential Development
- Parks and Recreation Areas
- Closed Landfill
- Transfer Station
- Four (4) separately incorporated Volunteer Fire Companies
- One (1) Volunteer Recreation Association.

SECTION 1.

The following is a brief description of the professional services needed, including, where appropriate, a description of tasks involved and minimum requirements. Services are not limited to what is described hereinbelow.

Planning Board Solicitor - Minimum five years' experience in representing Land Use Boards and/or municipalities. Knowledge of the Pinelands Commission's rules and regulations and Municipal Land Use Law. Experience in preparing decisions and resolutions of approval and denial. Must be a licensed attorney in the State of New Jersey.

Planning Board Engineer – Minimum five years' experience in representing Land Use Boards and/or municipalities. Knowledge of Pinelands Commission's rules and regulations. Knowledge of Municipal Land Use Law; Planners on staff. Must possess of applicable licenses to perform general engineering in the State of New Jersey.

TOWNSHIP OF MULLICA – COUNTY OF ATLANTIC

SECTION 2

INTRODUCTION OF GENERAL INFORMATION

2.1 Introduction and Purpose

The Township of Mullica is soliciting Qualification Statements from interested persons and/or firms for the provision of various Professional Services for the Township of Mullica. Through a Request for Qualification (RFP) process described herein, the Township will create a prequalified list of professionals that can provide such services. The Township will first consider companies for such services that respond to this RFP. The Qualification Statement submission shall include all the information required to be included as described herein. The Township intends to qualify respondents' professional and administrative capabilities to provide proposed services, and who will agree to work under the compensation terms and conditions determined by the Township.

2.2 Procurement Process and Schedule

The selection of Qualified Respondents is not subject to the bidding provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. The selection is subject to the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4 et seq. The Township has structured a procurement process to assure that each person and/or firm is provided an equal opportunity to submit a Qualification Statement in response to the RFP. Qualification Statements will be evaluated in accordance with criteria set forth in Section 2 of this RFP, which will be applied in the same manner to each Qualification Statement received. Respondents agree to at all times abide by all requirements of the New Jersey law, including, but not limited to the aforementioned "Pay-to-Play" laws, as well as any and all relevant Executive Orders and the New Jersey Election Law Enforcement Commission disclosure requirements.

2.3 Conditions Applicable to RFP

Upon submission of a Qualification Statement in response to this RFP, the Respondent acknowledges and consents to the following conditions:

- This RFP does not commit the Township of Mullica to issue a Request for Proposal.

- The Township reserves the right to exercise its judgment to weigh the relative merit and deficiencies, if any, in all responses and commits. The Township reserves the right to reject for any reason, all responses and components thereof and eliminate any and all Respondents submitting this RFP from consideration.

- The Township reserves the right (in its sole judgment) to reject any Respondent that submits incomplete responses to this RFP, or a Qualification Statement that is not responsive to this RFP.

- The Township reserves the right, without prior notice, to supplement, amend, or otherwise modify this RFP, or otherwise request additional information.

- All Qualification Statements shall become the property of the Township and will not be returned.

- All Qualification Statements will be made available to the public at the appropriate time, as determined by the Township (in the exercise of its sole discretion) in accordance with the law.

- The Township may request Respondents to send representatives to the Township for interviews.

- Neither the Township, nor its respective staff, consultants nor advisors shall be liable for any claims for damages resulting from the solicitation or preparation of the Qualification Statement. There shall be no reimbursement to Respondents for the cost of preparing and submitting a Qualification Statement for participating in this procurement process.

2.4 Addenda or Amendments to RFP

During the period provided for the preparation of responses to the RFP, the Township may issue addenda, amendments or answers to written inquiries. Those addenda will be noticed by the Township and will constitute a part of the RFP. All responses to the RFP shall be prepared with full consideration of the addenda issued prior to the proposal submission date.

