

APPROVED SUPERVISOR \_\_\_\_\_  
 APPROVED PRINCIPAL \_\_\_\_\_  
 APPROVED SUPERINTENDENT \_\_\_\_\_

QUOTE(S) ATTACHED  
 COOPERATIVE BID  
 BID \_\_\_\_\_  
 STATE CONTRACT # \_\_\_\_\_  
 BD APPROVAL DATE \_\_\_\_\_

| ACCOUNT NUMBER  | AMOUNT   |
|-----------------|----------|
| 11-00230-590098 | \$200.00 |
|                 |          |
|                 |          |

**PURCHASE ORDER**

**MONROE TOWNSHIP BOARD OF EDUCATION**  
 423 BUCKELEW AVENUE • MONROE TOWNSHIP, N.J. 08831 • (732) 521-1500

*ALL INVOICES AND AFFIDAVITS MUST BE SENT TO THE ABOVE ADDRESS REGARDLESS OF SHIPPING POINT (SEE BELOW)*

THIS PURCHASE ORDER NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES AND DELIVERY PAPERS **19-3361**

DEPARTMENT: **Business Office** P.O. DATE: **10.22.18**

REQUISITIONED BY: **M. GORSKI**

**TAX EXEMPT CERTIFICATE NUMBER 22-6002091**  
 PURCHASER IS EXEMPT BY STATE STATUTE FROM ALL FEDERAL, STATE, AND LOCAL EXCISE AND SALES TAXES.

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**THE HOME NEW TRIBUNE**  
**P.O. BOX 787**  
**NEPTUNE, NJ 07754**  
**ATTN: LEGAL ADS**

Reviewed (Bus. Office)

| QUANTITY | PLEASE FURNISH THE FOLLOWING ITEMS                                                                                                                                                                                                                                                                                                                                        | UNIT PRICE | AMOUNT   |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
|          | <p>PLEASE PUBLISH ON THE FOLLOWING DATE:<br/>                     SATURDAY, OCTOBER 27, 2018</p> <p>THE FOLLOWING/ATTACHED LEGAL NOTICE OF:<br/>                     ADVERTISEMENTS FOR REQUEST FOR PROPOSALS (RFP)<br/>                     FOR AUDITING SERVICES</p> <p>CONFIRMATION AD EMAILED: 10.22.18<br/>                     PLEASE VERIFY - DO NOT DUPLICATE</p> |            | \$200.00 |

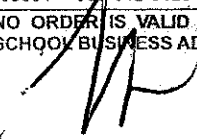
|                                    |                |                 |
|------------------------------------|----------------|-----------------|
| <b>SHIP TO THE ATTENTION OF:</b> → | <b>TOTAL</b> → | <b>\$200.00</b> |
|------------------------------------|----------------|-----------------|

- APPLGARTH ELEMENTARY SCHOOL • 227 APPLGARTH ROAD • MONROE TOWNSHIP, N.J. 08831 • 609-655-0604
- BARCLAY BROOK SCHOOL • 358 BUCKELEW AVE. • MONROE TOWNSHIP, N.J. 08831 • 732-521-1000
- BROOKSIDE SCHOOL • 370 BUCKELEW AVE. • MONROE TOWNSHIP, N.J. 08831 • 732-521-1101
- MILL LAKE SCHOOL • 115 MONMOUTH ROAD • MONROE TOWNSHIP, N.J. 08831 • 732-251-5336  ANNEX
- OAK TREE SCHOOL • 226 APPLGARTH ROAD • MONROE TOWNSHIP, N.J. 08831 • 609-655-7642
- WOODLAND SCHOOL • 42 HARRISON AVE. • MONROE TOWNSHIP, N.J. 08831 • 732-251-1177
- MONROE TOWNSHIP HIGH SCHOOL • 200 SCHOOLHOUSE ROAD • MONROE TOWNSHIP, N.J. 08831 • 732-521-2882
- MONROE TOWNSHIP MIDDLE SCHOOL • 1629 PERRINEVILLE ROAD • MONROE TOWNSHIP, N.J. 08831 • 732-521-6042
- MONROE TOWNSHIP BD OF ED ADMINISTRATIVE • 423 BUCKELEW AVE. • MONROE TWP., N.J. 08831 • 732-521-1500  TRANSPORTATION
- MONROE TOWNSHIP BD OF ED • 239 PROSPECT PLAINS ROAD • SUITE C203 • 2ND FLOOR • MONROE TWP., N.J. 08831 • 609-642-6128

