



Legislation Text

File #: 17-1937, Version: 1

Dept/ Agency: Administration/Division of Central Purchasing

Action: () Ratifying (X) Authorizing () Amending

Type of Service: Bid Contract(s)

Purpose: To Provide Printing of Pressure Sealer Paper

Entity Name(s)/Address(s): Drew & Rogers, Inc., 30 Plymouth Street, Fairfield, New Jersey 07004

Contract Amount: Amount not to exceed \$150,000.00

Funding Source: 2017 City Budget/ Municipal Court

Contract Period: To be established for a period not to exceed two (2) years

Account Code Line: NW011, 011, 0107, 7104, B2017

Contract Basis: (X) Bid () State Vendor () Prof. Ser. () EUS

(X) Fair & Open () No Reportable Contributions () RFP () RFQ

() Private Sale () Grant () Sub-recipient () n/a

Additional Information:

1st Advertisement Date: March 1, 2017

Bids Solicited: Four (4)

Bids Received: Two (2)

2nd Advertisement Date: March 28, 2017

Bids Solicited: Four (4)

Bids Received: Three (3)

WHEREAS, on March 1, 2017, the City of Newark, through its Supervising Procurement Specialist, QPA, advertised to solicit bids for contractors to provide Printing of Pressure Sealer Paper to the Municipal Courts as per the bid proposal attached hereto; and

WHEREAS, the Division of Central Purchasing distributed four (4) bid proposal packages to prospective vendors following the March 1, 2017, advertisement; and

WHEREAS, on March 17, 2017, the Division of Central Purchasing received two (2) bids in response to the March 1, 2017 advertisement; and

WHEREAS, the Supervising Procurement Specialist, QPA, determined it was in the best interest of the City of Newark to reject all bids, pursuant to N.J.S.A. 40A:11-13.2(d), in order to substantially revise the price sheets to make them consistent with the bid specifications that required items of different sizes; and

WHEREAS, on March 28, 2017, the City of Newark, through its Supervising Procurement Specialist, QPA, re-advertised to solicit bids for contractors to provide Printing of Pressure Sealer Paper to the Municipal Courts as per the bid proposal attached hereto; and

WHEREAS, the Division of Central Purchasing also distributed four (4) bid proposal packages

to prospective vendors following the March 28, 2017 re-advertisement; and

WHEREAS, on April 13, 2017, the Division of Central Purchasing received three (3) bids in response to the March 28, 2017 re-advertisement; and

WHEREAS, the Supervising Procurement Specialist, QPA, reviewed the bids in conjunction with the Director of Municipal Courts who recommended the Printing of Pressure Sealer Paper be awarded to the lowest responsive, responsible bidder, Drew & Rogers Inc., 30 Plymouth Street, Fairfield, New Jersey 07004; and

WHEREAS, pursuant to N.J.S.A. 40A:11-24, the vendor consented to holding the price(s) bid until such time as an award was made as the law allows; and

WHEREAS, solicitations through public bidding in accordance with N.J.S.A.40A:11-1, et seq. meet the requirements of the fair and open process under N.J.S.A.19:44A-20.5 et seq.

NOW, THEREFORE, BE IT RESOLVED BY THE MUNICIPAL COUNCIL OF THE CITY OF NEWARK, NEW JERSEY THAT:

1. The Mayor and /or his designee, the Supervising Procurement Specialist, QPA, are hereby authorized to enter into a contract with Drew & Rogers, Inc., 30 Plymouth Street, Fairfield, New Jersey 07004, to provide Printing of Pressure Sealer Paper, as said vendor was determined to be the lowest responsive, responsible bidder in accordance with bid specifications received on the re-advertised due date. Upon adoption of this resolution by Municipal Council, the term of the contract will be established for a two (2)-year term pursuant to N.J.S.A. 40A:11-3(b).
2. There shall be no amendment or change to this contract without the approval of the Newark Municipal Council, by resolution.
3. There shall be no advance payment under this contract in accordance with N.J.S.A. 40A:5-16. Pursuant to N.J.A.C.5:30-5.5(d), funds for 2017 and subsequent years are contingent upon appropriations.
4. Pursuant to N.J.A.C. 5:30-5.5(b)(2), this is an open-ended contract to be used as needed during the term of the contract, and for any and all expenditures against this contract, each time an order is placed a certification of the availability of sufficient funds covering the amount of the order shall be executed before contractual liability from account line NW011, 010, 0107, 7104, B2017. This contract shall not to exceed \$150,000.00 for a two (2)-year term.
5. The Supervising Procurement Specialist, QPA, shall file a duly executed copy of the contract in the office of the City Clerk.
6. If required by State Law, the City Clerk shall provide the appropriate notice of the award of this contract to the State Comptroller no later than twenty (20) business days following such award in accordance with N.J.S.A. 52:15C-10 and the Notice of the Office of the State Comptroller date May 8, 2008.

STATEMENT

This resolution authorizes the Mayor and /or his designee, the Supervising Procurement Specialist, QPA, to enter into a contract with Drew & Rogers Inc., to provide Printing of Pressure Sealer Paper, to the City of Newark, at a cost not to exceed \$150,000.00 for a two (2)-year term.