SECTION 3

3.1 Standard Requirements of Technical Qualifications

Respondents shall submit technical qualifications which contain the following:

1. Business name, the principal place of business, and if different, the place where services will be provided.

2. Respondents' relevant experience.

3. The education, qualifications, experience, and training of all persons who would be assigned to provide services along with their names and titles.

4. A listing of all other engagements where services of the types proposed were provided in the past. This should include other municipalities, businesses, other government entities or private individuals where applicable. Contact information for references must be provided.

5. Where required, a statement shall be provided the Respondent is licensed by the State of New Jersey and such license is in good standing.

6. The attached submission form can be replaced with Respondent's resume provided all questions are addressed.

TOWNSHIP OF MULLICA – COUNTY OF ATLANTIC

3.2 Mandatory Submission Forms

1. Affirmative Action Certification
2. Non-Collusion Affidavit
3. Stockholder Disclosure Statement
4. Business Registration Certification
5. Iranian Disclosure Statement

3.3 Cost Analysis

Respondents should submit a cost proposal which would include any proposed retainer, the services to be provided at a flat rate, or if all or any services will be billed through hourly rates, provide a list of established rates. The Township shall, in its discretion, provide a fee schedule with hourly rates depending on the nature of the matter. By submission of a proposal, the Respondent acknowledges and agrees to adhere to the Township's fee schedule.

3.4 Submission Evaluation

When the Township is in need of a particular service, the Township will select the most advantageous submission based on all of the evaluation factors set forth in this RFP.

Each submission must satisfy the objectives and requirements detailed in this RFP. The successful Respondent shall be determined by an evaluation of the total content of the qualifications submitted. The Township reserves the right to:

- Not select any of the submissions or select only portions of a particular Respondent's qualifications for further consideration (however Respondents may specify portions of proposal that they consider "bundled").

- Award a contract for the requested services at any time within the 12-month contract period after review of the qualifications and approval by Township Committee by resolution. Respondents acknowledge that every submission shall be valid through this time period.

3.5 Submission Limitations

This RFP is not intended to be an offer, order, or contract and should not be regarded as such, nor shall any obligation or liability be imposed on the Township by issuance of this RFP. The Township reserves the right to refuse any submission.

3.6 Use of Information

Any specifications, drawings, sketches, models, samples, data, computer programs, documentation, technical or business information and the like, furnished or disclosed by the Township to the Respondent in connection with this RFP, shall remain the property of the Township. When in tangible form, all copies of such information shall be returned to the Township upon request. Unless such information was previously known to the Respondent, free of any obligation to keep it confidential, or has been or is subsequently made public by the Township or a third party, it shall be held in confidence by the Respondent, shall be used only for the purposes of this RFP and shall not be used for other purposes except upon such terms and conditions as may be mutually agreed upon in writing.

3.7 General Terms and Conditions

1. The Township reserves the right to reject any or all submissions, if necessary, or waive any inconsistency in the submission.

2. In case of failure by the successful Respondent, the Township may procure the articles or services from other sources, deduct the cost of the replacement from money due the Respondent under the contract and hold the Respondent responsible for any excess cost.

3. The Respondent shall maintain sufficient insurance to protect against all claims under Worker's Compensation, General, Professional, and Automobile Liability, as may be required.

4. Each submission must be signed by a person authorized to do so.

5. The Township assumes no responsibility for submissions received after designated date and time due.

6. By submission of qualifications, the Respondent certified that the services to be furnished will not infringe upon any valid patent, trademark or copyright.

7. The successful Respondent shall, at its expense, defend any and all actions or suits charging such infringement, and will save the Township harmless.

8. No Respondent shall influence or attempt to influent or cause to be influenced any Township Officer, Official or employee to use their office capacity in any manner.

9. No Respondent shall influence, or attempt to influence, any Township Officer, Official or employee to use their capacity to secure unwarranted privileges or advantages for Respondent.

10. Should any differences arise between the contracting parties as to the meaning or intent of these instructions or specification, the Township's decision shall be final and conclusive.

11. The Townships shall not be responsible for any expenditure of monies or other expenses incurred by Respondent in making its submission for consideration.

