

REQUEST FOR PROPOSAL

NOTICE IS HEREBY GIVEN that sealed Proposals will be received by the Municipal Clerk of Colts Neck Township, County of Monmouth, State of New Jersey, no later than October 1, 2019 at 3:00 p.m. in the Municipal Clerk's Office of Colts Neck Township, located at 124 Cedar Drive, Colts Neck, NJ.

The annual performance of real property data collection and verification services to cover 12.5% of all properties annually with all parcels located within the Municipality completed over the five (5) year period between January 1, 2019 and December 31, 2023 (also referenced as the "Project") awarded as a three (3) year contract with the option of two (2) single year extensions. This is the first contract for an ongoing (8) year cycle of inspections pursuant to P.L. 2017, Chapter 306.

All requirements associated with the project are set forth in a Request for Proposals package. Such packages may be obtained from the Municipal Clerk's Office, 124 Cedar Drive, Colts Neck, NJ, (732) 462-5470 ext. 121 during regular business hours, 8:30 A.M. to 4:30 P.M., Monday through Friday, excluding holidays, or on the Municipality's website at www.coltsneck.org. Any questions regarding the Request for Proposals should be directed to the Municipal Clerk, Trina Lindsey at the telephone number and/or address specified above.

The Project shall be awarded through a "fair and open" process pursuant to N.J.S.A. 40A:11-4.4, *et seq.*, to the Vendor whose Proposal is most advantageous to the Municipality with price and other factors considered, in accordance with the review criteria set forth in the Request for Proposals.

All Vendors who submit a Proposal must be able to demonstrate that they are capable of completing the project so that it may be implemented for the 2020 tax year, under the applicable time tables set forth in the Assessment Demonstration Program (P.L. 2013 Ch. 15) or such other applicable laws.

The Municipality reserves the right to reject any or all submissions due to any defects or waive informalities and accept any submissions that in its judgment will be in the best interest of the Municipality. The Municipality shall award the Contract or reject all submissions no later than sixty (60) days from receipt of same.

By authorization of Colts Neck Township.