

LEGAL ADVERTISEMENT REQUEST FOR PROPOSALS

NOTICE is hereby given that proposals are requested for 1) **LEGAL COUNSEL FOR BOARD ATTORNEY SERVICES (RFP 21-03)**, and will be received, and reviewed thereafter by the Stafford Township School District Board of Education through Lourdes LaGuardia, School Business Administrator/Board Secretary, in the County of Ocean, State of New Jersey, on **December 15, 2020, at 11:00am** prevailing time at the Oxycocus Elementary School, 250 North Main Street, Manahawkin, NJ 08050.

Copies of the Request for Proposals will be available at the Stafford Township Board of Education Office, 250 North Main Street, Manahawkin, NJ 08050 beginning on Thursday, November 12, 2020 between the hours of 9:00 a.m. and 2:00 p.m., Monday through Friday excluding legal holidays and via email at kmartin@staffordschools.org Should prospective proposers have questions regarding the Request for Proposals, contact Lourdes LaGuardia, School Business Administrator of the Stafford Township School District. In order to ensure that any and all addenda are issued in a timely fashion, all inquiries or requests for interpretation of the Request for Proposals must be submitted in writing to Lourdes LaGuardia, Board Secretary/School Business Administrator, Stafford Township Board of Education, 250 North Main Street, Manahawkin, NJ 08050 by **December 1, 2020**.

Proposals must be submitted in sealed packages. The sealed packages shall be delivered between the hours of 9:00 a.m. and 2:00 p.m., Monday through Friday, to the Office of the School Business Administrator, Oxycocus Elementary School, 250 North Main Street, Manahawkin, NJ 08050. The sealed packages shall bear the name and address of the proposer and shall be marked with the RFP Name and Number (as indicated above). The original and five copies of each proposal should be submitted. All proposals **MUST** be submitted and time-stamped by the Office of the Business Administrator no later than the date and time designated for receipt. The Stafford Township School District Board of Education will not be liable for any proposals lost in the mail or misdirected by any party.

All proposers are required to comply with the requirements of PL 1975, Chapter 127, Affirmative Action Against Discrimination (N.J.A.C. 17:27). Attention is called to the fact that successful proposers shall ensure that employees and applicants for employment are not discriminated against because of their age, race, color, creed, sex, national origin, ancestry, marital status or affectional or sexual orientation. Proposers are further required to comply with the requirements of N.J.S.A. 10:5-31 et seq.

The Stafford Township School District Board of Education reserves the right to reject all proposals or to waive informality if such would be in the best interests of the Board of Education.

BY ORDER OF THE STAFFORD TOWNSHIP SCHOOL DISTRICT BOARD OF EDUCATION

Lourdes LaGuardia

School Business Administrator/Board Secretary