12. All necessary form required by the RFP shall be completed and submitted as part of Respondent's submission.

SECTION 4

4.1 Instructions for Submission

Respondents shall submit an original and one (1) copy of their Qualification Statement.

Designated Contact Person:

Township of Mullica
4528 S. White Horse Pike
PO Box 317
Elwood, NJ 08217
Katie M. Rabush
Planning Board Secretary
609-561-0064 x145

Submissions must be received Monday, November 30, 2026 at 10:00am. Delivery methods are US mail, UPS, FedEx, or hand delivery.

To be responsive, Qualification Statements must provide all requested information and conform to instructions. Qualification Statements and related information must be signed by Respondent.

All Respondents hereby agree to work under the terms and conditions as set by the Township.
If awarded a contract by Resolution during 2027 calendar year, that contract will be in effect through December 31, 2027

SECTION 5

5.1 Evaluations

The Township's objective by soliciting Qualification Statements is to establish a pre-qualified group of professionals that will provide high quality and cost-effective services to the Township. The Township will consider Qualification Statements of firms and individuals, in the Townships judgment, that have demonstrated the capability and willingness to provide high quality services to the citizens of the Township in the manner described in the RFP. The Township will evaluate proposals with the following criteria:

Ranking Percentage and Criteria for Evaluations

50%	Knowledge and Related Experience

25% Knowledge and Related Experience in the respective field

15% Cost details, including the hourly rates of each of the individuals who will perform certain services and time estimates for each individual, and all expenses (if applicable).

10% Other factors demonstrated to be in the best interest of the Township.

END OF INSTRUCTIONS

TOWNSHIP OF MULLICA – COUNTY OF ATLANTIC

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)
N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. l7:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and

labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302
(electronically provided by the Division and distributed to the public agency through the Division's website at www.state.nj.us/treasury/contract_compliance)

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27**.

AFFIRMATIVE ACTION REGULATIONS N.J.S.A. 10:5-31, et seq. (N.J.A.C. 17:27)

If awarded a contract, the Bidder will be required to comply with the requirements of N.J.S.A. 10:531, *et seq.,* and N.J.A.C. 17:27 within five (5) days after receipt of the notification of intent to award the contract, the Bidder shall present one of the following:

1. Appropriate evidence that the Contractor is operating under an existing federally approved or sanctioned affirmative action program; or
2. A Certificate of Employee Information Report Approval issued in accordance with N.J.A.C. 17:27-4; or
3. An initial Employee Information Report consisting of forms provided by the Affirmative Action Office and completed by Contractor in accordance with N.J.A.C. 17:27-4.

The Bidder must submit no later than three (3) days after the signing of the Contract an Initial Project Manning Table consisting of forms provided by the Affirmative Action Office and completed by Contractor in accordance with N.J.A.C. 17:27-7.

NO BIDDER MAY BE ISSUED A CONTRACT UNLESS THEY COMPLY WITH THE AFFIRMATIVE ACTION REGULATIONS OF N.J.S.A. 10:5-31, et seq.

The following questions must be answered by all Bidders:

1. Do you have a federally-approved or sanctioned Affirmative Action Program?

Yes (If yes, submit a copy of such approval.) No _____.

2. Do you have a State Certificate of Employee Information Report approval?

Yes (If yes, submit a copy of such approval.) No _____.

The undersigned Bidder certifies that he is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31, *et seq.,* and agrees to furnish the required documentation pursuant to the law.

COMPANY: NAME:

SIGNATURE: TITLE:

NOTE: A **bid must be rejected as non-responsive if a Bidder fails to comply with requirements of** N.J.S.A. 10:5-31, et seq., within the time frame stipulated.

AFFIDAVIT OF NON-COLLUSION

The undersigned bidder of full age, being duly sworn according to law depose and hereby specifically certifies that:

A. To the best of the bidder's knowledge and belief, the annexed bid proposal for this project has not been prepared in collusion with any other bidder of like item or services and the prices, discounts, terms and conditions thereof have not been directly or indirectly communicated by or on behalf of the bidder to any person other than *the* recipient of the bid and will not be communicated *to any* person prior to the official opening of the bid.

