

**Request for Proposals
City of Absecon Zoning Board
500 Mill Rd
Absecon, NJ 08201**

NOVEMBER 20, 2023

**Proposal Requirements for the following positions
exempt from public bidding:**

**Zoning Board Engineer
Zoning Board Solicitor**

Prospective firms must submit the following information to the Zoning Board Secretary, 500 Mill Rd, Absecon, NJ 08201 on or before 4:30 p.m. December 1, 2023.

- A) Statement of Qualification for the position
- B) Statement of Previous Experience, specifically in the State of New Jersey.
- C) Statement of Specific Experience including but not limited to representing Land Use Boards in the State of New Jersey, must have the ability to demonstrate experience in Municipal Land Use pertaining to Major and Minor site plan applications and to Major and Minor Subdivision applications.
- D) Statement of the 2024 Hourly Rates for all classifications of all professionals necessary to provide the service for the City of Absecon Zoning Board.
- E) Statement of compliance with the City's Pay to Play Ordinance #6-2013

Complete proposals must be received on or before 4:30 p.m. December 1, 2023 in the office of the Zoning Board Secretary, 500 Mill Rd, Absecon, NJ 08201.

Proposals will be judged on the following criteria: Statement of Qualifications 33%, Statement of Previous Experience, 10%, Statement of Specific Experience, 50% and Hourly rates 7%. The City of Absecon Planning Board has the authority to declare any proposal incomplete that does not completely address Statements A through D above.