Professional Information and Qualifications
1. Name of Firm;
2. Address of principal place of business and all other offices and corresponding telephone, email addresses and fax numbers. Please note specifically which planner(s) will be assigned to work with the Township;
3. Description of planners’ educations, experiences, qualifications, number of years with the firm and a description of their experience with projects dealing with the Pinelands.
4. Experience related to providing planning services to public entities, specifically planning or zoning boards;
5. At least four (4) references, three (3) of which must have knowledge of your service to public entities;
6. Examples of municipal master plans prepared by your firm in the past five (5) years.
7. Description of the firm’s ability to provide the services in a timely fashion (including staffing, familiarity and location of key staff);
8. Cost details, including the hourly rates of each of the individuals who will perform the services and the time estimates for each individual, all expenses, and total cost of “not to exceed” amount;
9. Any other information that the interested firm deems relevant.

Experience Selection Criteria
The selection criteria used in awarding a contract or agreement for professional services as described herein shall include:
1. Qualifications of the individuals who will perform the tasks and the amounts of their respective participation; and references;
2. Ability to perform the task in a timely fashion, including staffing and familiarity with the subject matter; and
3. Cost competitiveness.

Compliance Criteria
The successful Firm will be required to comply with the following:
2. N.J. Prevailing Wage Requirements. (If Applicable)
5. Business Registration Certificate.