

TOWNSHIP OF WEST WINDSOR

Mercer County, New Jersey

PUBLIC NOTICE FOR REQUEST FOR QUALIFICATIONS

Notice is hereby given that sealed submissions addressed to the Business Administrator will be received on or before **Thursday, November 6, 2014**, at 11:00 am, at which time they will be opened and read by the Business Administrator, or his/her designated representative, at the West Windsor Township Municipal Building, 271 Clarksville Road, West Windsor, New Jersey for the service described below.

Specifications and submission packages will be available on or after Monday, October 6, 2014 at 12:00 pm, and may be examined or obtained at the West Windsor Township Municipal Building, 271 Clarksville Road, West Windsor, New Jersey between the hours of 9:00AM to 5:00PM, Monday through Friday, excluding holidays.

Submission packages must be submitted on the prescribed forms, in a sealed envelope marked:

**REQUEST FOR QUALIFICATIONS (RFQ) FOR THE PROVISION OF
HEALTH INSURANCE BENEFITS CONSULTANT SERVICES**

The Township reserves the right to reject any or all qualifications in whole or in part to waive such informalities as may be permitted by law.

These qualifications are being solicited through a "fair and open process" in accordance with **N.J.S.A. 19:44A-20.5 et seq.** and the **Township of West Windsor Administrative Code, Part I, Chapter 4, Article 5, Section 4-22 et seq.**

Professional service contractors are required to comply with the requirements of **P.L. 1975, C. 127 and N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq. and all applicable Township Codes.**

**Marlena A. Schmid
Business Administrator
West Windsor Township**