

MERCURY ABATEMENT CONSULTANT

Firms responding to the proposal shall provide evidence that the minimum qualifications are met. Responses should also include cost details including hourly rates and/or retainer of the individuals who perform services and a list delineating the numbers and types of public clients represented by the firm.

Scope of Work

The Board of Education desires to appoint a firm to provide Mercury Abatement Consulting Services to the Board. Applicants should demonstrate knowledge and experience with respect to all aspects and mercury abatement oversight of environmental services, specifically mercury related, required by the school board. Any experience or knowledge of matters that directly affect the Board of Education should be addressed.

Mandatory Minimum Requirements:

1. Must be certified to provide environmental services in the State of New Jersey.
2. Must have a minimum of twenty years' experience in providing environmental health and safety services to boards of education.
3. Must be experienced in obtaining permits and approvals from various state, county and local regulatory agencies.
4. Must maintain a staff of New Jersey licensed or certified professionals sufficient to service the Board of Education. Must provide a Certified Industrial Hygienist, (ABIH) and New Jersey licensed certified indoor environmental consultant.
5. Must maintain a principal office location in proximity to the Board of Education so as to be able to respond to emergent matters promptly.
6. Must be able to consult with and assist the school district concerning compliance with state and federal hazardous waste regulations. This shall include inspections, sampling, and required reports.
7. Must be able to plan, monitor and oversee mercury abatement projects including performing assessments, writing specifications, and air monitoring. Consultant must have ABIH, ACAC and NJ Licensed Certified Indoor Environmental Consultants on staff.
8. Must list past and present school boards served as environmental consultant on mercury containing gym floor removal and abatement.
9. Must provide hourly billing rates for employees possibly assigned to service the Board of Education.

Fee for Service

Must provide hourly billing rates for employees possibly assigned to service the Board of Education, in addition to the *not to exceed* annual fee, if applicable.

Contract Period

The term for Mercury Abatement Consultant, awarded a contract, shall start on or about May 1, 2021 and shall end on or about August 30, 2021.

MINIMUM REQUIRED INFORMATION/DOCUMENTS

All proposals shall include at a minimum the following information:

1. Names of individuals who will perform required tasks as well as the listing of their licenses.
 - a) Identify the person who will be primarily responsible for the services required by the Board of Education and provide a description of the experience of the primary person with projects and issues similar to those more specifically set forth in this proposal.
 - b) Identify persons who will serve as back up to the primary person including resumes of all parties.
2. Describe ability to provide services in a timely fashion including a description of your staffing and a description of you familiarity with the services required by the Board of Education of East Rutherford.

Documents to be Submitted with Proposal

1. Transmittal Letter – Proposal

Each respondent shall submit a transmittal letter with the RFQ that identifies the person submitting the proposal and included a commitment by that person to provide the service required by the Board.

2. Fee Proposal

All respondents are to complete the fee proposal. If the district requests and hourly, daily, weekly, rate or per case, per evaluation rate, or even a lump sum rate, then the fee proposal submitted by the respondent must be the same.

3. Sample contract

The Respondent shall provide a sample copy of their (firm/companies) contract. Sample contract must include all terms and conditions of this proposal. Contract shall be in a form acceptable to the Board of Education. The Board of Education reserves the right to negotiate terms of its contract with selected Respondent and makes no representation that terms of Respondents sample contracts will be acceptable to Board.

4. Insurance

The Respondent shall provide proof of insurance for professional liability/malpractice coverage with a minimum of \$1,000,000 policy limit, primary to any policies held by the District, deductible to be paid by the Respondent. Proof of insurance coverage as stated must be provided with the proposal. *The East Rutherford Board of Education shall be named additional insured.*

5. Disclosure of Contributions

Starting January 2007, all business entities are advised of their responsibility to file an annual disclosure statement of political contributions with the New Jersey election Law Enforcement Commission (ELEC), pursuant to N.J.S.A. 19:44A-20.27, if they receive contracts in excess of \$50,000 from public entities in a calendar year. Business entities are responsible for determining if filing is necessary. Additional information on this requirement is available from ELEC at (888) 313-3532 or at www.elec.state.nj.us. No contract can be awarded to any firm that has made reportable contributions per N.J.A.C. 6A:23A-6.1.

