Request for Qualifications/Request for Proposals

The Joint Meeting of Essex and Union Counties ("Joint Meeting") is soliciting Qualification Statements and Proposals from interested persons and/or firms for the provision of listed services. Through a Request for Qualification ("RFQ") and/or Request for Proposals ("RFP") process, persons and/or firms interested in assisting the Joint Meeting with the provision of such services must prepare and submit a Qualification Statement or Proposal in accordance with the procedure and schedule in the RFQ or RFP issued. The Joint Meeting will review Qualification Statements or Proposals only from those firms that submit a Qualification Statement or Proposal which includes all the information required to be included as described (in the sole judgment of the Joint Meeting). The Joint Meeting intends to qualify person(s) and/or firm(s) that (a) possess(es) the professional, financial and administrative capabilities to provide the proposed services, and (b) agrees and meets the terms and conditions determined by the Joint Meeting that provide the greatest benefit to the taxpayers of its member municipalities.

The selection of Qualified Respondents/Proposals is subject to the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and the "New Jersey Local Unit Pay-to-Play" Law, N.J.S.A. 19:44A-20.4 et seq. However, the Joint Meeting has structured a procurement process that seeks to obtain the desired results, while establishing a competitive process, to assure that each person and/or firm is provided an equal opportunity to submit a Qualification Statement or Proposal in response to the RFQ or RFP. Respondents for RFQ or RFP are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27. (Affirmative Action Program, Equal Employment Opportunity).

The Joint Meeting of Essex and Union Counties will be requesting Qualification Statements or Proposal from interested persons and/or firms for the following positions:

1. General Counsel (RFQ)
2. Labor and Employment Counsel (RFQ)
3. Engineering Services (RFQ)
4. Special Counsel for Pre-Treatment Violations (RFQ)
5. Special Conflict Counsel (RFQ)
6. Auditing Services (RFP)
7. Insurance Broker Services (RFP)
8. Special Bond Counsel (RFQ)
9. Financial Services-Financial Advisor (RFQ)
10. Grant Writing Services (RFP)
11. QPA Services (RFP)
12. Acting Director of Finance & Administration (RFP)
13. Public Relations Services (RFQ)

Qualification Statements must be submitted to, and be received by the Joint Meeting, electronically at https://jmeucprocurement.ionwave.net, by 11:00 a.m. Prevailing Time on Oct. 20, 2026. Qualification Statements will not be accepted by facsimile transmission, e-mail or Postal Service.

The Request for Qualifications and Request for Proposals are available at https://jmeucprocurement.ionwave.net.

Qualification Statements and/or Proposals must be submitted in the manner designated in the Instructions.

BY ORDER OF THE BOARD OF THE JOINT MEETING OF ESSEX AND UNION COUNTIES.

Ms. Hanifa Z. Johnson
Executive Director
Joint Meeting of Essex and Union Counties

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