### LIBRARY DIRECTOR

The Orange Public Library is currently accepting resumes and seeking highly qualified applicants for the position of Library Director. The Library Director will be required to report directly to the Orange Public Library Board of Trustees and is responsible for overseeing all aspects of Library operations to efficiently and effectively serve the public's needs. We are seeking a candidate with strong verbal and written communication skills and progressively responsible for library service. The ideal candidate must have experience and knowledge of grants management, program development, New Jersey Civil Service rules and regulations, New Jersey Administrative Code as it applies to civil service employees, pension and payroll and adhere to the Code of Ethics as it is required for all New Jersey Civil Service employees. Compensation in line with the New Jersey Library Association's recommended pay scale guidelines based on the size of the municipality.

Interested person should apply by submitting a resume, cover letter and three references to dssmithlaw@yahoo.com

Questions may be directed to the same email address

### **OUALIFICATIONS**

A Master's degree in library science (MLS) from an ALA-accredited institution, or MLIS Library Information Science, or Information Science (MIS) Professional certification in compliance with NJ state law Thorough knowledge of the theories, principles and techniques of librarianship and NJ library law, as well as current and developing technologies.

Five (7) years library experience including (3) serving as an administrator and/or supervisor Effective verbal and written communication, social and interpersonal skills Superior Organizational skills

# **Library Director Performance Appraisal**

Director:	ector: Date:				
responsible for the over a and implementation of the development, recommend management; staffing, stagnositive relations with the	ll day-to-day operation of l mission, long range goals o lation to the Board and ff and leadership developm e Mayor. Township Counci	y and as Executive to the Bo Library; library planning inc and objectives and annual pr implementation; annual bi ent; library building mainte al, Township Administrator o ations, and Library profession	maing the development ogram activities; policy udget preparation and nance; and maintaining and Executive Staff, the		
	Section	OB I.			
Please rate Library direstrengths or weaknesses,	ctor in each of the followin , specific examples of beha	ng areas. Comments may in vior or critical incidents, et	eclude areas of c.		
	Part L – Admin	istrative Duties			
materials ni	irchasino, data processino	f the Library including huma systems, EBTV, building information directly and thre	g maintenance, capital		
Exceeds	Meets Requirements	Needs Improvement	Cannot Rate		
Requirements	Kedimenens	mprovement			
Comments:					
2. Proposes and	helps staff initiate new pro	grams and services.	****		
	П				
Exceeds	Meets	Needs	Cannot		
Requirements	Requirements	Improvement	Rate		
Comments:					
3. Administers	the annual program of activ	rities.			
П	П				
Exceeds	Meets	Needs	Cannot		
Requirements	Requirements	Improvement	Rate		
Comments:					
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Requirements		Needs	Cannot
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11. Communicates leg	gislation related to hora	LIES SUIT LESPONIUS TO GEACIOD	menes as appropria
Exceeds Requirements	Meets Requirements	Needs Improvement	Cannot Rate
Comments:			
12. Plans, encourages	and administers fundr	aising and development activ	ities.
Exceeds	Meets	Needs	Cannot
Requirements	Requirements	Improvement	Rate
Comments:			
1	Part II. Relations with	the Board of Trustees	
1. Recommends to to operations.	the Board plans, policie	es and technological improve	ments relating to lil
Exceeds	Meets	Needs	Cannot
Requirements	Requirements	Improvement	Rate

2. Maintains pos Executive Sta appointed offi	ff, Township school official	or, Township Council, Town Is and other Township, Coun	nship Administrator and ty and State elected		
	П	П			
Exceeds	Meets	Needs	Cannot		
Requirements	Requirements	Improvement	Rate		
Comments:					
			21 -0- 2 1-92-22		
3. Maintains pos	sitive relations with commu	nity residents and organization	ons.		
Exceeds	Meets	Needs	Cannot Rate		
Requirements	Requirements	Improvement	Kate		
Comments:					
4. Maintains pos	sitive relations with the loca	al, regional and professional	media.		
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Exceeds	Meets	Needs	Cannot		
Requirements	Requirements	Improvement	Rate		
Comments:					
	<u> </u>				
5. Participates i	n local, regional, state and n	national planning related to li	braries.		
П	П				
Exceeds	Meets	Needs	Cannot		
Requirements	Requirements	Improvement	Rate		
Comments:					
Part IV. – Professional Development Duties					
development	s to the staff and to the Boa by attending relevant confe vledge gained with appropri	rd a commitment to personal crences, meetings, workshop ate individuals.	professional s, and seminars, and by		
m	П	П	П		
Exceeds	L_J Meets	Needs	Cannot		
Requirements	Requirements	Improvement	Rate		
Comments:	-	-			



