

REQUEST FOR PROPOSALS FOR CUSTODIAL AND MANAGEMENT SERVICES

December 1, 2016

NOTICE is hereby given that the Rutherford Board of Education is accepting sealed Proposals for Custodial and Management Services contract until 12:00 p.m. **on January 10, 2017**. Proposals should be submitted on the required forms, in a sealed envelope labeled **Custodial and Management Services Contract** and delivered to the Office of the Business Administrator as provided below:

**Rutherford Board of Education
Attn: Mr. Joseph P. Kelly,
Business Administrator/Board Secretary
176 Park Avenue
Rutherford, NJ 07070**

The Board assumes no responsibility for proposals that are improperly mailed or misdirected.

All interested Proposers are encouraged to attend the pre-proposal conference and tour to be held on December 6, 2016 at 12:00 pm. at the Administration Building, 176 Park Avenue Rutherford, NJ 07070. Attendance is strongly recommended. No other walk-through shall be permitted.

Upon release of this Request for Proposals (RFP), all Proposer communications concerning this information request must be directed in writing no later than 4:00 p.m. on December 9, 2016 to the Business Administrator, who is the only authorized contact person for the RFP. Any contact with anyone other than with the Business Administrator or lobbying regarding this RFP with any elected, appointed official or employee of the school district can and shall result in disqualification. Any oral communications shall be considered unofficial and non-binding on the School District. To request a copy of the RFP please contact:

Name: Mr. Joseph P. Kelly,
Business Administrator/Board Secretary
Address: 176 Park Avenue
Rutherford, NJ 07070
(201) 939-1718
E-mail: jkelly@rutherfordschools.org

All interested Proposers must use and complete all forms and must comply with every requirement contained in the RFP.

Pursuant to P.L. 2004 c.57, (N.J.S.A. 52:32-44) all proposals should be accompanied by a New Jersey Business Registration Certificate issued by the New Jersey Department of Treasury, Division of Revenue. The Proposer must include its own Business Registration Certificate no later than the time of contracting.

No proposal may be withdrawn for a period of sixty (60) days after the date set for the opening thereof. The contract shall be awarded to the Proposer whose proposal is determined to be the most advantageous to the District, price and other factors considered. The Rutherford Board of Education reserves the right to waive any and all immaterial guidelines and requirements herein and to reject all Proposals in accordance with the Public School Contracts Law N.J.S.A. 18A:18A-22. The contract will be awarded in accordance with the Competitive Contracting provisions of the Public School Contracts Law, N.J.S.A. 18A:18A-1 et seq. All interested Proposers are required to comply with the requirements of N.J.S.A. 10:2-1 et seq., "The Law Against Discrimination" and Affirmative Action, N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq. No vendor who is listed on the State Treasurer's or the Federal Government's List of Debarred, Suspended or Disqualified Vendors shall be eligible to submit a proposal.

By Order of the Rutherford Board of Education,
Bergen County, New Jersey

Joseph P. Kelly, Business Administrator & Board Secretary