

Northern NJ NIGP Chapter 7

BACK TO BASICS

COOPERATIVE PURCHASING & COMPETITIVE CONTRACTING

September 24, 2026

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Nicola Reid, MPA/QPA /RPPO/CMFO
Township of Stafford Purchasing Agent



- The information and material provided is not intended to resolve all situations discussed. Given the changing nature of the Law (LPCL), corresponding rules and related laws and rules, the time limitations of the seminar and local contracting unit traditions, the presenter warrants that the information and material provided are reasonably complete and current.
- **The webinar is not intended to be used as legal advice in any general or particular sense. Webinar participants are encouraged to directly consult with their own legal counsel as to the current procurement laws and rules' applicability to particular situations.**
- All characters are fictional, and any similarity to people living or dead is purely coincidental. No animals or humans were harmed during the preparation of this presentation.



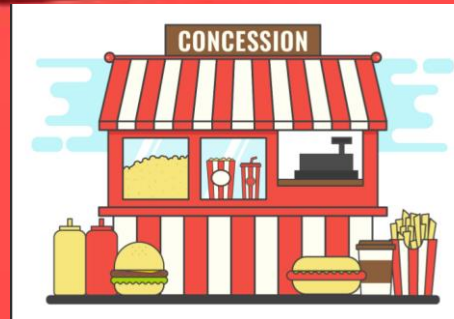
COOPERATIVE PURCHASING

what's in your
Toolbox?

QUOTE

"Competitive contracting"

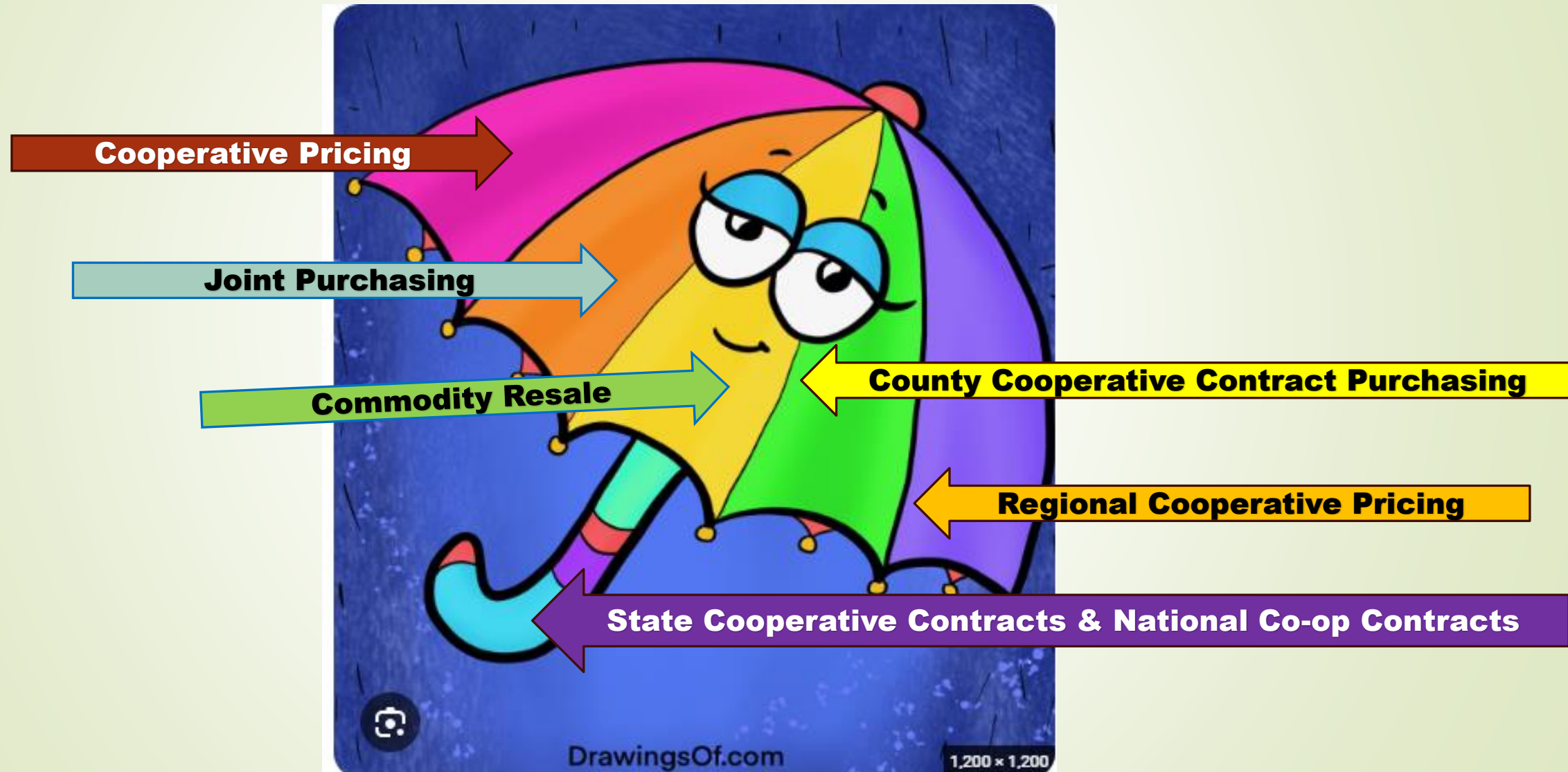
Public Bidding



Proprietary bids

COOPERATIVE PURCHASING SYSTEMS

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COOPERATIVE PRICING SYSTEM

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Cooperative Pricing

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COOPERATIVE PRICING SYSTEM

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N.J.S.A 40:11-11(5) and N.J.A.C 5:34-7.3 to 7.12

- “Cooperative Pricing” is a purchasing system in which a **Lead Agency** advertises for bids; awards a master contract to the vendor providing for its own needs and for the prices to be extended to **registered members**; and notifies the members of the contract awarded. The registered members then contract directly with the vendor for their own needs, subject to the specifications in the master contract.
- Separate contracts or purchase orders are executed between each participating government agency and the successful vendor.
- The Lead Agency in a Cooperative Pricing System does not bear any contractual responsibility to the vendor, except with respect to those items, which it orders for its own needs.
- The bid document notifies potential bidders of the desire of the Lead Agency to make the resulting bid prices available to the participating members of the System.
- The vendor, in submitting its bid, stipulates whether the price bid will be available to the participating members of the System.
- The prices and the exact nature and quality of the goods and services provided cannot deviate from what was described in the specifications and awarded in the contract. The overall contract award is controlling with respect to specifications and prices, even though quantities are contracted for by the other participants via their own contract or purchase order.

COOPERATIVE PRICING SYSTEM

N.J.S.A 40:11-11(5) and N.J.A.C 5:34-7.3 to 7.12

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RESOLUTION NO. 2026 -

A RESOLUTION AUTHORIZING THE _____ TO ENTER INTO A COOPERATIVE PRICING AGREEMENT WITH THE TOWNSHIP OF STAFFORD FOR MEMBER PARTICIPATION IN THE STAFFORD TOWNSHIP COOPERATIVE PRICING SYSTEM (ID #33-OCPS)

WHEREAS, N.J.S.A 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Township of Stafford, hereinafter referred to as the Lead Agency" has offered voluntary participation in a cooperative Pricing System for the purchase of goods and services; and

WHEREAS, on _____ the Governing Body of _____, County of _____, State of New Jersey duly considered participation in a cooperative pricing system for the provision and performance of goods and services;

NOW, THEREFORE, BE IT RESOLVED by the _____, County of Ocean, State of New Jersey as follows:

1. The _____ is hereby authorized to enter into a cooperative purchasing agreement with the Lead Agency, Stafford Township, for the purchase of goods and services, providing Certifications of Funds by the _____ Chief Financial Officer is on file.
2. The Lead Agency, Stafford Township, shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.
3. That a certified copy of this resolution be forwarded to the Borough Administrator and Stafford Township.
4. The City _____ Chief Financial Officer is authorized to pay the \$500.00 membership fee to the Township of Stafford Cooperative Pricing System on an annual basis.

CERTIFICATION

I, _____, Municipal Clerk, of the City of Garfield, do hereby certify that foregoing resolution was duly adopted by the Council of the _____ at a meeting _____, 2026.

City

C.

STAFFORD TOWNSHIP COOPERATIVE PRICING SYSTEM AGREEMENT (System ID# 33-OCPS)

This Agreement made and entered into this _____ day of _____, 2024, by and between the, **TOWNSHIP OF STAFFORD**, having its principal offices located at 260 East Bay Avenue, Manahawkin, NJ 08050, hereinafter referred to as the "Lead Agency," and the **CITY OF _____**, having its principal offices located at 111 Outwater Lane, Garfield, NJ 07026, hereinafter referred to as the "Participating Contracting Unit."

WITNESSETH

WHEREAS, N.J.S.A. 40A:11-11(5), specifically authorizes two or more contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services and enter into a Cooperative Pricing Agreement for its administration; and

WHEREAS, the Township of Stafford is conducting a voluntary Cooperative Pricing System within the County of Ocean utilizing administrative purchasing services and facilities of the Township of Stafford; and

WHEREAS, this Cooperative Pricing System is to effect substantial economies in the provision and performance of goods and services; and

WHEREAS, all parties hereto have approved the within Agreement by Ordinance or Resolution, as appropriate, in accordance with the aforesaid statute; and

WHEREAS, it is the desire of all parties to enter into such Agreement for said purposes.

NOW, THEREFORE, in consideration of the promises and of the covenants, terms and conditions hereinafter set forth, it is mutually agreed as follows:

1. The work, materials, goods or services, or supplies to be priced cooperatively may include public work supplies, gasoline, diesel and petroleum supplies, vehicles and equipment, office supplies and such other items as two or more participating contracting units in the system agree can be purchased on a cooperative basis.

REQUEST FOR REGISTRATION OR MODIFICATION OF A COOPERATIVE PRICING SYSTEM, JOINT PURCHASING SYSTEM OR REGIONAL COOPERATIVE PURCHASING SYSTEM (COOPERATIVE PURCHASING FORM CP-2001)			
Return completed Form with all documentation to: Cooperative Purchasing Division of Local Government Services PO Box 803 Trenton NJ 08625-0803 Attn: Co-op		CONDITION <i>To the extent that bids may have been received or a contract may have been awarded by an unregistered Cooperative Purchasing System without it first having obtained the requisite approval from the Division pursuant to N.J.A.C. 5:34-7.1 et seq., the Division is not in a position to address or resolve any legal questions which may exist as a result of such circumstances.</i>	
SYSTEM TYPE ☒ Cooperative Pricing System ☐ Joint Purchasing System ☐ Regional Cooperative Pricing System			
SYSTEM IDENTIFICATION			
System Name:		Identifier	
☒ System Registration A L E A D A G E N C Y R E S O L U T I O N S M E M B E R R E S O L U T I O N S A G R E E M E N T S	☒ Add/Delete Member(s) N E W M E M B E R R E S O L U T I O N S L E A D / M E M B E R A G R E E M E N T S	☐ Renew Registration L E A D A G E N C Y R E S O L U T I O N S L I S T O F C U R R E N T M E M B E R S (Submit new members on separate CP-2001) ☐ Other (Check Below) C H A N G E L E A D A G E N C Y A D D / D E L E T E C O M M O D I T Y C H A N G E A D D R E S S O T H E R (List Below)	
DETAILS (Identify changes in: membership, commodities purchased or other information as appropriate)			
This is to certify that the requirements of N.J.S.A. 40A:11-1 et seq. or N.J.S.A. 18A:18A-1 et seq., as appropriate, and N.J.A.C. 5:34-7.1 et seq. are understood and the System is in compliance with them.			
Signature:		E-mail Address:	
Name:		Phone:	
Title:		Date:	
Official Use:	Approved: Disapproved:	Material: Complete:	Effective Date: System Expiration:

Approval shall be for a period not to exceed five years

JOINT PURCHASING SYSTEM

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Joint Purchasing



JOINT PURCHASING SYSTEM

N.J.S.A 40A:11-10 and N.J.A.C 5:34-7.3 to 7.12

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- “Joint Purchasing System” is a purchasing system in which two or more local contracting units agree that one of them will serve as the Lead Agency or “purchasing agent” for the system, at least with respect to certain specified categories of purchases.
- The Lead Agency, in its capacity as purchasing agent, does the purchasing for the members of the System. It prepares the formal bid specifications; advertises for and receives bids; and executes a contract with the lowest responsible bidder for the full amount of the commodities or services needed by all participants.
- A significant difference between Joint Purchasing and Cooperative Pricing is that Joint Purchasing requires the participants to identify in advance the specific individual quantity for the particular good or service to be bid.
- In addition to its other responsibilities, the Lead Agency is responsible for certifying that funds are available not only for its own needs, but for the aggregate quantity from all of the other participants.
- Only the Lead Agency does the buying and deals with the vendor.
- After the receipt of bids and evaluation, but prior to the award of a contract, funds for the purchase of the goods or services are transferred from the members to the Lead Agency. The lead agency then adjusts its budget accordingly. Details for these actions are arranged by the respective local unit financial officer.

