

METUCHEN PUBLIC LIBRARY

PUBLIC NOTICE FOR THE SOLICITATION OF PROFESSIONAL SERVICE CONTRACTS
FOR THE PERIOD OF JANUARY 1, 2018 THROUGH DECEMBER 31, 2018

NOTICE IS HEREBY GIVEN that sealed submissions will be received by the Library Director, or designated representative, for the Metuchen Public Library on Wednesday, December 13, 2017 at 11:00 A.M. prevailing time, in the Library Director's Office, 480 Middlesex Avenue, Metuchen, NJ 08840 then publicly opened and read aloud for the following:

- Library Board Attorney
- Library Auditor

Standardized submission requirements and selection criteria are on file and available in the Metuchen Public Library. Submission packages may be obtained at the Metuchen Public Library, (732) 632-8526 during regular business hours, 10:00 AM to 9:00 PM Monday through Thursday, 10:00 AM to 5:00 PM on Friday, excluding holidays.

All professional service contractors are required to comply with the requirements of N.J.S.A. 52:32-44 (Business Registration of Public Contractors), N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq. (Contract Compliance and Equal Employment Opportunities in Public Contracts).

Submissions by Corporations and Partnerships shall include a completed Disclosure of Ownership form (N.J.S.A. 52:25-24.2) and shall include a completed Non-Collusion Affidavit.

The Library Board of Trustees reserves the right to reject any or all submissions due to any defects or waive informalities and accept any submissions that in their judgment will be in the best interest of the Metuchen Public Library. The Metuchen Library Board of Trustees shall award the contract or reject all submissions no later than 60 days from receipt.

Dated: November 20, 2017