

Legal Notice
Township of Fairfield, Cumberland County, New Jersey
Request for Proposals - Architectural/Engineering Services NJ DCA Project #25-0737-00
ADA Compliance Improvements at the Township Convenience Center/Transfer Station

The Township of Fairfield is requesting proposals for Architectural/Engineering Services for New Jersey Department of Community Affairs Small Cities CDBG project #25-0737-00. Responses to this request will be accepted until 2:00 P.M., October 22, 2025 at the office of the Township Administrator, Fairfield Township Municipal Building, 70 Fairton-Gouldtown Road, P.O. Box 240, Fairton, NJ 08320. Mark on the outside of the envelope, "Response to Architectural/Engineering Services RFP - ADA Compliance Improvements at the Township Convenience Center/Transfer Station". Respondents are required to submit one (1) original and seven (7) copies of their proposal.

This project involves improvements to comply with the Americans with Disabilities Act at the Township's Convenience Center/Transfer Station. Proposed improvements include modifications to the existing convenience/transfer center facility to establish a second lane of traffic to facilitate usage by handicapped persons, senior citizens and disabled veterans in order to comply with the Americans With Disabilities Act (ADA). The project budget is \$522,521 including construction, architectural/engineering services and administrative costs.

The Township is seeking architectural/engineering services to include design, preparation of bid specifications, permitting/approvals (if necessary), assistance with bidding, construction administration, inspection services and closeout documents. The CDBG project application and preliminary architectural/engineering report are available at the office of the Township Administrator, Fairfield Township Municipal Building, 70 Fairton-Gouldtown Road, P.O. Box 240, Fairton, NJ 08320. Telephone: 856-451-9284 Email: Michael.Burden@fairfieldtownshipnj.org, between the hours of 9:00 AM and 4:00 PM, Monday through Friday.

Proposals should address, and will be evaluated based upon, the following items/criteria and numerical point values:

-successful provision of A/E services for similar projects	40 points
-ability to provide comprehensive scope of services	30 points
-ability to complete project by June 30, 2027	15 points
-proposed cost of services including current staffing hourly rates	15 points
Total	100 points

The Township of Fairfield reserves the right to reject any and all proposals submitted. All costs related to preparation of the proposal response shall be borne by the proposer. Minority and women business enterprises (MBE and WBE) and Section 3 business concerns are encouraged to respond.

Michael Burden, Township Administrator
Township of Fairfield, Cumberland County