6. Acknowledgment of Addenda

7. Non-Collusion Affidavit

8. Statement of Ownership Form

9. Disclosure of Activities in Iran Form

10. Vendor Questionnaire/Certification Form

11. W9

12. Proposal Checklist

GENERAL CONDITIONS

Term of Contract

The successful respondent, to whom the contract is awarded, will be required to do and perform the work/services and to provide and furnish the materials in connection therewith in accordance with the plans and specifications on or before the date listed in the contract period.

Purchase Order Required; Notice to Proceed

No contractor or vendor shall commence any project or deliver any goods until he is in receipt of an approved purchase order authorizing work to begin or goods to be delivered.

New Jersey Business Registration

Pursuant to N.J.S.A. 52:32-44 as amended, all respondents are required to submit a current New Jersey Business Registration Certificate as issued by the Department of Treasury of the State of New Jersey prior to contract award.

The Board of Education requests that all respondents for this proposal submit a current NJ Business Registration Certificate with the proposal.

Affirmative Action Requirements

During the performance of this contract, the contractor agrees to comply with all requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27.

Each respondent shall submit to the East Rutherford Board of Education after notification of award but prior to execution of contract, one of the following three documents:

- Appropriate evidence that the respondent is operating under an existing federally approved or sanctioned affirmative action program; or
- A certificate of employee information report approval issued in accordance with N.J.A.C. 17:27-4; or
- An employee information report (Form AA302) provided by the Division and distributed to the public agency to be completed by the contractor, in accordance with N.J.A.C.17:27-4.

Award of Contract

It is the intention of the Board of Education to award the contract to the respondent based upon relative experience, qualifications, and who will provide the highest quality of service at fair and competitive prices.

It is the Board's intention to select a Mercury Abatement Consultant by the May special board meeting. The contract will be an open and fair award. The Board of Education may award one contract for services as listed or may elect to award separate contracts. The Board reserves the right to reject and/or all Proposals.

Termination of Contract

If the Board determines that the contractor has failed to comply with the terms and conditions of the bid and/or proposal upon which the issuance of the contract is based or that the contractor has failed to perform said service, and/or duties in an efficient manner, then the Board shall have the authority to terminate the contract within thirty (30) days upon written notice setting forth the reason for termination and effective date of termination.

Termination by the Board of the contract does not absolve the contractor from liability for damages caused the District by the contractor's breach of this agreement. The Board may withhold payment otherwise due the contractor and apply same towards damages once established. The Board will act diligently in accordance with governing statutes to mitigate damages. Damages may include the additional cost of procuring said services or goods from other sources.

The contractor further agrees to indemnify and hold the District harmless from any liability to subcontractors or suppliers concerning work performed or goods provided arising out of the lawful termination of this agreement.

Interpretations or Addenda

No interpretation of the meaning of the specifications will be made to any respondent orally. Every request for such interpretation should be made in writing to the Purchasing Agent and must be received at least ten (10) days prior to the date fixed for the opening of the proposal to be given consideration. Any and all interpretations and any supplemental instructions will be distributed in the form of written addenda to the specifications. The addenda will be provided in accordance with N.J.S.A. 18A:18A-21 to the respondents by certified mail or fax not later than seven (7) days, Saturdays, Sundays, and holidays excepted, prior to the date for acceptance of proposals. All addenda so issued shall become part of the contract document. Respondents must acknowledge their receipt and acceptance of all addenda issued, if any. Board reserves the right to reject any Proposal received without such acknowledgement.

Evaluation of Responses to the Proposal

The NJ State Comptroller recommends that all proposals be judged on a basis of pre-determined merit-based evaluation criteria, made known to the vendors before proposals are submitted to the district. The recommended criteria are found in N.J.A.C. 5:34-4.2:

- I. Technical Criteria
- II. Management Criteria
- III. Cost Criteria

The NJ State Comptroller recommends the following:

- Weighting of criteria should be used with some criteria to be determined more important than others.
- Scoring and evaluation process should be well documented.

