

## **LEGAL NOTICE FOR 2022 PROFESSIONAL SERVICE QUOTATIONS (RFP'S)**

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Please take notice that the Township of North Hanover is presently seeking requests for proposals (RFP's) for its 2022 Professional Service Contracts for the following positions **Affordable Housing Administrative Agent and Financial Advisor**. If you are interested, please submit two copies of your proposed contract with fee schedule, along with the below mentioned mandated documents to the Township Clerk's Office on or before **3:00 p.m. Wednesday, December 15, 2021**, located at 41 Schoolhouse Road, Jacobstown, NJ 08562. Please **DO NOT CALL THE TOWNSHIP OFFICE AS THERE ARE NO PACKETS OR FORMS TO DISTRIBUTE TO YOU IN THIS REGARD. CRITERIA MAY BE VIEWED AT WWW.NORTHHANOVERTWP.COM.**

There are laws which mandate that certain documents must be included with your proposal. P.L. 2004, c. 57 requires all business organizations that do business with a local contracting agency to be registered with the State of New Jersey and provide proof of that registration to the contracting agency before the contracting agency may enter into a contract with said business. Therefore, please be sure to include a copy of your *State Business Registration* with your contract. Furthermore, pursuant to N.J.A.C. 17:27-1.1 you will also need to provide your *valid Certificate of Employee Information Report*.

The Township Committee of the Township of North Hanover has unanimously chosen the fair and open contract protocol pursuant to the provisions of N.J.S.A. 19:44A-20.5 Also, please be sure all requirements for *Affirmative Action*, pursuant to P.L. 1975, C. 127 (N.J.A.C. 17:27) are also included in your proposal.

Consideration will be made by the Governing Body of North Hanover Township and appointments are anticipated to be made at the annual reorganization meeting held in January 2022.

Mary Picariello, RMC, CMR, CTC  
Township Clerk