

**Request for Proposal  
Food Service Operations for the Mount Laurel Campus  
Rowan College at Burlington County**

Notice is hereby given that sealed proposals and qualification statements will be received by Rowan College at Burlington County, Mount Laurel, New Jersey, for a firm to act as the College's "Food Service Operations for the Mount Laurel Campus" Bid #17-08-B. The College is requesting that Food Service firms respond to this proposal for Food Service Management services for the period of July 1, 2017 to June 30, 2022.

Copies of the bid document may be requested, in person, by mail, by emailing ([jpontani@rcbc.edu](mailto:jpontani@rcbc.edu)) or by calling (609)894-9311 ext. 1312. Our address is Rowan College at Burlington County, Purchasing Department, Lewis Parker Center, Room 101, 601 Pemberton Browns Mills Road, Pemberton, NJ 08068 and our hours of operation are between 9:00 a.m. and 4:30 p.m. Monday through Friday.

Bids must be in five copies (1 original and 4 copies) on the proposal forms provided in the manner designated, enclosed in a sealed envelope bearing on the outside of the envelope the name and number of the proposal, as well as the name and address of the Bidder.

**There will be a pre-bid meeting on Tuesday, February 28, 2017, in the Enterprise Center Room 248 at 10:00AM.** Pre-bid meeting is not mandatory but perspective responders are encouraged to attend.

**Deadline for bidder's questions is Friday, March 3, 2017 by 2:00 PM.**

Should any questions be received, an addendum/clarification statement will be issued and emailed/faxed out no later than **Thursday, March 9, 2017**. If an addendum/clarification statement is issued, **it SHOULD be acknowledged** on the vendor's proposal sheet with submission.

Proposals for the above services will be received by Rowan College at Burlington County, 900 College Circle, President's Office, 2<sup>nd</sup> Floor, Mount Laurel, New Jersey 08054; Attention: T. Joseph Pontani, Purchasing Manager, **until 2:00 P.M. (Prevailing Time) on Tuesday, March 21, 2017.**

**Bids will be read in the Enterprise Center, Room 236 at 2:00PM.**

All respondents will be required to comply with (1) Business Registration Act (P.L. 2004, c57); and (2) all requirements of P.L. 1975, c. 127 (N.J.S.A. 10:5 – 31 through 10:5 -38) and all duly adopted Affirmative Action Regulations (N.J.A.C. 17:27).

This proposal is being solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4, et seq.

Rowan College at Burlington County may award a contract under N.J.S.A. 18A:64A-25.1 et seq. pertaining to "County College Contracts Laws".

The College reserves the right to conduct interviews and other activities related to the qualifications of the vendors.

Respondents are advised of their responsibility to file an annual disclosure statement with the New Jersey Election Law Enforcement Commission (ELEC) pursuant to N.J.S.A. 19:44A-20.13 (P.L.2005, c.271, s.3). It is the respondent's responsibility to determine if filing is necessary. Additional information on this requirement is available from ELEC at 888-313-3532 or at [www.elec.state.nj.us](http://www.elec.state.nj.us).

By Order of Rowan College at Burlington County  
Pemberton, New Jersey

T. Joseph Pontani  
Purchasing Manager

Released: February 13, 2017