**NOTICE TO VENDOR**

- DO NOT SHIP COLLECT. PREPAY TRANSPORTATION CHARGES.
- DELIVERIES ARE TO BE MADE BETWEEN 8:30 A.M. AND 4:30 P.M. ON SCHOOL DAYS. SPECIAL DELIVERIES PLEASE CALL AHEAD.
- THE RIGHT IS RESERVED TO CANCEL THIS ORDER AT ANY
- ALL GOODS RECEIVED WITH SUBSEQUENT PRIVILEGE TO INSPECT AND RETURN AT VENDOR'S EXPENSE IF DEFECTIVE OR NOT IN COMPLIANCE WITH OUR SPECIFICATIONS.
- ENCLOSE A PACKING SLIP WITH EACH SHIPMENT.
- EACH PURCHASE ORDER NUMBER MUST BE INVOICED

NO ORDER IS VALID UNLESS SIGNED BY SCHOOL BUSINESS ADMINISTRATOR.

BY: 

SCHOOL BUSINESS ADMINISTRATOR

**MONROE TOWNSHIP SCHOOL DISTRICT  
MIDDLESEX COUNTY, NEW JERSEY**

**ADVERTISEMENT FOR REQUEST FOR PROPOSALS (RFP)  
FOR AUDITING SERVICES**

Public notice is hereby given that proposals will be received by the Monroe Township Board of Education at the Board Office, located at 423 Buckelew Avenue, Monroe Township, New Jersey 08831, for the procurement of AUDITING SERVICES as hereinafter indicated. No proposals shall be received after the date and hour designated, nor may proposals be modified or withdrawn after this time. The contract, if awarded, shall be awarded to the Auditor who submits a response, which is deemed to provide for the highest quality of service at a fair and competitive price, which is most advantageous to the Board, price and other factors considered, for auditing services in connection with the Board's fiscal year July 1, 2018 through June 30, 2019.

All proposals will be publicly opened at the Board Office, located at 423 Buckelew Avenue, Monroe Township, New Jersey 08831, on **Tuesday, November 27, 2018 at 10:00 AM (Prevailing Time)**. All interested persons are invited to be present for the opening and may, at that time, examine the proposals. All proposals will be tabulated and action on award of proposal may be taken by the Monroe Township Board of Education at their next public meeting.

Specifications may be obtained at the Board Office, 423 Buckelew Avenue, Monroe Township, New Jersey 08831, or by calling 732-521-1500 weekdays between 8:00 AM and 4:00 PM, except holidays.

No proposals will be accepted that do not conform to the specifications. Proposals must be submitted on the forms provided, sealed in an envelope clearly marked on the outside as to the date due, contract being proposed, name and address of the respondent and delivered to the Monroe Township Board of Education's Board Office, 423 Buckelew Avenue, Monroe Township, New Jersey 08831, not later than the date and hour designated in this advertisement.

No oral or other communications during the request for proposal process shall bind the Board except as shall be contained in a written Addendum which the Board may, in its sole discretion, issue in accordance with Applicable Law.

The procedures developed for the award of the contract constitute a "fair and open" process pursuant to N.J.S.A. 19:44A-20.7. Respondents are put on notice that they will be required to comply with the statutes of the State of New Jersey set forth below, as they may apply to individual proposals and any contract award made. The provisions of these statutes shall become part of any arrangement entered into between the Monroe Township Board of Education and a successful respondent and said provisions shall be deemed to have been set forth at length in the contract whether specifically set forth at length or not.

