

North Jersey NIGP Chapter #7

Chartered October 26, 1977

President: *Maria J. Rivera*

Treasurer/Membership: *Denise Piszkowski*

Vice President: *Kevin O'Keefe*

Secretary: *Maria E. Valente-Caemmerer*

Minutes Regular Meeting September 18, 2024

The meeting was called to order at 10:02 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 Treasury report. Denise Piszkowski/ Treasurer, stated that there was \$20,526.06. 1st & 2nd motions were accepted and ALL YES.

President Maria J. Rivera asked for a Motion to accept the Minutes from June 18, 2024 a 1st & 2nd motion was accepted and All YES.

Guest Speakers

Marc Pfeiffer-Assistant Director at Bloustein Local Government Research Center and Principal, PfeifferGov, LLC-Quick Update on Yellow Book.

Marc stopped by and gave the NIGP Chapter 7 members a quick update that the yellow book is being updated and reviewed. Marc said it's almost done. Joe Valenti & Marc created the Yellow Book back in 1995. And it will be updated with the new laws & regulations. Marc is also talking to the Division on the revisions of the Yellow Book and also the Iran/Russia and Belarus forms. Marc said working on part A & part B. Marc Pfeiffer is in connection with Michelle Mead@ the division and are working to update the yellow book to make the language simpler to understand for the Goods & Services. Marc Pfeiffer touched base about AI. Marc tried to send the information to AI to translate into simpler language. The question is "can we make it simple"? The Owners Disclosure form, Iran, Non-Collusion into a single signature forms. Nothing needs to be notarized unless the Non-Collision form. Marc touched base on E-procurement (electronic) Electronic bidding nothing needs to be Notarized. Marc said the Yellow Book will be released at the NJ League of Municipalities in November. Marc said he hasn't gotten to the forms as of yet. Owner Disclosure form, Iran, Non-Collision, he is working on getting it single signature form. Marc mention to the Chapter 7 members that the attorney plays a hug role in the Purchasing

world. In Purchasing we are guided by our entity attorney. Marc touched base of the small business & woman owned business. Marc also said that there are fewer bids being done for Goods & Services because of the NJ Co-ops, National Co-ops. Most Goods & Services can be found in the NJ State Contract, NJ Co-ops or National Coops. Marc said there are some challenges with single signature for spec's for bids & competitive contracts. Bids verse RFP. They are looking into Bid competitive contract and RFP. Marc said see you all in November at the League of Municipalities.

Followed by Q & A

Mr. Ashleigh Chamberlain-Bureau Chief at the Department of Labor, Division of Wages and Hour Compliance.

Mr. Chamberlain gave the NIGP Chapter 7 members a slide presentation on the overview Dpw projects (labor wages) regarding the NJ wages and hour compliance. Mr. Ashleigh also show the Chapter 7 members the updated forms for Certified Payroll 623. All contractors & subcontract must file the Certified Payrolls form 623 in the NJ wage hug. Mr. Ashleigh went over the prevailing wage threshold for projects municipal \$19,735 and for Board of Ed, School is still at \$2,000 as of July 1, 2024. Public Works Registration must be valid 34:11-56.48. All Contractors & Subcontractors must have a Valid Public Works Registration in ordered to be awarded a contract.

Followed by Q & A.

Joseph Kostecki, Public Entity Liaison-Department of Labor and Workforce Development Division of Wages and Hour Compliance-N.J. Subject- Overview of the NJ Prevailing Wage and Hour rules and aid members in registering to the web portal.

Mr. Kostecki gave our NIGP Chapter 7 members a slide presentation on understanding of the compliance for the NJ Division of Wages and Hours "WAGE HUB" website. For Construction & Public Works Construction & Projects-as August 15, 2024 in regarding the Contractors, Subcontractors uploading the certified payrolls, maintenance projects contracts, the address location into wage hub. Mr. Kostecki went over the WAGE HUB Portal and the steps on how to register each entity thru MYNJ log-in. That the contractors must log in to the wage hub and upload the certified payrolls for them and also their subcontractor on the project. The Entities should also register and insert the name of the Construction project and project#, Contracts. So the contractor can upload the certified payrolls to the entity project name. Mr. Kostecki said his office are still tweaking the website because if the contactor enters the project name, then the Contractor is owners of that project on the wage hub. If the entity enters the project name under its entity name than the person that is registered/administrator of the entity account can edit, add, can also add staff, close out the project when the project is done. If contractor enter the project the entity cannot make any changes or edit or close the project. Mr. Kostecki encouraged that the entities project managers also register in the wage hub. The entity administrator of the account

can share the authorization Code. There is only (1) Authorization Code per entity given by NJ Wage Hub. Mr. Kostecki said that to date there are 200 entities that have signed up and 2,000 Contractor are signed up and are active on the wage hub. It is not mandatory for entity to sign up but it would be wise to be the “owners of the project” to make any changes and closed the project out. Contractors must sign up as of August 15, 2024.

Mr. Joe Kostecki had a member of his team helping the GPNJ Chapter# 7 members that brought their laptops and their entity 927 financial form to register. His team helped our chapter 7 members to get into MYNJ log-in and get the Authorization Code and log-in to the wage hub portal to enter project for their Entity. A few Chapter 7 members took part in getting the help and received the Authorization Code right then and was able to see the projects under their entity.

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 some updates for the fall semester online that Rutgers has 32 classes. 1,2,3 Started October with 250 students for semester plus there are student taking Green Purchasing. Olga Chaban, said that there is also Beyond Public Purchasing Law Course online. Ms. Olga Chaban also said that the Spring schedule will come out at the League of Municipalities in November. The 2025 Public Purchasing Form will be at the Resorts Hotel, Atlantic City and it will be held on April 29-May 1, 2025. It will be on the Rutgers University Center for Government Services website and to register online for the Spring Forum.

Followed by Q & A

OLD BUSINESS. President, Maria Rivera also wanted to give NIGP Chapter 7 members the opportunity to be involved in the board positions. President, Maria Rivera posed the question to the members who would be interested in being the Secretary for 2025 and take Maria Caemmerer place. Mr. Michael Kupec from Bergen County raised his hand and accepted and that he would like to be the Secretary for NIGP Chapter# 7 for the 2025 calendar year. Mr. Kupec will be appointed at the December 18, 2024 meeting. President, Maria Rivera also asked if anyone else was interest in the opportunity to volunteer for any other position to contact her at president@chapter7nigp.org.

NEW BUSINESS – President, Maria J. Rivera mention that she took the Rutgers Seminar online called Beyond Public Purchasing Law with Jim Jorgensen and she strongly recommends it to all the members. President Maria Rivera stated that she working to provide the NIGP Chapter 7 the 2025-calendar schedule for the quarterly meeting dates.

Closing comments

President Maria J. Rivera thanked our Guest speakers Ashleigh Chamberlain, Joseph Kostecki and Olga Chaban and thanked all the Chapter 7 members for coming. President, Maria Rivera said her E-mail for any questions or information president@chapter7nigp.org. She encouraged the members to 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.

President Maria River mention that the December 18, 2024 meeting would be held at the Somerville Elks Lodge 1068, 375 Union Ave, Bridgewater, NJ 08807.

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