



City of Newark

City Hall
920 Broad Street
Newark, New Jersey 07102

Legislation Text

File #: 12-0452, Version: 1

Dept/ Agency: Administration/Division of Central Purchasing
Action: () Ratifying (X) Authorizing () Amending
Type of Service: Bid Contract(s)
Purpose: Printing Summons Complaint Forms
Entity Name(s)/Address(s): A&P Printing, 14 Blueberry Ct., Mahwah, NJ 07430
Contract Amount: Not to exceed \$40,000.00
Funding Source: City of Newark Budget/Municipal Courts/Open-Ended
Contract Period: To be established for a period not to exceed two (2) years
Contract Basis: (X) Bid () State Vendor () Prof. Ser. () EUS
() Fair & Open () No Reportable Contributions () RFP () RFQ
() Private Sale () Grant () Sub-recipient () n/a
Additional Information:
Bids solicited: Seventeen (17)
Bids received: Three (3)
[Failed 7R1-p 032112](#)

WHEREAS, on August 25, 2011, the City of Newark through its Purchasing Director, advertised to solicit bids for Printing Summons Complaint Forms, which the contractor will provide to the City of Newark, for the Municipal Courts' usage as described in the attached bid proposal; and

WHEREAS, the Division of Central Purchasing solicited five (5) prospective vendor (s) from its established bid list, and

WHEREAS, on August 25, 2011, bids were not accepted due to the need of a revision to the specifications; and

WHEREAS, on August 30, 2011, the City of Newark through its Purchasing Director, re-advertised to solicit bids for Printing Summons Complaint forms; and

WHEREAS, the Division of Central Purchasing solicited seventeen (17) prospective vendor (s) from its established bid list; and

WHEREAS, on September 15, 2011, three (3) bids were received in response to this re-advertisement; and

WHEREAS, the Municipal Courts Administrator, reviewed the bids and recommended an award be made to A & P Printing; and

WHEREAS, the Purchasing Director concludes from review and evaluation that an award be made to A&P Printing, the lowest responsive and responsible bidder; and

WHEREAS, pursuant to N.J.S.A. 40A: 11-24, the vendor agreed to hold their prices beyond 60 days; and

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

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 Purchasing Director, are hereby authorized to enter into contract with A&P Printing, 14 Blueberry Ct., Mahwah, NJ 07430, for the provision of Printing Summons Complaint Forms, for the City of Newark, whose bid was received on the above advertised due date and determined to be the lowest responsive and responsible bidder in accordance with bid specifications. 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 of this contract without the approval of the Municipal Council.
3. There shall be no advance payment on this contract in accordance with N.J.S.A. 40A: 5-16. Funds for 2012 and subsequent years are contingent upon appropriation; pursuant to N.J.A.C. 5:30-5.5 (d)(2).
4. This is an open-ended contract to be used as needed during the term of the contract. Thus, for any and all expenditures against this contract, certification of the availability of sufficient funds, as required by N.J.A.C. 5:30-5.5 (b)(2), shall be incurred each time an order is placed, covering the amount of the service. This contract shall not exceed \$40,000.00 for a two (2) year term.
5. The Purchasing Director shall forthwith file a duly executed copy of this 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 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 dated May 7, 2008.

STATEMENT

This contract is awarded to A&P Printing, to provide, Printing Summons Complaint Forms, to the City of Newark, at a cost not to exceed \$40,000.00 for a two (2) year term.