

LEGAL NOTICE  
REQUEST FOR PROPOSAL  
HEARING OFFICER - POLICE DISCIPLINARY MATTERS  
BOROUGH OF HAMBURG

NOTICE IS HEREBY GIVEN THAT the Borough of Hamburg has a need to award a contract for one year for a Hearing Officer with respect to Police Disciplinary Matters.

All those interested in submitting proposals may obtain same through the Borough Clerk of the Borough of Hamburg, located at the Municipal Building, 16 Wallkill Avenue, Hamburg, New Jersey 07419, or via our website

All those submitting proposals should review the Request for Proposal and submit two (2) copies of all requested documentation. All proposals must address all of the Sections contained in this Request for Proposal by providing documentation and/or a response to that Section. An individual or authorized party must sign all proposals. Failure to follow the instructions as set for herein will render the submission unresponsive and will result in rejection. All submissions shall be hand-delivered, mailed by way of first-class mail, or by overnight delivery service. Fax submissions will not be considered. Late submissions shall be deemed unresponsive and will not be considered. No rights are conferred upon any party by virtue of a response to this Request for Proposal unless there is a resolution appointing a Hearing Officer awarded by the Mayor and Council of the Borough of Hamburg.

Proposals must be submitted to the Borough Clerk of the Borough of Hamburg at the Municipal Building on or before May 1, 2024, at 11:00 a.m.

The Mayor and Council reserves the right to reject all proposals for whatever reason, waive formalities and informalities and re-issue subsequent RPF's. This RFP does not commit the Municipality to enter into any contract or assume any obligation, including but not limited to, reimbursement of any costs.

The RFP may be amended by Addenda published on the Borough website. Interested parties are required to visit the Borough website for such addenda.

The successful candidate shall execute a contract in the form and manner as prepared by the Mayor and Council.

DOREEN SCHOTT  
Borough Clerk