

**CITY OF PLAINFIELD  
PUBLIC NOTICE  
REQUEST FOR PROPOSALS**

Notice is hereby given that the City of Plainfield is seeking proposals and statements of qualifications from consulting firms with experience in providing **Housing Rehabilitation to review and upgrade the city's housing rehabilitation Policy and Procedures Manual, to evaluate municipality-funded positions to identify ways to offset tax-payer funded positions with CDBG funding, to review and identify ways to increase CDBG-generated Program Income, and to prepare a spending plan for Urban Homeownership Recovery Program (UHORP) funding.** The Request for Proposals will be opened and read in public at the City of Plainfield Municipal Building, 515 Watchung Ave., Plainfield, New Jersey 07060, on Wednesday, September 16<sup>th</sup>, 2020 at 11:00 AM prevailing time. Proposals are being solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

Copies of the specifications may be obtained from the City of Plainfield Purchasing Division, which is located on the Lower Level of 515 Watchung Avenue, Plainfield, NJ 07060 during the hours of 9:30 AM to 4:30 PM commencing on Wednesday, August 26<sup>th</sup>, 2020. The telephone number is 908-753-3628 or you can visit the City's website at: [www.plainfieldnj.gov](http://www.plainfieldnj.gov) Respondents will be required to register their names and contact information prior to downloading the RFP. All questions regarding the RFP must be made in writing and directed to Cynthia Blake. Questions can be emailed to [Cynthia.blake@plainfieldnj.gov](mailto:Cynthia.blake@plainfieldnj.gov) or faxed to 908-753-3500. All information requested in the proposal package must be provided or the submitted proposal may be disqualified. **Submissions must be sealed and plainly marked on the outside of the sealed envelope with the project name "The Review, Upgrade, and Development of Housing Related Documents and Other Related Areas in the Office of Community Development"**. Prospective respondents are hereby notified that an Original, four (4) copies and one (1) digital version of your proposal must be submitted to the City. If your proposal is hand delivered to City Hall, please insert in the **Locked Drop Box** located in the City Hall Rotunda.

The City of Plainfield reserves the right to reject any and all submissions, to waive any informality in the RFP and RFO process, and to accept any submissions which, in their judgement, are most advantageous, price and other factors considered and will best serve the interest of the City of Plainfield.

Prospective responders are also required to comply with other provisions of Law including, but not limited to, the requirements of:

- N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, (Disclosure of Ownership)
- N.J.S.A. 52:32-44 (P.L. 2004, c.57, (Business Registration)
- N.J.S.A. 34.11-56.25, et seq. (P.L. 1963, c.150, Prevailing Wages)
- N.J.S.A. 34.11-56.48 (Public Works Contractor Registration)
- N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq. (Affirmative Action Compliance/EEO)
- N.J.S.A. 52:32-55 (P.L. 2012, c.25, (Disclosure of Investment Activities in Iran)
- 42 U.S.C. S121 01 et seq. (Title II of the Americans with Disabilities Act of 1990)

Cynthia Blake, QPA,  
Purchasing Agent  
City of Plainfield, New Jersey