B. The bidder fully understands that no premiums, rebates, or gratuities are permitted either with, prior to, or after signing of contract. Any violation will result in cancellation and removal from the bid list.

C. The bidder further certifies that the undersigned has the necessary authority, to sign this stipulation stating that the bidder has not entered into any agreement, or otherwise taken any action in restraint of free competitive bidding in connection with this bid.

All references to the bidder are understood to include the undersigned and all principals, partners and officers of the bidder.

(Signature) _____

Subscribed and sworn to

Before me this day _____ of 20 _____

AFFIANT _____

NOTARY PUBLIC OF

MY COMMISSION EXPIRES: _____

TOWNSHIP OF MULLICA – COUNTY OF ATLANTIC

INSURANCE REQUIREMENTS AND ACKNOWLEDGEMENT FORM

Upon execution of a contract with the Township, the vendor shall provide at its own cost and expense proof of the following insurance to the Township:

I. Workers' Compensation - Statutory - in compliance with the Compensation Law of the State of New Jersey

II. General Liability - With a minimum combined single limit of liability per occurrence for bodily injury and property damage of one million ($1,000,000) dollars with a minimum annual aggregate of two million ($2,000,000) dollars. The Township of Mullica shall be listed as an "additional insured".

III. Automobile Liability Insurance - With a minimum combined single limit of liability per accident of one million ($1,000,000) dollars for bodily injury and property damage. This insurance must include coverage for owned, hired, and non-owned automobile.

IV. Professional Liability Insurance- A minimum limit of liability of one million ($1,000,000) dollars per incident and in the annual aggregate.

Failure by the vendor to supply written evidence of the insurance coverages listed above upon execution of the contract shall result in default of the contract.

The insurance companies for the above coverages must be licensed by the State of New Jersey and acceptable to the Township. The vendor shall take no action to cancel or materially change any of the insurance required under this Agreement without the Township's prior approval. The maintenance of insurance under this section shall not relieve the vendor of any liability greater than the insurance coverage.

Indemnification: Vendor shall indemnify, save harmless and defend the Municipality, its elected and appointed officials, its employees, agents, volunteers and others working on behalf of the Municipality, from and against any and all claims, losses, costs, attorney's fees, damages or injury including death and/or property loss, expense claims or demands arising out of or caused or alleged to have been caused in any manner by a defect in any equipment or materials supplied under this Contract or by the performance of any work under this Contract, including all suits or actions of every kind or description brought against the Municipality, either individually or jointly with Vendor for or on account of any damage or injury to any person or persons or property, caused or occasioned or alleged to have been caused by, or on account of, the performance of any work pursuant to or in connection with this Contract, or through any negligence or alleged negligence in guarding the work or through any act, omission or fault or alleged act, omission or fault or alleged act, omission or fault of the Vendor, its employees, Subcontractors or agents or others under the Vendor's Contract.

Acknowledgement of Insurance Requirement*:*

_____ _____

(Signature) (Date)

_____

(Printed Name and Title)

TOWNSHIP OF MULLICA – COUNTY OF ATLANTIC

STOCKHOLDER DISCLOSURE CERTIFICATION

I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned. _____

I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned. _____

PLEASE CHECK TYPE OF BUSINESS ORGANIZATION:

Partnership ____ Limited Partnership ____ Limited Liability Corp ____

Corporation ____ Sole Proprietorship ____ Limited Liability Partnership ___

Subchapter S Corp ____

PLEASE CHECK APPROPRIATE BOXES AND SIGN BELOW

Name: _____

Address: _____

_____

Stockholders

Name: _____

Address: _____

_____

Name_____

Address: _____

_____

_____ _____

Owner or Representative Signature Print Name & Title

NOTARY PUBLIC

Sworn before me this _____ day of _____2026.

