

PURCHASING MANUAL

2022/2023 School Year



HOBOKEN BOARD OF EDUCATION

OFFICE OF THE BUSINESS ADMINISTRATOR / BOARD SECRETARY

524 Park Avenue ❖ Hoboken, NJ 07030 ❖ 201.356.3610 ❖ Fax: 201.356.3642

Joyce A. Goode

Business Administrator / Board Secretary

joyce.goode@hoboken.k12.nj.us

MEMO

To: All District Employees

From: Joyce A. Goode, Business Administrator/Board Secretary

Date: September 2022

RE: 2022/2023 Purchasing Manual

The purpose of this Purchasing Manual is to assist all Board of Education employees in the proper purchasing practices to be in full compliance with:

- New Jersey Public School Contract Laws Title 18A:18A, et. seq.;
- New Jersey Administrative Code N.J.A.C. 5:34 et. seq.;
- Board of Education Policy; and
- Other federal, state law and code.

The Purchasing Manual is designed to achieve three (3) goals:

1. Follow the law and Board policy on purchasing;
2. Promote efficiency in the purchasing practices; and
3. Achieve savings of money through proper purchasing practices.

We ask you, the user of the purchasing system, to help achieve these goals through proper planning. Please allow yourself enough leeway between generating a purchase order and the actual date materials or services are needed. Please think of purchasing in terms of a whole year. What items and services do you need on an annual basis?

Through proper planning, we can eliminate much of the frustration that is encountered in all public school purchasing procedures.

This manual should be reviewed with department heads, teachers, secretaries, and others who are involved in the purchasing process. It is imperative that everyone adhere to all purchasing laws and guidelines.

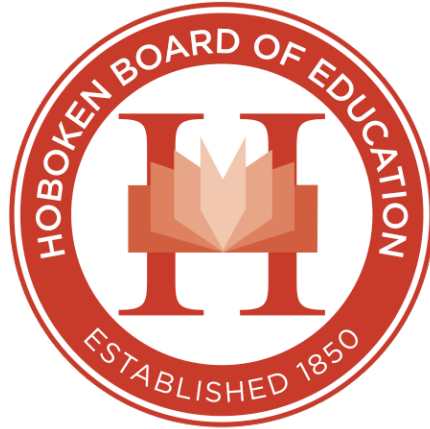
If you have any questions concerning the following guidelines, please do not hesitate to call the Business Office, Extension 3610.

Thank you,

/s/ *Joyce A. Goode*

Joyce A. Goode,

Business Administrator/Board Secretary



PURCHASING MANUAL

2022/2023 School Year

Table of Contents

PURCHASE ORDER PROCEDURES	1
BIDS AND PURCHASING	11
QUOTATIONS AND QUOTATION PROCEDURE	15
PURCHASE ORDER PROCESS	16
ETHICS IN PURCHASING	19
CRIMINAL CODE CITATIONS	21
APPENDIX	22

PURCHASE ORDER PROCEDURES

Authority to Purchase

The purchase of goods and/or services by a board of education is governed by the state status, administrative code and board policy. New Jersey State Law (18A:18A-2(b)) assigns the authority to the Purchasing Agent to make purchases for the board of education.

The Purchasing Agent is the only individual in the school district that has the authority to make purchases for the board of education.

The Hoboken Board of Education by board resolution has authorized William P. Moffitt to be the Purchasing Agent for the school district.

Authorized Purchases

All requests for purchases of goods and/or services must be made through an approved purchase order signed by the Purchasing Agent.

A purchase order, pursuant to State Law, is a document issued by the Purchasing Agent authorizing goods or materials to be ordered for the school district or work/service to begin. No goods or materials may be ordered or work/service be authorized to begin by any other individual in the school district other than the Purchasing Agent

Unauthorized Purchases

Any Board of Education employee who orders and/or receives any materials, supplies or services without first going through the approved purchase order process has made an unauthorized purchase.

Unauthorized purchases are a violation of State Law and Board Policy.

Penalties listed below may be assigned by the Superintendent of Schools for unauthorized purchases:

Penalties for Unauthorized Purchases

First Offense	Letter in Personnel File	Pay for Purchase
Second Offense	Suspension	Pay for Purchase
Third Offense	Loss of Increment	Pay for Purchase
Fourth Offense	Loss of Employment Tenure Charges	Pay for Purchase

Corrective Action for Non-Compliance

If the Purchasing Agent has determined that an unauthorized purchase has been made, an email or memo will be sent to the Assistant Superintendent of Schools advising him/her of the unauthorized purchase.

The individual that placed the unauthorized order will be notified in writing by the Assistant Superintendent of Schools. The memo will be attached to the purchase order and a copy of the memo will be sent to the Business Administrator.

At any time, during the Corrective Action Process, the Superintendent may invoke the penalties for non-compliance.

A repeat offense of an unauthorized purchase by the same administrator within a school year will mandate that administrator to attend a special in-service workshop on proper purchasing procedures and any sanction that may be invoked by the Superintendent.

Miscellaneous

Preview of Materials

All staff members must receive permission from administrators, supervisors, or principals to preview materials. After the preview process has been completed, the item must be returned. If there is a desire to purchase the previewed item, then a purchase order must be prepared for a new item.

Reimbursement; Employee

The Board of Education only recognizes an employee reimbursement purchase order when it pertains to pre-approved travel, meals, and conferences. The Board will not reimburse employees for items and goods personally purchased by the employee.

Student Activity Accounts

Purchases made through Student Activity Accounts may not be reimbursed with Board funds. Purchase orders made payable to Student Activity Accounts for the aforementioned purpose will not be signed by the Purchasing Agent.

A. Responsibilities of Originator of Purchase Order – Preparing a Purchase Order

The person who prepares the purchase order has certain responsibilities before the order attains all approvals. He/She is to ensure the following:

1. **Purchase Orders** – All purchase orders are to be entered in the accounting software.
2. **Vendor's Name and Address** – To see the Purchase Order mailing address please click on "PO mailing address" to see the Remit to address please click on "Remit to address". Please verify the proper vendor name is chosen.
3. **Description of Items, Services, Costs and Catalogue Numbers** – Items and/or services requested are to be described clearly with correct and up-to-date catalogue numbers and costs. Please use latest catalogues available. Make sure to specify if these are new or replacement items. Note if the PO is for supplies (instructional/administrative) or for services.
4. **Shipping Costs** – Shipping and handling costs are to be added to all purchase orders. Please read the catalogue or contact the vendor to determine the actual shipping and handling costs.

If you are unable to ascertain the actual charges, type

"10% Estimated Shipping and Handling"

If there is no shipping and handling charges, type on purchase order

"Shipping and Handling Included."

5. **Delivery Address – Attention of** – The delivery address should include a name of a person or a specific department.
6. **Delivery, Types of**
The Hoboken Board of Education recognizes two (2) types of delivery.

(a) INSIDE DELIVERY

Items are to be delivered to a Board of Education location and taken off the truck by transportation carrier personnel and brought to a designated area inside the school or office building.

(b) SPOTTED DELIVERY

Items are to be delivered to a Board of Education location and taken off the truck by transportation carrier personnel and brought to a designated area inside the school or office building. Transportation carrier personnel or specialized individuals are responsible to then uncrate, setup, assemble items to determine good working order and remove all debris to the satisfaction of the Hoboken Board of Education within five (5) working days. Please ensure that all purchase orders have the correct delivery designation.

7. **Budget Account Number** – Please refer to the budget dictionary to properly code your purchase orders.

8. **State Contract Orders or Cooperative Purchasing** – When ordering through state Contract or Cooperative Purchasing vendors please include:

- (a) State Contract/Coop number and expiration date
- (b) Shipping and Handling Included; and
- (c) Appropriate documentation when required.

<p style="text-align: center;">Additional Instructions on State Contract/Co-op Purchasing and Bids can be found in the Appendix</p>
--

9. **Quotations** – If quotations are obtained, please include with your PO backup the quote sheet and a copy of each written quotation received. You may get phone quotes – you will need the name of the person you spoke to, their position and phone number. You may also use the internet to gather quotes. Please type the quotation date in the body of the purchase order.
10. **Bids** – If bids are obtained, please type the following in the body of the purchase order.
- (a) Bid Title
 - (b) Bid Date; and
 - (c) Bid Number.

B. Purchase Order Rationale Form – (see appendix)

A Purchase Order Rationale Form shall be attached to the top of each purchase order submitted (exceptions noted) to the Superintendent of Schools after the budget freeze that is instituted usually around January. This form asks for a written explanation as to the **educational or operational** need for the purchase.

Administrators who submit purchase orders will now have to put in writing why the purchase is essential to the school district. Administrators who sign off on purchase orders will now have to provide explanations on the following:

- How students will learn or benefit from the purchase?
- What educational achievement or program may be linked to the purchase?
- How is the purchase of operational value to your school/office?
- Are the goods/services purchased useful for the long term rather than immediate need?
- Have inventories been checked to determine whether there is a real need for the purchase?
- Why the purchase is being made so late in the school year.

It has been determined that a number of items are considered *non-essential*. The list is not all inclusive and may be amended throughout the school year. The Superintendent will review these items prior to approving purchase orders for the *non-essential items* to ensure the purchases are in line with District policy.

Non-Essential Items

A list of non-essential and permitted purchases is provided on page 7. The list will highlight purchase pertaining to:

- Meals; Refreshments;
- Celebration; Decorative Items;
- Extracurricular Activities/Field Trips;
- T-Shirts;
- Library Books, Magazines, Videos/DVD's

Exceptions for Purchase Order Rational Forms

Purchase orders for the following items do not require a Purchase Order Rationale form:

- **After School Supplementary Service Providers**

This program coordinated through the Office of Title I Research and Testing, is regulated by federal and state law and no further justification is needed.

- **Emergency Purchases (N.J.S.A. 18A:18-7)**

Emergency purchases are regulated by state law. In order to approve an emergency purchase, rationale must be first provided thus negating the need for a purchase order rationale form.

- **Field Trip Transportation**

Purchase orders for field trip transportation do not need a rationale form as long as there is a rationale form for the purchase order for the admissions fee. If the Assistant Superintendent approves the field trip admissions fee purchase order, then by default the purchase order for the transportation will be approved.

- **Pupil Transportation; Athletic Transportation**

Transportation of students to and from school is regulated by state law, administrative code and the student's IEP. Transportation of athletes to and

from events does not require a rationale form.

- **Travel Reimbursement for Employees**

Travel reimbursement costs are regulated by state law, state administrative code and board policy. All conditions and approvals for this reimbursement have been met in order for the purchase order to have been prepared.

- **Tuition Contracts – Special Education Schools**

As with pupil transportation purchase orders, tuition to special education schools are regulated by federal and state law and no further justification is needed.

- **Tuition Reimbursement for Employees**

This employee contractual benefit needs no further explanations. All conditions and approvals for tuition reimbursement have been met in order for the purchase order to have been prepared.

Non-Essential Purchases
Permitted Purchases

<u>MEALS*: REFRESHMENTS: CATERING</u>	
<u>Prohibitions</u>	<u>Permitted Purchases-Cases by Case</u>
<p>Board of education funds may not be used for meals; refreshments; catering; food for the following:</p> <ul style="list-style-type: none"> • Staff Meetings; Staff Functions • Honoring Employees; Retirement Functions • Athletic Events – Guests and Participants (other than students) 	<p>The Superintendent of Schools will consider, on a case by case basis, requests for the following:</p> <ul style="list-style-type: none"> • Student Functions; Activities; Events – Reasonable Costs – Instructional Only!! • Functions; Activities; Events for Dignities and other “Non-district employees e.g., Parents-light meals/refreshments – minimal and infrequent • Back to School Nights – Light refreshments • Board of Education Meetings – Light meals/refreshments

<u>CELEBRATION: DECORATIVE ITEMS: ACKNOWLEDGEMENTS</u>	
<u>Prohibitions</u>	<u>Permitted Purchases – Case by Case</u>
<p>Board of Education funds may not be used for Celebration; decorative or acknowledgement items as follows:</p> <ul style="list-style-type: none"> • Carnivals • Gifts for employees; teacher appreciation • Gift baskets; greeting cards • Retirement Plaques • Bereavement flowers; fruit baskets • acknowledgements • Student Entertainment 	<p>The Superintendent of Schools will consider, on a case by case basis, requests for the following:</p> <ul style="list-style-type: none"> • All reasonable costs for commencement; convocation activities • Yearbooks – Elementary Schools

**Meal costs may NOT exceed the following amounts (per person):
Breakfast - \$7.00 / Lunch - \$10.00 / Dinner - \$15.00*

Purchase of T-Shirts

The Superintendent of Schools will consider, on a case by case basis, requests for the purchase of T-Shirts – T Shirts for field days or field trips.

