

## **Delanco Township School District**

### Notice of Solicitation

Notice is hereby given that pursuant to the provisions of N.J.S.A. 19:44A-20, New Jersey Pay to Play, and other legislative enactments, more specifically Chapter 271 of the laws of the State of New Jersey, the Delanco Township School District, 1301 Burlington Avenue, Delanco, New Jersey, 08075 is seeking RFQs for professional services to be provided to the Board of Education as listed below for the period July 1, 2011 to June 30, 2012:

### **Educational Services Consultant**

The request for qualifications is on file at the office of the Business Administrator/Board Secretary at 1301 Burlington Avenue, Delanco, New Jersey, 08075.

The Business Administrator/Board Secretary must receive all RFQs no later than 3:00 p.m. on Thursday, April 28, 2011. All questions concerning this notice should be addressed to the Business Administrator/Board Secretary Judith F. Jackson at 856-461-1905 extension 252 or email [jjackson@delanco.com](mailto:jjackson@delanco.com).

### Scope of Services - Educational Services Consultant

The Delanco Township Board of Education desires to appoint an Educational Services Consultant to provide support and mentoring to the District's Superintendent/Principal. The Consultant shall have a broad background in the administration of small districts as well as experience in creating District budgets. The Consultant will work in the District an average of five days per month. Any experience or knowledge of matters that directly affect the Delanco Township Board of Education should be addressed.

### Minimum Qualifications

1. Must be certified as a School Administrator, Principal, or Supervisor in the State of New Jersey.
2. Must have a minimum of ten (10) years experience in the administration of School Districts and Boards of Education in the State of New Jersey.
3. Must have credentials from the New Jersey Association of School Administrators as a mentor for new Superintendents.

### Evaluation of Proposals

The Delanco School District intends to award a professional services contract for the defined scope of work under the Fair and Open Process in accordance with N.J.S.A. 19:44A-20.4 et seq.

The proposals will be evaluated by a committee of school district staff and a recommendation will be made to the Board of Education based upon information supplied by each Proposer in response to this RFQ and the following criteria:

- Ability to meet all minimum qualifications
- Overall knowledge and familiarity with the operations of the School District
- Qualifications and experience of the professional
- Qualifications and experience of the other members of the professional's firm
- The daily rate proposed.

Please submit two (2) copies of the proposal to:

Delanco Township School District  
Attn: Judith F. Jackson  
Business Administrator/Board Secretary  
1301 Burlington Avenue  
Delanco, NJ 08075

All submissions must be received at the Delanco School District's Board of Education Office by Thursday, April 28, 2011, no later than 3:00 p.m. at which time they will be publicly opened.

The Delanco Township Board of Education shall award a contract to the firm or individual that best meets the needs and interests of the Board and the School District.

The Delanco Township Board of Education reserves the right to negotiate the terms and conditions of the contract with the successful firm or individual to obtain the most cost effective services for the school district.