_____

NON-CONFLICT OF INTEREST CERTIFICATION

REQUEST FOR QUALIFICATIONS

_____
(Title of RFP)

The undersigned certifies to the Township of Mullica, County of Atlantic, State of New Jersey that in performing services to the Township he/she is aware of no circumstance that would constitute a conflict of interest, financial or otherwise, between him/her (or his/her firm) and the interests of the Township.

The undersigned certifies that he/she has made a search of his/her firm's client base and has executed this certification subsequent to such search.

The undersigned acknowledges this a continuing certification, and shall remain in effect for the term of the services contained in the solicited request for qualifications.

I certify that the foregoing statements made by me are true and accurate to my personal knowledge; I am making this certification in good faith. I am aware that if any of the foregoing statements made by me are false, the Township is free to terminate any professional service agreement entered into with the undersigned and/or his or her firm.

Certifying Official:

PRINT NAME: _____

SIGNED BY: _____

TITLE: _____

DATE: _____

TOWNSHIP OF MULLICA – COUNTY OF ATLANTIC

TOWNSHIP OF MULLICA, NEW JERSEY

Professional Service Contract
Qualification and Costs Submission Form

Note: A separate resume can be attached.

1. Please provide the name and address of Names and roles of the individuals who will perform the services and description of their education, municipal experience and experience with projects similar to the services contained herein including their education, degrees and certifications.

_____

_____

_____

_____

_____

_____

2. References and record of success of same or similar service.

_____

_____

_____

_____

_____

_____

_____

TOWNSHIP OF MULLICA – COUNTY OF ATLANTIC

3. Description of ability to provide the services in a timely fashion (including staffing, familiarity and location of key staff.

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4. Cost details, including the hourly rates of each of the individuals who will perform services, and all expenses:

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Authorized Representative_____ (print name)

Authorized Representative_____ (signature)

Telephone #_____

FAX #_____

TOWNSHIP OF MULLICA – COUNTY OF ATLANTIC

TOWNSHIP OF MULLICA – COUNTY OF ATLANTIC

ACKNOWLEDGEMENT OF CORRECTIONS, ADDITIONS AND DELETIONS FORM

I, _____ of the firm

_____ hereby acknowledge

that any corrections, additions and/or, deletions have been initialed

and dated in this Submission Package.

_____
(Signature)

_____
(Date)

TOWNSHIP OF MULLICA – COUNTY OF ATLANTIC

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN

Proposer: _____

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that the person or entity, or one of the person or entity's parents, subsidiaries, or affiliates, is not identified on a list created and maintained by the New Jersey Department of the Treasury as a person or entity engaging in investment activities in Iran. If the Director finds a person or entity to be in violation of the principles which are the subject of this law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring, declaring the party in default and seeking debarment or suspension of the person or entity.

I certify, pursuant to Public Law 2012, c. 25, that the person or entity listed above for which I am authorized to submit a proposal: Must check appropriate boxes

€ Is not providing goods or services of $20,000,000 or more in the energy sector of Iran, including a person or entity that provides oil or liquefied natural gas tankers, or products used to construct or maintain pipelines used to transport oil or liquefied natural gas, for the energy sector of Iran, and

€ Is not a financial institution that extends $20,000,000 or more in credit to another person or entity, for 45 days, or more, if that person or entity will use the credit to provide goods or services in the energy sector in Iran.

In the event that a person or entity is unable to make the above certification because it or one of its parents, subsidiaries, or affiliates has engaged in the above referenced activities, a detailed, accurate and precise description of the activities must be provided in part 2 below to the New Jersey Turnpike Authority under penalty of perjury. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

Part 2: PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN

You must provide a detailed, accurate and precise description of the activities of the proposer, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the boxes below.