Library Books, Magazines, Videos/DVD

Library books, magazines, videos/DVD shall be for educational purposes.

Extracurricular Activities/Field Trips

All expenses using public funds for extracurricular activities and field trips shall be part of the instructional program and have educational value and shall be reasonable in cost. A full detailed explanation of the activity must be provided on the Purchase Order Rationale Form.

C. Responsibilities of the Assistant Superintendent of Schools

Upon receipt of a purchase order after the budget has been frozen, the Superintendent's Office stamps the date and time on it. The Superintendent or the Assistant Superintendent reviews and determines the educational or operational value of each purchase order. The Assistant Superintendent reviews each Purchase Order Rationale Form and if satisfied signs and approves the purchase order. The order can then be processed

D. Responsibilities of Business Office

The Purchasing Agent reviews each purchase order. Special Attention is given to the following:

1. **What is being ordered and the cost** – The Purchasing Agent reviews the technical aspects of the purchase order to ensure compliance with State Law and Board Policy.

The Business Office checks the cost of each item and determines if it can be purchased from another vendor at a savings. The Business Office also reviews whether the purchase order exceeds:

The Quotation Limit	\$ 6,600.00
The Bid Limit	\$44,000.00 (QPA required)

2. **Document Check – State Law**

Pursuant to various State Laws, the Purchasing Agent must ensure the following documents are on file in the Business Office before the purchase order is signed and processed:

- Affirmative Action Evidence – Contracts \$44,000.00 and over (cumulative).
- Business Registration Certificate (BRC) – Purchase \$6,600.00 and over.

- Chapter 271 – Political Contribution Disclosure Form (PCD) *Purchases over \$17,500.00 (cumulative).
- IRS Form W-9

**Administrators recommending contracts for professional/educational services are to secure the Chapter 271 PCD from the vendor when the vendor submits his/her proposal. The PCD must be forwarded to the Business Office. A copy of the PCD is in the Appendix.*

3. **Review of Purchase Order** – The purchase order is also reviewed for technical aspects such as:
 - (a) Shipping and handling charges added;
 - (b) State contract numbers and expiration dates incorrect/missing;
 - (c) Other items as listed in Section A.

Incomplete or improper purchase orders will be rejected in Systems 3000 and will not be processed until corrections are complete.

The purchase order process, as explained, may take 5 – 7 days to complete. Please plan accordingly.

E. Transfers

All transfers of funds have to be approved by the Board of Education at a public meeting. Substantive transfers of money (more than 10% of the budget line item) must be approved by the State. Please review your budgets and make necessary transfers to meet your timelines.

F. Responsibility of the Vendor

The Business Office sends to the vendor the purchase order and the voucher. The vendor is to sign the voucher and return it to the Business Office with an invoice. If you receive a signed voucher, return it to the Business Office.

IMPORTANT: A check is prepared for the vendor only once the Business Office is in possession of **all** of the following:–

- Signed Voucher
- Invoice
- All Packing Slips
- Receiving Copy (Gold) Signed

G. Employees Prohibited from Signing Contracts

Board of Education employees are prohibited from signing any contract offered by a vendor. The power to sign and execute contracts after Board of Education approval lies with the Board President and the Board Secretary. Contracts signed by an employee shall be considered non-binding by the Hoboken Board of Education with the employee accepting full responsibility for the costs of the contract.

H. Contracts: Purchase Order Required

The award of contract to a vendor approved by the Board of Education at a public meeting does not automatically authorize any employee to use the services of, or purchase materials from, the vendor. A purchase order must be processed to use services or purchase materials.

I. Cancellation of Purchase Orders

All requests to cancel purchase orders must be made in writing to the Business Office. Reasons explaining the need to cancel the purchase order must be outlined. The Purchasing Agent maintains the sole right to cancel purchase orders.

J. Private Purchases – Prohibited

Goods and services procured by the Hoboken Board of Education are exclusively for the use of the Hoboken Board of Education and if applicable, other public and non-public schools. These goods and services are purchased through the signed purchase order process.

Employees of the Hoboken Board of Education are prohibited from purchasing privately goods and/or services off the bid prices and quotation prices offered by the vendors to the Hoboken Board of Education

BIDS AND PURCHASING

A. Bid Limit - \$44,000

The Hoboken Board of Education is restricted by New Jersey State Law on how much money can be spent by the district for the entire year on materials, supplies, and services.

This restriction is called the **bid threshold** or **bid limit**. The bid limit is \$44,000 if the district has a QPA (Qualified Purchasing Agent). This means that any specific item, class of items, and/or services of a similar nature, purchased by the school district totaling more than \$44,000 for the entire year must be competitively bid. This restriction is for the entire district and not by location or schools.

You cannot circumvent the law by splitting purchases to be under the \$44,000 bid limit.

If you find that your purchases may exceed the \$44,000 bid limit, please contact the Purchasing Office at once.

The formal bidding process takes about 6-8 weeks to complete.

B. Annual Bids

The Board of Education requests that central office department administrators and supervisors and school principals start to plan and prepare for Annual Bids. The proposed time lines are as follows:

- *March* Administrators/Supervisors prepare technical specifications to be reviewed by Purchasing Agent.
- *April* Purchasing Agent prepares final bid specifications to be drafted in a manner to encourage free, open, and competitive bidding.
- *May/June* Annual Bids are received, opened and tabulated by Purchasing Agent.
- *June* Bid resolutions are prepared by Purchasing Agent for Board approval.
- *July* Purchase orders are generated by Administrator/Supervisors or school clerks for August/September delivery.

Please note: The delivery of furniture usually takes place about 8-12 weeks after receipt of purchase order.

C. Bidding: Time Frame

As stated before, the formal bidding process usually takes about 6-8 weeks from start to finish. Please plan appropriately. An outline of the bidding process is located in the Appendix.

D. Exceptions to the Bid Limit

New Jersey State Law allows for some exceptions to the bid and quotation limits. There are approximately 20 exceptions where a Board of Education does not have to go for bid. Some of them are:

1. Purchasing through State Contract;
2. Professional services as outlined by New Jersey law;
- *3. Textbooks, kindergarten supplies, student produced publications, library and educational goods;
- *4. Legal notice, food supplies, milk, utilities, insurance, election expenses, travel and conferences.

**These purchases may be subject to the quotation process pursuant to N.J.S.A. 18A:18A-37(a) if practicable.*

Please contact the Purchasing Agent for further explanations.

E. State Contract Purchasing

Pursuant to N.J.S.A. 18A:18A-10(a) a Board of Education may purchase goods and services through State Contract vendors. If the purchase exceeds the bid threshold, the Board of Education must adopt a resolution awarding the contract.

1. State Contract Vendors

Attached to this document is a list of all Board approved State Contract Vendors. You may also visit the website [Purchase and Property](#) (click on hyperlink to get to webpage) if your items do not appear on this list. If your order will go over \$44,000, the Board must approve the use of the specific State Contract Vendor for this purchase.

See appendix for System 3000 data entry instructions.

2. **Computers**

If you plan to purchase computers, please adhere to the following process prior to completing purchase orders for computers.

- Contact the Network Administrator

Please contact the **Chief Technology Officer, at Ext 3640**. He/she will be able to assist you with the technical aspects and the State Contract requirements of purchasing computers. The Network Administrator must sign your quote for the PO to be approved

- Contact of Director of Facilities

Please contact the **Director of Facilities, at Ext. 3768**. The Director has to be apprised of all computer purchases to properly plan for electrical hookups.

3. **Copiers – contact the Business Office**

The Business Office negotiates contracts for the purchase of copiers on a District basis.

F. Professional Services/Professional Consultants –

Although Professional Services, as defined in Title 18A:18A-5, do not require competitive bids or quotations, newly introduced DOE regulations require the Board of Education to obtain competitive quotes for any professional service.

In accordance with N.J.A.C. 6A:23A-5.2(a-4) professional services contracts that will exceed the bid threshold may be required to be secured through the request for proposal process (RFP). The process may take six (6) to eight (8) weeks depending on the Board of education meeting date.

All administrators who need professional services contracts are to contact the Business Administrator at 3610.

G. Emergency Contracts

Emergency Contracts are strictly regulated by N.J.S.A. 18A:18A-7. A situation must exist affecting the health or safety of the occupants of school property that requires the immediate delivery of articles or the performance of a service to alleviate the emergency.

The Emergency Contract process is reviewed in the Appendix. Please note that the Superintendent of Schools must be notified **first** of all emergency purchase requests.

Only the Purchasing Agent may award an Emergency Contract.

H. Cooperative Purchasing

The Hoboken Board of Education has contracted with Educational Data Services of Saddle Brook, NJ to bid on items in the following categories on an as needed basis as well as the Middlesex Regional Ed Services Commission and Hunterdon County Ed Services.

- | | |
|--------------------------|-----------------------------|
| 1. Office Supplies | 5. School Supplies |
| 2. Copy Duplicator Paper | 6. Art Supplies |
| 3. Science Supplies | 7. Industrial Arts Supplies |
| 4. Time and Materials | |

Orders through the Cooperative Purchasing conduit processed through Ed Data's online ordering system and automatically uploaded to Systems 3000 for initial school orders processed in the spring of each year. Orders utilizing Middlesex Regional Ed Services Commission must go to their website to view their items.

I. Purchases, Contracts Exceeding the Bid Threshold

Pursuant to State Law N.J.S.A. 18A:18-5 all purchases and contracts exceeding the bid threshold of \$44,000 shall be awarded by board resolution at a public meeting of the Board of Education. This includes all items exempted from bidding and all State Contract purchases that exceed \$44,000. Only the purchase of textbooks and emergency contracts are exempt from this law.

Administrators and Supervisors must anticipate their needs as certain purchases once allowed just by purchase order now must be approved by the Board of Education first, then a purchase order can be signed and mailed.

J. Student Activity Account Purchases

Pursuant to State Law N.J.S.A. 18A:18A-5a (21), purchases made through Student Activity Accounts that exceed the bid threshold shall be awarded by the Board of Education at a public meeting. These criteria also pertain to fundraising activities.

Examples of items purchased through the Student Activity Accounts that may exceed the bid threshold are:

- Class Gift
- Class Rings
- Field Trips
- Proms
- Yearbooks

QUOTATIONS AND QUOTATION PROCEDURE

A. Quotation

The quotation limit (threshold) is now \$6,600. This means that any specific item or group of items of a similar nature purchased by the school district, totaling more than \$6,600 and less than \$44,000 for the entire year, must be *competitively quoted or advertised for bid at the discretion of the Purchasing Agent*.

You cannot circumvent the law by splitting purchases to be under the quote threshold.

B. Quotation Process

All quotations will go through the Office of the Purchasing Agent except for Facilities. Quotation proposal prepared by Facilities shall first be received and approved by the Purchasing Agent. When a quotation is deemed necessary, the Principal or Department Head is asked to contact the Purchasing Office. The Purchasing Agent will review these quotation specifications to determine whether they are set up to provide open and competitive quotations. This also applies to the student activity accounts.

Please note: The formal quotation process could take about 2-4 weeks from start to finish. You may use the internet to obtain competitive pricing. There will be *no telephone quotations* except in a case of extreme urgency.

C. Receipt of Two Quotations

Pursuant to N.J.S.A. 18A:18A-37(a) the school district shall request three quotations but receive two quotations if practicable. Evidence of the quotation process shall be kept on file. A copy of the quotation shall be attached to the purchase order.

PURCHASE ORDER PROCESS

A. Processing the Purchase Order-Design of Purchase Order

The purchase order is made of four sheets, each color-coded for a certain purpose. Listed below are the names of the appropriate color and the purpose of each sheet.

Copy	Color	Disposition
Vendor Copy	White (top)	Sent to vendor to order items/provide services
Voucher Copy	White (Pg 2)	Sent to vendor for signature
Receiving Copy	Canary	Sent to school/office; returned to Business Office upon receipt of goods/services
File Copy	Pink	Remains in file until paperwork is received in Business Office

B. Receipt of Goods and Services

The originator of the purchase order should follow the following process when receiving materials, goods, and services.

1. Receipt of Items Ordered

It is important that all items received be immediately checked. Please note the following:

- a. Obtain receiving copy (Yellow) of purchase order and packing slip of items ordered.
- b. Open boxes and check off items received on the receiving copy and packing slip.
- c. If all items are enclosed, then sign and attach packing slip to the receiving copy of the purchase order.
- d. The school principal/office supervisor should sign the receiving copy (Yellow) and send it with the packing slip to: **AP Clerk- Accounts Payable**

All receiving copies (Yellow) of purchase orders and packing slips should be signed and set to the Business Office within seven (7) days of receipts of items.

The Hoboken Board of Education has an excellent reputation for paying its bills in a timely fashion. We ask that all employees assist in maintaining this fine reputation.

