PUBLIC NOTICE FOR SOLICITATION OF PROPOSALS FOR PROFESSIONAL SERVICES UNDER A FAIR AND OPEN PROCESS

The Salem County Commissioners is soliciting proposals through a fair and open process in accordance with N.J.S.A. 19:44A-20.7 for the following position:

- **Medical Director Salem County Correctional Facility**

Copies of the Request for Proposal are available between 9:00 A.M. and 4:00 P.M., Monday-Friday at the Salem County Purchasing Office, 110 5th Street, Suite 400, Salem, NJ 08079 or they may be faxed, emailed, or mailed on telephone request by calling (856) 935-7510 x 8401 or email request to purchasing@salemcountynj.gov. Interested applicants must submit one (1) original **CLEARLY** marked as original, one (1) electronic copy on flash drive and three (3) full complete copies of the required information by mail to **Attention: Stephen Hoffman, Purchasing Assistant, 110 Fifth Street, Suite 400, Salem, New Jersey 08079 to be received no later than 11:00 A.M. on Tuesday, November 28, 2023** at which time all proposals received shall be publicly opened and announced by the Purchasing Agent or her designee. Proposals shall be enclosed in a sealed envelope with the following legend on the outermost package: **"Proposal for the Position of Salem County Medical Director Salem County Correctional Facility"**. **Proposals will not be accepted by e-mail.**

The information to be submitted in order to be considered is as follows: professional resume and/or other materials which shall include at a minimum full name and business address; dates of licensure in the State of New Jersey, if applicable; a listing of any professional affiliations or memberships in any professional societies or organizations, with an indication as to any offices held therein; the number of licensed professionals employed by/affiliated with the applicant; a listing of all special accreditations held by the individual licensed professional or business entity; and a listing of all previous public entities served by the business entity or licensed professional, indicating the dates of service and position held. The applicant shall also submit the proposed rate(s) of compensation requested.

Proposals will thereafter be received by the Salem County Commissioners, who shall award the contract for the services. The award of the Contract will be based on the following criteria: (i) responsiveness to the required submissions as outlined in the Request for Proposal; (ii) general experience and reputation in the field; (iii) specific experience/knowledge of the County of Salem and the subject matter to be addressed under the Contract; (iv) qualifications and experience which most closely match the needs of the Authority; (v) availability to accommodate meeting and interface requirements with the County of Salem for meetings, phone conferences, attendance at events and office consultations; (vi) office resources, including backup staff, which are deemed most adequate to service the needs of the County of Salem; and (vii) the applicant who is deemed otherwise most advantageous based on all information submitted or gathered in connection with the proposal.

The County of Salem reserves the right to: (i) not select any of the applicants; (ii) require applicants to submit to a personal interview and/or submit additional or clarifying information; (iii) to reject any or all proposals; (iv) to waive any informalities in the proposals; and (v) procure the articles or services from other sources if deemed most advantageous to the objectives of the County of Salem. The County of Salem's determination of the applicant who is most advantageous to the goals and objectives of the County shall be final and conclusive.

Respondents are required to comply with requirements of N.J.S.A. 10:5-31 *et seq*. and N.J.A.C. 17:27 (Affirmative Action Statute and Regulations).

All Respondents must comply with N.J.S.A. 52:25-24.2 (P.L. 1977, c.33) and submit a Disclosure Statement listing stockholders with the submission.

By order of the Salem County Commissioners,
Benjamin H. Laury, Director

Kelly Hannigan, CFO/Treasurer
Stephen Hoffman, Purchasing Assistant