Name: _____ Relationship to Proposer: _____

Description of Activities: _____

_____

Duration of Engagement: _____ Anticipated Cessation Date: _____

Proposer Contact Name: _____ Contact Phone Number: _____

Certification: I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above referenced person or entity. I acknowledge that the Township of Mullica, State of New Jersey is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the Township to notify the Township in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the Township of Mullica, State of New Jersey and that the Township at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): _____ Signature: _____

Title: _____ Date: _____

TOWNSHIP OF MULLICA – COUNTY OF ATLANTIC

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of N.J.S.A. 19:44A-20.26. This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
    - of the public entity awarding the contract
    - of that county in which that public entity is located
    - of another public entity within that county
    - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed $200 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity, and filing as continuing political committees, (PACs).

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Ownership Disclosure Certification. This will assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Education contracts.**

TOWNSHIP OF MULLICA – COUNTY OF ATLANTIC

Part I – Vendor Information

Vendor Name:			
Address:			
City:		State:	Zip:

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

_____ _____

Signature

Printed Name, Title

Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than $200 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount
			$

o Check here if the information is continued on subsequent page(s)

TOWNSHIP OF MULLICA – COUNTY OF ATLANTIC

List of Agencies with Elected Officials Required for Political Contribution Disclosure

N.J.S.A. 19:44A-20.26

County Name: Atlantic

State: Governor

Legislative District #s: 1, 2, 8 & 9

State Senator and two members of the General Assembly per district.

County:

County Commissioners County Clerk Sheriff
County Executive Surrogate

Municipalities (Mayor and members of governing body, regardless of title):

Absecon City
Atlantic City
Brigantine City
Buena Borough
Buena Vista Township
Corbin City
Egg Harbor City
Egg Harbor Township
Estell Manor City
Folsom Borough
Galloway Township
Hamilton Township
Hammonton Town
Linwood City
Longport Borough
Margate City
Mullica Township
Northfield City
Pleasantville City
Port Republic City
Somers Point City
Ventnor City
Weymouth Township

Boards of Education (Members of the Board):

Absecon City
Atlantic City
Buena Regional
Egg Harbor City
Egg Harbor Township
Estell Manor City
Folsom Borough
Galloway Township
Greater Egg Harbor Regional
Hamilton Township
Hammonton Town
Longport
Mainland Regional
Mullica Township
Northfield City
Pleasantville City
Somers Point City
Weymouth Township

Fire Districts (Board of Fire Commissioners):

Buena Borough Fire District No. 2
Buena Vista Township Fire District No. 1
Buena Vista Township Fire District No. 2
Buena Vista Township Fire District No. 3
Buena Vista Township Fire District No. 4
Buena Vista Township Fire District No. 5
Weymouth Township Fire District No. 1

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of Organization: _____

Organization Address: _____

Part I Check the box that represents the type of business organization:

- ○ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- ○ Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- ○ For-Profit Corporation (any type)
- ○ Limited Liability Company (LLC)
- ○ Partnership
- ○ Limited Partnership
- ○ Limited Liability Partnership (LLP)
- ○ Other (be specific): _____

Part II

- ○ The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. (**COMPLETE THE LIST BELOW IN THIS SECTION**)

OR

- ○ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. (**SKIP TO PART IV**)

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Address

Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed**.

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above**. The disclosure shall be continued until names and addresses of every non-corporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Address

Part IV Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the Township of Mullica is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with **Township of Mullica** to notify the Township in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the **Township** to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

TOWNSHIP OF MULLICA – COUNTY OF ATLANTIC
CHECKLIST

PROFESSIONAL SERVICE TITLE: _____

SUBMISSION DATE: Monday, November 30, 2026 at 10:00am

The following items are required to be **included** with the sealed submission:

- _____ Mandatory Equal Employment Opportunity Notice Acknowledgement (Exhibit A)
- _____ Non-Collusion Affidavit
- _____ Insurance Requirement Acknowledgement Form
- _____ Disclosure of Ownership Form
- _____ Non-Conflict of Interest Declaration
- _____ Qualification Statement
- _____ Acknowledgement of Corrections, Additions or Deletions Form
- _____ Iranian Disclosure Statement
- _____ Copy of NJ Business Registration Certificate
- _____ Political Contribution Disclosure