

CITY OF ORANGE TOWNSHIP NOTICE AND SOLICITATION OF PROPOSALS FOR PROFESSIONAL LEGAL SERVICES FOR THE POSITION OF ZONING BOARD OF ADJUSTMENT ATTORNEY

The CITY OF ORANGE TOWNSHIP is soliciting proposals from qualify person(s) and/or law firms licensed to practice in the State of New Jersey to provide legal services as the Zoning Board of Adjustment Attorney for the CITY OF ORANGE TOWNSHIP for a term of one (1) year for the period of January 1, 2022 through December 31, 2022. In addition the qualify person(s) and/or law firms that (a) possess the professional, financial and administrative capabilities to provide the proposed services, and (b) will agree to work under the compensation terms and conditions determined by the Zoning Board to provide the greatest benefit to the taxpayers of Orange Township.

Five (5) copies of the proposal must be submitted in a sealed envelope bearing the name and address of the vendor and the name of the contract being bid upon on the outside of the envelope. The proposal shall be addressed to Joyce L. Lanier, Zoning Board of Adjustment Secretary, Municipal Complex, 29 North Day Street, 3rd Floor, New Jersey 07050 and must be received no later than **12:00 noon on Tuesday, November 30, 2021..** No proposal shall be received in person or by mail after the designated time

Specifications and instructions are on file and may be obtained at the office of the Municipal Clerk of the CITY OF ORANGE TOWNSHIP, Municipal Complex, 29 North Day Street, 4th Floor, New Jersey 07050 Monday through Friday between the hours of 9:00 a.m. and 4:30 p.m. or online at <http://orangenjcc.org> or www.ci.orange.nj.us.

Proposals will be evaluated on the basis of the most advantageous to the CITY OF ORANGE TOWNSHIP, all factors considered. Proposals will be evaluated by the Zoning Board of Adjustment designated members. The evaluation will consider:

Proposals will be evaluated by the Zoning Board on the basis of the most advantageous, all relevant factors considered. The evaluation will consider:

1. Experience and reputation in the field;
2. Knowledge of the Zoning Board of the City of Orange Township and the subject matter addressed under the contract;
3. Availability to accommodate the required meetings of the Zoning Board;
4. Ability to perform the task in a timely fashion, including staffing and familiarity with the subject matter
5. Ability to work under compensation terms determined by the municipality.
6. Other factors demonstrated to be in the best interest of the Zoning Board.

A contract will be awarded as provided by law at a public meeting. Proposals are being solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.5 et seq. The CITY OF ORANGE TOWNSHIP reserves the right to reject any and all proposals and to waive any informalities or irregularities in the proposals received.

Joyce L. Lanier

Zoning Board of Adjustment, Secretary