<u>Category</u>	<u>Value Points</u>
I. Technical Criteria	30 points
A. Description of Goods/Services	
II. Management Criteria	30 points
A. Business Management 15	
B. Qualifications; Relevant Experience 15	
III. * Cost Criteria	40 points
A. Fee Proposal	

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L.1975, c.127)

N.J.A.C. 17:27 et seq.

GOODS, GENERAL SERVICES, AND PROFESSIONAL SERVICES CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

1. Letter of Federal Affirmative Action Plan Approval;
2. Certificate of Employee Information Report; or
3. Employee Information Report Form AA-302 (electronically provided by the Division and distributed to the public agency through the Division's website at: [http:// www.state.nj.us/treasury/contract_compliance/](http://www.state.nj.us/treasury/contract_compliance/)).

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to N.J.A.C. 17:27-1.1 et seq.

Please sign below that you have read and understand the EEO Language. This does not fulfill your obligation to submit one of the above-required documents prior to award of contract.

Company _____
Signature _____

Authorized _____

Address _____

STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of Organization: _____

Organization Address: _____

Part I **Check the box that represents the type of business organization:**

- Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- For-Profit Corporation (any type) Limited Liability Company (LLC)
- Partnership Limited Partnership Limited Liability Partnership (LLP)
- Other (be specific): _____

Part II

- The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST BELOW IN THIS SECTION)**

OR

- No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Home Address (for Individuals) or Business Address

Part III

DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. Attach additional sheets if more space is needed.

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above.** The disclosure shall be continued until names and addresses of every non-corporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Home Address (for Individuals) or Business Address

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Part IV

Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the Board of Education is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with Board of Education to notify the Board of Education in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the Board of Education to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

This form must be signed and notarized and submitted with bid.

THIS FORM MUST ACCOMPANY BID

APPENDIX A

AMERICANS WITH DISABILITIES ACT OF 1990

Equal Opportunity for Individuals with Disability

The contractor _____ and the East Rutherford Board of Education, (hereafter “owner”) do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the “Act”) (42 U.S.C. S121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to the Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner’s grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the owner shall expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor’s obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other action’s available to it under any other provisions of the Agreement or otherwise at law.

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a “fair and open” process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee*
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
 - of the public entity awarding the contract
 - of that county in which that public entity is located
 - of another public entity within that county
 - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made **during the 12 months prior to award of the contract**. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an “interest” ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, “a contribution by that person’s spouse or child, residing therewith, shall be deemed to be a contribution by the business entity.” [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor’s responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor’s submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Education contracts.**

* N.J.S.A. 19:44A-3(s): “The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures.”

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM
 Required Pursuant To N.J.S.A. 19:44A-20.26

**This form or its permitted facsimile must be submitted to the local unit
 no later than 10 days prior to the award of the contract.**

Part I – Vendor Information

Vendor Name:			
Address:			
City:		State:	Zip:

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

Signature	Printed Name	Title
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Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount
			\$

Check here if the information is continued on subsequent page(s)

East Rutherford Board of Education

STATE OF NEW JERSEY – DIVISION OF PURCHASE AND PROPERTY

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN

Bid/Quote Number: _____

Bidder/Offer or: _____

PART 1: CERTIFICATION

BIDDERS MUST COMPLETE PART 1 BY CHECKING EITHER BOX

FAILURE TO CHECK ONE OF THE BOXES WILL RENDER THE PROPOSAL NON-RESPONSIVE

Pursuant to public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25Listpdf>. Bidders **must** review this list prior to completing the below certification. **Failure to complete the certification will render a bidder's proposal non-responsive.** If the Director finds a person or entity to be in violation of law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

PLEASE CHECK THE APPROPRIATE BOX:

I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed above nor any of the bidder's parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and authorized to make this certification on its behalf. **I will skip Part 2 and sign and complete the Certification below.**

OR

I am unable to certify as above because the bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

**PART 2: PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT
ACTIVITIES IN IRAN –**

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the box below.

PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION.

Name: _____ Relationship to Bidder/Offeror _____

Description of Activities _____

Duration of Engagement _____ Anticipated Cessation Date _____

Bidder/Offeror Contact Name _____ Contact Phone Number _____

Certification: I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity. I acknowledge that the State of New Jersey is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the State to notify the State in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the State of New Jersey and the State at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): _____ Signature _____

Title: _____ Date: _____

Name of Company: _____ City/State/Zip: _____

FAILURE TO CHECK ONE OF THE BOXES WILL RENDER THE PROPOSAL NON-RESPONSIVE

EAST UTHETFORD BOARD OF EDUCATION

100 Uhland Street
East Rutherford, New Jersey 07073

Request for Qualifications

CHECKLIST

Documents to be Returned with Proposal

1. Affirmative Action Evidence (prior to award)
2. Proposal Form
3. Non-Collusion Affidavit
4. Statement of Ownership
5. New Jersey Business Registration Certificate (prior to award)
6. Acknowledgement of Addenda
7. Chapter 271 Political Contribution Disclosure Form
8. Iran Disclosure Form

The documents listed above when required, are to be submitted with the RFQ package. Failure to submit them may be cause for disqualification for being non-responsive pursuant to N.J.S.A. 18A:18A-2(y).

Reminder Checklist

The checklist below is not considered to be all-inclusive. Respondents are to read and become familiar with all instructions outlined in the RFQ package.

Item	Yes	No
1. Have you verified your pricing to ensure accuracy?		
2. Have you answered questions fully and accurately?		
3. Have you signed all your documents? (No facsimile signature)		

4. Have you prepared and enclosed, all documents/forms required for this RFP, for submission?		
5. Did you make a copy of the Proposal package for your records?		
6. Did you correctly address the envelope?		
7. Allowed ample time to submit your proposal to the Business Office?		

EAST RUTHERFORD BOARD OF EDUCATION
100 UHLAND STREET
EAST RUTHERFORD, NJ 07073

REQUEST FOR QUALIFICATION

**PROFESSIONAL SERVICE-MERCURY ABATEMENT CONSULTANT RFQ#21-07
FOR THE 2021-2022 SCHOOL YEAR**

NOTICE OF SOLICITATION

Notice is hereby given that pursuant to N.J.S.A. 18A:18A-5, the East Rutherford Board of Education located at 100 Uhland Street, East Rutherford, New Jersey 07073 is seeking proposals for Mercury Abatement Consultant to be provided to the Board of Education for the 2021-2022 school year.

The Request for Qualification is on file and may be obtained at the Board Secretary/Business Administrator's office temporarily located at 125 Carlton Avenue, East Rutherford, New Jersey 07073, and may also be requested from the Board of Education's website www.erboe.net

All proposals must be received by the East Rutherford Board of Education Board Secretary/Business Administrator no later than 10:00 a.m. on Wednesday, July 14, 2021 at the Board of Education office temporarily located at 125 Carlton Avenue, East Rutherford, New Jersey 07073. All questions concerning this notice should be addressed to the Board Secretary/Business Administrator at 201-804-3100 ext. #2002. The sealed envelope shall be marked with the words "REQUEST FOR QUALIFICATION FOR THE EAST RUTHERFORD BOARD OF EDUCATION (MERCURY ABATEMENT CONSULTANT RFQ#21-07)".

All responses shall be opened and announced publicly, immediately thereafter by the Business Administrator or designee. Responses will be reviewed by the Board of Education. All appointments at a public meeting.

BACKGROUND

The East Rutherford Public Schools serves over 800 students from Pre-Kindergarten through Grade 8 in one early childhood annex, one elementary school and one middle school. Students and their families are supported by a staff of over 130 professionals and support staff. The District is governed by a seven-member Board of Education. Board members are elected by public vote in November in staggered three-year terms.