

North Bergen Parking Authority  
4225 Bergen Turnpike  
North Bergen, New Jersey 07047

**REQUEST FOR QUALIFICATIONS**

PLEASE TAKE NOTICE, the North Bergen Parking Authority requests qualifications for legal services for the position of General Counsel, in accordance with the “Fair and Open Process” pursuant to N.J.S.A. 19:44A-20.5, et seq.

Responses must be enclosed in a sealed envelope. The service provider must submit six (6) copies and indicate the following on the outside of the envelope: (1) The name and address of the service provider; (2) The service for which the response is submitted “General Counsel”, and (3) “**Sealed RFQ Response**”. Responses may be delivered by hand, overnight courier or mail. The envelope containing the response must be submitted to the Executive Director of the North Bergen Parking Authority at the address set forth above, on or before December 13, 2017, at 1:00 p.m. At that time, the responses will be publicly opened and read.

Proposals will be evaluated by the Board of Commissioners on the basis of the following factors:

1. Knowledge, experience and reputation in the field of parking authorities and of legal matters concerning authorities, as well as municipal government law, and the subject matter to be addressed by the office of General Counsel.
2. Familiarity with courts and administrative tribunals before which the Authority matters may be brought.
3. Two (2) samples of the attorney’s work product prepared within the past 24 months.
4. The amount of resources, including the number of attorneys and staff available to attend to Authority matters.
5. Other factors if demonstrated to be in the best interests of the North Bergen Parking Authority.

Belinda Mendez  
Board Clerk/Secretary  
Dated: 11/27/17