All items purchased through a grant must be labeled or stamped with the Grant Information (obtained through the Grant coordinator's office).

All fixed item assets (purchase price of \$2,000 or more) must have an inventory tag issued by the Business Office.

2. Problems Encountered with Receipt of Goods

PROBLEM	<u>Back Orders</u> Sometimes items ordered will not be received in the first shipment. This is known as a back order. The packing slip will have back order written on those particular items.
----------------	---

Process to Follow: **Back Orders**

If the order is incomplete because there is a back order, do not wait for the next shipment. Please do the following:

- Mark on your receiving copy (Goldenrod) of the purchase order those items you did not receive.
- Make and keep a copy of your receiving copy (Goldenrod) and the packing slip.
- Send the original receiving copy (Goldenrod) and packing slip to the Business Office.
- Upon receipt of the back order in the next shipment, check off your copies of the receiving copy (Goldenrod) and the packing slip and send both copies to the Business Office.

If the order is still not complete follow the above steps until the order is complete. Mark on final copy – **“ORDER COMPLETE”**

PROBLEM	<u>Items Missing from Order</u> Sometimes items are marked on the packing slip that they were delivered but are missing from your shipment.
----------------	--

Process to Follow: **Items Missing**

- Call the company and tell them what was missing
- Mark on the receiving copy and packing slip what items were missing.
- Make and keep a copy of your receiving copy (Goldenrod) and the packing slip.
- Send the original receiving copy (Goldenrod) and packing slip to the Business Office.
- Upon receipt of the missing item in the next shipment, check off your copies of the receiving copy (Goldenrod) and the packing slip and send both copies to the Business Office.

PROBLEM	<u>Items Damaged; Wrong Item</u> Sometimes you will receive items that are damaged or the wrong item.
----------------	--

Process to Follow: **Items Damaged; Wrong Item**

- Call the company and ask them what the procedure is for returning damaged or wrong items.
- Return the item(s) to the company.
- On the receiving copy (Goldenrod) and the packing slip, mark what items were returned and the reasons for being returned. Please note how the items were returned (UPS/PO/Vendor Pick Up). Make sure you request a signature for proof of delivery.
- Send the receiving copy and packing slip to the Business Office
- Upon receipt of the damaged item in the next shipment, check off your copies of the receiving copy (Goldenrod) and the packing slip and send both copies to the Business Office.

PROBLEM	<u>Discontinued Item</u> Sometimes the items you requested have been discontinued.
----------------	---

Process to Follow: **Discontinued Item**

- Mark on the receiving copy (Goldenrod) of the purchase order “discontinued.”
- Do not call the company for a replacement item. You must complete a new purchase order.

C. Purchase Order Cut Off Date

Administrators and Supervisors are to be alerted to the fact that purchase orders for the present school year will not be accepted for non-essential purchases date TBD by the Purchasing Agent, Business Administrator. A notice will be distributed via email verifying the date.

D. Training Sessions

All school personnel involved in the purchasing process may call the Business Office anytime to request training.

ETHICS IN PURCHASING

Financial Interest in any Contract; Direct or Indirect

No employee or board member may have a direct interest in any contract or agreement for the sale of goods and services to the Board of Education, nor receive any benefit, compensation or reward from any contract for the sale of goods and services to the Board of Education. Reference – N.J.S.A. 18A:6-8.

Solicitation/Receipt of Gifts from Vendors – Prohibited

School board members, school officials and employees, or members of their immediate family are prohibited from soliciting, receiving or agreeing to receive any compensation, reward, employment, gift, meal, honorarium, travel, reimbursement, favor, loan, services, or other thing of value from any person, firm, corporation, partnership, or business that is a recipient of a purchase order from the district, or a potential bidder, or an applicant for any contract with the district, based upon an understanding that what is solicited or offered was for the purpose of influencing the board member or school employee in the discharge of their official duties. This policy shall be consistent with the School Ethics Act – N.J.S.A. 18A:12-21 et. seq.

School District Responsibility – Recommendation of Purchases

School officials and employees who recommend purchases shall not extend any favoritism to any vendor. Each recommended purchase should be based upon quality of the items, service, price, delivery, and other applicable factors in full compliance with N.J.S.A. 18A:18A-1 et. seq.

School officials and employees are to avoid recommending purchases from members of their families, businesses that employ members of their families and from businesses in which the official, employee or members of their immediate family have a direct financial interest.

School officials and employee who are authorized to sign off on purchase orders and/or to recommend purchases of business transactions by virtue of their signature on the purchase order certify that their actions are consistent with this policy and all applicable statutes.

Vendor Responsibility – Doing Business with the Board of Education

Any vendor doing business or proposing to do business with the Hoboken Board of Education, shall neither pay, offer to pay, either directly or indirectly, any fee, commission, or compensation, nor offer any gift, gratuity, or other thing of value of any kind to any official or employee of the Hoboken Board of Education or to any member of the official's or employee's immediate family.

No vendor shall cause to influence or attempt to cause to influence, any official or employee of the Hoboken Board of Education, in any manner which might tend to impair the objectivity or independence of judgment of said officials or employees.

Vendor Certification

Vendors will be asked to certify that no official or employee of the Hoboken Board of Education or immediate family members are directly or indirectly interested in this request or have any interest in any portions of profits thereof. The vendor participating in this request must be an independent vendor and not an official or employee of the Hoboken Board of Education.

Violations of the Policy

In accordance with N.J.S.A. 18A:6-8, any school district employee who violates the terms of this policy may be subject to withholding of annual increments, suspension, demotion, school ethics complaint, termination and/or revocation of license to teacher or to administer.

CRIMINAL CODE CITATIONS

Title 2C-Criminal Code

2C:27-9 Unlawful Official Business Transaction

"A public servant commits a crime of the fourth degree if, while performing his official functions on behalf of the government entity, the public servant knowingly transacts any business with himself, a member of his immediate family, or a business organization in which the public servant or an immediate family member has an interest." (N.J.S.A. 2C:27-9)

2C:27-10 – Acceptance or Receipt of Unlawful Benefit by Public Servant for Official Behavior

"A public servant commits a crime in the fourth degree if the public servant directly or indirectly, knowingly solicits, accepts or agrees to accept any benefits, whether the benefit inures to the public servant or another person, to influence the performance of an official duty or to commit a violation of an official duty."

APPENDIX

- A. FORMAL BID PROCESS
- B. EMERGENCY PURCHASES/CONTRACTS
- C. QUOTE FORM
- D. PURCHASE ORDER RATIONALE FORM
- E. POLITICAL CONTRIBUTION DISCLOSURE FORM (PCD)
- F. PURCHASE ORDER CHECKLIST
- G. STATE CONTRACT SCREEN SHOT
- H. ED DATA SCREEN SHOTS
- I. STATE CONTRACT VENDORS APPROVED AND DISTRICT BIDS BY THE BOARD
- J. SCHOOL FACILITY SYSTEM MAINTENANCE CATEGORIES
- K. BUDGET DICTIONARY
- L. ACKNOWLEDGEMENT OF RECEIPT

FORMAL BID PROCESS

Process	Time Line
Initial request to bid made by Administrator/Supervisor. Certification that funds exist.	One Day
Review of specifications, fully outlining items, materials or services to be bid by Purchasing Agent.	One Week
Return of reviewed specification to Administrator/Supervisor for final approval. Administrator/Supervisor signs off final approval.	One Week
Bid Package prepared by Purchasing Agent.	One Week
Copies of bids run off by Print Shop.	One Day
Legal advertisement sent to newspaper	Three Day Advance Notice
Bid Date/Time-must be at least 10 days after Legal Ad appears in newspaper. Bids are opened and ready publicly.	10-20 Days
Bid results are reviewed by: a. Administrator/Supervisor b. Purchasing Agent	One Week
Administrator/Supervisor prepares spreadsheet showing lowest bidders and recommends award of bid. Purchasing Agent reviews bids. Resolution is prepared.	One-Two Weeks
Bids are reviewed at Board Agenda, Committee of the Whole, and Regular Public Meetings.	One Week
Purchase orders are prepared by Administrator/Supervisor	One Week

The formal bidding process takes about 6-8 weeks from start to finish.

Please note: Bids for Public Works/Construction Projects take longer as a request for wage determination must be formally made to the State of New Jersey.

EMERGENCY CONTRACTS (18A:18A-7)

A. **Background**

An actual emergency must exist. An “emergency” is not to be created as a result of inadequate planning, delay, failure to take into account construction season or administrative convenience.

B. **Definition of Emergency**

An emergency is a situation affecting the health or safety of occupants of school property that requires the immediate delivery of the articles or performance of a service to alleviate the emergency.

C. **Process in Declaring an Emergency**

1. **Superintendent of School Notified**

The Superintendent of Schools is notified by employee/supervisor/administrator requesting a declaration of emergency.

2. **Business Administrator/Purchasing Agent Notified**

The official in charge of the building or facility, wherein the emergency occurred shall notify the Director of Facilities and the Business Administrator/Purchasing Agent of the following:

- a. Nature of the emergency;
- b. Time of the occurrence; and
- c. The need for the performance of a contract.

Such notification shall be prepared in writing and filed with the Purchasing Agent as soon as possible.

3. **Awarding of Contract by Business Administrator/Purchasing Agent**

If the Business Administrator/Purchasing Agent is satisfied the emergency exists, the Business Administrator/Purchasing Agent by State Law is authorized to award the contract.

4. **Filing of Documents with state and County by Board Secretary/School Business Administrator**

In accordance with N.J.A.C. 5:34-6.1, the following documents must be filed with the Bureau of Facility Planning and the County Superintendent within three (3) Days after awarding the contract or agreement:

- a. A copy of the contract or agreement; and
- b. A copy of the written requisition.

5. Approval by Board of Education

The Board of Education, at its next regular Board of Education Public Meeting, shall review and approve said emergency purchase.

ATTACH QUOTES FROM VENDORS



HOBOKEN BOARD OF EDUCATION

158 Fourth Street ❖ Hoboken, NJ 07030 ❖ 201.356.3600 ❖ Fax: 201.356.3641

PRICE QUOTES

QUOTE LIMIT: \$6,000.00 / BID LIMIT: \$40,000.00

THERE MUST BE A MINIMUM OF THREE QUOTES SOLICITED AND TWO RECEIVED

Item(s) to be quoted: _____

QUOTE 1

Vendor Name: _____

Address: _____

Phone: _____ Fax: _____

E-mail: _____

Contact Name: _____

Quote: _____ (If **VERBAL QUOTE**, check here: ☐)

QUOTE 2

Vendor Name: _____

Address: _____

Phone: _____ Fax: _____

E-mail: _____

Contact Name: _____

Quote: _____ (If **VERBAL QUOTE**, check here: ☐)

QUOTE 3

Vendor Name: _____

Address: _____

Phone: _____ Fax: _____

E-mail: _____

Contact Name: _____

Quote: _____ (If **VERBAL QUOTE**, check here: ☐)

ATTACH QUOTES FROM VENDORS

SUBMITTED BY:

Print Name / Signature _____
Date



HOBOKEN BOARD OF EDUCATION

158 Fourth Street ❖ Hoboken, NJ 07030 ❖ 201.356.3610 ❖ Fax: 201.356.3642

PURCHASE ORDER RATIONALE FORM

PURCHASE ORDER INFORMATION

Date: _____ Bldg./Dept.: _____

Administrator/Supervisor: _____ / _____
(PRINT) (SIGN)

Vendor Name: _____

Amount: \$ _____ Account No.: _____

Item/Service to be Purchased: _____

A. EDUCATIONAL RATIONALE

As a result of this purchase, please explain what will students learn or how students will benefit. Note any education achievement or program that may be linked to this purchase.

B. OPERATIONAL RATIONALE

Provide a brief explanation of how this purchase is of operational value to your school/office. Note any particular benefits to the district. Explain whether any goods/services are being utilized on a regular basis and whether they are useful on a long-term basis.

C. LIGHT MEALS; REFRESHMENTS – STUDENT OR PARENT ACTIVITIES N.J.A.C. 6A:23A-5.8(e)

Provide a description and purpose of student or parent activity. Document the makeup of the group participating. Attach a list of employees or Board Members included in the group [Use additional sheet(s) of paper as necessary]

APPROVAL

☐

APPROVED

☐

NOT APPROVED

Notes: _____

Joyce A. Goode, Business Administrator Date
or Designee

Dr. Christine Johnson, Superintendent Date
or Designee

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Public Agency Instructions

This page provides guidance to public agencies entering into contracts with business entities that are required to file Political Contribution Disclosure forms with the agency. **It is not intended to be provided to contractors.** What follows are instructions on the use of form local units can provide to contractors that are required to disclose political contributions pursuant to N.J.S.A. 19:44A-20.26 (P.L. 2005, c. 271, s.2). Additional information on the process is available in Local Finance Notice 2006-1 (http://www.nj.gov/dca/divisions/dlgs/resources/lfns_2006.html). Please refer back to these instructions for the appropriate links, as the Local Finance Notices include links that are no longer operational.