June 10, 2021

### louiscopelandir@yahoo.com

The Orange Free Public Library 348 Main Street Orange, NJ 07050

Attn: Louis Copeland

Re: HVAC Upgrades
Quote No. Q-06078

We propose to furnish labor, material, tools and supervision for the above referenced project in accordance with the scope of work detailed below.

### Scope of Work

- 1. Safe off and remove old Carrier chilled water system.
- 2. Furnish and install two (2) new DX Carrier 15-ton split systems.
- 3. Re-connect sheet metal to new air handlers.
- 4. Furnish and install all new refrigerant piping.
- 5. Furnish and install new electric to power new system.
- 6. Furnish and install new thermostats.
- 7. Furnish and install new drains to nearest floor drain.
- 8. Perform startup and check operation.

### <u>Pricing</u>

Our total lump sum price for this work is <u>One Hundred Eighty Two Thousand Three Hundred Dollars</u> (\$182,300.00) Tax Exempt

### Exceptions

- 1. Down time, incomplete work, or delays caused by others.
- 2. Premium time labor
- 3. Extended warranties
- 4. PE sealed drawings
- 5. Temporary heating, cooling, and facilities
- 6. Permit fees
- 7. Asbestos identification and removal
- 8. Shop drawings and / or as built drawings
- 9. Liquidated or consequential damages

## Standard Terms and Conditions

- Payment Net 30 Days
- This proposal assumes that all necessary tax exemption certificates will be issued to this office prior to commencement of procurement activities.
- Binsky & Snyder, LLC will not accept back charges of any type unless specifically accepted in writing by an officer of the company.
- We exclude any liability or responsibility for the handling, removal or exposure to any hazardous materials.

Re: HVAC Upgrades Quote No. Q-06078

In no event shall Binsky & Snyder, LLC or their subcontractors, be liable for business interruption, losses, consequential or speculative damages

This price is valid for thirty (30) days and does not include any other work that is not specifically listed as part of this proposal. All other work shall be performed on a time and material basis unless another proposal is requested.

Thank you for the opportunity to quote this project. Please contact me if you should have any questions.

Very truly yours,

Binsky & Snyder, LLC.

M. lance hilly

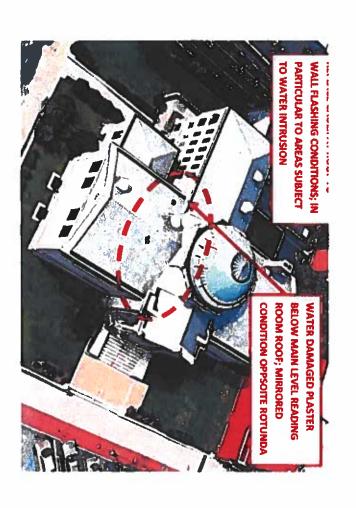
Melanie Riley / 4/4
Account Manager

ACCEPTANCE OF PROPOSAL – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to perform the work as specified.

Signature Date

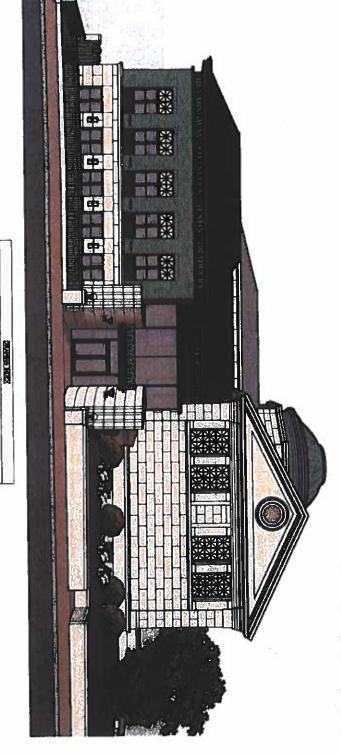
cc: David Fraser, Estimator cc: melanie.riley@binsky.com





