



City of Newark

City Hall
920 Broad Street
Newark, New Jersey 07102

Legislation Text

File #: 13-1994, Version: 1

Dept/ Agency: Administration/Division of Central Purchasing

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

Type of Service: Bid Contract(s)

Purpose: Office Furniture, (New)

Entity Name(s)/Address(s): (1.) *Cooper's Office Furniture, 327 West Front Street, Plainfield, New Jersey 07060* (2.) *W.B. Mason, 535 Secaucus Road, Secaucus, New Jersey 07094*

Contract Amount: Not to exceed \$1,270,000.00

Funding Source: City of Newark /Departments of Administration, Engineering, Economic and Housing Development, Finance, Neighborhood and Recreational Services, Water and Sewer Utilities, the Office of the City Clerk and Municipal Council Office of the Mayor and Municipal Courts

Contract Period: to be established for a period not to exceed two years

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

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

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

Entity Name/Address:

(List vendors here - only if list is long)

Additional Information:

Number of Bids Solicited: 18

Number of Bids Received: 3

WHEREAS, on September 3, 2013, the City of Newark through its Purchasing Director advertised to solicit bids for contractor(s) to provide, **Office Furniture, (New)**, to the Departments of Administration, Engineering, Economic and Housing Development, Finance, Neighborhood and Recreational Services, Water and Sewer Utilities, Office of the City Clerk and Municipal Council, Office of the Mayor and Municipal Courts, as per the bid proposal attached hereto; and

WHEREAS, the Division of Central Purchasing distributed eighteen (18) bid proposal packages to the prospective vendors following the date of advertisement; and

WHEREAS, on September 19, 2013, three (3) bids were received in response to this advertisement; and

WHEREAS, the Purchasing Director recommends a dual award based on line item discounts, be made to **Cooper's Office Furniture and W.B. Mason**, the highest discount off, responsive and responsible bidders; 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 a contract with **Cooper's Office Furniture, 327 West Front Street, Plainfield, New Jersey 07060 and W.B. Mason, 535 Secaucus Road, Secaucus, New Jersey 07094**, to provide **Office Furniture, (New)** to the City, whose bids were received on the advertised due date and determined to be the highest discount off, responsive and responsible bidders in accordance with the 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.
2. There shall be no amendment or change of this contract without the approval of the Municipal Council by resolution.
3. There shall be no advance payment on this contract in accordance with N.J.S.A. 40A:5-16. Funds for 2013 and subsequent years are contingent upon appropriations; 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 contract. Thus, for any and all expenditures against this contract, a certification of the availability of sufficient funds, as required by N.J.A.C. 5:30-5.5(b)(2), shall be executed before a contractual liability is incurred each time an order is placed, covering the amount of the order. This contract shall not exceed \$1,270,000.00 for two (2) years.
5. A duly executed copy of the contract shall be forthwith filed in the Office of the City Clerk by the Purchasing Director.
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 **Cooper's Office Furniture and W.B. Mason**, to provide **Office Furniture, (New)**, to the City of Newark, at a cost not to exceed \$1,270,000.00 for two (2) years for two (2) vendors.