1. The disclosure is required for all contracts in excess of \$17,500 that are **not awarded** pursuant to a “fair and open” process (N.J.S.A. 19:44A-20.7).
2. Due to the potential length of some contractor submissions, the public agency should consider allowing data to be submitted in electronic form (i.e., spreadsheet, pdf file, etc.). Submissions must be kept with the contract documents or in an appropriate computer file and be available for public access. **The form is worded to accept this alternate submission.** The text should be amended if electronic submission will not be allowed.
3. The submission must be **received from the contractor and** on file at least 10 days prior to award of the contract. Resolutions of award should reflect that the disclosure has been received and is on file.
4. The contractor must disclose contributions made to candidate and party committees covering a wide range of public agencies, including all public agencies that have elected officials in the county of the public agency, state legislative positions, and various state entities. The Division of Local Government Services recommends that contractors be provided a list of the affected agencies. This will assist contractors in determining the campaign and political committees of the officials and candidates affected by the disclosure.
 - a. The Division has prepared model disclosure forms for each county. They can be downloaded from the “County PCD Forms” link on the Pay-to-Play web site at <http://www.nj.gov/dca/divisions/dlgs/programs/lpcl.html#12>. They will be updated from time-to-time as necessary.
 - b. A public agency using these forms **should edit them to properly reflect the correct legislative district(s)**. As the forms are county-based, **they list all legislative districts** in each county. **Districts that do not represent the public agency should be removed from the lists.**
 - c. Some contractors may find it easier to provide a single list that covers all contributions, regardless of the county. These submissions are appropriate and should be accepted.
 - d. The form may be used “as-is”, subject to edits as described herein.
 - e. The “Contractor Instructions” sheet is intended to be provided with the form. It is recommended that the Instructions and the form be printed on the same piece of paper. The form notes that the Instructions are printed on the back of the form; where that is not the case, the text should be edited accordingly.
 - f. The form is a Word document and can be edited to meet local needs, and posted for download on web sites, used as an e-mail attachment, or provided as a printed document.
5. It is recommended that the contractor also complete a “Stockholder Disclosure Certification.” This will assist the local unit in its obligation to ensure that contractor did not make any prohibited contributions to the committees listed on the Business Entity Disclosure Certification in the 12 months prior to the contract. (See Local Finance Notice 2006-7 for additional information on this obligation at http://www.nj.gov/dca/divisions/dlgs/resources/lfns_2006.html) A sample Certification form is part of this package and the instruction to complete it is included in the Contractor Instructions. **NOTE: This section is not applicable to Boards of Education.**

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a “fair and open” process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee*
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
 - of the public entity awarding the contract
 - of that county in which that public entity is located
 - of another public entity within that county
 - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an “interest” ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, “a contribution by that person’s spouse or child, residing therewith, shall be deemed to be a contribution by the business entity.” [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor’s responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor’s submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Education contracts.**

* N.J.S.A. 19:44A-3(s): “The term “legislative leadership committee” means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures.”

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

This form or its permitted facsimile must be submitted to the local unit no later than 10 days prior to the award of the contract.

Part I – Vendor Information

Vendor Name:			
Address:			
City:		State:	Zip:

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

Signature Printed Name Title

Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form.

[illegible]

☐ Check here if the information is continued on subsequent page(s)

Continuation Page

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

Page ____ of ____

Vendor Name:

[illegible]☐ Check here if the information is continued on subsequent page(s)

List of Agencies with Elected Officials Required for Political Contribution Disclosure
N.J.S.A. 19:44A-20.26

County Name: Hudson

State: Governor, and Legislative Leadership Committees

Legislative District #: 31, 32, & 33

State Senator and two members of the General Assembly per district.

County:

Freeholders

County Clerk

Sheriff

County Executive

Surrogate

Registrar of Deeds

Municipalities (Mayor and members of governing body, regardless of title):

Bayonne City

Hoboken City

Secaucus Town

East Newark Borough

Jersey City

Union City City

Guttenberg Town

Kearny Town

Weehawken Township

Harrison Town

North Bergen Township

West New York Town

Boards of Education (Members of the Board):

East Newark Borough

Kearny Town

Weehawken Township

Guttenberg Town

North Bergen Township

Hoboken City

Secaucus Town

Fire Districts (Board of Fire Commissioners):

(None)

STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business:

☐ I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

☐ I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

☐ Partnership

☐ Corporation

☐ Sole Proprietorship

☐ Limited Partnership

☐ Limited Liability Corporation

☐ Limited Liability Partnership

☐ Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:

Subscribed and sworn before me this ____ day of _____, 2____.	_____ (Affiant)
(Notary Public)	_____ (Print name & title of affiant)
My Commission expires:	_____ (Corporate Seal)

PURCHASE ORDER CHECKLIST

1. All POs must have a shipping designation

- a. If you know in fact that the shipping is free-it must be noted on the PO If you know the shipping costs - it must be entered on the PO
- b. If you do not know if the shipping is free you must add 10% to your PO and mark as estimated shipping costs

2. All POs must have the correct type noted

- a. Open Market - regular purchases
- b. State Contract - those vendors that have a State Contract for the items you are ordering
- c. Bid - those items the District has requested and awarded in a formal process
- d. Quote - for any purchase order over \$6,000 you must request 3 quotes if the item is NOT covered by State Contract, Bid, or Co-op (Ed Data or Middlesex Reg ESC) Quotes must be attached to the PO - send copies of all quote requests to Purchasing
- e. Co-Op - This would be any items awarded by Ed Data or Middlesex Regional ESC
- f. Other - would be any Copy-written material such as textbooks or "Sole Source" items or services

3. Miscellaneous Tab

- a. All items that fall under State Contract, Bid or Co-Op or Other must have this item completed Do NOT use the Contract # field it will not print on the PO
- b. Enter the Bid Description in DESCRIPTION (you will need to abbreviate)
- c. You may choose not to use the Miscellaneous Tab if you enter the required information in the body of the PO.

Either way this information MUST appear on the PO for all items except Open Market

4. Purchase Order item descriptions

- a. Orders without a **descriptive detail** of what is being ordered will be rejected. An order for Pen, Pencils, etc. must state either Classroom supplies, Office Supplies, Guidance supplies, etc.
- b. Orders for Custodial and Maintenance must state the reason for the purchase and if possible state room number or project

5. **State Contracts**

- a. A list of Hoboken's approved State contracts will be sent to you under separate cover. If you do not see what you need on this list go to the website below: <http://www.nj.gov/treasury/purchase/pricelists.shtml> (see the screen on the next page) you can search this site by KEYWORD - use an item you are looking for; such as: classroom supplies or you can search by vendor name

6. **PO approvals**

- a. If the requisition is missing any of the required information it will be rejected and will remain in the queue for approval until corrections are made - *check your requisitions daily!*

7. **State Contract and Coop**

- a. The State Contract number or the Coop name and bid number **must appear in the body of the PO**

APPROVED STATE CONTRACTS

Contract/ Bid Solicitation # Blanket #		Buyer	Description	Bid Opening Date	Awarded Vendor(s)
22DPP00772		Anna Marie Miller	T3098 Game Birds - Pheasants & Quail for NJDEP/Div. of Fish and Wildlife	07/28/2022 14:00:59	
22DPP00759		Kenny Manna	T2605 Energy Tracking and Bill Management System	08/11/2022 14:00:59	
22DPP00747		Zachary Dae	T1778 - Communications/ Telecommunications Cable, Wire, and Associated Products	07/27/2022 14:00:59	
22DPP00741		Samantha Brandbergh	T0012S: Food Service Items, Disposable, Recyclable, for DSS-Supplemental	06/03/2022 14:00:59	Award in Process
22DPP00733		Amanda Santos	T1318 - Audit of the State's Federal Programs and Award:	09/20/2022 14:00:59	
22DPP00732		Anna Marie Miller	T2909 Dairy Cow Feed for the Department of Corrections (DOC) - Agriculture Industries	07/20/2022 14:00:59	
22DPP00728		Donald Warren	T2877- Large Platform Truck, 33, 000 L.B. GVWR Heavy Duty Truck Chassis, With Utility Body, Hydraulic	07/20/2022 14:00:59	
22DPP00720		Alexandria Puza	T2499 Foods: Various Foods Items - Statewide	04/20/2022 14:00:59	Award in Process
22DPP00715		Amanda McMullen	T1999 - Cardiac Surgery Medical Records Review, DOI	04/05/2022 14:00:59	Award in Process
22DPP00705		Rebecca McCormack	Request for Information (RFI) - Information Technology Integration and Modernization Services	12/16/2021 14:00:59	Award in Process
22DPP00704		Unalenna Magaya	T1105 - Foods: Meat- Cured, Fresh, Chilled and Frozen, for Distribution and Support Services	03/29/2022 14:00:59	Award in Process
22DPP00703		Brittany Billings	T0076 Traffic Flares - Statewide (Re-Bid)	01/13/2022 14:00:59	Standard Fusee Corp
22DPP00700	22-FLEET-09164	Bryan Birchmeier	T0731 Roadside Maintenance Herbicides and Insecticides - Statewide - REBID	01/12/2022 14:00:59	Arborchem Products Division of Asplundh Tree Expert LLC.
22DPP00698		Rebecca McCormack	Request for Information (RFI) - New Jersey Statewide Accounting System Modernization	11/12/2021 00:00:00	Award in Process
22DPP00696		Zachary Dae	T1414 - Hospital Based Paternity Acknowledgement Program and Database	09/21/2022 14:00:59	
22DPP00695		KAELA GILES	T0877 - Moving Services for DPMC and Cooperative Purchasing Participants	12/28/2021 14:00:59	Award in Process
22DPP00694		Micheal Maciolek	T0154 - Water Treatment & Maintenance Services (Heating & Cooling) - Statewide	03/15/2022 14:00:59	Award in Process
22DPP00692		Unalenna Magaya	T1165 - Foods: Seafood, Frozen, for Distribution and Support Service	06/07/2022 14:00:59	Award in Process
22DPP00691	22-GNSV1-07002	Douglas Albin	T0278 - Concrete Curb, Sidewalk and Gutter Construction - NJDOT	11/10/2021 14:00:59	Lima Charlie Construction, Inc.
22DPP00690		Brittany Billings	T0170 Fertilizer for Farm Use - Department of Corrections (Re-Bid)	01/13/2022 14:00:59	Award in Process
22DPP00688		Micheline Groninger	T3115 PIP Fee Schedule	04/13/2022 14:00:59	Award in Process
22DPP00686	22-FLEET-07479	Bryan Birchmeier	T3130 Mechanics Truck Regular/Ext./Crew Cab & Chassis 4WD Diesel with 11 Foot Enclosed Utility Body	11/23/2021 14:00:59	Route 23 Automall LLC
22DPP00685	22-FOOD-08251 22-FOOD-08249 22-FOOD-08252 22-FOOD-08250	Samantha Brandbergh	T1353 Fresh Fruits and Vegetables - Statewide	11/23/2021 14:00:59	Frank Gargiulo & Son Inc, Global Harvest Produce, Plainfield Fruit & Produce Co. Inc., Seashore Fruit & Produce Co.
22DPP00684		Doreica Holt	T0415 Furniture Unassembled Unfinished Including Components for DEPTCOR	02/04/2022 14:00:59	Award in Process
22DPP00683		Micheal Maciolek	T2619 - Solid Waste Disposal/Recycling - NJDOT Maintenance Facilities	04/08/2022 14:00:00	Award in Process
22DPP00682	22-GNSV1-08298	Jennifer Loughran	T1076 - The Emergency Food Assistance Program: Food Storage and Delivery	12/01/2021 14:00:59	Safeway Freezer Storage LLC
22DPP00681		Brenda Tran	T2699 - Oyster Restoration & Enhancement (NJDEP)	03/23/2022 14:00:59	Award in Process
22DPP00680		Amanda McMullen	T3126 - Atlantic White Cedar Landscape Scale Restoration Consulting and Management Services	03/03/2022 14:00:59	Award in Process