COMMODITY RESALE SYSTEM

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COMMODITY RESALE SYSTEM

N.J.A.C 5:34-7.15 to 7.17

- "Commodity resale system" means a purchasing system in which a local contracting unit purchases either
 - gasoline,
 - diesel fuel,
 - snow removal chemicals,
 - public works materials and supplies, including road and roadway construction materials,
 - or any other such materials as may be approved by the Director for its own consumption and then sells all or a portion thereof to another local contracting unit.
- Only by establishing a Commodity Resale System may the seller, the System's Lead Agency, through a Dedication by Rider, deposit the funds received from the sale of commodity – Example: gasoline into the “fuel” account, rather than returning the funds to surplus.
- The commodities available for “resale” are limited by the *Local Public Contracts Law Rules*

COMMODITY RESALE SYSTEM

N.J.A.C 5:34-7.15 to 7.17

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REQUEST FOR REGISTRATION OR MODIFICATION OF A COMMODITY RESALE SYSTEM (Cooperative Purchasing Form CP-2060)					
RETURN COMPLETED FORM TO: Cooperative Purchasing Division of Local Government Services PO Box 803 Trenton NJ 08625-0803					
SYSTEM NAME Stafford Township Commodity Resale System		ACTION REQUESTED SYSTEM MEMBER(S) COMMODITY(S) ☐ Register ☒ Renew ☐ Add ☐ Delete ☐ Add ☐ Delete			
LEAD AGENCY Township of Stafford		MEMBER(S) See Attached			
COMMODITY(S) TO BE SOLD ☒ Gasoline ☒ Diesel Fuel ☒ Snow Removal Chemicals ☒ Public Works Materials					
This is to certify that the requirements of N.J.S.A. 40A:11-1 et seq. and N.J.A.C. 5:34-1 et seq. are understood and the proposed activity is in compliance with them.					
ORIGINAL SIGNATURE: <u>Nicola Reid</u>		E-MAIL ADDRESS: <u>NReid@staffordnj.gov</u>			
NAME: <u>Nicola Reid</u>		ADDRESS: <u>260 EAST BAY AVENUE</u>			
TITLE: <u>Purchasing Agent</u>		<u>Mona Newlin, NJ 08050</u>			
PHONE: <u>609-597-1000, x8521</u>					
DATE: <u>January 30, 2020</u>					
FOR USE BY THE DIVISION OF LOCAL GOVERNMENT SERVICES					
☐ APPROVED	RECEIVED: 		REGISTRATION EXPIRES: 		
☐ DISAPPROVED	APPROVAL EFFECTIVE: 		IDENTIFIER: <u>99002-STCRS</u>		

- (c) Approval shall be for a period not to exceed five years.
- (d) The lead agency of the proposed system shall apply to the Director on behalf of the other participating unit(s).
- (e) Application shall be made on Form CP-2060.
- (f) The lead agency shall authorize the creation of the resale system by resolution.
- (g) The lead agency acting on behalf of itself and any participating contracting unit shall at the time of initial system registration or when a new member is added to the system, submit to the Director a copy of the purchase agreement or contract between the units and all confirming resolutions.
- (h) The Director shall act upon the application pursuant to N.J.A.C. 5:34-7.5.

COUNTY COOPERATIVE CONTRACT PURCHASING SYTEM

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County Cooperative Contract Purchasing

1,200 x 1,200

COUNTY COOPERATIVE CONTRACT PURCHASING SYSTEM

N.J.A.C 5:34-7.21 to 7.26

- “County Cooperative Contract Purchasing” is a Cooperative Purchasing System that may be **created only by a county government.**
- The county advertises for bids and awards a contract to the successful bidder.
- With the approval of both the county and the successful vendor, **local contracting units located within the geographic boundary** of the county may purchase under the contract subject to its specifications, terms and conditions. (It is similar in concept to the State Cooperative Purchasing System.)
- A county shall authorize the establishment of a county cooperative contract purchasing system by resolution.

COUNTY COOPERATIVE CONTRACT PURCHASING SYSTEM

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N.J.A.C 5:34-7.21 to 7.26

CALENDAR YEAR 2026
OCEAN COUNTY COOPERATIVE CONTRACTING PURCHASING SYSTEM (CK-02-OC)

BID NAME/AWARDED VENDORS	RESOLUTION NUMBER	CONTRACT EXPIRATION DATE	CONTRACT AMOUNT NOT TO EXCEED
AIR COMPRESSOR TRAILERS	B2025-133	09/16/2026	\$100,000.00
EVERGREEN SPECIALTY SERVICES		*as of 9/10/26 no rebid date	
ANTIFREEZE, OILS & LUBRICANTS II	B2026-44	04/14/2027	\$100,000.00
MOOVE NA DISTRIBUTION LLC			
PRIME LUBE INC.			
ROMEO ENTERPRISES, LLC			
TAYLOR OIL CO., INC.			
ASPHALT MATERIALS	B2025-163	12/03/2026	\$200,000.00
A.E. STONE INC.			
BRICKWALL CORPORATION			
THE WALTER R. EARLE CORPORATION			
AUTOMATED EXTERNAL DEFIBRILLATORS AND SUPPLIES	B2026-36	3/24/27	\$100,000.00
LIFESAVERS INC			
AUTOMOTIVE FILTERS	B2025-57	05/06/2027	\$100,000.00
EASTERN WAREHOUSE DISTRIBUTORS LLC			
GABRIELLI KENWORTH OF NJ LLC			
VANWICKLE AUTO SUPPLY, INC.			
BATTERIES FOR VARIOUS EQUIPMENT	B2025-122	09/30/2026	\$100,000.00
BATTERIES PLUS - 1071		*as of 9/10/26 no rebid date	
TRI-STATE BATTERY & ALTERNATOR			
CATCH BASINS & MANHOLE CASTINGS	B2026-18	03/18/2027	\$100,000.00
ATLANTIC PLUMBING SUPPLY			
FERGUSON			
CATIONIC ASPHALT EMULSION	B2026-38	03/24/2027	\$100,000.00
Asphalt Paving Systems, Inc.			
COMPLETED TRAFFIC SIGNS	B2025-162	12/03/2026	\$100,000.00
NATIONAL HIGHWAY PRODUCTS, INC			

CALENDAR YEAR 2026
OCEAN COUNTY COOPERATIVE CONTRACTING PURCHASING SYSTEM (CK-02-OC)

BID NAME/AWARDED VENDORS	RESOLUTION NUMBER	CONTRACT EXPIRATION DATE	CONTRACT AMOUNT NOT TO EXCEED
DISPOSAL OF USED TIRES	B2025-86	07/31/2027	\$100,000.00
MAZZA RECYCLING SERVICES, LTD.			
ELECTRICAL WORK	B2026-15	03/03/2028	\$100,000.00
BAHR & SONS ELECTRICAL CONTRACTORS INC.			
GARY KUBIAK & SON ELECTRIC, INC.			
EMERGENCY GENERATOR REMOTE MONITORING SYSTEMS	B2024-141	09/30/2026	\$100,000.00
PENN POWER GROUP LLC, DBA PENN POWER SYSTEMS		*as of 9/10/26 no rebid date	
EQUIPMENT PARTS, REPAIRS & MAINTENANCE FOR VARIOUS DEPARTMENTS	B2024-183	12/17/2026	\$100,000.00
TURF EQUIPMENT AND SUPPLY COMPANY, INC.			
CENTRAL JERSEY EQUIPMENT, LLC			
OCEAN COUNTY EQUIPMENT DBA/ACE			
OUTDOOR POWER			
CHERRY VALLEY			
FIRST AID SUPPLIES	B2026-35	05/06/2027	\$100,000.00
BOUND TREE MEDICAL, LLC			
JML MEDICAL INC.			
GASOLINE AND DIESEL FUEL	B2025-176	12/16/2027	\$800,000.00
GRESHAM PETROLEUM CO			

REGIONAL COOPERATIVE PRICING SYSTEM

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Regional Cooperative Pricing

REGIONAL COOPERATIVE PRICING SYSTEM

N.J.A.C 5:34-7.13

- "*Regional cooperative pricing system*" means a cooperative pricing system composed of two or more registered cooperative pricing systems and their participating contracting units which have agreed to join together for the provision and performance of goods and services, including the purchase of energy.
- **The registered** membership of each individual cooperative pricing system shall be deemed to be a member of the regional cooperative pricing system upon submission to the Director a list of the membership of each system comprising the regional cooperative pricing system.
- When a municipality which has aggregated its residents or business customers for gas supply service or electric generation service becomes a member of a regional cooperative pricing system for the purpose of purchasing energy, it shall simultaneously notify the lead agency of the cooperative pricing system of which it is a member and the lead agency of the regional cooperative pricing system of the participation of its residential or business customers and their respective energy supply demands.

THE STATE OF NEW JERSEY'S COOPERATIVE PURCHASING PROGRAM

N.J.S.A. 40a:11-12 AND N.J.A.C 5:34-7.29



State Cooperative Contracts & National Co-op Contracts

THE STATE OF NEW JERSEY'S COOPERATIVE PURCHASING PROGRAM

N.J.S.A. 40a:11-12 AND N.J.A.C 5:34-7.29

- Any contracting unit under this act may without advertising for bids, or having rejected all bids obtained pursuant to advertising therefor, purchase any goods or services under any contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury.
- *N.J.S.A. 40A:11-12* provides for the participation of local governments in the Cooperative Purchasing Program administered by the Division of Purchase and Property in the Department of the Treasury. This is essentially a Cooperative Pricing Service, through which certain commodities purchased under State contract may also be purchased by local governments. Not all commodities purchased by the State may be purchased by local governments.
- The State can provide lists of available State contract commodities. Local governments may then contact the vendor directly. Purchases made under State contract cannot differ as to specification, quality or price from that contained in the State contract. However, in some cases a higher price may be charged to local governments if specified in the State contract.
- While the State regulations do not require formal action by local governing bodies to participate, the local governments themselves are required to observe the basic requirements of the *Local Public Contracts Law* or the *Public School Contracts Law*. This means that the governing body must award contracts over the current bid threshold amount (*N.J.A.C. 5:34-7.29(c)*). The purchasing agent may be authorized by resolution to make purchases below the bid threshold amount.

