

**Borough of Matawan**

**Public Notice**

**REQUEST FOR PROPOSALS**

**NOTICE IS HEREBY GIVEN** that sealed Proposals will be received by the Borough of Matawan Clerk of the Borough of Matawan (the “Borough of Matawan”), State of New Jersey, on **Tuesday, August 20, 2019 at 10:00 AM prevailing time** at the offices of the Borough of Matawan at the Matawan Municipal Community Center, 201 Broad Street, Matawan, New Jersey 07747.

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 Borough of Matawan completed over the eight (8) year period between January 1<sup>st</sup>, 2019 and December 31<sup>st</sup>, 2026 (also referenced as the “project”) awarded as a three (3) year contract with the option of five (5) one (1) year awards.

All requirements associated with the project are set forth in a Request for Proposals package. Such packages may be obtained from the Borough of Matawan Clerk’s Office, 201 Broad Street, Matawan, New Jersey 07747, (732) 566-3898 extension 602, during regular business hours, 8:30 AM to 4:30 PM, Monday through Friday, excluding holidays, by contacting the Clerk at [karen.wynne@matawanborough.com](mailto:karen.wynne@matawanborough.com) or on the Borough’s website [www.matawanborough.com](http://www.matawanborough.com).

This project shall be awarded through a “fair and open” process pursuant to N.J.S.A.19:44A-20.4, *et seq.*, to the Contractor whose Proposal is most advantageous to the Borough of Matawan, price and other factors considered, in accordance with the review criteria set forth in the Request for Proposals.

All Contractors 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 2019 tax year, under the applicable time tables set forth in the Assessment Demonstration Program (P.L. 2013 Ch. 15), which was signed into law (S1213, A1591). This is a material and essential component of the project.

The Borough of Matawan 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 Borough of Matawan. The Borough of Matawan shall award the Contract or reject all submissions no later than sixty (60) days from receipt of same.

BY ORDER OF THE MAYOR AND COUNCIL OF THE BOROUGH OF MATAWAN

Karen Wynne, RMC  
Municipal Clerk