

North Jersey NIGP Chapter #7

Chartered October 26, 1977

President: *Maria J. Rivera*

Treasurer/Membership: *Denise Piskowski*

Vice President: *Kevin O'Keefe*

Secretary: *Maria E. Valente-Caemmerer*

**Minutes
Regular Meeting
March 20, 2024**

The meeting was called to order at 10:07 am by President Maria J. Rivera. After the flag salute, a moment of silence was observed.

President Maria J. Rivera asked for a Motion to accept the Minutes from December 14, 2023 a 1st & 2nd motion was accepted and All YES.

President Maria J. Rivera asked for a Motion to accept the Treasury report. Denise Piskowski/ Treasurer, stated that she didn't bring the treasury report for today meeting but there was \$20,200.00. Denise will have the report to the President by E-mail. We have 3 new members. President Maria Rivera said she will provide the Treasury report by E-mail to members.

Guest Speakers

Susan Jacobucci, Esq Business Administrator, Paulsboro N.J. Subject- GREEN PURCHASING.

Ms. Jacobucci gave our NIGP Chapter 7 members a presentation & handout on understanding the (Green Purchasing & Workplace Accountability. To join Sustainable New Jersey to get update grants information for Green Purchasing. Ms. Jacobucci spoke about the LED lights last longer, for energy saving, Charging Station, Toner Refills, Nao Plastics, Green buildings, Grants out there for it, Park benches. San Diego has the best programs for Electric Vehicles & charging stations. Ms. Jacobucci also raised concerns about the PFAS, Ocean warming Deforesting, Food Waste, Resources-EPA Website-Way to Save Energy. Adopt a Green Purchasing Policy by Resolution. She also provided the members with Purchasing website

<https://www.nj.gov/treasury/purchase/green-purchasng.shtml>

Followed by a Q&A.

Marc Pfeiffer-Assistant Director at Bloustein Local Government Research Center and Principal, PfeifferGov, LLC- Subject- AGGREGATION.

Marc mentioned new book & forms coming that he is in the middle of working on revising the “Yellow Book” for Goods& Services. That the forms are outdated.

Adapt rules-on Aggregation where you bid toilet paper verses paper towels. Bid separately below threshold products. Thru Co-op is fine.

Making aggregation decision NJAC 5.38-8.2c office supplies, copies machines based Contract year-12 months in a contract year. Marc Pfeiffer said PP3 is very clear. Marc Pfeiffer showed samples of fencing and change orders for unforeseen material. On PP3 Class updates. Advise use NJ Co-ops whenever possible or “WHEN IN DOUGHT BID IT OUT”!!.

Marc Pfeiffer said that things happen and for whatever reason, you didn’t bid something, and it turns out the initial estimates were too low and what is needed puts you over the threshold.

When it does, consider the following:

- If the remaining amount for the year is over the threshold, bid it out.
- If what is estimated for next year **exceeds** the bid threshold, bid it all out.
- The same **is not needed** next year and the additional amount is **less** than 15% of the threshold, use quotes for the remainder.
- The same materials are not needed next year, and the additional amount is **more** than 15% of the threshold, bid it, or ask governing body permission to use quotes.
- If, the **additional** materials for this year **and** next year together are more than 15%, but less than the threshold, ask the governing body for direction to: ▀

Either bid or get quotes ▀

Do this by:

- Certifying to the governing body, that there is a need for more;
- Describe how they had been procured during the contract year to date; and
- Obtain a resolution of the governing body approving the purchase
- Do nothing until the governing body acts

Followed by a Q & A.

**Ms. Olga Chaban-Senior Coordinator Professional Continuing Education & Training
Rutgers University Center for Government Services-**

Ms. Olga Chaban, gave us the dates for the 54th Annual RUTGERS UNIVERSITY PUBLIC PURCHASING EDUCATION FORMUM- 2024 Public Purchasing Form will be Joint with the GPANJ at the Atlantic City Tropicana Casino Hotel and it will be held on April 23,24,25 of 2024. To go to Rutgers and register online for the Spring Forum. FEMA will be doing a presentation @ the DGL update., Special events Jeopardy will be back on the tables. Tuesday night there will be a special event for Boogie Nights best outfit for Boogies nights Olga said they are running 7 semester classes Online for PP1, PP2, PP3 there is 1 class in person.

Followed by Q & A

OLD BUSINESS-

President Maria J. Rivera announced there was none.

This venue Somerville Elks Lodge 0375 Union Avenue, Somerville, NJ 08807 to continue for 2024 Chapter 7 NIGP meetings.

NEW BUSINESS – President Maria j. Rivera Stated that she was going to send by E-mail to all members for feedback on the request for Clarification to the Proposed OSC Rules.

President Maria River mention that our sister chapter 6 might join us at the next meeting. the meeting would be held at the Somerville Elks Lodge 1068, 375 Union Ave, Bridgewater, NJ 08807.

Closing comments

President Maria J. Rivera Thanked our Guest speakers Marc Pfeiffer, Susan Jacobucci, and Olga Chaban and welcome new members and thanked all the Chapter 7 members for coming and said our E-mail president@chapter7nigp.org Visit our website for news & updates <https://www.chapter7nigp.org/>. Also thanked the Somerville Elks to hold our meeting with excellent food and hospitality. This meeting was a great turn out.

There was a 1st & 2nd motion to adjourn the meeting and all yes was taken and meeting was adjourned at or about 12:00 PM.

Respectfully Submitted,

Maria E. Valente-Caemmerer

Secretary