

LITTLE EGG HARBOR MUNICIPAL UTILITIES AUTHORITY
Notice of Request for Proposals for Professional Services

Notice is hereby given that sealed proposals will be received by Little Egg Harbor Municipal Utilities Authority on or before January 28, 2026 at 10:00 A.M. by the Executive Director at the Little Egg Harbor Municipal Utilities Authority Administration Building located at 823 Radio Road, Little Egg Harbor, New Jersey for providing the following:

2026 Engineer Services
2026 Special Projects Engineer
2026 Regulatory Compliance Engineer
2026 Legal Service
2026 Auditor Service
2026 Bond Counsel
2026 Financial Consultant

The proposals will be publicly opened and read out loud at the time and date mentioned above. Each proposal shall be signed by the applicant and contained in a sealed envelope, which envelope shall be addressed to Nicole M. Princiotti, Executive Secretary, Little Egg Harbor MUA, 823 Radio Road, PO Box 660, Little Egg Harbor, NJ 08087, and shall contain on the face of the envelope a statement that it is a proposal on said item. Standardized submission requirements and selection criteria for all proposals may be obtained from the Little Egg Harbor Municipal Utilities Authority at 823 Radio Road, Little Egg Harbor, NJ, 609-296-1168, during normal business hours (8:00 AM to 4:00 PM Monday-Friday). All applicants are required to comply with the requirements of N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27 and N.J.S.A. 52:32-44. This proposal is being solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et. seq. Proposals which do not include a copy of the applicant's Business Registration Certificate may be rejected. All applicants must be fully licensed to carry out the duties of their prospective professions as required by State law. The Little Egg Harbor Municipal Utilities Authority reserves the right to reject any and all proposals and waive any informality or technicality in any proposal.

Nicole M. Princiotti, Executive Secretary, QPA

LITTLE EGG HARBOR MUNICIPAL UTILITIES AUTHORITY
Criteria for submission of qualifications for professional services under the Fair and Open
Process
(N.J.S.A. 19:44A-20.4 et. seq.)

Notice is hereby given for all applicants in positions set forth more fully in a notice of publication authorized by the Little Egg Harbor Municipal Utilities Authority for submission of qualifications that shall take into consideration the following factors which will be weighed by the Little Egg Harbor Municipal Utilities Authority as the basis of an award for professional services most advantageous to the Authority.

I – Resume and letter of application for professional position including all documentation that shall include, at a minimum, the following:

a – Full name and business address;

b – Any professional licenses held by the applicant in the State of New Jersey, or any other State, including a “Certificate of Good Standing”, or other documents evidencing that the license is not presently suspended or revoked;

c – The number of licenses professionals employed by, or associated with, the applicant;

d – A listing of all degrees (college and/or graduate degrees) held by the applicant and any associated professionals in the business entity;

e – Name and qualifications of the individuals who will perform the tasks and the amounts of their respective participation;

f – Experience and knowledge of Little Egg Harbor Municipal Utilities Authority services and operations and references related thereto;

g – Ability to perform the tasks in a timely fashion, including staffing and familiarity with the subject matter and the Little Egg Harbor Municipal Utilities Authority;

h – Recent, current and projected workload of the individual or firm;

i – Copy of most recent peer review report if appropriate for auditing firm proposal;

j - Thoroughness and completeness of the applicant’s submittal;

k – A listing of all public entities for whom the business entity has had a contractual relationship, either currently or previously, including the dates and service and the position held;

l – A listing of any professional affiliations or membership in any professional societies or organizations, including any offices or honors held;

m – A copy of your Business Registration Certificate. A contractor shall provide proof of business registration of the contractor and that of any named subcontractor to the Authority prior to the time a contract, purchase order or other contracting document is awarded or authorized. No contract will be awarded by the Authority without proof of business registration, provided however that at the sole option of the Authority, the requirement that a contractor provide proof of business registration may be fulfilled by the contractor providing the contracting agency sufficient information for the contracting agency to verify proof of registration of the contractor or listed subcontractors through a computerized system maintained by the State;

n – Executed copy of the Mandatory Affirmative Action Language and a copy of your Certificate of Employee Information Report;

o – References in general and in particular from entities where the professional has provided similar services as sought by the Little Egg Harbor Municipal Utilities Authority;

II – The Little Egg Harbor Municipal Utilities Authority shall review the responses to the request for qualifications and appoint or award a contract to a business entity for the goods or services advertised subsequent to such review. The resolution awarding the contract shall state that the contract was awarded after a fair and open process and shall state the number of responses received.

III – Submit ONE copy of all materials in a sealed envelope addressed to: Little Egg Harbor Municipal Utilities Authority, 823 Radio Road, PO Box 660, Little Egg Harbor, NJ 08087, Attention: Nicole M. Princiotti, Executive Secretary, to be received on or before January 28, 2026 at 10:00 A.M.

The Little Egg Harbor Municipal Utilities Authority shall award a contract to the firm or firms that best meet the needs and interests of the Authority.

Contracts subject to the fair and open process delineated herein are subject to additional requirements, and any other applicable laws including, but not limited to, the Local Public Contracts Law.

The Little Egg Harbor Municipal Utilities Authority reserves the right to negotiate the terms and conditions of a contract with the successful firm or firms to obtain the most cost advantageous services for the Authority.

Earl F. Sutton Jr., Executive Director