



# City of Newark

City Hall  
920 Broad Street  
Newark, New Jersey 07102

## Legislation Text

File #: 13-2072, Version: 1

**Dept/ Agency:** Administration/Division of Central Purchasing

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

**Type of Service:** Bid Contract(s)

**Purpose:** Printing of Traffic Tickets

**Entity Name(s)/Address(s):** *RR Donnelley & Sons Company, 90 Woodbridge Center Drive, Suite 420, Woodbridge, New Jersey, 07095*

**Contract Amount:** Not to Exceed \$100,000.00

**Funding Source:** City of Newark Budget/Municipal Court/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: Twelve (12)

Bids received: Five (5)

**WHEREAS**, on September 17, 2013, the City of Newark through its Purchasing Director advertised to solicit bids for Printing of Traffic Tickets, 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 twelve (12) prospective vendor (s) from its established bid list, and

**WHEREAS**, on October 3, 2013, five (5) bids were received in response to this advertisement; and

**WHEREAS**, the Purchasing Director concludes from review and evaluation that an award be made to RR Donnelley & Sons Company, 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 RR Donnelley & Sons Company, 90 Woodbridge Center Drive, Suite 420, Woodbridge, New Jersey 07095 for the provision of the Printing of Traffic Tickets, for the City of Newark, at amount not to exceed \$100,000.00, whose bid was received on the above

advertised due date and determined to be the only 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 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, a 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 \$100,000.00 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 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 dated May 7, 2008.

### **STATEMENT**

**This contract is awarded to RR Donnelley & Sons Company, to provide Printing of Traffic Tickets, at a cost not to exceed \$100,000.00 for a two (2) year term.**