

Mayor
James Quinn

Borough Council
Edgar Wilburn, Council President
Kirk Fullerton, Councilman
Leslie Harrison, Councilwoman
Kathleen Lucas, Councilwoman
Nicole Rafter, Councilwoman
Scott Reed, Councilman



Kelly Andrews, RMC, CMR Municipal Clerk
kandrews@riverton-nj.com

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PUBLIC NOTICE

REQUEST FOR PROPOSALS AND QUALIFICATIONS FOR 2026 PROFESSIONAL SERVICES

PUBLIC NOTICE IS HEREBY given that on October 21, 2025, the Governing Body of the Borough of Riverton, in the County of Burlington has hereby authorized the Borough Clerk to advertise for Request for Proposals and Qualifications (RFP/RFQ) pursuant to a fair and open process in accordance with N.J.S.A. 19:44A-20.5 and N.J.A.C. 17:27-1.1 et seq.

All sealed proposals are to be returned to the Borough Clerk's office on or before Tuesday, November 25th, 2025, at 12:00 P.M. and shall be opened at that time. The Borough assumes no responsibility for delivery methods.

The following positions shall be sought for the year 2026:

- Municipal Solicitor
- Borough Engineer
- Borough Planner
- Consulting Borough Engineer
- Wastewater Treatment Plant Engineer
- Stormwater Engineer
- Bond Counsel

- Labor and Police Matters Council
- Municipal Auditor
- Municipal Insurance Broker
- Municipal Animal Control Officer
- Planning Board Solicitor
- Planning Board Engineer
- Planning Board Planner
- Lead Paint Inspector

- Wastewater Treatment (C2) and Sewer Operator (S2)
- Historical Preservation Commission Solicitor
- Historical Preservation Commission Engineer
- Historical Preservation Commission Planner

Submission Instructions:

1. Respondents are required to comply with the requirements of NJSA 10:5-31 et seq. and NJAC 17:27-1 et seq.
2. Sealed bid packages shall include 1 printed copy of the proposal and 1 electronic file in the form of a USB of the respective proposal(s) should be submitted.
3. The package should include detailed qualifications and fee schedules, insurance riders, New Jersey Business registration, W-9 and Iran Russia Belarus Disclosure Form and New Jersey Public Works registration (if required).
4. Mail to the Borough Hall at the address given below and noted below:
Office of the Municipal Clerk
Borough of Riverton
505A Howard Street
Riverton, NJ 08077
"Proposal for 2025 (name of position) for the Borough of Riverton".

The Borough of Riverton reserves the right to choose one or more professionals for each service, or to choose not to make a selection based on the notice, or to post subsequent notices for the same, similar, or different services. All selections will be based on the review of the documents and information submitted, as well as independent research performed by the Borough, such as a review of references, an evaluation of performance with other governmental and non-governmental entities and/or all other available information.

Attest:

Kelly Andrews, RMC

Municipal Clerk