

**PROFESSIONAL SERVICES CONTRACTS TO BE AWARDED BY
CRITERIA ESTABLISHED PURSUANT TO N.J.S.A. 19:44-01 ET.SEQ.**

The Borough of Runnemede solicits statements of qualification for applicants for appointment to the following professional position. Responses should address the general criteria and mandatory minimum criteria for the position sought. All responses will be treated as confidential and reviewed only by the Governing Body, unless otherwise required by law. Responses must be received in the Office of the Borough Clerk no later than 10:00 a.m., Wednesday, December 4, 2024. All responses shall be opened and announced publicly, immediately thereafter by the Borough Clerk or her representative. Responses will be reviewed by the Governing Body. All appointments will be announced at a public meeting. Unless otherwise noted, appointments shall be for the calendar year of 2025 and subject to the execution of an appropriate contract.

MUNICIPAL REDEVELOPMENT COUNSEL

GENERAL CRITERIA: The Borough of Runnemede may, from time to time, appoint an attorney at law to act as special redevelopment counsel, as needed to provide general advice relative to redevelopment initiatives and to undertake such other tasks as may advance redevelopment initiatives as determined by the Borough Council. Applicants should demonstrate knowledge and experience in Redevelopment Law, Environmental Law and such other areas that may be of application to assist redevelopment initiatives in municipalities in New Jersey. Any experience involving municipalities in Camden County should be addressed. Any experience or knowledge of matters directly affecting redevelopment initiatives in the Borough of Runnemede should be addressed.

MANDATORY MINIMUM REQUIREMENTS:

1. Must have a minimum of five (5) years admission to the bar of the State of New Jersey.
2. Must have prior experience providing legal service as redevelopment Counsel to New Jersey municipalities.
3. Must have prior experience and knowledge concerning general administration of public entities.
4. Any experience in matters involving the Borough of Runnemede will be considered and must be explained.

PROCEDURES FOR RESPONDING TO REQUEST FOR PROPOSALS:

1. Two (2) copies of the proposal, inclusive of all information required above, should be provided. Proposals must be submitted to the Borough of Runnemede, 24 N. Black Horse Pike, Runnemede, NJ 08078. 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. Proposals must be submitted in a sealed envelope with the name of the firm, or individual submitting the proposal clearly marked on the outside of the envelope. It is recommended that each proposal package be hand-delivered. The Borough assumes no responsibility for delays in any form of carrier, mail or delivery service causing the proposal to be received after the above-referenced due date and time. Submission by fax, telephone or e-mail is not permitted. The final selection shall be made in the sole discretion of the Mayor and Council.
2. All questions regarding this Request for Proposal should be made to Beth Miller, Municipal Clerk, Borough of Runnemede, 24 N. Black Horse Pike, Runnemede, NJ 08078.