# ORANGE PUBLIC LIBRARY - STICKLER MEMORIAL ALTERATIONS, EXPANSION AND PRESERVATION

348 MAIN STREET - ORANGE, NEW JERSEY 07051







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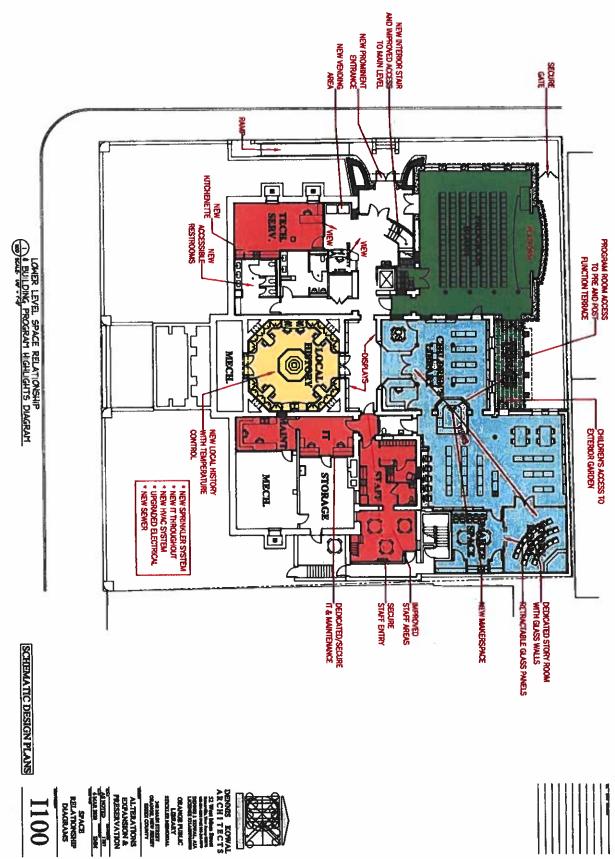
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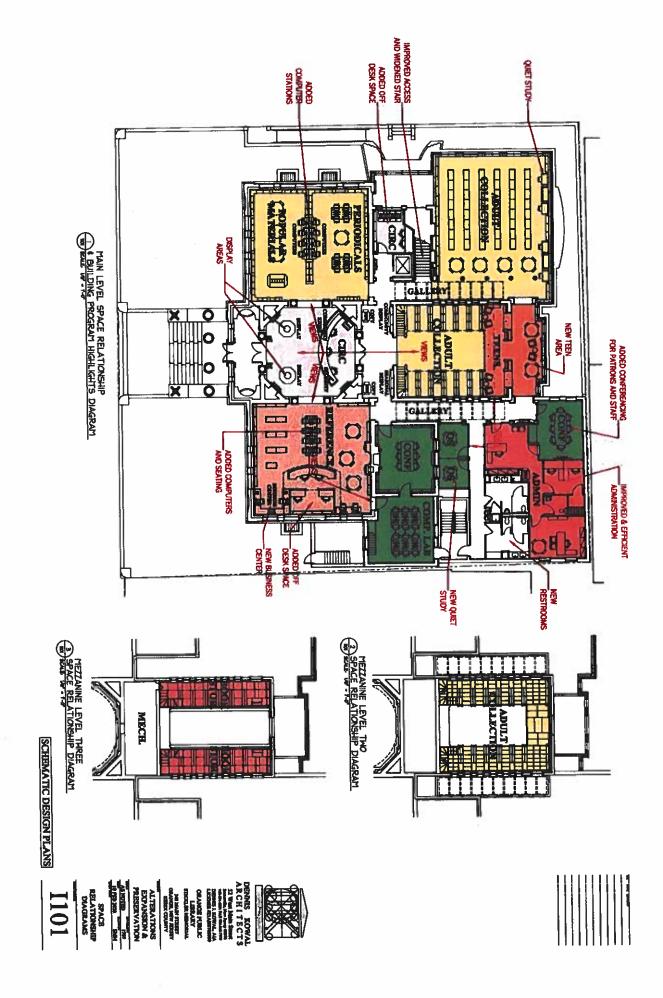


