

PROFESSIONAL SERVICES CONTRACTS TO BE AWARDED BY ESTABLISHED QUALIFICATION CRITERIA

The Somerdale Board of Education solicits statements of qualification for applicants for appointment to the following professional positions. Responses should address the general criteria and mandatory minimum criteria for the position sought. Responses must be received in the Board of Education Office, 301 Grace Street, Somerdale, NJ 08083, no later than 4:00 PM Wednesday, June 30, 2009. All responses shall be opened and announced publicly, immediately thereafter by the Business Administrator or her representative. Responses will be reviewed by the Board of Education. All appointments will be announced at a public meeting. Unless otherwise noted appointments shall be for fiscal year (September 1, 2009 - August 31, 2010) and subject to the execution of an appropriate contract.

SCHOOL BOARD LABOR COUNSEL

GENERAL CRITERIA: The Somerdale Board of Education desires to appoint a firm who will be the Board's primary representative in all matters relating to labor relations. Applicants should demonstrate knowledge of and experience in the representation of public employers. Any experience or knowledge of matters that directly affect the Somerdale Board of Education should be addressed.

MANDATORY MINIMUM REQUIREMENTS:

1. Must be licensed to practice law in the State of New Jersey and eligible to appear before all state and federal courts and administrative agencies of the State of New Jersey for a period of not less than ten (10) years preceding appointment.
2. Must have a minimum of five (5) years experience representing public employers in labor relations matters.
3. Must have sufficient support staff to provide all services required by the Board of Education including, but not limited to, legal research, preparation of legal memoranda, contracts and other legal documents.
4. Must maintain a bona fide principal office in the State of New Jersey.
5. Must list past and present public employers represented as Labor Counsel.

SELECTION CRITERIA

The selection criteria to be used in awarding a contract for the services described herein, shall include:

1. Qualifications of the individuals who will perform the tasks and the amounts of their respective participation;
2. Experience in providing the professional services requested by the Board of Education and references related thereto (Note: If an individual or firm has been involved in

business mergers the Board will consider length of service to include work performed by the original business entity);

3. Ability to perform the tasks in a timely fashion, including staffing and familiarity with the subject matter and the Board of Education.
4. Location (distance) of primary office in relation to the Board of Education Administrative Offices.
5. Recent, current and projected work load of the individual or firm.
6. Thoroughness and completeness of the applicant's submittal.

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

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

Any questions regarding this Request for Proposals should be directed to Dawn Leary, School Business Administrator of the Somerdale School District.

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

**Somerdale Board of Education
301 Grace Street
Somerdale, New Jersey 08083
856-783-6261**

All Submissions must be received at the School District's Administrative Office by 4:00 p.m. on June 30, 2009 at which time they will be publicly opened.