

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH
MCCARTER & ENGLISH, LLP TO SERVE AS
BOND COUNSEL**

WHEREAS, the Township of North Brunswick has a need to acquire professional services for Bond Counsel for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the issuance of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of three proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16008 to McCarter & English, LLP (4 Gateway Center, 100 Mulberry Street, Newark, NJ 07102) to serve in the position as Bond Counsel for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposal submitted by McCarter & English, LLP to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with McCarter & English, LLP to serve in the position as Bond Counsel for calendar year 2016; and

WHEREAS, McCarter & English, LLP shall be compensated for these services as outlined within their contract; and

WHEREAS, the Chief Financial Officer shall certify and appropriate funds from the budgeted and capital improvement authorizations relating to services rendered.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with McCarter & English, LLP to serve as Bond Counsel for 2016.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.

CERTIFICATION

I, Kala Sriranganathan, Chief Financial Officer, hereby certify that funds will be made available from funds from the budgeted and capital improvement authorizations relating to services rendered. Contract PRO16008



Kala Sriranganathan
Chief Financial Officer



TOWNSHIP OF NORTH BRUNSWICK

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Evaluation Report
Bond Counsel - Request for Proposal PRO16008
December 22, 2015

As part of its annual award of professional service agreements in accordance with “Fair and Open” procurement process established in the State of New Jersey pursuant to N.J.S.A. 19:44A-20.1 et seq., North Brunswick Township solicited Requests for Proposals (RFP) for Bond Counsel for calendar year 2016.

On October 05, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for this service. The process under a formal RFP allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with “weighted” criteria established prior to solicitation of proposals.

Pursuant to N.I.A.C 5:34-4.3, the Township established a three (3) person committee comprised of the following individuals:

Robert Lombard, Business Administrator
Justine Progebin, Assistant Business Administrator/Purchasing Agent
Kala Sriranganathan, Chief Financial Officer

The committee reviewed and discussed both the Request for Proposal and alternative evaluation criteria. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

- Understanding of Service: 30 points
- Prior Experience of Individual/Team Identified: 20 points
- Overall Company History with Similar Services: 30 points
- Agreement to Pricing Model: 20 points
- Total: 100 possible points

Three proposals were received by the submission deadline as follows:

McCarter & English, LLP
4 Gateway Center
100 Mulberry Street
Newark, N.J. 07102

McManimon, Scotland & Baumann, LLC
75 Livingston Avenue, Ste. 200
Roseland, NJ 07068

Waters, McPherson, McNeill
300 Lighting Way
Secaucus, N.J. 07096

The committee members all individually reviewed each proposal. The committee then met to discuss the proposals, experience, proposed methodology and other factors.

The committee members then individually filled out Committee Evaluation forms, assigning numerical scores for each criterion.

When the scoring was added for all vendors, the firms were ranked as follows:

McCarter & English, LLP	295
McManimon, Scotland & Baumann	275
Waters, McPherson, McNeill	205

The committee therefore recommends McCarter & English, LLP. for submitting a proposal that is responsive to the Township's needs and scores the highest in accordance with the pre-established weighting criteria.