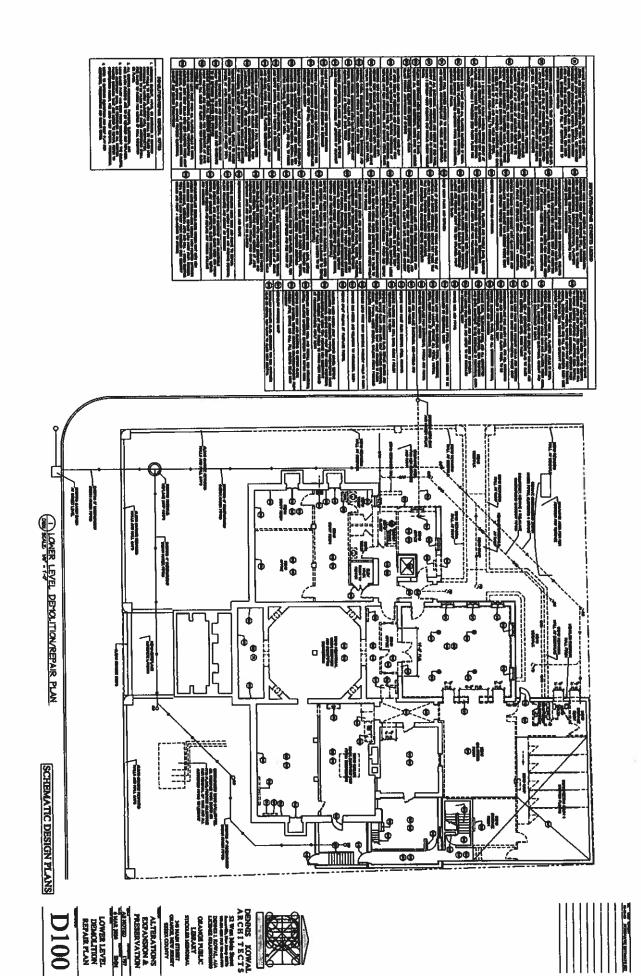


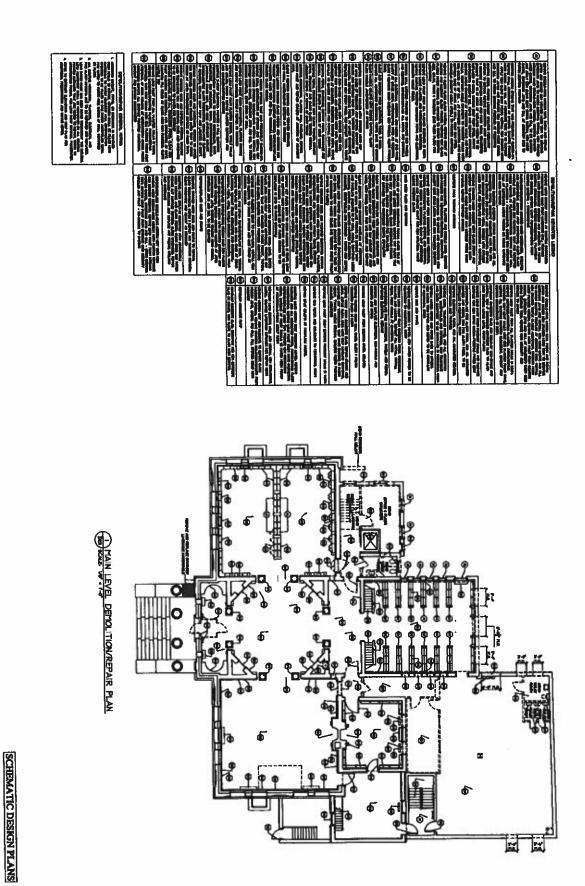












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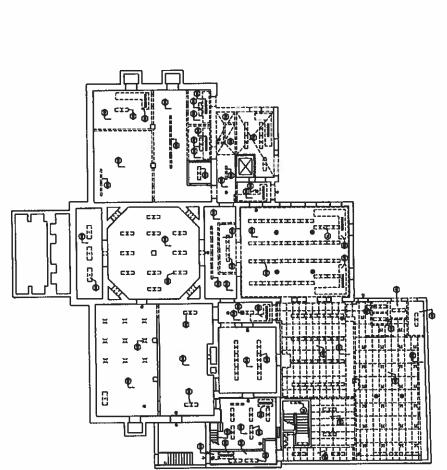
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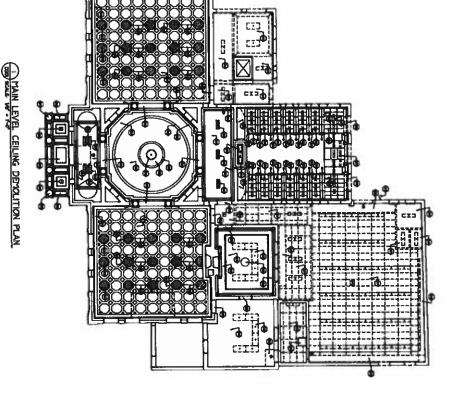