THE STATE OF NEW JERSEY'S COOPERATIVE PURCHASING PROGRAM

N.J.S.A. 40a:11-12 AND N.J.A.C 5:34-7.29



Marketplace



[Advanced](#)



0 Document(s)
Ready for Approval

0 Requisition(s)
Returned

0 Requisition(s)
Ready for Purchasing

0 PO(s)
Ready to Send

0 PO(s)
Pending Receipt

0 Receipt(s)
In Progress

News

Date	Category	Title
09/14/2026	Notices	T2634 - Scrap Metal Collection and Recycling/Disposal: Statewide
09/14/2026	Notices	T2881- Water Damage Restoration Services- Statewide
09/14/2026	Notices	M4002 Extensions
09/09/2026	Notices	M4016 - Snow and Ice Handling Equipment Supplies and Accessories - Statewide
09/09/2026	Notices	T0097 Automotive Lubricants: New Awards
09/08/2026	Notices	M4028 Street Sweepers and Specialty Sweepers with Related Equipment, Accessories, and Supplies - Statewide
08/26/2026	Notices	T0084 - Automotive Glass Parts and Windshield Repair/Replacement
08/19/2026	Notices	NJSTART Agency Reference Guides
08/17/2026	Notices	M4007 IT Research and Advisory Services Award
08/14/2026	Notices	T1841 Geographic Information Systems Services Award

Recent Documents

Document #	Type	Description	Status	Last Viewed
26-FLEET-135710	Contract	T2007 Sport Utility Vehicles and Crossover Utility Vehicles - Statewide	Sent	09/22/2026
26-FLEET-129165	Contract	T2776 Police Pursuit and Special Service Vehicles: SUVs, Trucks - Statewide	Sent	09/22/2026
25-TELE-132987	Contract	T0109 - Radio Communication Equipment and Accessories	Sent	09/21/2026
25-TELE-132995	Contract	T0109 - Radio Communication Equipment and Accessories	Sent	09/10/2026
21-GNSV1-01460	Contract	T1343 - Overhead/Rolling Doors & Operators, Repair/Replace, DOT & Other Agencies	Sent	09/10/2026

[View More](#)

NATIONAL COOPERATIVE CONTRACTS

P.L. 2011 c.139

LOCAL FINANCE NOTICE 2012-10

- P.L. 2011, c.139 (the “Law” or “Chapter 139”) allows local contracting units to utilize national cooperative contracts as a method of procurement.
- There are generally two different types of organizations (“national cooperatives”) that award “nationally-recognized and accepted cooperative purchasing agreements” (“national cooperative contracts”).
 - The first is an organization (profit or not-for-profit) that coordinates and aggregates contracts from different state and local governments and promotes their use. Such organizations often include a “marketing fee” built into the bid price, which is used to support their marketing efforts and/or provide revenue to the public agency issuing the contract. These types of national cooperatives often have websites enabling contracting units to contact vendors who have contracts, obtain contract terms and conditions, and instructions on joining the organization.
 - The second type of national cooperative is a state, regional, or single government agency that awards contracts for its own use and is authorized under its own laws to extend those contracts to other government agencies. This is similar to the N.J. Division of Purchase and Property’s Cooperative Purchasing Program for New Jersey contracting units. These agencies may also charge a marketing or service fee and have a website, though membership is not usually required.

NATIONAL COOPERATIVE CONTRACTS

P.L. 2011 c.139

LOCAL FINANCE NOTICE 2012-10

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new jersey dca
department of community affairs
division of local government services dlgs

people, places, progress

Local Finance Notice

Chris Christie Governor
Kim Guadagno Lt. Governor
Richard E. Constable, III Acting Commissioner
Thomas H. Neff Director

LFN 2012-10
May 14, 2012

Contact Information

Director's Office
V. 609.292.6613
F. 609.292.9073

Local Government Research
V. 609.292.6110
F. 609.292.9073

Financial Regulation and Assistance
V. 609.292.4806
F. 609.984.7388

Local Finance Board
V. 609.292.0479
F. 609.633.6243

Local Management Services
V. 609.292.7842
F. 609.633.6243

Authority Regulation
V. 609.984.0132
F. 609.984.7388

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Web: www.nj.gov/dca/dlgs
E-mail: dlgs@dca.state.nj.us

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Using National Cooperative Contracts: Application of P.L. 2011, c.139

Introduction

The recently passed P.L. 2011, c.139 (the "Law" or "Chapter 139") allows local contracting units to utilize national cooperative contracts as a method of procurement. The Division of Local Government Services has consulted with the Division of Law, the Division of Purchase and Property (DPP), and the Office of the State Comptroller in reviewing the Law and its relationship to existing procurement statutes and regulations. This Local Finance Notice provides guidance to contracting units seeking to implement the new national cooperative contracting option.

While the guidance in this Notice has specific application to contracting units subject to the Local Public Contracts Law ("LPCL") and boards of education under the Public School Contracts Law ("PSCCL"), it has general application to all local government contracting units. Agencies should review this guidance in context of the new Law and their own procurement laws and regulations to ensure consistency in application.

Contracting units should carefully review this guidance, state laws affecting the agency's contracting authority, and relevant case law affecting the use of national cooperatives. Utilizing national cooperative contracting, in certain circumstances, may make the procurement process more efficient and provide cost savings. Contracting units are advised; however, to affecting the agency's national cooperative

This notice covers the following:

- General State Contracting
- Types of National Cooperative Contracts
- Legal Requirements
- Limitations
- Appendix A: Model Purchase Order
- Appendix B: Purchasing Agent's Guide to Using National Cooperative Contracts

Appendix B

Purchasing Agent's Guide to Using National Cooperative Contracts

Once a decision is reached to utilize a national cooperative contract where the amount is at or above the contracting unit's bid threshold, the purchasing agent should take the following steps: (Refer to Local Finance Notice 2012-10 for guidance and forms).

1. Conduct due diligence on a national contract to determine if the contract will result after all factors, including charges for service, material and delivery, have been considered. There is documentation backing up this determination.

Considerations to use a national contract can include:

- Economy versus efficiency
 - Comparison of the national contract pricing to the current State or local cooperative contracts, to comparable goods in other local government contracting unit contract
 - Savings of time in avoiding the time and cost of a separate proposal
 - Any record of satisfactory vendor performance
 - Administrative cost factors required to participate in the national contract
 - Other factors such as rebates offered and unique needs of the contracting unit
2. Review any national contract under consideration to determine if the contract meets the needs of the contracting unit.
 - That the contract was based on a publicly advertised solicitation
 - That the contract would be made available to other local government contracting units.

F. Limitations, Fiscal, and Reporting Requirements

- 1) **Not applicable to public works/construction contracts:** The use of national cooperative contracts only applies to contracts for goods and services; it does not apply to "public works" or construction contracts.

This prohibition may affect a contracting unit that plans to construct or install turf and synthetic turf fields, masonry, fencing, roofing, or indoor carpet flooring projects. There are several national cooperative contracts offering time and material contracts for work that may fall under New Jersey public works or construction laws. Before using such a time and material national contract, the contracting unit should review the project to be sure the work is not covered under New Jersey's public works contracting laws.

Local Finance Notice 2012-10

May 14, 2012

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- ✓ If the contract to be issued by the contracting unit is over \$10 million, report the proposed award to the Office of the State Comptroller thirty days prior to the anticipated award date.
3. Publish a "Notice of Intent to Award Contract under a National Cooperative Purchasing Agreement" in the official newspaper, on your official website, and on "Bulletin NJ" when available.
 - Allow a minimum of ten days between the advertisement and award for affected providers to protest the award.
 - Consider comments received prior to the award and act accordingly.
 4. Prepare a contract and related documents (i.e., Certificate of Availability of Funds, etc.) for governing body action. Include the State Comptroller's language requiring the vendor to maintain records for five years in the contract document.
 5. Execute contract pursuant to routine practices. If the contract is above two million dollars but below ten million dollars, report the contract to the Office of the Comptroller within twenty business days of award.
 6. Keep documentation of award on file for audit purposes, as with any other contract award.

NATIONAL COOPERATIVE CONTRACTS

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P.L. 2011 c.139

LOCAL FINANCE NOTICE 2012-10



P.L. 2025 c. 180 Implementation

Pending Formal Rulemaking - 03/26/2026

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- P.L. 2025, c.180, signed into law on December 23, 2025 and effective March 23rd, contains various provisions relevant to procurement by contracting units that are subject to the Local Public Contracts Law, Public School Contracts Law, and County College Contracts Law. These provisions address:
 - Awards to vendor cooperatives of contracts for public work;
 - The ability of a contracting unit to purchase and contract for construction services only through a cooperative purchasing agreement competitively bid in compliance with P.L. 2025, c.180 and let by a contracting unit in the State of New Jersey;
 - **Prohibition on utilization of time and materials contracts available through a cooperative purchasing agreement for public works construction projects subject to the New Jersey Prevailing Wage Act;**
 - The responsibilities of a contracting unit awarding a cooperative contract for public works construction, and DLGS enforcement responsibilities with respect to same;
 - **The ability of a contracting unit to award an indefinite delivery, indefinite quantity contract,** or make an award off of a national cooperative contract, subject to such rules and regulations as may be adopted by the DLGS Director in consultation with the Commissioner of Education and the Secretary of Higher Education.
 - The Division is currently soliciting input from various professional and stakeholder organizations on draft rules that would, among other things, update DLGS regulations on cooperative purchasing systems at N.J.A.C. 5:34-7.1 et seq. and implement various provisions of P.L. 2025, c.180.
 - Pending formal rulemaking to implement P.L. 2025, c. 180, the Division of Local Government Services will not be issuing interpretative guidance concerning the implementation of the new law. In the meantime, **contracting units are encouraged to review P.L. 2025, c.180 with their legal counsel.**

Back to Basics.



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Competitive Contracting

N.J.S.A. 40A:11-1 to 11-5 and N.J.A.C. 5:34-4.1 to 4.5

Brief History

- Competitive Contracting Process was added to the Local Public Contracts Law in 1999. (P.L. 1999, Chapter 440, *approved January 18, 2000*)
 - *Listed services – items A through K*
- N.J.S.A. 40A:11-4.1 Purposes for which competitive contracting may be used by local units was amended in 2015 to add additional services.
 - Listed services updated – items A through R
- N.J.S.A. 40A:11-4.1 was amend in 2016 to add an additional service.
 - (4) the operation and management of a county hospital pursuant to the "Local Hospital Authority Law," P.L.2006, c.46 (C.30:9-23.15 et al.)
- N.J.S.A. 40A:11-4.1 was amend in 2019 to add an additional service.
 - (1) the operation and management of a wastewater treatment system, a **stormwater management system**, or a water supply or distribution facility of the type described in subsection (37) of section 15 of P.L.1971, c.198 (C.40A:11-15), provided that competitive contracting shall not be used as a means of awarding contracts pursuant to P.L.1985, c.37 (C.58:26-1 et al.) and P.L.1985, c.72 (C.58:27-1 et al.);

DEFINITIONS

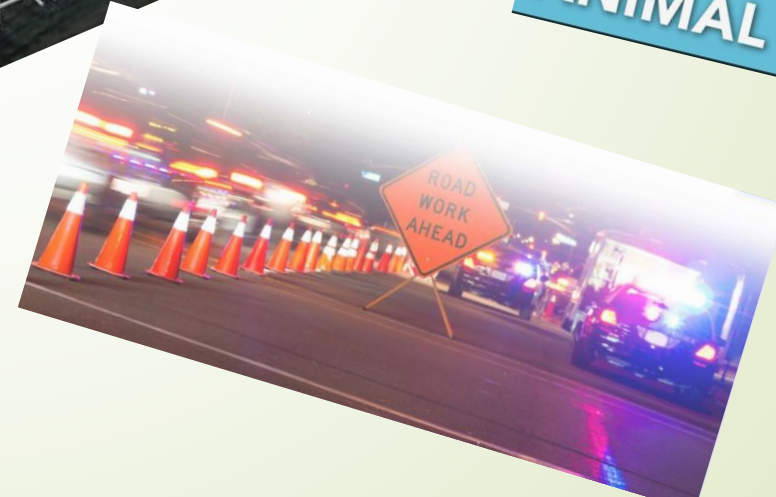
➡ N.J.S.A. 40A:11-2(23) “Competitive Contracting”

The method described in sections 1 through 5 of P.L.1999,c.440 (C.40A:11-4.1 thru 40A:11-4.5) of contracting for **specialized goods and services** in which formal proposals are solicited from vendors; formal proposals are **evaluated by the purchasing agent or counsel or administrator**; and the **governing body awards a contract** to a vendor or vendors from among the formal proposals received.