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
22DPP00678	22-FOOD-10051	Alexandria Puza	T0001 Foods: Fresh Baked or Frozen Bread and Related Products Pe County - Statewide	01/20/2022 14:00:59	Luccasbakery
22DPP00677		Maria Maguire	T2599 Quality Assurance/Project Management Services for IT and Non-IT Projects	08/24/2022 14:00:59	
22DPP00676		Maria Maguire	T2609-Medical Examinations, Testing and Services	06/02/2022 14:00:59	Award in Process
22DPP00675		Unalenna Magaya	T1740: Food/Non-Food - Bulk Food Items for Distribution and Support Services on Behalf of SWSP	04/22/2022 14:00:59	Award in Process
22DPP00674	22-FOOD-12858	Gary Gerstenacker	T1163 Poultry, Various, Perishable, for Distribution and Support Services	11/03/2021 14:00:59	Marcus Food Company
22DPP00673		Brenda Tran	T2984 - Unclaimed Property Recovery Service	11/16/2021 14:00:59	Award in Process
22DPP00672		Brittany Billings	T0025 Clothing: Business/Formal Attire, Casual Wear, Coats, Undergarments, and Sleepwear - Statewide	10/19/2021 14:00:59	Award in Process
22DPP00670		Unalenna Magaya	T1486 Feed: Fish Food, Trout Grower NJDEP - Fish & Wildlife REBID #2	11/19/2021 14:00:59	Award in Process
22DPP00668		Juliana Pastuzyn	T3128 eProcurement System and Services for DPMC	04/26/2022 14:00:59	Award in Process
22DPP00667		Michelina Groninger	T1654 Purchasing Card System for the State of New Jersey	09/14/2022 14:00:59	
22DPP00666		Brenda Tran	T2800 - Provider Cost Report	05/25/2022 14:00:59	Award in Process
22DPP00665	22-GNSV1-07326	Jennifer Loughran	T2342- Maintenance and Repair Services - DMAVA War Memorials	12/29/2021 14:00:59	Engineered Rain LLC
22DPP00664	22-FOOD-05104 22-FOOD-05101 22-FOOD-05102 22-FOOD-05103 22-FOOD-05105	Alexandria Puza	T0641 Foods: Meats and Poultry for NJ Department of Corrections Agri Industries	09/14/2021 14:00:59	Advanced Commodities Inc, Chicago Meat Group Inc., Kingsland Prime Meats, Marcus Food Company, MULLEN MARKETING LLC
22DPP00662		Donald Warren	T1495S - Customized Snow Plows and Related Components, NJDOT & Statewide - REBID	10/29/2021 14:00:59	Award in Process
22DPP00660	22-FLEET-10062 22-FLEET-10063	Sepideh Ghorbani	T3129 Zero Turn Mowers: Gasoline and Diesel Engines, 60-inch and 72-inch Cutting Decks - Statewide	09/15/2021 14:00:59	Cherry Valley Tractor Sales, Deere & Company
21DPP00650	21-GNSV1-16656 21-GNSV1-16655	Micheal Maciolek	T2931 - Custom Farm Services for Field Operations - DEP (Supplemental)	10/28/2021 14:00:59	Solitude Lake Management, Steward Green LLC
21DPP00649	22-GNSV1-16973	Micheal Maciolek	T2591 - Tire Removal & Disposal/Recycling - NJDOT Maintenance Facilities	02/03/2022 14:00:59	CEMCO Custom Environmental Management Co. Inc.
21DPP00647		Alexis Bell	T0731 Roadside Maintenance Herbicides and Insecticides - Statewide	09/30/2021 14:00:59	Award in Process
21DPP00645	21-FLEET-07156	Donald Warren	T2289 - Stake Truck, 16,500 lb. GVWR Crew Cab & Chassis and Stake Body, with Pockets, Sign Storage C	07/27/2021 14:00:59	Route 23 Automall LLC
21DPP00644		Anna Marie Miller	T2628 Foods: Condiments; Spices/Rice/Potatoes/Flour/Sugar - Distribution and Support Services	06/29/2021 14:00:59	Award in Process
21DPP00642		Gabriella Griffith	T2976 Disadvantaged Business Supportive Services Consultar	10/14/2021 14:00:59	Award in Process

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
21DPP00641	22-FOOD-12297 22-FOOD-12299 22-FOOD-12301 22-FOOD-12298 22-FOOD-12300	Rachel Bowen	T0153: Chemicals and Insecticides for Mosquito and Tick Control	10/26/2021 14:00:59	ADAPCO LLC, CLARKE MOSQUITO CONTROL, ES OPCO USA LLC DBA UNIVAR ENVIRONMENTAL SCIENCES, Target Specialty Products, Tick Box Technology Corporation
21DPP00640 21DPP00639	22-GNSV2-14317	KAELA GILES Angelica Morales	T2942 - Pump Station/Collection System & Water Treatment Plant Operator Ancora Psych T1776 Data Communications Network Services	11/19/2021 14:00:59 09/02/2022 14:00:59	Jersey Environmental Solutions LLC
21DPP00633	22-PROS1-06559	Shana Fletcher	T0894 Auditing Services, Acute Care Hospital Common Audit Program	07/28/2021 14:00:59	Myers and Stauffer LC
21DPP00631	21-GNSV1-03457	Jennifer Loughran	T2112 - Next, Second, and Third Day Delivery Services for Items Over 71 Pounds	09/16/2021 14:00:59	Broadway Moving & Storage Inc.
21DPP00630	21-FOOD-12062 21-FOOD-12061 21-FOOD-12063	Alexandria Puza	T1648 Bakery Commodities for NJ Department of Corrections - Bayside Prison	08/05/2021 14:00:59	Advanced Commodities Inc, ATLANTIC BEVERAGE COMPANY, Shaver Foods LLC
21DPP00628	21-FLEET-03202 21-FLEET-03204 21-FLEET-03203	Donald Warren	T3117 12 YD. COMBINATION SEWER CLEANER & VACUUM MANHOLE CLEANER MTD. ON A HEAVY DUTY TRUCK CHASSIS	06/16/2021 14:00:59	Gabrielli Kenworth of NJ LLC, H A Dehart & Son Inc, Jet Vac Equipment
21DPP00623		Rachel Bowen	T1781 - Various Men & Women's Clothing For Use In DOC Canteen/Commissary Locations	06/15/2021 14:00:59	Award in Process
21DPP00622 21DPP00620		Unalenna Magaya Doreica Holt	T1097 Foods: Cheeses and Oleomargarine for Distribution and Support Services	08/03/2021 14:00:59	Award in Process
21DPP00619	21-FOOD-05774 21-FOOD-05773	Alexandria Puza	T0136 Aluminum Sign Blanks - Statewide	03/12/2021 14:00:59	
21DPP00617		Brittany Billings	T1375 Printing: Inspection Stickers, Inserts, and Registration Emblems T0018 Specialty Paper, Envelopes, Synthetic Paper/Stock, Boxes and Labels - Statewide	07/15/2021 14:00:59 06/22/2021 14:00:59	RR Donnelley, Surys Inc. Award in Process
21DPP00616	21-FOOD-03879 21-FOOD-03881 21-FOOD-03880 21-FOOD-03882	Samantha Brandbergh	T2423 Frozen Entrees for Distribution and Support Services	03/19/2021 14:00:59	ATLANTIC BEVERAGE COMPANY, Bruno Specialty Foods Inc., H. Schrier & Co. Inc., Jamac Frozen Food Corp
21DPP00611	21-TELE-01895	Rebecca McCormack	T1403 - PUBLISHING OF THE NEW JERSEY REGISTER AND CODE - OFFICE OF ADMIN LAW	04/14/2021 14:00:00	Matthew Bender & Company Inc.
21DPP00609	21-FLEET-08486	Steven Sanchez	T3125 Mobile Warehouse Equipment, Batteries, Chargers and Accessories Statewide-REBID	03/15/2021 14:00:59	Eastern Lift Truck Co. Inc.
21DPP00605	21-FOOD-10930	Samantha Brandbergh	T0741 Foods: Entrees, Frozen, Kosher, Halal, Ovo-Lacto Vegetarian for NJ Department of Corrections	08/18/2021 14:00:59	Bruno Specialty Foods Inc.
21DPP00601		Robert Pavia	T2482 - Management/Financial Consulting: Contracted Management and Financial Auditing Firms, NJBPU	04/29/2021 14:00:59	Award in Process

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
21DPP00599	21-FLEET-03611 21-FLEET-03610	Donald Warren	T2962 - Brine Application Units: Skid Mounted, Small Trailer Mounted and Large Trailer Mounted	03/30/2021 14:00:59	TRIUS INC, VariTech Industries
21DPP00597	21-PROS1-04315	Maria Maguire	T2805 - Examination Services for State Boards (Trades)	09/14/2021 14:00:59	PSI Services LLC
21DPP00595	21-FOOD-01447	Samantha Brandbergh	T1090 Foods: Tuna, Chunk Light, Canned, for Distribution and Support Services	01/28/2021 14:00:59	JNS FOODS LLC
21DPP00594	21-FOOD-01412	Samantha Brandbergh	T2432 Recycled Paper: Toilet Tissue for Distribution and Support Services REBID	12/22/2020 14:00:59	B & E Supply Corp
21DPP00593	21-FOOD-05238 21-FOOD-05237	Samantha Brandbergh	T2365 Coffee and Tea, Regular and Decaf for Distribution and Support Services	04/07/2021 14:00:59	ATLANTIC BEVERAGE COMPANY, UNIVERSAL COFFEE CORP
21DPP00592	21-GNSV2-01567	Nikki Ghorbani	T1766 - Barber and Beautician Services	04/08/2021 14:00:59	ClippersXpress
21DPP00591		Bobbe Cegerenko	T3120- Web Design, Development, Hosting and Maintenance: BPU Clear Energy Program	06/03/2022 14:00:59	Award in Process
	21-FOOD-01681 21-FOOD-01686 21-FOOD-01689 21-FOOD-01685 21-FOOD-01690 21-FOOD-01691 21-FOOD-01683 21-FOOD-01684 21-FOOD-01687				All Hands Fire Equipment, APPLIED ANALYTICS INC , Cemtech Energy Controls, Inc, CONTINENTAL FIRE & SAFETY INC, Gen-el Safety & Industrial Products LLC, Hach Company, OTT Hydromet Corp, Thermo Environmental Instruments LLC, Wilbur Technical Services LLC, YSI
21DPP00589	21-FOOD-01682 21-FOOD-01419	Anna Marie Miller	T0983 Environmental Testing Instruments, Equipment and Supplies for Air and Water Quality	12/18/2020 14:00:59	Incorporated
21DPP00587	21-FOOD-01420	Samantha Brandbergh	T2577 Devices for the Deaf and Hard of Hearing for the Department c Human Services- REBID	01/22/2021 14:00:59	Diglo, Teltex Inc.
21DPP00586		Angelica Morales	T2882- Office of Information Technology Cost Allocation Model for IT Services	04/23/2021 14:00:00	MAXIMUS
21DPP00583	21-FLEET-01453	Donald Warren	T1495 - Customized Snow Plows and Related Components, NJDOT and Authorities - Statewide	02/05/2021 14:00:59	TRIUS INC
21DPP00580		Sabrina Isom	T2957 - Appraisal Services for NJ Department of Environmental Protection	10/07/2021 14:00:59	Award in Process
21DPP00577	21-FLEET-01842	Brittany Billings	T2515 Clothing Notions, Yarns, and Threads - New Jersey Department o Corrections	02/17/2021 14:00:59	JAG Textile Company
21DPP00576	21-FLEET-01396	Bryan Birchmeier	T3124 - Portable Salt Conveyors, Diesel Engine, with Accessories - Statewide	11/19/2020 14:00:59	Kimco USA Inc
21DPP00573	21-FLEET-01508	Bryan Birchmeier	T1307 - Hot Pour Crack Filler, Detackifier and Application Tools	10/14/2020 14:00:59	Seaboard Asphalt Products Company
21DPP00572	21-PROS1-01489	Amanda McMullen	T3049 - NJDOT Sponsorship Programs	02/18/2021 14:00:59	Travelers Marketing