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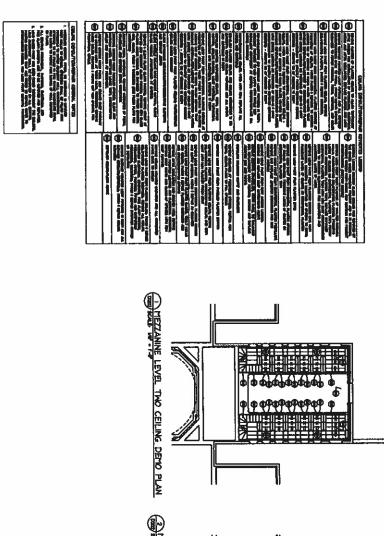
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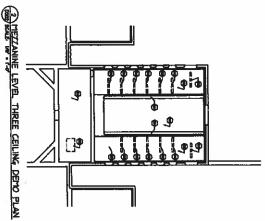




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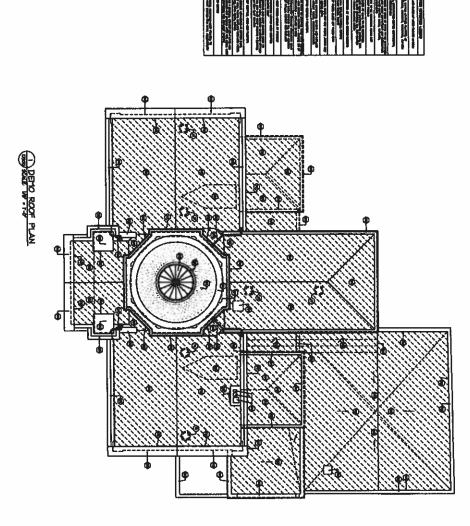