DEFINITIONS

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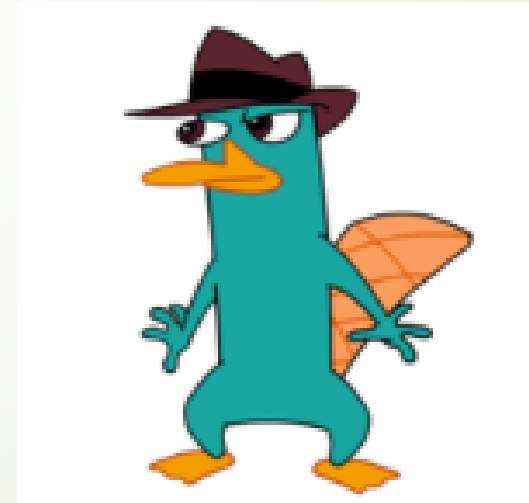
specialized goods and services



DEFINITION

➤ N.J.A.C. 5:34-4.1 “Authorized Agent” means:

A duly-appointed qualified purchasing agent, legal counsel, or administrator of a contracting unit using competitive contracting in accordance with this subchapter.



DEFINITION

N.J.A.C. 5:34-4.1 “Administrator” means:

1. In the case of a municipality, a municipal administrator appointed pursuant to N.J.S.A.40A:9-136 and N.J.S.A. 40A:9-137; a business administrator, a municipal manager or a municipal administrator appointed pursuant to the Optional Municipal Charter Law, P.L. 1950, c.210 (N.J.S.A. 40:69A-1 et seq.); or a municipal manager appointed pursuant to the municipal manager form of government law. N.J.S.A. 40:79-1 et seq.;
2. In the case of a county, an individual appointed pursuant to N.J.S.A. 40A:9-42, 40:41A-42,40:41A-47, or 40:41A-82;
3. In the case of an authority, as defined in the Local Authorities Fiscal Control Law, P.L. 1983,c. 313 (N.J.S.A. 40A:5A-1 et seq.), a full-time professional employee of the authority found by the governing body to possess the experience and skill necessary to properly administer the competitive contracting process;
4. In the case of a board of education, the administrator shall be defined pursuant to N.J.S.A.18A:18A-4.3.b

ADMINISTRATOR

Administrator/Manager

- Municipality
- Authority
- County
- Board of Education

NOT an Administrator

- Administrator of Recycling Program
- Administrator of Municipal Alliance Program

Purposes for which Competitive Contracting may be used by local units

➤ N.J.S.A. 40A:11-4.1

1. Notwithstanding the provisions of any law, rule, or regulation to the contrary, competitive contracting may be used by local contracting units **in lieu of public bidding for procurement of specialized goods and services the price of which exceeds the bid threshold**, for the following purposes:
 - a. The **purchase or licensing of proprietary computer software designed for contracting unit purposes**, which may include hardware intended for use with the proprietary software. This subsection shall not be utilized for the purpose of acquiring general purpose computer hardware or software;

Purposes for which Competitive Contracting may be used by local units

➤ N.J.S.A. 40A:11-4.1

b. The **hiring of a for-profit entity or a not-for-profit entity** incorporated under Title 15A of the New Jersey Statutes for the purpose of:

(1) **the operation and management of a wastewater treatment system, a storm water management system, or a water supply or distribution facility** of the type described in subsection(37) of section 15 of P.L.1971, c.198 (C.40A:11-15), provided that competitive contracting shall not be used as a means of awarding contracts pursuant to P.L.1985, c.37 (C.58:26-1 et al.) and P.L.1985,c.72 (C.58:27-1 et al.);

Purposes for which Competitive Contracting may be used by local units

➤ N.J.S.A. 40A:11-4.1

(2) the operation, management or administration of recreation or social service facilities or programs, which shall not include the administration of benefits under the Work First New Jersey program established pursuant to P.L.1997, c.38 (C.44:10-55 et seq.), or under General Assistance;

(3) the operation, management or administration of data processing services; or

(4) the operation and management of a county hospital pursuant to the "Local Hospital Authority Law," P.L.2006, c.46 (C.30:9-23.15 et al.)

Purposes for which Competitive Contracting may be used by local units (N.J.S.A. 40A:11-4.1)



- c. (Deleted by amendment, P.L.2009, c.4);
- d. Homemaker--home health services;
- e. Laboratory testing services;
- f. Emergency medical services;
- g. Contracted food services;
- h. Performance of patient care services by contracted medical staff at county hospitals, correctional facilities and long-term care facilities;
- i. At the option of the governing body of the contracting unit, any good or service that is exempt from bidding pursuant to section 5 of P.L.1971, c.198 (C.40A:11-5
- j. Concessions;
- k. **The operation, management or administration of other services, with the approval of the Director of the Division of Local Government Services;**
- l. Maintenance, custodial, and groundskeeping services;
- m. Consulting services;
- n. Emergency medical billing services;
- o. Property appraisal services;
- p. Reassessment or revaluation services;
- q. Grant writing services;
- r. Animal Control Services.



Competitive Contracting Process

(*N.J.S.A. 40A:11-4.5 and N.J.A.C. 5:34-4.3*)

5:34-4.4 Use of competitive contracting for non-listed services

- (a) The authorized agent shall apply to the Director for approval to use the provisions of N.J.S.A. 40A:11-4.1k and 18A:18A-4.1k requesting the use of competitive contracting for the operation, management, or administration of services not otherwise listed in N.J.S.A. 40A:11-4.1a through j and 18A:18A- 4.1a through j. The application shall be in letter form and shall provide the information reasonably required for the Director to respond to the request. If the Director finds that the subject matter of the application is consistent with the intent of the statutory provisions encouraging competitive contracting, then the Director shall approve the request. The Director may consider the level and characteristics of the service and competition in the market. Prior to submitting an application, an applicant may request to consult with the Director or designee to review issues regarding a potential application.
- (b) Services that meet the requirements for procurement through competitive contracting may not be combined or included in a contract with other services which are required to be procured through competitive bidding so as to avoid the statutory obligation for the procurement of such other services through competitive bidding.

TERM OF A COMPETITIVE CONTRACT

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► N.J.S.A. 40A:11-4.2. Term of contract; exceptions

Unless an exception is provided for under section 15 of P.L.1971, c.198 (C.40A:11-15) permitting a longer contract duration, contracts awarded pursuant to section 5 of P.L.1999, c.440 (C.40A:11-4.5) may be for a term not to exceed five years

► Example of an Exception under N.J.S.A. 40A:11-15

(47) A contract entered into pursuant to paragraph (2) of subsection a. of section 6 of P.L.2006, c.46 (C.30:9-23.20) between a county hospital authority and a manager for the management, operation, and maintenance of a hospital owned by the authority or the county for a term not to exceed 20 years, provided, however, that a contract entered into pursuant to paragraph (2) of subsection a. of section 6 of P.L.2006, c.46 (C.30:9-23.20) may be renewed for two additional periods, not to exceed five years each.

COMPETITIVE CONTRACTING



Competitive Contracting Process (N.J.S.A. 40A:11-4.3)

Resolution To Initiate Process

In order to initiate competitive contracting, the governing body shall **pass a resolution authorizing the use of competitive contracting** each time specialized goods or services enumerated in section 1 of P.L.1999, c.440 (C.40A:11-4.1) are desired to be contracted.

If the desired goods or services have previously been contracted for using the competitive contracting process, then the original resolution of the governing body shall suffice.

RESOLUTION NO. 2023 – 180

RESOLUTION OF THE TOWNSHIP OF STAFFORD, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE USE OF COMPETITIVE CONTRACTING FOR REVALUATION OF ALL REAL PROPERTY FOR ASSESSMENT PURPOSES IN THE TOWNSHIP OF STAFFORD (Project #2023-035)

WHEREAS, the Township of Stafford (Township) has been ordered by the County of Ocean to conduct a revaluation of all real property for assessment purposes in the Township; and

WHEREAS, pursuant to N.J.S.A. 40A:11-4.1 to 4.5, the Local Public Contracts Law permits local contracting units to use competitive contracting in lieu of public bidding for procurement specialized goods and services the price of which exceeds the Township's bid threshold; and

WHEREAS, pursuant to N.J.S.A. 40A:11-4.1(p), the Township may use competitive contracting for reassessment or revaluation services; and

WHEREAS, the Township deems it necessary and appropriate to use competitive contracting for reassessment services.

NOW, THEREFORE, BE IT RESOLVED, this 9th day of May, 2023 by the Township Council of the Township of Stafford, County of Ocean, State of New Jersey, as follows:

1. That the governing body authorizes the use of competitive contracting for revaluation of all real property for assessment purposes in the Township.
2. The Township authorizes and directs the Township Administrator, Tax Assessor and Township Purchasing Agent to execute any and all necessary documents in order to implement the intent of this resolution.
3. That the Township Purchasing Agent, pursuant to N.J.S.A. 40A:11-4.3 shall administer the competitive contracting process.
4. A certified copy of this Resolution shall be forwarded by the Township Clerk to the following:
 - a. Honorable Gregory Myhre, Mayor;
 - b. Matthew von der Hayden, Township Administrator;
 - c. Nicola Reid, Purchasing Agent;
 - d. Doug Gannon, Chief Financial Officer; and
 - e. James Mancini, Tax Assessor.

Competitive Contracting Process

(N.J.S.A. 40A:11-4.3)



b. The competitive contracting process shall be administered by:

- ❖ Qualified Purchasing Agent
- ❖ Legal Counsel of the contracting unit
- ❖ Administrator of the contracting unit



Any contracts awarded under this process shall be made by resolution of the governing body of the contracting unit, subject to the provisions of subsection e. of section 5 of P.L.1999, c.440 (C.40A:11-4.5).