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
21DPP00568	21-FLEET-01484	Steven Sanchez Francis Gestosani	T2776S Police Pursuit and SSV: Sedans and Sport Utility Vehicles, with Gasoline Engine T0167- Electrical Equipment and Supplies, Statewide	01/27/2021 14:00:59	Beyer of Morristown LLC, Gentilini Chevrolet LLC, Hertrich Fleet Services Inc.
21DPP00567	21-FLEET-01483				
	21-FLEET-01485			01/07/2021 14:00:59	
20DPP00561	20-FLEET-01361	Brittany Billings	T0202 Mattress Cores - State Use Industries (Re-Bid)	09/30/2020 14:00:59	Chestnut Ridge Foam Inc.
20DPP00559		Steven Sanchez	T3125 Mobile Warehouse Equipment, Batteries, Chargers and Accessories	11/05/2020 14:00:59	Award in Process
20DPP00556	21-GNSV2-01801	Katherine Popso	T3118 - Emergency Winter Season Towing Services - NJDOT	02/05/2021 14:00:59	ayers enterprises inc, B&L tire and towing, Battelini Transoportation Systems Inc., Bergen Brookside Towing Inc., D&E ROAD SERVICE, DeFalcos Automtive Serives and Towing, DeFalcos Instant Towing Inc, EZ Multi Services & Parts LLC, H&K Auto Body Repairs, Inc, JHONATAN TRUCKING LLC, JOHNSON SPECIALIZED TRANSPORTATION INC, Katherine Transportation LLC, Powder Mill Towing, Tuminos Towing Inc, WASHINGTON COLLISION CENTER LLP
	21-GNSV2-01806				
	21-GNSV2-01800				
	21-GNSV2-01803				
	21-GNSV2-01794				
	21-GNSV2-01799				
	21-GNSV2-01795				
	21-GNSV2-01793				
	21-GNSV2-01798				
	21-GNSV2-01805				
	21-GNSV2-01797				
	21-GNSV2-01796				
	21-GNSV2-01802				
	21-GNSV2-01804				
20DPP00554	21-GNSV2-01807	Christopher Rubi	T1243 - Food Service For The NJ National Guard Training Center, Sea Girt	01/06/2021 14:00:59	
20DPP00553	20-TELE-01512	Angelica Morales	T3121 Software Reseller Services T1343 - Overhead/Rolling Doors & Operators, Repair/Replace, DOT & Othe Agencies	12/08/2020 14:00:59	CDW Government LLC, Dell Marketing L.P., Insight Public Sector Inc, York Telecom Corporation
	20-TELE-01509				
	20-TELE-01511			12/10/2020 14:00:59	
20DPP00552	20-TELE-01510	Douglas Albin			
20DPP00545	20-FLEET-01203	Bryan Birchmeier	T2535 - Lease, Closed-End, 5-Year, Truck/Tractor, Tandem Axle, Class 8, with Preventive Maintenance T1954 - Professional Auctioneer Services for Vehicles & Heavy Equipment DSS	05/05/2020 14:00:59	Browns Hunterdon Mack Sales & Service Inc., Gabrielli Kenworth of NJ LLC, Miller Auto Leasing
	20-FLEET-01202				
	20-FLEET-01204				
20DPP00542	20-GNSV1-01624	Valerie Taylor		12/18/2020 14:00:59	Lee M Fox LLC

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
20DPP00539	21-GNSV2-01758 21-GNSV2-01762 21-GNSV2-01765 21-GNSV2-01768 21-GNSV2-01759 21-GNSV2-01760 21-GNSV2-01773 21-GNSV2-01774 21-GNSV2-01754 21-GNSV2-01764 21-GNSV2-01767 21-GNSV2-01757 21-GNSV2-01761 21-GNSV2-01771 21-GNSV2-01772 21-GNSV2-01756 21-GNSV2-01763 21-GNSV2-01755 21-GNSV2-01766 21-GNSV2-01769 21-GNSV2-01770 21-GNSV2-01775	Kathy Tran	T0704 - Vehicle Collision Repairs for Department of the Treasury and State Police	03/30/2021 14:00:59	A Lembo Car & Heavy Truck Collision Inc, auto body connection llc, Beacon Auto & Truck Collision Center, Bergen Brookside Auto Body Inc., carlos auto body, inc, Colormycar Inc., DeFalcos Instant Towing Inc, DIAMOND AUTO BODY, DONALD RZEPKA, ED&GUYS AUTO BODY, GJ AUTO REPAIR & SERVICE LLC, Guaru Corporation, H&K Auto Body Repairs, Inc, John Appello dba John's Main Auto Body, KEYPORT TRUCK AND AUTO PAINTING LLC , LuckysAutoBodyRepair, Olessi and Groft LLC, Pro-Line Collision Inc., R&R Auto Body and Glass, t masters collision & service, Valtek Inc, WASHINGTON COLLISION CENTER LLP
20DPP00538	20-FLEET-01520 20-FLEET-01519 20-FLEET-01522 20-FLEET-01521	Donald Warren	T0213 - Rock Salt, Treated Salt and Solar Salt - Statewide T2732 - Maintenance/Repair and Replacement Services - Portable Commercial Mobile Generator	06/12/2020 14:00:59	American Rock Salt Co., LLC, CARGILL INCORPORATED, East Coast Salt Dist, Morton Salt Inc.
20DPP00537		Christopher Rubi		04/14/2021 14:00:59	
20DPP00532	20-GNSV1-01315	Christopher Rubi	T0208 - Fabricated & Prefabricated Structures: Portable Sanitation Units T3119 New Jersey Study on Disparity in State Procurement- Department of the Treasury	05/21/2020 14:00:59	Johnny On The Spot LLC
20DPP00531	20-PROSV-01359	Shana Fletcher	T2955 - Firefighter I, II and Hazmat: Awareness and Operations Training Programs	09/23/2020 14:00:59	Mason Tillman Associates, Ltd.
20DPP00527	20-PROS1-01205	Amanda McMullen		05/05/2020 14:00:59	Jones & Bartlett Learning LLC

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
	20-GNSV2-01291				Excavating LLC, A.Veniero & Sons, AIT
	20-GNSV2-01229				EXPRESS LLC, All American Landscapes
	20-GNSV2-01238				LLC, Amadei Contracting LLC, American
	20-GNSV2-01239				Asphalt Company, AW Kurth Trucking, Beites
	20-GNSV2-01247				Inc, BiG BOSS TRUCKING LLC, Breen
	20-GNSV2-01261				Topsoil Inc., BRENNAN BROS
	20-GNSV2-01262				CONSTRUCTION LLC , Brook Brothers
	20-GNSV2-01279				Enterprises LLC, Caner Transporation, LLC.,
	20-GNSV2-01285				CANYON TRUCKING INC, CCM
	20-GNSV2-01286				CONTRACTING INC, Clarke Moynihan
	20-GNSV2-01299				Landscaping & Construction LLC, Colonnelli
	20-GNSV2-01300				Brothers, Inc., Deb-Dot Enterprises Inc., Debex
	20-GNSV2-01215				Contractors LLC, DeSantis Construction Inc.,
	20-GNSV2-01218				Diamond Materials, LLC, dvs trucking co,
	20-GNSV2-01221				EARTH TEC ASSOCIATES INC , EL BO
	20-GNSV2-01224				INCORPORATED, ESPOSITO
	20-GNSV2-01230				CONSTRUCTION LLC , Frank Sutton
	20-GNSV2-01231				Trucking, LLC., G Boys Excavating Inc., GH
	20-GNSV2-01246				Trucking, Gomez Brothers Transport LLC,
	20-GNSV2-01252				GWP Enterprises Inc, H Liedtka Co Inc,
	20-GNSV2-01258				Hardrock Trucking & Excavating LLC,
	20-GNSV2-01264				HERMAN LIEDTKA INC , Hiler
	20-GNSV2-01269				Trucking LLC, Hunterdon Horizons Inc, J
	20-GNSV2-01273				Gatarz & Sons Inc., J&K Toro Trucking ,
	20-GNSV2-01274				James Miller Contracting, Inc., JEFF
	20-GNSV2-01276				HACKETT & ASSOCIATES , Jerrell's
	20-GNSV2-01283				Landscapes & Nurseries Inc, JGM TRUCKING
	20-GNSV2-01284				LLC, JHONATAN TRUCKING LLC, Joe
	20-GNSV2-01294				Carrelha Jr.Tkg.Co.,Inc, Johnson Baran Corp,
	20-GNSV2-01214				Katherine Transportation LLC, KCM
	20-GNSV2-01217				CONSTRUCTION LLC, Ken Nagy Jr and son
20DPP00525	20-GNSV2-01220	Kristopher Centofanti	T0777 - Snow Plowing and Spreading Services - NJDOT	06/09/2020 14:00:59	trucking llc, Leslie DeMarino, Lourenco
20DPP00521		Doreica Holt	T1888 Corrugated Boxes for DOC/DEPTCOR RE-BI	02/28/2020 14:00:59	Award in Process
	20-FOOD-01346				ATLANTIC BEVERAGE COMPANY,
	20-FOOD-01347				Environmental Professionals Associate,
20DPP00518	20-FOOD-01348	Unalenna Magaya	T0009 Foods: Cereal, Hot and Cold, for Distribution and Support Services,	02/06/2020 14:00:59	Metropolitan Foods/dba Driscoll Foods
20DPP00517		Collin Mazer	REBID	07/16/2020 14:00:59	
			T3111 - Atlantic Coast Shellfish Habitat Enhancement - DFW		
20DPP00514	21-PROSV-01714	Gabriella Griffith	T0515 CONSULTANT PHARMACIST SERVICES	03/18/2021 14:00:00	Pharma-Care Inc
20DPP00512		Amanda McMullen	T2742 - Pharmacy State Upper Limit, DMAHS	09/29/2021 14:00:59	Change Healthcare Pharmacy Solutions Inc
20DPP00508		Gabriella Griffith	T2872 - Financial Services: Master Energy Lease Purchase Financin	08/03/2022 14:00:59	
			T2305 Independent Medical Examinations and Support, Division of Pension		
20DPP00507		Collin Mazer	and Benefits	11/20/2020 14:00:59	
			T1747 - Good Neighbor Planting Program for the NJ Department of		
20DPP00500		Douglas Albin	Transportation (NJDOT)	12/22/2020 14:00:59	
			T2637 Insurance and Real Estate License Examinations and Selecte		
20DPP00498	20-PROSV-03479	Brenda Tran	Services	11/19/2020 14:00:59	PSI Services LLC

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
20DPP00496	21-GNSV1-01497 21-GNSV1-01496 21-GNSV1-01498	Valerie Taylor	T0084 - Automotive Glass Parts and Windshield Repair/Replacement	12/30/2020 14:00:59	American Mobile Glass of N.J. Inc., NORMANS AUTO SERVICES , R&R Auto Body and Glass
20DPP00495	20-PROS1-01185	Shana Fletcher	T3109- Medicare Eligibility Reviews	01/29/2020 14:00:59	SSDC Services Corp
20DPP00492	20-PROS1-01604 20-PROS1-01605	Michelina Groninger	T2890 Residential Re-entry Programming & Services-NJSPB	07/28/2020 14:00:59	Education & Health Centers of America Inc., THE KINTOCK GROUP OF NJ INC
20DPP00491	20-GNSV1-01370	Valerie Taylor	T2931 - Custom Farm Services for Field Operations - DEP	08/20/2020 14:00:59	C. Creamer Land Services LLC
20DPP00490	20-COMP-01092	Angelica Morales	T3110- Medical Claims Reviewer and Data Warehouse Services	11/14/2019 14:00:59	Health Management Systems Inc., THIRD PARTY LIABILITY RECOVERY SERVICES
20DPP00487	21-FLEET-01663 21-FLEET-01664	Alexis Bell	T2103-Vehicles, Cargo Vans, Class 1/2/3, Regular/Extended	12/17/2020 14:00:59	Foulke Management, Gentilini Chevrolet LLC
20DPP00485	20-GNSV2-01429	Kristopher Centofanti	T0635 - Sewage Sludge Collection Services for Various Prisons	08/27/2020 14:00:59	Russell Reid Waste Hauling and Disposal Service Co Inc
20DPP00484	20-FLEET-01343 20-FLEET-01345 20-FLEET-01344 20-FLEET-01342	Sepideh Ghorbani	T0097 Automotive Lubricants	06/19/2020 14:00:59	Auto Plus Auto Parts, David Weber Oil Co., ROMEO ENTERPRISES, Taylor Oil Company
20DPP00483	20-FLEET-01319 20-FLEET-01320	Donald Warren	T2908 Attenuators: Truck-Mounted, Trailer-Mounted, and Maintenance and Repair Parts	11/01/2019 14:00:59	Traffic Safety Service LLC, Transpo Industries Inc.
20DPP00481		Juliana Pastuzyn	T2700 NJDEP Remediation System Operations and Maintenance Term Contract	01/11/2022 14:00:59	Award in Process
20DPP00480	20-PROSV-01533 20-PROSV-01532	Juliana Pastuzyn	T1683 Independent Health Care Appeals Program: Independent Utilization Review Organization	05/20/2020 14:00:59	ISLAND PEER REVIEW ORGANIZATION INC., MAXIMUS FEDERAL SERVICES INC
20DPP00478	20-FLEET-01206	Donald Warren	T2789 Bucket Truck, 19,500 lb. GVWR Crew Cab & Chassis, DRW, 4WD with Service Body, Minimum 42 Foot	11/22/2019 14:00:59	Route 23 Automall LLC
20DPP00477	20-TELE-12558				
20DPP00476	20-TELE-12559	Angelica Morales	T2311 - Online Legal Research	10/14/2021 14:00:59	LexisNexis a division of RELX Inc., West Publishing Corporation
20DPP00475		Douglas Albin	T2867 - Warehousing and Emergency Ops: Services and Logistics	12/21/2021 14:00:59	Award in Process
		Christopher Rubi	T2967 Green Acres Program - Title Searches	05/19/2020 14:00:59	

