

**Proposal Requirements
Municipal Planner
City of Absecon**

Prospective firms must submit the following information to the City Clerk, 500 Mill Rd, Absecon, NJ 08201 on or before 4:30 pm, December 12, 2014.

- A) Statement of Qualification for the position of Municipal Planner.
- B) Statement of Previous Experience as a municipal planner, specifically in the State of New Jersey.
- C) Statement of Specific Experience as a municipal planner and projects completed in the past 24 months, including total cost for each project, total budget for each project, scheduled completion date, actual completion date for each project. Explain any variance between budget and actual costs and scheduled and actual completion dates.
- D) Statement of the 2015 Hourly Rates for all classifications of all professionals necessary to provide the service of Municipal Planner for the City of Absecon.

Complete proposals must be received on or before 4:30 pm December 12, 2014 in the office of the City Clerk, 500 Mill Rd, Absecon, NJ 08201.

Proposals will be judged on the following criteria: Statement of Qualifications 33%, Statement of Previous Experience, 10%, Statement of Specific Experience, 50% and Hourly rates 7%. The City of Absecon has the authority to declare any proposal incomplete that does not completely address Statements A through D above.