Competitive Contracting Process

(N.J.S.A. 40A:11-4.4)

Proposal Documentation

- ❖ All requirements deemed appropriate and necessary to allow for full and free competition between vendors
- ❖ No financial statement shall be required of vendors if either a guarantee, by certified check, cashier's check or bid bond, or a surety company certificate is also required to be furnished by the bidder
- ❖ Information necessary for potential vendors to submit a proposal;
- ❖ A methodology by which the contracting unit will evaluate and rank proposals received from vendors

Competitive Contracting Process

(N.J.S.A. 40A:11-4.4 and N.J.A.C. 5:34-4.2)

Evaluation Criteria

- The methodology for the awarding of competitive contracts shall be based on an evaluation and ranking.
- Ranking shall include technical, management, and cost related criteria.
- Ranking may include a weighting of criteria, all developed in a way that is intended to meet the specific needs of the contracting unit.
- Where such criteria shall not unfairly or illegally discriminate against or exclude otherwise capable vendors.
- When an evaluation methodology uses a weighting of criteria, at the option of the contracting unit the weighting to be accorded to each criterion may be disclosed to vendors prior to receipt of the proposals.

 **Ranking Criteria**



Competitive Contracting Process

(*N.J.S.A. 40A:11-4.4* and *N.J.A.C.5:34-4.2*)

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➡ 1. **Technical criteria:**

➡ i. Proposed methodology:

- ➡ (1) Does the vendor's proposal demonstrate a clear understanding of the scope of work and related objectives?
- ➡ (2) Is the vendor's proposal complete and responsive to the specific RFP requirements?
- ➡ (3) Has the past performance of the vendor's proposed methodology been documented?
- ➡ (4) Does the vendor's proposal use innovative technology and techniques?

➡ ii. Are sound environmental practices such as recycling, energy efficiency, and waste reduction used?

Competitive Contracting Process

(*N.J.S.A. 40A:11-4.4 and N.J.A.C.5:34-4.2*)

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VI. Scope and Method

The revaluation firm shall value all real property, land and improvements, within the Township, including exempt property. This shall include all real property in the process of being constructed or altered while the revaluation project is underway.

1. Technical criteria:

approach, the sales comparison approach, and the income capitalization approach to value.

II. Land and Sales Mapping:

During the course of this project, the Company shall prepare a land value sales map to be transmitted to the Municipality's Assessor upon completion of this project for his/her future use. The VCS map must be approved by the Assessor. Each condo association should have a separate VCS, but may have more than one if necessary.

The land value and sales map shall include the boundaries for each land use zone, the boundaries for each neighborhood control sector and the base land value rate to be applied for said control sector. This map shall also identify, by color-coding any properties which have sold between three (3) years and the completion date of this Contract as an arms-length transaction, the date of the sale and the sale price. A comparable sales booklet as described herein shall be part of this analysis also.

III. Land Valuation:

1. The Company shall collect and analyze all fair market sales that occurred during the three (3) years prior to the revaluation implementation date in order to develop a market data approach.
2. The Company shall prepare a sample format to be approved by the Municipality's Assessor that will be used in this approach to value. The identification of market trends is important and a paired sales analysis is to be used to determine and document such trends. Analysis shall include sales ratio studies and the development of general, segmented, and stratified coefficients of deviation. Data shall be secured from all available sources, compiled, checked, and analyzed determination of land values. Factors affecting the value of land such as location, shape, size, topography, access to roads, railroads, and waterways, use, etc. shall be carefully considered.
3. The Company shall establish site values for each parcel within the Municipality utilizing the appropriate zoning requirements as a base. Any variations caused by parcel characteristics shall be determined as factors to be applied to the base cost to determine a final parcel valuation. Land valuers must be familiar with the process of valuations being affected by leases, flood plain, and hazard areas, wetlands, right of ways, and easements, riparian rights and leases, etc. if applicable.
4. Conservation easements, common areas and wetlands are to be valued uniformly throughout the Municipality where applicable. Right of ways, riparian rights, and easements are to be noted on the property data file and considered in the valuation process.
5. All land valuation calculations shall be recorded on the proper data files and carefully checked for accuracy. All computations from the base rate to the final calculated value shall be shown on the data files. The Company shall verify all land dimensions against the Municipality tax map.

RFP # 2023-035 REQUEST FOR COMPETITIVE CONTRACTING PROPOSALS FOR REVALUATION OF ALL REAL PROPERTY FOR ASSESSMENT PURPOSES IN THE TOWNSHIP OF STAFFORD

VIX. Residential Property

1. The revaluation firm shall inspect the interior and exterior of all residential property including all accessory structures and outbuildings, including those structures to which no value is ascribed. Each building shall be accurately measured and diagrammed. Each major structure shall be photographed with a digital camera or tablet. Said inspection shall also result in a list of component parts, including but not limited to:
 - a. the quality of construction
 - b. the class of construction
 - c. the story height of each section
 - d. physical depreciation observed
 - e. functional obsolescence
 - f. location or economic obsolescence
 - g. number of living units
 - h. age of the structure and year built
 - i. overall condition
 - j. monthly rent, if tenant occupied
 - k. foundation type and material
 - l. basement area, crawl space, piling, and or slab
 - m. finished basement area
 - n. first floor area, upper floor(s) areas
 - o. attic area (designate part finished, unfinished)
 - p. finished half-story area (areas are to be actual)
 - q. exterior wall construction measurements
 - r. insulation (as can be determined)
 - s. roof type and roof cover material
 - t. floor structure and material
 - u. degree of interior finish
 - v. heating, ventilation and air conditioning source, type and area serviced
 - w. number, quality and height of fireplaces
 - x. number and type of rooms
 - y. number of bathrooms and their fixtures
 - z. built-in kitchen appliances
 - aa. modernization of kitchens and bathrooms
 - bb. decks, patios, terraces, and balconies (measurements)
 - cc. garages: (ie. attached, built-in or detached, porches, breezeways and their location in relation to the main structure)
 - dd. built-in pools, tennis courts
 - ee. any other item or amenity that would significantly affect the market value of the property
2. All of the available information shall be printed on a property record card acceptable to the Municipal Assessor.
3. Where more than one property card is required, all cards shall be assembled and properly labeled.
4. Each property record card shall identify the individual making the inspection and set forth the date when the interior inspection was made. A signature of the owner or tenant should be obtained, if possible.

Competitive Contracting Process

(*N.J.S.A. 40A:11-4.4* and *N.J.A.C.5:34-4.2*)

- ➡ 2.  **Management criteria:**
 - ➡ i. Project management:
 - ➡ (1) How well does the proposed scheduling timeline meet the contracting unit's needs?
 - ➡ (2) Is there a project management plan?
 - ➡ ii. History and experience in performing the work:
 - ➡ (1) Does the vendor document a record of reliability of timely delivery and on-time and on-budget implementation?
 - ➡ (2) Does the vendor demonstrate a track record of service as evidenced by on-time, on-budget, and contract compliance performance?
 - ➡ (3) Does the vendor document industry or program experience?
 - ➡ (4) Does the vendor have a record of moral integrity?

Competitive Contracting Process

(*N.J.S.A. 40A:11-4.4* and *N.J.A.C.5:34-4.2*)

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- ➡ 2.  **Management criteria continued:**
 - ➡ iii. Availability of personnel, facilities, equipment and other resources:
 - ➡ (1) To what extent does the vendor rely on in-house resources vs. contracted resources?
 - ➡ (2) Are the availability of in-house and contract resources documented?
 - ➡ iv. Qualification and experience of personnel:
 - ➡ (1) Documentation of experience in performing similar work by employees and when appropriate, sub-contractors?
 - ➡ (2) Does the vendor make use of business capabilities or initiatives that involve women, the disadvantaged, small and/or minority owned business establishments?
 - ➡ (3) Does the vendor demonstrate cultural sensitivity in hiring and training staff:

Competitive Contracting Process

(*N.J.S.A. 40A:11-4.4* and *N.J.A.C.5:34-4.2*)

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RFP # 2023-035 REQUEST FOR COMPETITIVE CONTRACTING PROPOSALS FOR REVALUATION OF ALL REAL PROPERTY FOR ASSESSMENT PURPOSES IN THE TOWNSHIP OF STAFFORD

4. The revaluation firm agrees not to disclose to anyone, except the Assessor and the Director of the Division of Taxation, Department of the Treasury, for any purpose, or to permit anyone to use or peruse any of the data on file, in connection with the revaluation. Any confidential information supplied to the revaluation firm in connection with this program shall remain in possession of the revaluation firm and not be subject to the freedom of information provision. At the conclusion of the program all such information shall be turned over to the Township.

III. Qualifications

The principals and the employees of the revaluation firm directly engaged in municipal revaluation programs in this state must meet the following **minimum** requirements:

1. Principals shall have a minimum of ten years of practical and extensive appraisal experience in the valuation of the four classifications of property. At least five years of this experience shall have been in the mass appraisal field and have occurred within the past seven years.
2. Supervisors shall possess a New Jersey tax assessor certification, a New Jersey appraisal license and have a minimum of five years of practical and extensive appraisal experience in the appraisal of the particular type of properties for which they are responsible, five years of this experience must have been in the mass appraisal field and occurred within the past five years.
3. Field personnel, building enumerators and listers shall have received a minimum of 150 hours of in-service training pertaining to their particular phase of work and shall be generally aware of the other phases of the revaluation project before starting actual field work.
4. Personnel determining final land values shall meet the qualifications prescribed for supervisors in direct charge of the work.
5. Resumes shall be submitted on behalf of principal appraisers and supervisors with the bid submittal.
6. The revaluation firm shall submit a listing of all field personnel with a summary of their experience prior to starting field work.
7. All work that the Vendor has performed that is similar in size, nature and scope to the proposed work and the dates of completion of same;
8. References and such other detailed information that will enable the Municipality to judge the Vendor's responsibility, experience, skill and financial standing;
9. Evidence that the Vendor maintains a permanent place of business and state how many years your organization has been in business as a Firm under your present name;
10. Have you ever failed to complete any work awarded to you? Have lawsuits of any kind been filed with respect to any of your contracts? Has any officer or partner of your organization ever failed to complete a contract handled in his own name? Provide details.
11. List all contracts which you are now performing or for which you have signed contracts but not started work;
12. A listing of equipment available to the Vendor for the work under the proposed Contract;
13. Evidence that the Vendor has suitable financial status to meet obligations incidental to the work; and
14. Evidence that the Vendor has appropriate technical experience to complete the work.

IV. Additional Requirements

The revaluation firm shall submit:

1. A list of their clients for the past five years including their names, addresses, telephone number and a contact person.
2. A statement regarding the adequacy of their financial resources.
3. The name of the company representative who will be responsible for supervising this project.
4. A statement of the portion of the work in the Township that will be performed by those individuals.



IV. Additional Requirements

The revaluation firm shall submit:

1. A list of their clients for the past five years including their names, addresses, telephone number and a contact person.
2. A statement regarding the adequacy of their financial resources.
3. The name of the company representative who will be responsible for supervising this project.
4. A statement of the portion of the work in the Township that will be performed by those individuals.
5. A statement of qualifications of the supervisory staff.
6. A statement of the experience in the profession of municipal wide revaluations of the individuals, other than qualified supervisory personnel, to be available for assignment to a revaluation program for the Township.
7. Samples of property record cards proposed for the various classes of properties to be appraised in the Township.
8. Samples of supportive material used in the appraisal of income producing property in other municipal wide revaluation projects.
9. Samples of public relations material.
10. List any litigation resulting from municipal wide revaluations or appraisal projects the firm has been engaged in during the past 10 years.
11. The firm shall at all times abide by the Affirmative Action Guidelines P.L.1975, C.127 (N.J.A.C. 17:27).
12. The firm shall comply with P.L. 2004, Chapter 57 and submit proof of business registration issued by the New Jersey Department of Treasury. Non-compliance when submitting a proposal or bid is considered a non-waivable defect and will result in a denial of the contract to the firm.

