

## **LEGAL NOTICE**

### **REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL CONTRACT POSITIONS IN THE RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

NOTICE IS HEREBY GIVEN, that pursuant to N.J.S.A. 19:44A-20.4, 20.5 et seq. that the Raritan Township Municipal Utilities Authority shall pursue a "Fair and Open Process" in awarding contracts for positions set forth more fully below, and hereby solicit qualifications in the form of resumes and letter applications for the below stated positions, ONE PFD FILE e-mailed to Regina Nicaretta, Executive Secretary at [regina@rtmua.com](mailto:regina@rtmua.com) and ONE ORIGINAL COPY shall be submitted to Regina Nicaretta, Executive Secretary, 365 Old York Rd., Flemington, NJ 08822, documentation showing qualifications and compliance with criteria set forth by the Raritan Township Municipal Utilities Authority and State Statute. The deadline for submission of the PDF file and original qualifications is January 31, 2025 at 12:00 PM.

Professional services for the following positions are hereby requested:

Authority General Counsel

**RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**CRITERIA FOR SUBMISSION OF QUALIFICATIONS FOR**  
**PROFESSIONAL CONTRACTS UNDER THE**  
**FAIR AND OPEN PROCESS**

NOTICE IS HEREBY GIVEN, for all applicants in positions set forth more fully in a notice of publication authorized by the Board of Commissioners of the Raritan Township Municipal Utilities Authority or submission of qualifications that shall take into consideration the following factors which will be weighed by the Board of Commissioners as the basis of an award for professional services most advantageous to the Authority:

- I. Resume and letter application for professional position including all documentation that provides the following for evaluation by the Board of Commissioners:
  - a. Experience and reputation in the field for the position sought.
  - b. Knowledge of the area of expertise for the position sought; Professional Contract Positions
  - c. Experience and knowledge of utility authorities.
  - d. References in general and in particular from entities where the professional has provided similar services as sought.
  - e. Copy of Business Registration Certificate, Certificate of Employee Information Report with the State of New Jersey and Completed Disclosure of Investment Activities in Iran Form.
  - f. Copy of all applicable professional licenses.
- II. Selection of professionals shall be based solely on the Board of Commissioners' evaluation of the submitted material in the criteria set forth in this document.

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM  
RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

BID SOLICITATION # AND TITLE: \_\_\_\_\_

VENDOR NAME: \_\_\_\_\_

Pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4) any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must certify that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the New Jersey Department of the Treasury's Chapter 25 List as a person or entity engaged in investment activities in Iran. The Chapter 25 list is found on the Division's website at <https://www.state.nj.us/treasury/purchase/odf/Chapter25List.cdf>. Vendors/Bidders must review this list prior to completing the below certification. If the Director of the Division of Purchase and Property finds a person or entity to be in violation of the law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**CHECK THE APPROPRIATE BOX**

☐ I certify, pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4), that neither the Vendor/Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List of entities determined to be engaged in prohibited activities in Iran.

**OR**

☐ I am unable to certify as above because the Vendor/Bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List. I will provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, has engaged in regarding investment activities in Iran by completing the information requested below.

Entity Engaged in Investment Activities \_\_\_\_\_

Relationship to Vendor/ Bidder \_\_\_\_\_

Description of Activities \_\_\_\_\_

Duration of Engagement \_\_\_\_\_

Anticipated Cessation Date \_\_\_\_\_

*\*Attach Additional Sheets If Necessary.*

**CERTIFICATION**

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Vendor is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I may be subject to criminal prosecution under the law, and it will constitute a material breach of my contract(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title