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
20DPP00472	20-FOOD-01066	Doreica Holt	T1888 Corrugated Boxes for DOC Agri-Industries and DSS RE-BID	10/22/2019 14:00:59	President Container Group
20DPP00471	20-TELE-15299	Juliana Pastuzyn	T1628 - Enhanced Motor Vehicle Inspection Maintenance System	07/21/2021 14:00:59	OPUS INSPECTION INC
20DPP00468	20-TELE-06482	Courtney Iversen	T1087 SNAP EBT FOR DHS	05/24/2021 14:00:59	Conduent State & Local Solutions, Inc.
19DPP00467		Francis Gestosani	T2981- Locking Hardware - Statewide	01/08/2021 14:00:59	Bells Security Sales Inc, CRAFTMASTER HARDWARE LLC, Hogan Security Inc, R.D. Sales Door And Hardware LLC, VT Security LLC dba Alen Security, Weilgus and Sons-NJ Inc.
20DPP00466	20-GNSV1-01325	Christopher Rubi	T2664 - Printing: Newborn Screening Request Blood Test Forms: IEM-1 and	05/28/2020 14:00:59	PerkinElmer Health Sciences Inc.
20DPP00463		Amanda McMullen	IEM-1A (DOH)	06/11/2020 14:00:59	Award in Process
			T3097 - Fee-For-Service (FFS) Transition Consultant Review		
20DPP00454	21-GNSV2-01674	Nikki Ghorbani	T0061 - Aircraft Rental Services - NJDEP	03/10/2021 14:00:59	Downstown Airport Inc.
20DPP00453	20-FLEET-01159				Eastern Metal of Elmira, Inc, Garden State Highway
	20-FLEET-01160	Steven Sanchez	T2018 Retroreflective Fluorescent Roll-Up Warning Signs	11/22/2019 14:00:59	
20DPP00448	20-FOOD-01354	Samantha Brandbergh	T0618 Half Pint Beverage Cartons for Department of Corrections, Agr Industries	10/09/2020 14:00:59	Tetra Pak
20DPP00445	20-TELE-01191	Jeffrey Alexander	T3085 - FCC REPACK (NJPBA)	09/27/2019 14:00:59	Hitachi Kokusai Electric Comark LLC
20DPP00444	20-PROS1-01212	Michelina Groninger	T3107 Chapter 32 Arbitration Services-DOBI	01/08/2020 14:00:59	MAXIMUS FEDERAL SERVICES INC
20DPP00443	20-FLEET-01187				Beyer of Morristown LLC, Chas s Winner Inc, Gentilini Chevrolet LLC, Hertrich Fleet Services Inc.
	20-FLEET-01188				
	20-FLEET-01189				
	20-FLEET-01190	Steven Sanchez	T2776 Police Pursuit and Special Service Vehicles: Gasoline, Hybrid and Plug-In Hybrid Engines	03/03/2020 14:00:59	
20DPP00442		Shana Fletcher	T1392 Health Benefits Coordinator for NJ FamilyCare Managed Car Programs	05/20/2021 14:00:59	Award in Process
20DPP00441	20-COMP-03511	Barbara Van Vliet	T3078 Integrated Tax System	04/06/2021 14:00:59	Revenue Solutions, Inc.
19DPP00440	20-GNSV2-01119				Independence Elevator Company LLC, SCHINDLER ELEVATOR CORPORATION, Slade Industries Inc. , Tec Elevator Inc
	20-GNSV2-01120				
	20-GNSV2-01121	Nikki Ghorbani	T2946 - Elevator Maintenance, Repair, Testing, and Inspection Services	11/15/2019 14:00:59	
20DPP00439	20-TELE-08993	Juliana Pastuzyn	T3075 Next Generation 911 Services	08/20/2021 14:00:59	CenturyLink Communications, LLC
20DPP00438	20-TELE-01139	Angelica Morales	T2932 - Web Design Services	10/09/2019 14:00:59	Dana Communications Inc.

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
19DPP00435		Anna Marie Miller	T0022 Recycled Trash Bags & Liners for Distribution and Support Services	11/05/2020 14:00:59	
19DPP00433	20-GNSV1-01211	Erik Castaldo	T1136 - Lawn Maintenance Services Capital Complex, Glen Gardner, Paramus, and West Trenton	02/14/2020 14:00:59	Clarke Moynihan Landscaping & Construction LLC
19DPP00427	19-PROSV-01081	Michelina Groninger	T2936 Laboratory Analytical Services for Asbestos & Lead Abatement Sites	08/15/2019 14:00:59	EMSL Analytical Inc
	20-PROSV-01167 20-PROSV-01169 20-PROSV-01174 20-PROSV-01168 20-PROSV-01170 20-PROSV-01172 20-PROSV-01173				C3 Pathways, Incorporated, National Association of State Boating Law Administrators, Northern Red Inc, Omni Divers Underwater Services L.L.C., Safety & Survival Training, LLC, SPEC. RESCUE INTERNATIONAL, INC, Stucan Solutions
20DPP00426	20-PROSV-01171	Juliana Pastuzyn	T3100 Specialized Training Services	12/18/2019 14:00:59	Corp., Tomahawk Strategic Solutions
20DPP00425	20-PROS1-01193	Juliana Pastuzyn	T2950 Business Lead Development and Qualification Consulting Services	01/28/2020 14:00:59	Development Counsellors International
19DPP00424	20-GNSV1-01166	Jennifer Loughran	T2631- Cosmetology and Hairstyling License Examinations, L&PS	11/21/2019 14:00:59	Prometric LLC
19DPP00422	20-GNSV1-01337	Jennifer Loughran	T0845- Regulated Medical Waste, DEA Pharmaceutical, & RCRA Hazardous Waste Disposal- Statewide	12/18/2019 14:00:59	Approved Storage & Waste Hauling Inc
	19-FOOD-01332 19-FOOD-01330 19-FOOD-01331 19-FOOD-01329				Imperial Bag & Paper Co., LLC, M & M Frankel Disposables, PJP Co. Penn Jersey Paper, South Jersey Paper Products, WB Mason Co Inc.
19DPP00421	19-FOOD-01328	Samantha Brandbergh	T0012 Food Service Items: Disposable, Paper and Plastic for Distribution and Support Services	09/26/2019 14:00:59	
20DPP00420		Joseph Woodside	T3091 - Electronic Benefits Transfer for Women Infants and Children (WIC)	01/03/2020 14:00:59	Solutran, LLC
20DPP00418	20-PROS1-01327	Gabriella Griffith	T2625 - STATEWIDE EVALUATION OF THE 21ST CENTURYCOMMUNITY LEARNING CENTERS PROGRAM	02/06/2020 14:00:00	American Institutes for Research
	19-PROS1-01108 19-PROS1-01109				NMS Labs, Sports Medicine Research and Testing Laboratory
19DPP00414		Michelina Groninger	T3089 Laboratory Services: Forensic Toxicology & Law Enforcement Steroid Testing-OSME	10/02/2019 14:00:59	
19DPP00412	20-GNSV2-01341	Kathy Tran	T2774 - Front End Mail Receipt & Pre-Processing Services - DORES	05/20/2020 14:00:59	TDEC
	21-GNSV2-02161 21-GNSV2-02162				Phamatech Inc., Redwood Toxicology Laboratory Inc
19DPP00411		Kathy Tran	T2993 - Oral Fluids and Urine Drug Screening - Judiciary and Statewide	03/30/2021 14:00:59	
	20-FOOD-01339 20-FOOD-01338				B & E Supply Corp, SUMMIT PAPER COMPANY
19DPP00408		Samantha Brandbergh	T2432 Recycled, Paper- Napkins, Towels, Toilet Tissue for Distribution and Support Services	05/01/2020 14:00:59	

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
19DPP00404		Douglas Albin	T2546 - Vapor Recovery Systems on Gasoline Tanks: Testing & Repairs	05/29/2019 14:00:59	
19DPP00402	19-FLEET-01137 19-FLEET-01138	Brittany Billings	T0121 Breakaway U-Post Sign Supports	11/21/2019 14:00:59	Garden State Highway, Transpo Industries Inc.
19DPP00389	19-GNSV2-00993	Kristopher Centofanti	T2831 - Traffic Monitoring Systems Maintenance and Installation	06/07/2019 14:00:59	International Road Dynamics Corp.
19DPP00385	20-FOOD-01123	Samantha Brandbergh	T0383 Foods: Cake Mixes and Frostings for Distribution and Support Services	10/18/2019 14:00:59	H. Schrier & Co. Inc.
19DPP00381	20-GNSV2-01164 20-GNSV2-01163 20-GNSV2-01162	Josephine Frew	T2848 - Preventive Maintenance and Testing of Generators	11/07/2019 14:00:59	EMR POWER SYSTEMS LLC, FM Generator Inc., Modern Group. Ltd.
19DPP00380	19-FOOD-01107	Anna Marie Miller	T0037 Foods: Pasta; Macaroni, Noodles & Spaghetti - for Distribution and Support Services Re-Bid	05/17/2019 14:00:59	PORT ROYAL SALES LTD
19DPP00379		Unalenna Magaya	T0009 Foods: Cereal, Hot and Cold, for Distribution and Support Services	10/24/2019 14:00:59	Award in Process
19DPP00377	19-PROS1-00883	Juliana Pastuzyn	T0265 Financial Audit Services, Cyber Security Audit Services, and Draw Game Attendance	05/10/2019 14:00:59	Mercadien P.C. Certified Public Accountants
19DPP00373	20-GNSV1-01340	Erik Castaldo	T2548 - NJDEP Grounds Maintenance Term Contract	05/19/2020 14:00:59	Boltzer Landscaping Inc
19DPP00372	21-FOOD-05224 21-FOOD-05221 21-FOOD-05223 21-FOOD-05227 21-FOOD-05222 21-FOOD-05225 21-FOOD-05226	Rachel Bowen	T0969 - Marine Craft and Related Products and Services	01/05/2021 14:00:59	1000 Island Airboats, All Hands Fire Equipment, Atlantic Coastal Welding Inc., CHESTNUT NECK BOAT YARD , George Fullers Marine & Machine Inc. , Jasper Engines and Transmissions, Mercury Marine, A Division of Brunswick Corporation
19DPP00371	19-GNSV2-01014 19-GNSV2-01012 19-GNSV2-01013 19-GNSV2-01016 19-GNSV2-01015	Josephine Frew	T0390 - Vehicle Washing and Cleaning Services (Supplemental)	06/18/2019 14:00:59	Broad St Car Wash, HAMILTON CAR WASH , Justmad LLC, WINDSOR CAR WASH , WPDT LLC DBA Casino Carwash
19DPP00369	20-GNSV2-01362 20-GNSV2-01363	Kristopher Centofanti	T2881 - Water Damage Restoration Services - Statewide	02/13/2020 14:00:59	ACTIVE ENVIRONMENTAL, Asbestos and Mold Services, Corp.