Competitive Contracting Process

(*N.J.S.A. 40A:11-4.4* and *N.J.A.C.5:34-4.2*)

➡ 3. **Cost criteria:**

- ➡ i. Cost of goods to be provided or services to be performed:
 - ➡ (1) Relative cost: How does the cost compare to other similarly scored proposals?
 - ➡ (2) Full explanation: Is the price and its component charges, fees, etc. adequately explained or documented?
- ➡ ii. Assurances of performance:
 - ➡ (1) If required, are suitable bonds, warranties, or guarantees provided?
 - ➡ (2) Does the proposal include quality control and assurance programs?
- ➡ iii. Vendor's financial stability and strength:
 - ➡ (1) Does the vendor have sufficient financial resources to meet its obligations?

Competitive Contracting Process

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(*N.J.S.A. 40A:11-4.4* and *N.J.A.C.5:34-4.2*)

RFP # 2023-035 REQUEST FOR COMPETITIVE CONTRACTING PROPOSALS FOR REVALUATION OF ALL REAL PROPERTY FOR ASSESSMENT PURPOSES IN THE TOWNSHIP OF STAFFORD

APPENDIX D

TOWNSHIP OF STAFFORD

BREAKDOWN OF MAJOR TASKS OF REVALUATION PROJECT FURTHER BREAKDOWN OF PAYMENT SCHEDULES

PROJECT TASK	TASK PERCENTAGE OF PROJECT (ROUNDED)	PERCENT OVERALL DOLLAR VALUE CONTRACT	PAYMENT DOLLAR VALUE OF CONTRACT	ANTICIPATED COMPLETION DATE(S)
1. PLANNING & ORGANIZATION			\$ /MO.	
2. DATA COLLECTION A. RESIDENTIAL B. VACANT LAND/ COMMERCIAL INDUSTRIAL/APARTMENTS EXEMPT PROPERTIES C. FARM PROPERTIES				
3. ANALYSIS & VALUATION A. RESIDENTIAL B. VACANT LAND/ COMMERCIAL INDUSTRIAL/APARTMENTS EXEMPT PROPERTIES C. FARM PROPERTIES				
4. FIELD REVIEW A. RESIDENTIAL B. VACANT LAND/ COMMERCIAL INDUSTRIAL/APARTMENTS EXEMPT PROPERTIES C. FARM PROPERTIES				
5. TAXPAYER HEARINGS				
6. PROJECT FINALIZATION				
7. RETAINAGE				

NOTES:

1. PROJECT TASKS 1 THROUGH 6 ARE SUBJECT TO ADJUSTMENT OF MINUS (-) 10% FOR CONTRACT RETAINAGE.
2. CONTRACT PRICE TO BE BROKEN DOWN BASED ON THE PERCENTAGES NOTED.
3. COMPANY TO COMPLETE APPENDIX D BASED ON CONTRACT PRICE.
4. APPENDIX D TO BE APPROVED BY MUNICIPALITY'S ASSESSOR BEFORE ACCEPTANCE OF CONTRACT.

COMPANY _____

SIGNATURE _____

PRINT NAME _____

TITLE _____

DATE _____



RFP # 2023-035 REQUEST FOR COMPETITIVE CONTRACTING PROPOSALS FOR REVALUATION OF ALL REAL PROPERTY FOR ASSESSMENT PURPOSES IN THE TOWNSHIP OF STAFFORD

TOWNSHIP OF STAFFORD PROPOSAL PAGE

Pursuant to public advertisement, we the undersigned hereby declare that we have carefully examined the attached proposal, specifications and bid form sheets for the purchase of the above by the Township of Stafford.

We propose to furnish the base bid proposal according to the requirements of the specifications at a price exclusive of all taxes.

This is an open-ended contract with funds being encumbered at the time an order is placed.
No minimum or maximum quantities are implied or guaranteed.

BID # 2023-035 REQUEST FOR COMPETITIVE CONTRACTING COMPETITIVE CONTRACTING PROPOSALS FOR REVALUATION OF ALL REAL PROPERTY FOR ASSESSMENT PUPOSES IN THE TOWNSHIP OF STAFFORD

PROPOSAL SHEET

We the undersigned propose to furnish and deliver the following item/service pursuant to the bid specification and made part hereof:

Class	Property Classification	#of Line Items	UNIT PRICE Per Line Item	TOTAL COST OF CLASSIFICATION
1	Vacant Land	1,238	\$ _____	\$ _____
2	Residential	13,150	\$ _____	\$ _____
3A	Farm Regular	4	\$ _____	\$ _____
3B	Farm Qualified	22	\$ _____	\$ _____
4A	Commercial	441	\$ _____	\$ _____
4B	Industrial	1	\$ _____	\$ _____
4C	Apartment	8	\$ _____	\$ _____
15A	Exempt Public School	16	\$ _____	\$ _____
15B	Exempt Other School	3	\$ _____	\$ _____
15C	Exempt Public Property	891	\$ _____	\$ _____
	Exempt Charitable	28	\$ _____	\$ _____
15E	Exempt Cemeteries	6	\$ _____	\$ _____
15F	Exempt Miscellaneous	175	\$ _____	\$ _____

TOTAL # of LINE ITEMS 15,983

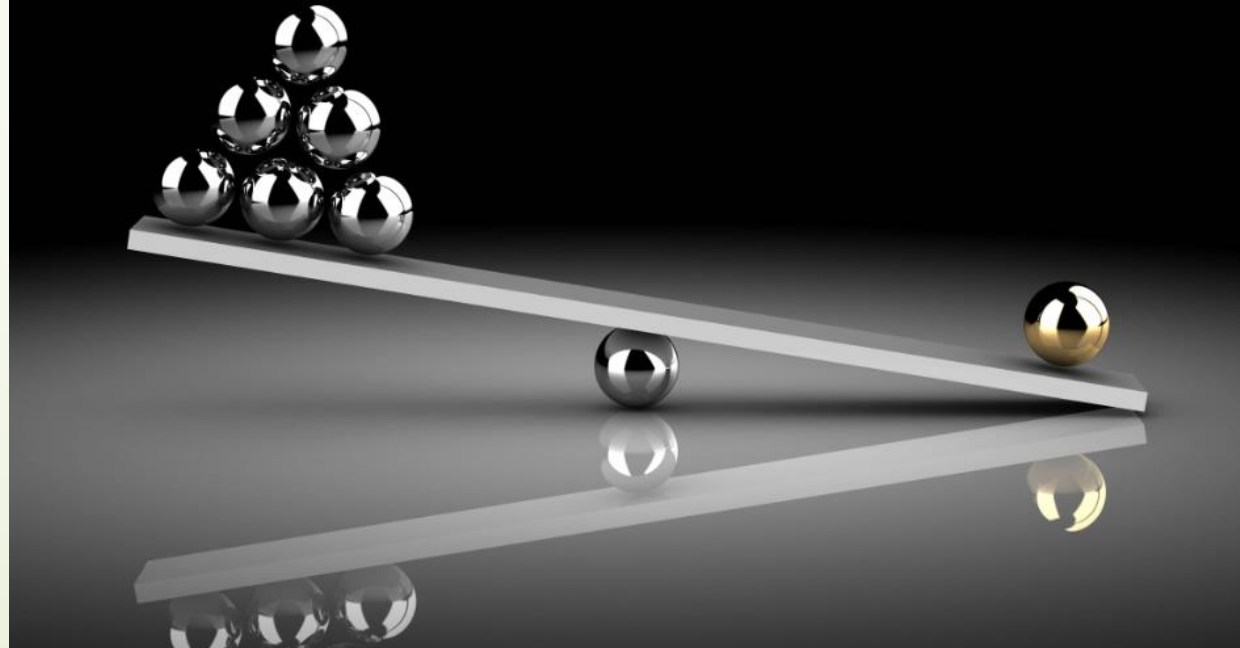
TOTAL COST OF LINE ITEM FEES \$ _____

Competitive Contracting Process

(*N.J.S.A. 40A:11-4.4* and *N.J.A.C.5:34-4.2*)

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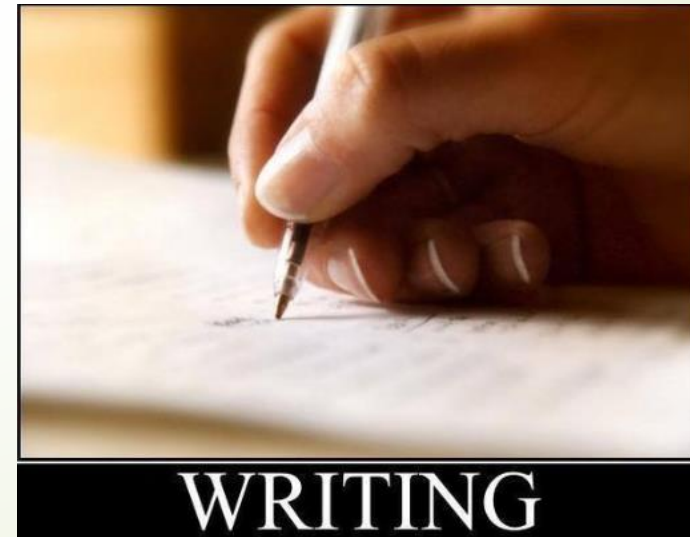
At no time during the proposal solicitation process shall the purchasing agent or counsel or administrator convey information, including price, to any potential vendor which could confer an unfair advantage upon that vendor over any other potential vendor.



Competitive Contracting Process

(*N.J.S.A. 40A:11-4.4* and *N.J.A.C.5:34-4.2*)

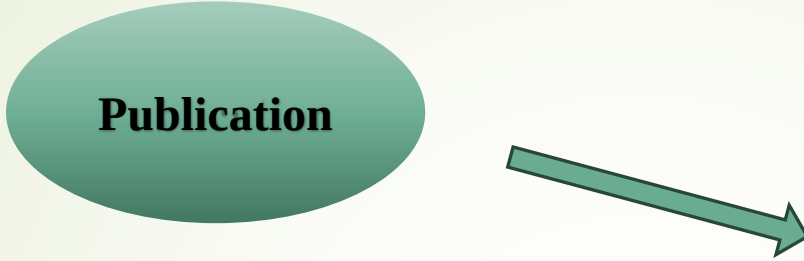
If a purchasing agent or counsel or administrator desires to change proposal documentation, the purchasing agent or counsel or administrator shall notify only those potential vendors who received the proposal documentation of any and all changes in writing and all existing documentation shall be changed appropriately.



Competitive Contracting Process

(N.J.S.A. 40A:11-4.5 and N.J.A.C. 5:34-4.3)

Publication



- a. A notice of the availability of request for proposal documentation shall be published in an official newspaper of the contracting unit **at least 20 days** prior to the date established for the submission of proposals.
- The contracting unit shall promptly reply to any request by an interested vendor by providing a copy of the request for proposals.
- The contracting unit may charge a fee for the proposal documentation that shall not exceed \$50.00 or the cost of reproducing the documentation, whichever is greater.