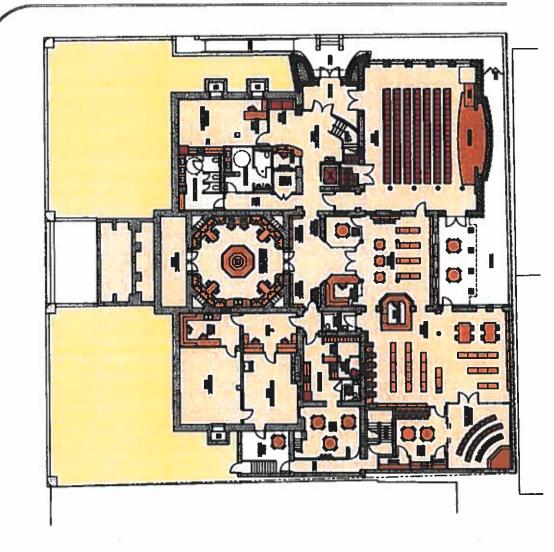




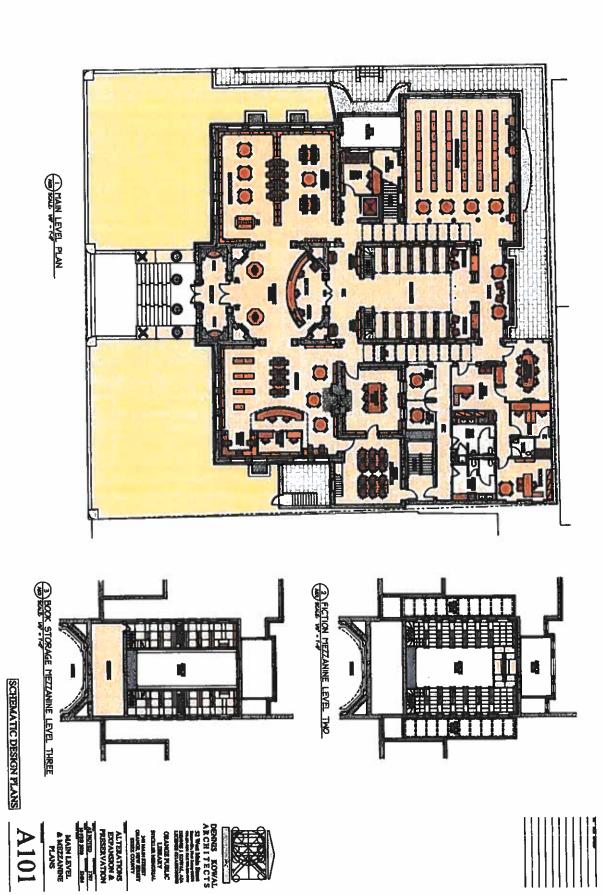








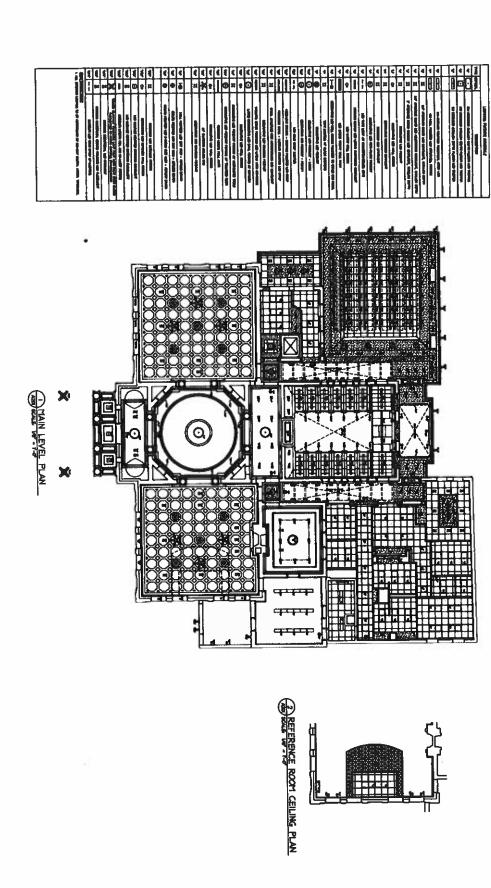




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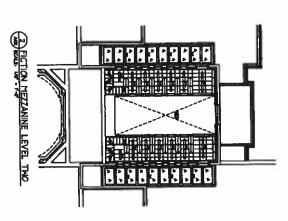


