

BOROUGH OF FANWOOD

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Purchasing Agent**

BOROUGH OF FANWOOD

REQUEST FOR PROPOSAL FOR QUALIFIED PROFESSIONAL CONSULTANT for

ENVIRONMENTAL SUSTAINABILITY SEMINARS FOR BUSINESS

The Borough of Fanwood is seeking proposals from qualified individuals to prepare and present a series of sustainability-related seminars oriented to the needs of local business.

Proposals shall be returned to this office by Tuesday, July 14 at 12 noon.

SCOPE

As part of the Fanwood Sustainability Community Education and Outreach Initiative (FSCEOI), we are seeking qualified professional consultants to conduct a series of seminars and workshops to address and educate the Fanwood business community as follows:

Five 3-hour economic development workshops shall be specifically tailored to meet the needs of local business owners. The series should focus how business can improve their productivity while contributing to the sustainability of the community.

Workshops shall help business owners understand the impact their business has on the community and how changes in behavior may increase profit margins and bring them into better compliance with the shared goal of a healthy planet.

Potential consultants must be qualified in the fields of marketing, business development and economic development and demonstrate:

- Master's Degree in Business Administration required. Commensurate experience in conceptualization, coordination and presentation of workshops/ training sessions also considered. Please provide documentation of your background.
- Experience in business development, technology consulting, strategy development, and digital marketing. Please provide a listing of related experience and references.

- Certification or partnership status with digital marketing technology vendors and related services. Please provide documentation.
- Knowledge of the Borough of Fanwood, its economic structure and the unique needs of local businesses in the Borough

Please complete the form below and attach a listing of qualifications, certifications and references.

Lump Sum Quote: _____

Written in numbers

Written in words

Contact Name: _____

Signature: _____ Date: _____

Company Name: _____

Address: _____

Phone: _____ Fax: _____ E-mail: _____

Date: _____

