

PUBLIC NOTICE  
BOROUGH OF HIGHLANDS

**Notice of RFP**

NOTICE IS HEREBY GIVEN that the Borough of Highlands, NJ will accept sealed Request for Proposals to provide all professional services, labor, materials, and related incidentals necessary for the preparation of a Master Plan update and new Master Plan. Copies of the RFP will be available for pick up beginning February 4th, 2015 at 8:30 a.m., at the Borough of Highlands Municipal Offices located at 42 Shore Drive, Highlands, NJ. RFP's may also be obtained online at [www.highlandsnj.com](http://www.highlandsnj.com) All RFP's submittals must include one original, five (5) hard copies & one digital copy, and must be delivered by hand or first class mail by February 27, 2015, 11:00 a.m. EST. Proposals are to be sealed and clearly marked "Proposal: Master Plan Review / Update for the Borough of Highlands"; and mailed to Carolyn Cummins, Borough Clerk, Borough of Highlands, 42 Shore Drive, Highlands, NJ, 07732.

All RFP Addenda will be issued on the borough website [www.highlandsnj.com](http://www.highlandsnj.com). Therefore, all interested respondents should check the website from now through the RFP opening. It is the sole responsibility of the respondent to be knowledgeable of all addenda related to the procurement. Respondents shall comply with the said requirements with the RFP.

The Borough of Highlands governing body reserves the right to accept or reject any or all proposals, or any part therefore; waive any minor defects, irregularities or informalities; and to decide not to award any contract; or, award a contract deemed to be in the best interests of the Borough of Highlands. Comments or questions should be directed to Timothy Hill, Borough Administrator [thill@highlandsborough.org](mailto:thill@highlandsborough.org) or Steve Nelson of NJ Future [snelson@njfuture.com](mailto:snelson@njfuture.com)