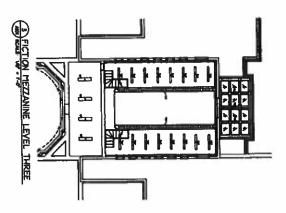


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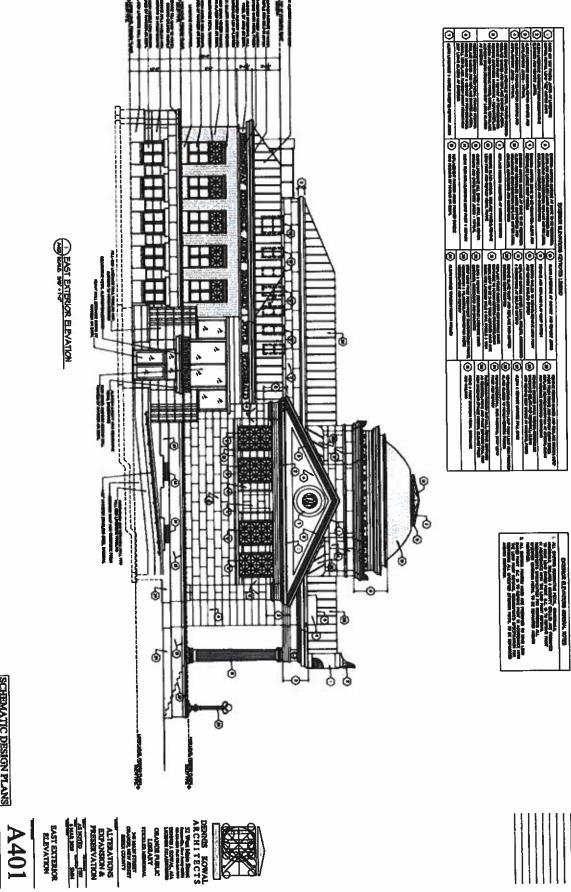
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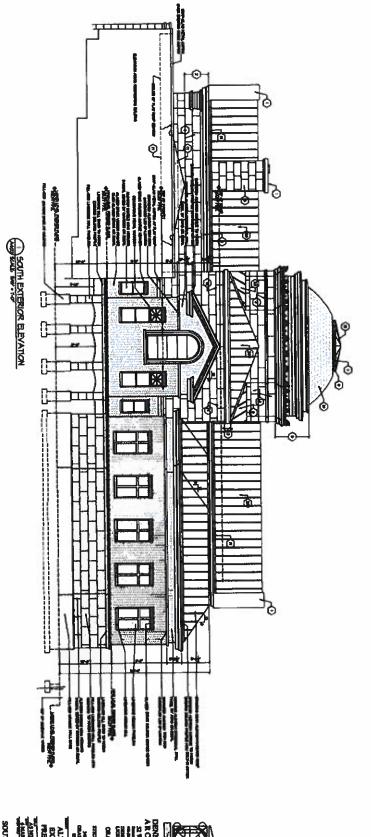
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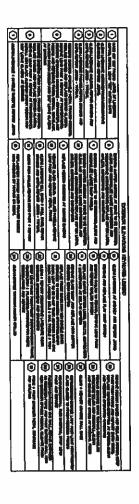
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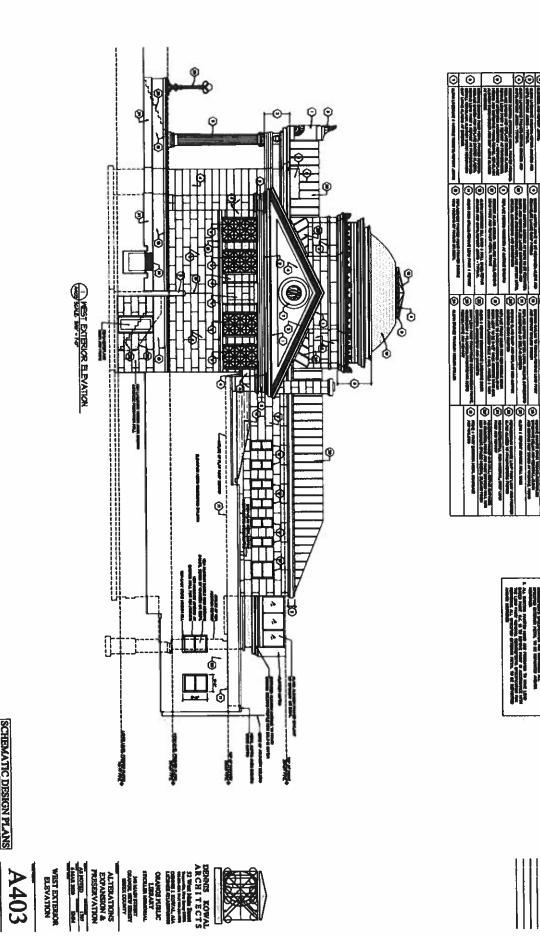






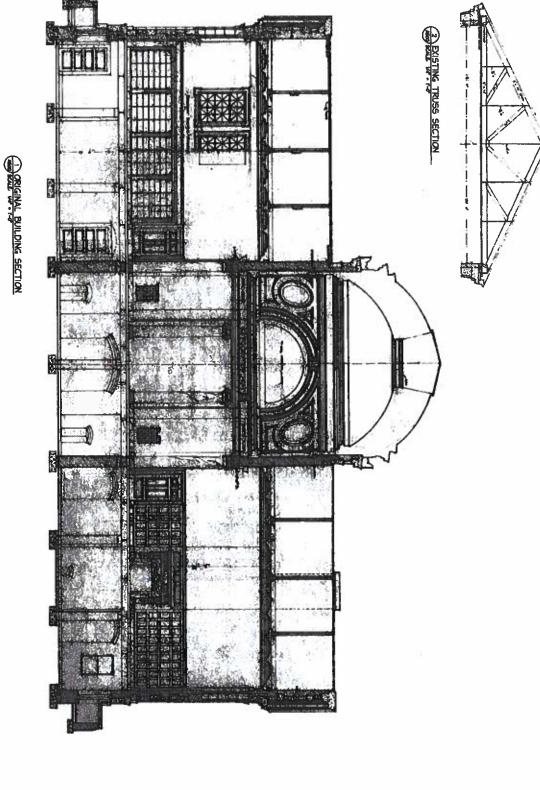


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