RFP # 2023-035 REQUEST FOR COMPETITIVE CONTRACTING PROPOSALS FOR REVALUATION OF ALL REAL PROPERTY FOR ASSESSMENT PURPOSES IN THE TOWNSHIP OF STAFFORD

TOWNSHIP OF STAFFORD NOTICE TO BIDDERS

NOTICE IS HEREBY GIVEN that sealed bids must be addressed and delivered to Nicola Reid, Purchasing Agent of the Township of Stafford, 260 East Bay Avenue, 2nd floor – Room 276, Manahawkin, NJ 08050 and plainly marked on the outside with the name and address of the bidder and the Contract Number and Title, will be received up to **10:00 a.m. prevailing time on SEPTEMBER 19, 2023.**

At which time they will be publicly opened and thereafter read aloud in the **Council Meeting Room** of the Stafford Township Municipal Building, on the First Floor, 260 East Bay Avenue, Manahawkin, NJ 08050, for the following:

At which time, sealed bids will be publicly opened and thereafter read aloud in the Council Meeting Room of the Stafford Township Municipal Building, on the First Floor, 260 East Bay Avenue, Manahawkin, NJ 08050. **SEALED PACKAGE or SEALED ENVELOPE MUST BE ENDORSED AS FOLLOWS:**

RFP # 2023-035 REQUEST FOR COMPETITIVE CONTRACTING COMPETITIVE CONTRACTING PROPOSALS FOR REVALUATION OF ALL REAL PROPERTY FOR ASSESSMENT PURPOSES IN THE TOWNSHIP OF STAFFORD

OBTAINING CONTRACT DOCUMENTS: Specifications or any additional information may be obtained at the office of the Purchasing Agent, Stafford Township, 260 East Bay Avenue, 2nd Floor – Room 276, Manahawkin, NJ 08050, 609-597-1000 Ext 8521 during regular business hours 8:30 am to 4:30 pm Monday thru Friday, excluding holidays.

BID MUST BE SEALED, ADDRESSED AND DELIVERED TO: Nicola Reid, Purchasing Agent, Stafford Township, 260 East Bay Avenue, Purchasing Department - 2nd floor – Room 276, Manahawkin, NJ 08050. Bids will not be accepted after **10:00 a.m. on SEPTEMBER 19, 2023.**

Required bidder information can be found in the bid documents. Bidders are required to comply with N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq.

Competitive Contracting Process

(*N.J.S.A. 40A:11-4.5* and *N.J.A.C. 5:34-4.3*)

- b. Each interested vendor shall submit a proposal which shall include all the information required by the request for proposals.

Failure to meet the requirements of the request for proposals may result in the contracting unit disqualifying the vendor from further consideration.

Under no circumstances shall the provisions of a proposal be subject to negotiation by the contracting unit.



Competitive Contracting Process

(N.J.S.A. 40A:11-4.5 and N.J.A.C. 5:34-4.3)



Employees submitting a Competitive Contracting Proposal

- c. If the contracting unit, at the time of solicitation, utilizes its own employees to provide the goods or perform the services, or both, considered for competitive contracting, the governing body shall, at any time prior to, but no later than the time of solicitation for competitive contracting proposals, notify affected employees of the governing body's intention to solicit competitive contracting proposals.
- Employees or their representatives shall be permitted to submit recommendations and proposals affecting wages, hours, and terms and conditions of employment in such a manner as to meet the goals of the competitive contract.



- If employees are represented by an organization that has negotiated a contract with the contracting unit, only the bargaining unit shall be authorized to submit such recommendations or proposals.
- When requested by such employees, the governing body shall provide such information regarding budgets and the costs of performing the services by such employees as may be available.
- Nothing shall prevent such employees from making recommendations that may include modifications to existing labor agreements in order to reduce such costs in lieu of award of a competitive contract, and agreements implementing such recommendations may be considered as cause for rejecting all other proposals.

Competitive Contracting Process

(N.J.S.A. 40A:11-4.5 and N.J.A.C. 5:34-4.3)

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RFP Opening

- At the time and place proposals are due, the names of all the vendors and the price of their respective proposals shall be announced in public.
- Prior to opening such proposals, the authorized agent shall, if not provided as part of the request for proposals document, describe the specific weighting of any evaluation criteria, which may be used for evaluating the proposals.



STAFFORD TOWNSHIP RFP #2023-035 - WEIGHTING CRITERIA SEPTEMBER 19, 2023		
Evaluation Criteria		Possible Points
Qualifications and Experience		30
Experience & reputation of firm in revaluation of real property		
Experience performing form municipalities similar in size & scope		
Qualifications of individuals performing the services		
Experience of individuals performing the services		
Experience or knowledge of the Township of Stafford		
References		
Knowledge & Technical Competence		25
Ability of the Firm to perform the services on a timely basis, including staffing and familiarity with the subject matter.		
Traing recommendations and methodology from Assessor's office and other Twp. Staff		
Compatibility of software programs with Township's Software & computer system		

Competitive Contracting Process

(N.J.S.A. 40A:11-4.5 and N.J.A.C. 5:34-4.3)

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Evaluation of Proposals

The purchasing agent or counsel or administrator shall evaluate all proposals only in accordance with the methodology described in the request for proposals.

Add header

STAFFORD TOWNSHIP RFP #2023-035 - PROPOSAL EVALUATION FORM			
Company:			
Name of Person Evaluating			
Evaluation Criteria	Possible Points	Awarded Points	Remarks of Review Committee
Qualifications and Experience	30		
Experience & reputation of firm in revaluation of real property			
Experience performing form municipalities similar in size & scope			
Qualifications of individuals performing the services			
Experience of individuals performing the services			
Experience or knowledge of the Township of Stafford			
References			
Knowledge & Technical Competence	25		
Ability of the Firm to perform the services on a timely basis, including staffing and familiarity with the subject matter.			
Traing recommendations and methodology from Assessor's office and other Twp. Staff			
Compatibility of software programs with Township's Software & computer system			



Competitive Contracting Process

(N.J.S.A. 40A:11-4.5 and N.J.A.C. 5:34-4.3)



Evaluation of Proposals

Where not otherwise required to do so by other applicable Federal, State and local regulations, the **authorized agent may appoint a committee** to assist in the evaluation of the proposals. Committees shall be subject to the following requirements:

- i. If a committee is to be used, the names of the individuals who serve as committee members shall not be publicly disclosed until the evaluation report is presented to the governing body. Committee members shall be familiar with the need for the goods to be provided or the services to be performed in the request for proposals.
- ii. Committee members may conduct their work separately or together.



- iii. While a member of the governing body is not required to be a committee member, **no more than one less than the majority of the current membership of the governing body may serve on a committee.**
- iv. The committee may use advisors, as it deems necessary to give opinions on valuating proposals, except that the advisors shall be subject to the provisions of(e) below. The names of such advisors shall be included in the report submitted to the governing body.
- v. Meetings of the committee are advisory in nature and are not subject to the Open Public Meetings Act, N.J.S.A. 10:4–1 et seq

Competitive Contracting Process

(N.J.S.A. 40A:11-4.5 and N.J.A.C. 5:34-4.3)



Evaluation of Proposals

Ethics Statement

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RFP No:

RFP Title:

I hereby certify that I have reviewed the conflict-of-interest standards in the Local Government Ethics Law, and that I do not have a conflict of interest with respect to the evaluation of this proposal. I further certify that I am not engaged in any negotiations or arrangements for prospective employment or association with any of those submitting proposals or their parent or subsidiary organization.

Signature

Date

Print Name

VENDOR SUBMITTED PROPOSALS:

Competitive Contracting Process

(*N.J.S.A. 40A:11-4.5 and N.J.A.C. 5:34-4.3*)

- At the option of the contracting unit, the request for proposals document may, after proposals are received and opened, but prior to completing the evaluation of the proposals, provide the opportunity for vendors to provide clarification regarding their submission.
- The presentation shall address only those matters specified by the contracting unit.
- The presentation shall not be used for negotiation of a contract contrary to law.



Competitive Contracting Process

(*N.J.S.A. 40A:11-4.5* and *N.J.A.C. 5:34-4.3*)

- d. The purchasing agent or counsel or administrator shall evaluate all proposals only in accordance with the methodology described in the request for proposals.



- After proposals have been evaluated, the purchasing agent or counsel or administrator shall prepare a report evaluating and recommending the award of a contract or contracts.

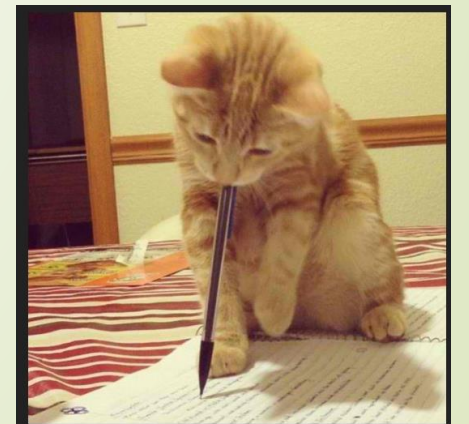
Competitive Contracting Process

(N.J.S.A. 40A:11-4.5 and N.J.A.C. 5:34-4.3)

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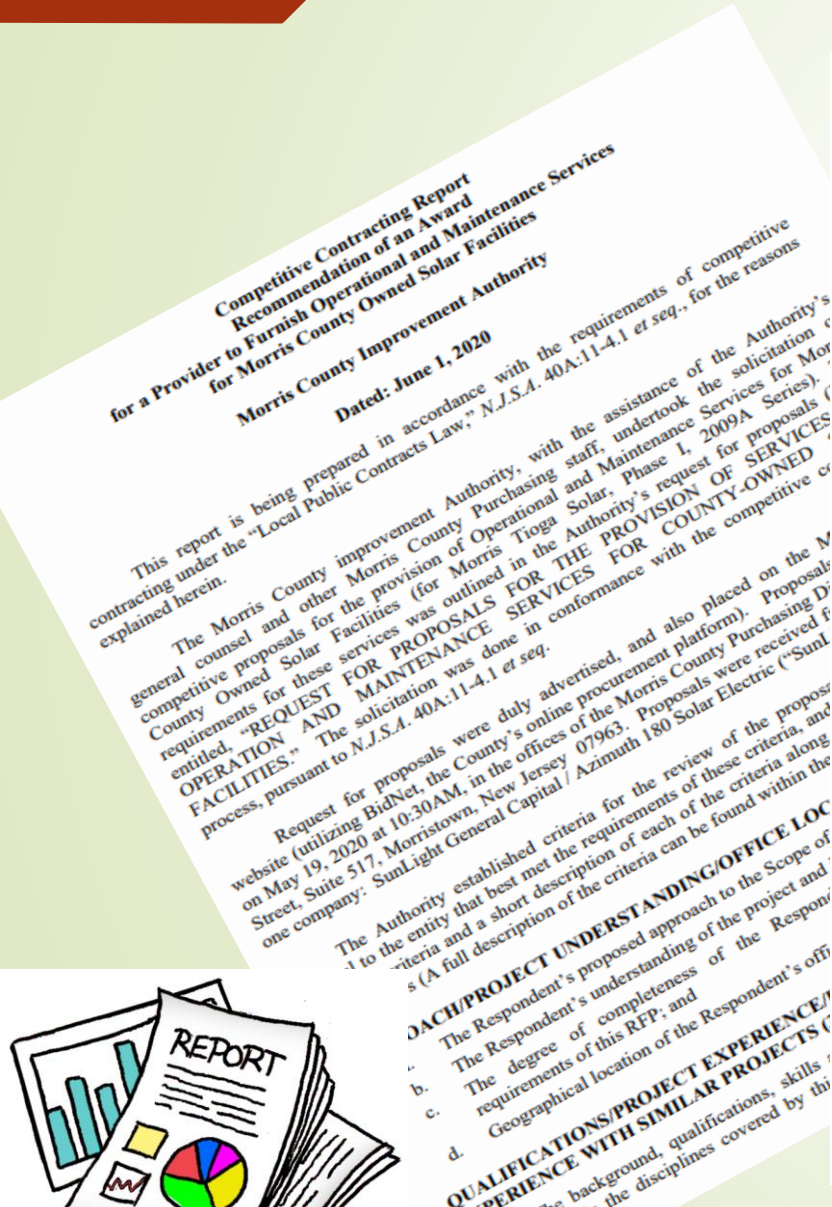
- ❖ The report shall rank vendors in order of evaluation, shall recommend the selection of a vendor or vendors, as appropriate, for a contract, shall be clear in the reasons why the vendor or vendors have been selected among others considered, and shall detail the terms, conditions, scope of services, fees, and other matters to be incorporated into a contract.
- ❖ The report shall be made available to the public at least 48 hours prior to the awarding of the contract, or when made available to the governing body, whichever is sooner.
- ❖ The governing body shall have the right to reject all proposals for any of the reasons set forth in section 21 of P.L.1999, c.440 (C.40A:11-13.2)
- ❖ Evaluation Report shall become part of the public record and shall reflect the final action of the governing body. Contracts shall be executed pursuant to section 14 of P.L.1971, c.198 (C.40A:11-14)

Report



Competitive Contracting Process

(N.J.S.A. 40A:11-4.5 and N.J.A.C. 5:34-4.3)



Competitive Contracting Report
June 1, 2020
Page 2

- Services; and
- b. The Respondent's references; and
 - c. The Authority's prior experience with the Respondent and the Respondent's familiarity with the work, requirements, and systems of the Authority, if any; and
 - d. The Respondent's experience in interacting with various regulatory agencies including NJBPU, etc., if so required by the Scope of Services; and
 - e. Proven track record of providing Operations and Maintenance Services to other governmental units and others; and
 - f. Interviews with qualified respondents, if requested by the Authority (may impact Parts 1 and/or 2 of Evaluation).

