

## **FORT LEE FREE PUBLIC LIBRARY REQUEST FOR QUALIFICATIONS**

The Board of Trustees of the Fort Lee Free Public Library (the “Board”) is soliciting Qualification Statements (“RFQ’s”) from interested persons and/or firms for the position of Professional Library Strategic Planning Consultant. Through a Request for Qualification process, persons and/or firms interested in assisting the Board of Trustees of the Fort Lee Public Library in the solicited professional services must prepare and submit a Qualification Statement in accordance with the procedure in the RFQ’s. The Board will review Qualification Statements only from those firms or individuals that submit a Qualification Statement which includes all the information required to be included as described in the sole judgment of the Board. The Board intends to qualify a person(s) and/or firm(s) that (a) possess(es) the professional, financial and administrative capabilities to provide the proposed services and (b) meets the terms and conditions determined by the Board that provide the greatest benefit to the taxpayers of Fort Lee.

The selection of Qualified Respondents is not subject to the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et. seq. The selection is subject to the “New Jersey Local Unit Pay-to-Play” Law, N.J.S.A. 19:44A-20:4 et. seq. However, the Board has structured a procurement process that seeks to obtain the desired results, while establishing a competitive process to assure that each person and/or firm is provided an equal opportunity to submit a Qualification Statement in response to the RFQ.

Qualification Statements must be submitted to, and received by Chris Yurgelonis, Library Director, Board of Trustees Fort Lee Free Public Library, 320 Main Street, Fort Lee, New Jersey 07024 on or before 11:00 A.M. on **February 28, 2022** via **EMAIL ONLY** to [yurgelonis@fortlee.bccls.org](mailto:yurgelonis@fortlee.bccls.org). Qualification Statements will be opened on **February 28, 2022** at 2:00pm.

### **CONTRACT:**

Library Strategic Planning Consultant

The instructions for Qualification Statements can be requested by contacting the Library Director, at [yurgelonis@fortlee.bccls.org](mailto:yurgelonis@fortlee.bccls.org) and will be emailed to the interested party. Qualification Statements must be submitted in the manner designated in the instructions and sent as a pdf via email to [yurgelonis@fortlee.bccls.org](mailto:yurgelonis@fortlee.bccls.org).

Chris Yurgelonis, Library Director  
February 14, 2022