

**TOWN OF HAMMONTON**  
**NOTICE OF SOLICITATION FOR RFQ'S "Qualifications"**  
**For Year(s) 2021**

Notice is hereby given that pursuant to the provisions of NJSA 19:44A-20.4 (New Jersey Pay to Play Law) the Town of Hammonton, County of Atlantic and State of New Jersey is seeking RFQ's for Professional Services for the following position:

**Economic Development Advisory Services**

Please submit your qualifications to Town of Hammonton, 100 Central Avenue, Hammonton, NJ 08037 Attn: Audrey Boyer, Purchasing Agent no later than **4:00 PM** on March 4, 2021. **Submission of price quotes will automatically disqualify you.**

Professionals are required to comply with Affirmative Action requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27

All statements of qualification and proposals for professional service contracts shall include as a minimum the following information:

1. Names of individuals who will perform required tasks.
  - A. Identify the person(s) who will be primarily responsible for the services required by the Town of Hammonton and provide a description of the experience of the primary person(s) with projects and issues similar to those more specifically set forth in the proposal and on behalf of the Town of Hammonton.
  - B. Identify persons who will serve as back up to the primary person including brief resumes of all parties.
2. Describe ability to provide services in a timely fashion including location of office servicing the Town of Hammonton, a description of your staffing and a description of your experience with state, federal and local programs, familiarity with the services required by the Town of Hammonton.

**SCOPE OF SERVICES**

The Town of Hammonton desires to appoint a firm to provide comprehensive Economic Development Advisory Services to the Town. Applicants should demonstrate knowledge and experience with respect to all aspects of economic development advisory services required by a municipality. Any experience or knowledge of matter that directly affects the Town of Hammonton should be addressed.

**Description of Services**

- Assist with a review of current economic strategies and recommend updates where needed.
- Develop short- and long-term agendas for implementation of economic strategies.
- Assist with coordination of the community and local government organizations to ensure unified direction of economic development goals.
- Assist with business and developer recruitment, including public/private partnerships.
- Develop, in concert with local officials, a COVID-19 Economic Recovery Plan.

**Minimum Requirements**

1. The Economic Development Advisory Services Consultant shall have at least twenty-five (25) years' experience in a wide field of economic development subject areas including but not limited to federal, state, county and private economic funding programs and designations, twenty (20) years' experience in municipal strategic economic development planning services.
2. Must list all recent past and current municipal clients.

**SUBMISSION**

Please submit (3) copies of the proposal to:

Audrey Boyer, Purchasing Agent  
Town of Hammonton  
100 Central Avenue  
Hammonton, NJ 08037  
(609)567-4300 Ext. 118