3. COST PROPOSAL: (30 Points)

Respondents shall provide a price quote to perform the Operations and Maintenance Services, as listed in Section 3.2(b)(iv) of this RFP, in accordance with the parameters thereof.

Based on the criteria, the composite score for SunLight General was as follows:

Criteria	Maximum Pts. Allowed	SunLight General
Approach, Project Understanding, etc.	35	31
Qualifications, Experience, etc.	35	31
Cost Proposal	30	30
Totals	100	92

Since SunLight General as the sole responder received the highest composite score, the Authority is recommending the appointment of that entity as the provider of the Solar Operational and Maintenance Services sought by the RFP, commensurate with the requirements of the RFP, and SunLight General's response thereto. The Authority was particularly impressed with the scope and breadth of SunLight General's experience not only with the development, operation and maintenance of solar photovoltaic systems in general, but also, with its deep experience with Morris County solar projects going back almost a decade at this point in connection with Morris County Phase II Solar (Series 2011A Local Unit projects). It has clearly demonstrated its experience in the general sense, and as applied to the County of Morris. SunLight General undertook a thorough analysis and due diligence with respect to the formulation of its proposal to provide similar services to Morris County Phase I Solar. SunLight General has the financial and technical experience, capabilities and staff to implement a successful operation and maintenance plan for Morris County Phase I Solar.

Competitive Contracting Report
June 1, 2020
Page 3

Beyond the foregoing, SunLight General was clear and comprehensive on its approach to operational and maintenance services for the Morris County Phase I Solar projects, including appreciation of the importance of renewable energy development and a continuing and carbon reduction, a national and international goal. SunLight General evidenced a willingness to work with the Authority, Morris County and their respective representatives to meet the goals and objectives of the Authority in connection with the operational and maintenance needs of the Morris County Phase I Solar sites.

With respect to its cost and fee proposal, SunLight General proposed a cost and fee structure not dissimilar to that which is currently in place for the Morris County Phase II Solar operation and maintenance. In that regard, the proposed cost and fee structure would be consistent between the two tranches of the Morris County solar projects in general.

For all of those reasons, the Authority recommends an award of this contract to SunLight General.

This recommendation will be made to the Board of Commissioners of the Morris County Improvement Authority at its regular meeting of June 3, 2020, scheduled to occur in the Freeholder Meeting Room, on the 5th Floor of the Morris County Administration and Records Building, Washington & Court Streets, Morristown, New Jersey, at 5:00 p.m. (subject to COVID-19 protocols for public participation). A copy of the SunLight General proposal, along with a copy of this Report, is available for public inspection in the office of the Morris County Purchasing Agent, during normal business hours:

Renee Klose, QPA
10 Court Street, Suite 517
Morris County Purchasing Division
Morristown, New Jersey 07963
rklose@co.morris.nj.us
That office's phone number is 973-285-6323.

This Report was prepared with the assistance of general counsel to the Morris County Improvement Authority, McManimon, Scotland & Baumann, LLC.

Competitive Contracting Process

(*N.J.S.A. 40A:11-4.5* and *N.J.A.C. 5:34-4.3*)

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Resolution To Award

Award of a contract shall be made by resolution of the governing body of the contracting unit within 60 days of the receipt of the proposals.

Except that the proposals of any vendors who consent thereto, may, at the request of the contracting unit, be held for consideration for such longer period as may be agreed.

RESOLUTION NO. 20-18

RESOLUTION OF THE MORRIS COUNTY IMPROVEMENT AUTHORITY

TITLE:

RESOLUTION AUTHORIZING A COMPETITIVE CONTRACTING AWARD TO SUNLIGHT GENERAL CAPITAL / AZIMUTH 180 SOLAR ELECTRIC, FOR OPERATION, MAINTENANCE AND MANAGEMENT SERVICES FOR THE TIOGA SOLAR I (2009A SERIES) PROJECT IMPROVEMENTS

WHEREAS, the Morris County Improvement Authority, County of Morris, New Jersey (the "Authority"), a county improvement authority organized and existing under the laws of the State of New Jersey, provides, among other things, for the provision of renewable solar energy to various local units within the County of Morris through physical solar photovoltaic plant which it owns; and

WHEREAS, in that regard, the Authority owns certain of the aforementioned physical solar photovoltaic plant (the Tioga Phase I portion thereof) as a result of an April 30, 2013 general assignment for the benefit of creditors to Tioga Energy (Assignment for the Benefit of Creditors), LLC ("Tioga Energy ABC"), including its membership interests in Tioga Morris. The Authority has since taken full ownership of the Tioga Solar I (2009A Series) Project Improvements, as of December 1, 2019 in the wake of that assignment (the forgoing program and project, together, the "Project Improvements"); and

WHEREAS, the Authority has determined to enter into an agreement with a successful responder to provide for the operation, maintenance and management of the Project Improvements; and

WHEREAS, pursuant to Authority Resolution No. 20-12, the Authority had previously authorized the use of competitive contracting pursuant to *N.J.S.A. 40A:11-4.1* through 4.5 to procure such services; and

WHEREAS, subsequent thereto, the Authority issued a Request for Proposals for CC20-101, "Operation and Maintenance Services for County Owned Solar Facilities" ("RFP"), for the provision of operation, maintenance and management of the Project Improvements; and

WHEREAS, on May 19, 2020, the Authority received one proposal in response to the RFP, from SunLight General Capital / Azimuth 180 Solar Electric ("SunLight General"); and

WHEREAS, the Authority has complied with the requirements for competitive contracting set forth in *N.J.S.A. 40A:11-4.1* through 4.5 with respect to the SunLight General proposal, including a review of the proposal submitted, evaluating the same in accordance with

the criteria set forth within the RFP, and preparing a Report for Board and public consideration of the recommendation that SunLight General be award the contract for operation, maintenance and management of the Project Improvements; and

WHEREAS, pursuant to and in accordance with *N.J.S.A. 40A:11-4.3*, the aforesaid competitive contracting process has been administered by the Authority's Chairman, who also serves as the Morris County Administrator (hereafter the "County Administrator") in consultation with the Authority's general counsel, and the Morris County Qualified Purchasing Agent ("QPA"), and following review and evaluation of these proceedings, the same are satisfied that the recommended award to SunLight General is consistent with the RFP, and all aspects of the competitive contracting process as a matter of law; and

WHEREAS, for the reasons expressed within the Report, the Authority is satisfied that an award of a contract to SunLight General be made for the aforementioned operation, maintenance and management services for the Project Improvements.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Authority, as follows:

Section 1. The aforementioned recitals are incorporated herein as though fully set forth at length.

Section 2. The Authority hereby authorizes and directs that an award, pursuant to *N.J.S.A. 40A:11-4.1 et. seq.* of the Local Public Contracts Law, be made to SunLight General for the operation, maintenance and management of the Project Improvements, all in accordance with the terms of the RFP, at the amounts and under the terms set forth in the SunLight General proposal, and in accordance with such form of agreement as the Authority's Chairman may approve with the consultation and input from the Authority's general counsel, and other professionals.

Section 3. A copy of this Resolution shall be available for distribution to the public and for public inspection at the Authority offices.

Section 4. Subject to the second sentence of this section, this resolution shall take effect immediately. In accordance with *N.J.S.A. 40:37A-50*, the Secretary of the Authority is hereby authorized and directed to submit to each member of the Board of Chosen Freeholders of the County of Morris, by the end of the fifth business day following this meeting, a copy of the minutes of this meeting. The Secretary is hereby further authorized and directed to obtain from the Clerk of the Board of Chosen Freeholders of the County of Morris a certification from the Clerk of the Board of Chosen Freeholders of the County of Morris stating that the minutes of this meeting have not been vetoed by the Director of the Board of Chosen Freeholders of the County of Morris.

[Remainder of page intentionally left blank]

Competitive Contracting Process

(N.J.S.A. 40A:11-4.5 and N.J.A.C. 5:34-4.3)

PUBLIC NOTICE

g. The clerk or secretary of the contracting unit shall publish a notice in the official newspaper of the contracting unit summarizing the award of a contract, which shall include but not be limited to, the nature, duration, and amount of the contract, the name of the vendor and a statement that the resolution and contract are on file and available for public inspection in the Part One – Local Public Contracts Law V 2.0 November 2022 Return to Contents Page 12 office of the clerk or secretary of the municipality, county, local public authority or special district of the governing body.



Competitive Contracting Report June 1, 2020 Page 3

Beyond the foregoing, SunLight General was clear and comprehensive on its approach to operational and maintenance services for the Morris County Phase I Solar projects, including operational and maintenance plan development and implementation, and a continuing appreciation of the importance of renewable energy production to help meet environmental goals and carbon reduction, a national and international goal. SunLight General evidenced a willingness to work with the Authority, Morris County and their respective representatives to meet the goals and objectives of the Authority in connection with the operational and maintenance needs of the Morris County Phase I Solar sites.

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That office's phone number is 973-285-6323.

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Competitive Contracting Process

(*N.J.S.A. 40A:11-4.5 and N.J.A.C. 5:34-4.3*)



h. All contract awards shall be subject to rules concerning certification of availability of funds adopted pursuant to section 3 of P.L.1971, c.198 (C.40A:11-3) and section 15 of P.L.1971, c.198(C.40A:11-15).

i. The director, after consultation with the Commissioner of Education, may adopt additional rules and regulations, in accordance with the "Administrative Procedure Act," P.L.1968, c.410(C.52:14B-1 et seq.), as may be necessary to effectuate the provisions of sections 1 through 5 of P.L.1999, c.440 (C.40A:11-4.1 through C.40A:11-4).



Procurement

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What society
thinks I do



What my friends
think I do



What End-User
thinks I do



What my suppliers
think I do



What I
think I do



What I actually do

Questions?

Nicola Reid

Township of Stafford Purchasing Agent

609-597-1000, x8521

nreid@staffordnj.gov