Respondents are required to comply with all applicable New Jersey law, including, without limitation, the affirmative action requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.; the "Truth in Contracting" requirements of P.L. 1999, c. 440; the business registration certificate requirements of P.L. 2004, c. 57; and other statutes and regulations, all as and to the

extent applicable and whether or not said laws and requirements are specifically referenced in the specifications.

It is the sole responsibility of the respondent to ensure timely receipt of its proposal by the Board at the place designated for opening of proposals. The Board assumes no responsibility whatsoever in connection with any defects arising out of the issuance of the specifications or its failure to receive proposals at the time and place required and those which may arise from delay for any reason in obtaining the specifications or in the submission of a proposal, including, but not limited to, delays or failures of receipt caused by traffic delay, errors by messengers, mis-labeling, mis-direction from any source including by the Board's personnel, mis-delivery by common carrier, or any other reason.

When it is in its best interest to do so and to the maximum extent of its discretion under applicable law, the Board may award the contract in whole or in part, select any combination of proposals and alternates, may waive any informalities, and may reject any or all proposals.

MONROE TOWNSHIP BOARD OF EDUCATION  
MONROE, MIDDLESEX COUNTY, NEW JERSEY

Michael C. Gorski, C.P.A.  
Business Administrator/Board Secretary  
Dated: October 27, 2018

## Mary Ann Morelli

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**From:** Mary Ann Morelli  
**Sent:** Monday, October 22, 2018 12:29 PM  
**To:** 'hntlegals@gannett.com'  
**Cc:** Laura Allen  
**Subject:** Legal Notice: RFP - Auditing Services  
**Attachments:** Auditing Services - Advertisement.docx

**Importance:** High

Good morning,

Attached please find the Legal Notice:

- Legal Notice of REQUEST FOR PROPOSAL: AUDITING SERVICES
- Please publish on Saturday, October 27, 2018
- Please reference Purchase Order#: 19-3361

Upon receipt, please confirm that you have received this email and the request has been processed.

If you have any questions, please give me a call.

*Mary Ann Morelli*

Purchasing Secretary  
Monroe Township Board of Education  
423 Buckelew Avenue  
Monroe Twp., NJ 08831  
732.521.1500 ext. 5200  
732.521.1628 (fax)  
[Mary.Morelli@monroe.k12.nj.us](mailto:Mary.Morelli@monroe.k12.nj.us)

**MONROE TOWNSHIP SCHOOL DISTRICT  
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MONROE TOWNSHIP BOARD OF EDUCATION  
MONROE, MIDDLESEX COUNTY, NEW JERSEY

Michael C. Gorski, C.P.A.  
Business Administrator/Board Secretary  
Dated: October 27, 2018

**Classified Ad Receipt**  
**(For Info Only - NOT A BILL)**

**Customer:** MONROE TWP BD OF ED  
**Address:** 423 BUCKELEW AVE  
MONROE TOWNSHIP NJ 08831  
USA

**Ad No.:** 0003223704  
**Pyment Method:** Invoice  
**Net Amt:** \$112.44

**Run Times:** 1  
**Run Dates:** 10/27/18

**No. of Affidavits:** 1

**Text of Ad:**

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MIDDLESEX COUNTY, NEW JERSEY  
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MONROE, MIDDLESEX COUNTY, NEW JERSEY

Michael C. Gorski, C.P.A.  
Business Administrator/Board Secretary  
Dated: October 27, 2018

(\$77.44)

0003223704-01



**AFFIDAVIT OF PUBLICATION**

**Publisher's Fee \$77.44 Affidavit \$35.00**

**State of New Jersey } SS.  
Middlesex County**

Personally appeared *Diana Figueroa*

Of the **Home News Tribune**, a newspaper printed in Freehold, New Jersey and published in East Brunswick, in said County and State, and of general circulation in said county, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue as follows:

10/27/18 A.D 2018

*Melanie C Altz*  
Notary Public of New Jersey

Ad Number: 0003223704



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MONROE, MIDDLESEX COUNTY, NEW JERSEY

Michael C. Gorski, C.P.A.  
Business Administrator/Board Secretary  
Dated: October 27, 2018

(\$77,44)

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0000223704-01