

**TOWNSHIP OF PEMBERTON**

**REQUEST FOR QUALIFICATIONS  
AND REQUEST FOR PROPOSALS**

**PROFESSIONAL ARCHITECTURAL SERVICES**

**ASSESSMENT STUDY OF BROWNS MILLS SHOPPING CENTER**

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Please take notice that Pemberton Township is soliciting Qualification Statements and Proposals/Quotes, through the fair and open process set forth in N.J.S.A. 19:44A-20.4, et seq., from interested and qualified persons and/or firms for the following professional architectural services:

Conduct of an assessment of the two (2) structures (40,362 SF) that comprise the Browns Mill Shopping Center as to the condition of same, including all systems, and the estimated costs of upgrades necessary for code compliance, and physical improvements to substandard building components. The assessment and a comprehensive report shall be completed with 6 weeks of the authorization to proceed for the Township.

Information regarding the General Criteria and Specific Criteria that will be used to evaluate Proposals, together with a complete RFQ/RFP package, may be obtained at the Township Clerk's Office, 500 Pemberton-Browns Mills Road, Pemberton, New Jersey, or by fax request at 609-894-2703 or by emailed request at [acosnoski@pemberton-twp.com](mailto:acosnoski@pemberton-twp.com).

**Qualification Statements and Proposals must be received by the Township Clerk no later than 10:00 a.m. (prevailing time) on October 11, 2018. No responses will be accepted late.** Any responses received after 10:00 a.m. will be returned unopened. Responses will be opened and read on October 11, 2018 at 10:00 a.m. All persons and firms shall submit three (3) copies of their Qualification Statement and Proposal/Quote. All submissions must be delivered to the Township Clerk either in person or through the mail service as follows:

Mailing address:

Township of Pemberton  
Attn: Amy P. Cosnoski, Twp. Clerk  
500 Pemberton-Browns Mills Road  
Pemberton, NJ 08068

Physical address:

Pemberton Twp. Municipal Building  
Attn: Amy P. Cosnoski, Twp. Clerk  
500 Pemberton-Browns Mills Road  
New Lisbon, NJ 08064

Qualification Statements and Proposals/Quotes will not be accepted by facsimile or e-mail. The Township shall not be responsible for delivery delays of any kind and will not accept any Qualification Statements and Proposals after the time set forth above.