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
19DPP00368	19-PROS1-01087				
19DPP00366	19-PROS1-01082				
	19-PROS1-01084				
	19-PROS1-01085				
	19-PROS1-01083				
	19-PROS1-01086	Michelina Groninger	T3103 Program Administrator-Resilience Planning Projects-NJDEP	06/11/2019 14:00:59	ARCADIS, Brownfield Redevelopment Solutions, Inc, Colliers Engineering & Design, Inc., Dewberry Engineers Inc., Kleinfelder, Inc., The Louis Berger Group, Inc.
		Joseph Woodside	Request for Information - State Government Payroll Processing Service	04/25/2019 14:00:59	Award in Process
19DPP00365		LINDA SPILDENER	State Health Benefits and School Employees Health Benefits Program Plans	05/31/2019 14:00:59	Horizon Healthcare Services
	19-FLEET-01113				
	19-FLEET-01111				
19DPP00362	19-FLEET-01112	Donald Warren	T0220 Metals: Steel and Aluminum, Various Types and Sizes	11/20/2019 14:00:59	Fox Steel Products, JOSEPH FAZZIO INC, Metal Supply Center LLC
19DPP00361	19-FOOD-00941	Samantha Brandbergh	T0015- Foods: Perishable, Eggs, Fresh-, Medium, White, USDA Grade A, for DSS	05/16/2019 14:00:59	Derstines Inc
19DPP00360	19-FOOD-00947	Samantha Brandbergh	T1860 Bundled Firewood for New Jersey DEP, Division of Parks and Forestry	07/09/2019 14:00:59	Gish Logging Inc
	19-GNSV1-01126				
	19-GNSV1-01130				
	19-GNSV1-01131				
	19-GNSV1-01129				
	19-GNSV1-01132				
	19-GNSV1-01133				
	19-GNSV1-01127				
19DPP00357	19-GNSV1-01128	Jennifer Loughran	T2767- Certified Court Reporters/ Certified Real Time Court Reporters-Statewide	10/16/2019 14:00:59	Burness Court Reporting LLC, Degnan & Bateman, Guy J. Renzi & Associates Inc., JH BUEHRER, JOHN F. TRAINOR INC., Rosenberg & Associates, state shorthand reporting service, inc., William C O Brien Associates
19DPP00355	20-FOOD-01079	Alexandria Puza	T0007 Foods: Soft Drinks- Soda, Various Flavors -DSS	09/26/2019 14:00:59	East Coast Food Distributors
19DPP00353	19-PROSV-01140	Robert Pavia	T1225 - Audits of Pension Trust, Cash Management, Agency and Health Benefit Funds	10/22/2019 14:00:59	KPMG LLP
19DPP00351		Robert Pavia	T0946 - New Jersey Behavioral Risk Factor Survey	04/04/2019 14:00:59	Issues & Answers Network, Inc.
19DPP00348	19-PROS1-00925	LINDA SPILDENER	Employee Benefits:Pharmacy Benefit Management	05/07/2019 14:59:00	OptumRx
19DPP00343		Antonio Giaquinto	T3099 Electronic Visit Verification Management System (EVVMS) - Department of Human Services	06/20/2019 14:00:59	
19DPP00342	20-GNSV2-01158	Kathy Tran	T2580 - Facilities Management Services Asbury Park and Freehold	01/03/2020 14:00:59	Meridian Property Services Inc.
19DPP00341	19-GNSV2-00875	Kathy Tran	T1157 - HVAC COMPUTERIZED SYSTEM MAINTENANCE MAIN OFFICE COMPLEX - DOT	04/25/2019 14:00:59	A.M.E. Inc.
19DPP00340	19-GNSV1-00988	Nikki Ghorbani	T0893 - Genetic Parentage Testing (DNA): DHS - DFD	08/29/2019 14:00:59	Laboratory Corporation of America Holdings
19DPP00339	19-GNSV2-00935	Kathy Tran	T1374 - Grounds Maintenance Services Capital & West Trenton Complexes	06/26/2019 14:00:59	Industrial Commercial Cleaning Group Inc.

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
	19-GNSV1-00996				
	19-GNSV1-00999				
	19-GNSV1-01001				
	19-GNSV1-01002				
	19-GNSV1-01004				
	19-GNSV1-00998				A-1 TOWING INC., Bergen Brookside Towing Inc., City Wide Towing, Inc. , DONALD RZEPKA, GJ AUTO REPAIR & SERVICE
	19-GNSV1-01000				LLC, Glendola Service Center LLC, hy-way towing & collision llc, Jacks Auto Service LLC,
	19-GNSV1-01007				John Appello dba John's Main Auto Body, JOHNSON SPECIALIZED
	19-GNSV1-01009				TRANSPORTATION INC, Nicks Towing Service Inc., P.P.T.D LLC, Puleios Service
	19-GNSV1-00994				Center Inc, SHT CORP , t
	19-GNSV1-00997				
	19-GNSV1-00995				
	19-GNSV1-01003				
	19-GNSV1-01005				
19DPP00334	19-GNSV1-01006	Erik Castaldo	T2171 - Vehicle Towing and Roadside Services	04/11/2019 14:00:59	masters collision & service
19DPP00332	21-FLEET-01373	Rachel Bowen	T1714 Shoe Components, Including Upper Leather - DEPTCOR/State Use Industries	10/30/2020 14:00:59	Lunder Manufacturing
	19-FLEET-00980				Campbell Foundry Company, General
19DPP00330	19-FLEET-00979	Brittany Billings	T0148 Catch Basin Castings, Inlets & Manholes	06/25/2019 14:00:59	Foundries Inc.
19DPP00328		Jennifer Loughran	T1908 - Veterans Transitional Housing Program Behavioral Managemen Services	03/08/2019 14:00:59	Oaks Integrated Care
19DPP00325		Edward Merritt	T2010 - Administrative Services for Section 125 Flexible Spending Accounts	05/24/2019 14:00:59	Horizon Healthcare Services
	19-FOOD-01156				
	19-FOOD-01155				
19DPP00324	19-FOOD-01154	Alexandria Puza	T1101 Foods: Canned Pastas, Sauces, Stews & Chili for Distribution and Support Services	06/20/2019 14:00:59	H. Schrier & Co. Inc., JNS FOODS LLC, Shaver Foods LLC
19DPP00323	19-GNSV1-00908	Rory Regan	T3105: Printing and Mailing of Assorted Tax Documents (Division of Taxation)	06/06/2019 14:00:59	Bind rite robbinsville
	19-FOOD-01027				
	19-FOOD-01028				
	19-FOOD-01026				
19DPP00318	19-FOOD-01029	Doreica Holt	T1473 Traffic Signal Controllers and Camera Imaging Detection Systems	07/10/2019 14:00:59	General Highway Products Inc., Intelligent Traffic Supply Products LLC, Signal Control Products LLC, Signal Service Inc
	19-GNSV2-00861				
19DPP00317	19-GNSV2-00862	Kristopher Centofanti	T0896 - Asphaltic Oil and Aggregate Surface Treatment	02/14/2019 14:00:59	Asphalt Paving Systems Inc, Morris Asphalt Co Inc
19DPP00315	20-FOOD-01157	Doreica Holt	Propane Gas	01/10/2020 14:00:59	Suburban Propane Gas Corp

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
19DPP00311	20-FLEET-01391 20-FLEET-01392 20-FLEET-01387 20-FLEET-01395 20-FLEET-01388 20-FLEET-01389 20-FLEET-01390 20-FLEET-01393 20-FLEET-01394	Steven Sanchez	T2007 Sport Utility Vehicles, Gasoline /Hybrid/ Electric	08/27/2020 14:00:59	BEYER FORD LLC, Beyer of Morristown LLC, Chas s Winner Inc, DFFLM LLC T/A DITSCHMAN FLEMINGTON FORD, Foulke Management, Gentilini Ford, Hertrich Fleet Services Inc., Hudson Motors Partnership, Mall Chevrolet
19DPP00307	19-PROSV-00934	Stephanie Lupinacci	T3054 Light Rail/Fixed Guide State Safety Oversight Support Services	02/28/2019 14:00:59	Vital Assurance Ltd
19DPP00306	19-FLEET-00953 19-FLEET-00956 19-FLEET-00954 19-FLEET-00955	Bryan Birchmeier	Vehicles, Sedans/Hatchbacks, Sub-Compact, Compact, Mid-Size, Full-Size, Gasoline, Hybrid, Electric	04/10/2019 14:00:59	Chas s Winner Inc, Hertrich Fleet Services Inc., Hudson Motors Partnership, Mall Chevrolet
19DPP00303	19-FOOD-01101 19-FOOD-01102 19-FOOD-01104 19-FOOD-01096 19-FOOD-01099 19-FOOD-01103 19-FOOD-01105 19-FOOD-01097 19-FOOD-01100 19-FOOD-01098	Doreica Holt	T1845 Ultra-Low Sulfur Diesel and Biodiesel Fuel	08/14/2019 14:00:59	Griffith-Allied Trucking, LLC, J Swanton Fuel Oil Co Inc., Majestic Oil Co Inc, Mansfield Oil Co, National Fuel Oil Inc., Petroleum Traders Corp, Rachles/Micheles Oil Co, Riggins Inc., Sprague Operating Resources LLC, Taylor Oil Company
19DPP00302	19-FLEET-00974 19-FLEET-00971 19-FLEET-00972 19-FLEET-00969 19-FLEET-00973 19-FLEET-00978 19-FLEET-00970 19-FLEET-00975 19-FLEET-00976 19-FLEET-00977	Brittany Billings	T0083 Unleaded Automotive Gasoline	04/12/2019 14:00:59	Griffith-Allied Trucking, LLC, J Swanton Fuel Oil Co Inc., Majestic Oil Co Inc, Mansfield Oil Co, National Fuel Oil Inc., PEDRONI FUEL COMPANY, Petroleum Traders Corp, Rachles/Micheles Oil Co, Riggins Inc., Taylor Oil Company
19DPP00300	19-FLEET-00880 19-FLEET-00879	Steven Sanchez	T2622 Enclosed Cargo Trailers, Single Axle/Tandem Axle T2860- NJDEP/BNE Radiological Environmental Surveillance & Monitoring Program	02/21/2019 14:00:59	FDR Hitches LLC, Stephan L. Green Trailers
19DPP00299	19-PROS1-00595	Stephanie Lupinacci		09/21/2018 14:00:59	DR DAS LTD

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
19DPP00298	19-TELE-00844	Gregory Buddie	T2905 Fingerprint Services: Live Scan Noncriminal Various State Agencies	11/02/2018 14:00:59	IDEMIA IDENTITY & SECURITY USA LLC
19DPP00297	19-GNSV1-00684 19-GNSV1-00685	Kelly Anderson	M2002 - Child Safety Seats: NASPO ValuePoint Master Agreement	08/29/2018 14:00:59	EVENFLO , Vehicle Maintenance Program Inc.
19DPP00296	19-TELE-00986	Lindsay Hyndman	T3092 - Online Probation Risk Assessment	11/30/2018 14:00:59	University of Cincinnati Research Institute
19DPP00295		Douglas Albin	T3095 - Offsite Media Storage, Handling, and Transportatio	07/16/2019 14:00:59	Award in Process
19DPP00291		Antonio Giaquinto	T2834 - NJDOT Core CVISN Electronic Screening System	09/26/2018 14:00:59	
19DPP00289	20-FOOD-01611 20-FOOD-01612 20-FOOD-01613 20-FOOD-01610 20-FOOD-01614	Anna Marie Miller	T2352 Foods: Canned Fruits, Juices, & Vegetables for Distribution and Support Services	02/13/2020 14:00:59	ATLANTIC BEVERAGE COMPANY, CHURCHFIELD TRADING COMPANY INC, H. Schrier & Co. Inc., JNS FOODS LLC, PORT ROYAL SALES LTD
19DPP00288	19-PROS1-00690	Michelina Groninger	T2036 Psychological Testing & Mental Health Evaluations _-NJSPB	10/31/2018 14:00:59	CFG HEALTH SYSTEMS LLC
19DPP00287	19-GNSV1-00894 19-GNSV1-00895 19-GNSV1-00900 19-GNSV1-00898 19-GNSV1-00899 19-GNSV1-00896 19-GNSV1-00897	Kelly Anderson	T3069 - Easement Review Appraisal Services: SADC	08/23/2018 14:00:59	Integra Realty Resources Coastal NJ, James Stuart, Robert G Cooper, Steven W Bartelt MAI, Tom Rodriguez Associates, TW SHEEHAN & ASSOCIATES, Wade Appraisal LLC
19DPP00286		Megan Tagliaferri	Request for Information (RFI) - Data Center Co-Location Service	08/14/2018 15:00:59	Award in Process
19DPP00284	19-PROS1-00926	Edward Merritt	T2740 - Alternative Resolution Program, Professional Assistance Monitoring Program	05/15/2019 14:00:59	Professional Assistance Program of New Jersey Inc
18DPP00283		Anna Marie Miller	Foods: Pasta; Macaroni, Noodles & Spaghettie - DS	09/20/2018 14:00:59	Award in Process
19DPP00281	19-FLEET-01023 19-FLEET-01024	Brittany Billings	T-0481 Soups: Shelf Stable, Condensed, Various Flavors - DSS	02/08/2019 14:00:59	Chicago Meat Group Inc., H. Schrier & Co. Inc.

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
19DPP00280	19-FLEET-00919 19-FLEET-00914 19-FLEET-00917 19-FLEET-00913 19-FLEET-00916 19-FLEET-00924 19-FLEET-00915 19-FLEET-00918 19-FLEET-00922 19-FLEET-00923 19-FLEET-00920 19-FLEET-00921	Bryan Birchmeier	T2760 OEM Automotive Parts and Accessories for Light Duty Vehicles Class 4 or Lower	12/19/2018 14:00:59	Beyer Bros Corp, BEYER FORD LLC, Beyer of Morristown LLC, Bob Novick Chevrolet, Chapman Ford Sales, Inc., ciocca chevrolet of princeton, DFFLM LLC T/A DITSCHMAN FLEMINGTON FORD, FRED BEANS PARTS INC., Freehold Ford Inc, Gentilini Ford, MALOUF FORD LINCOLN INC, McGuire Chevrolet Cadillac
18DPP00276	19-TELE-00874 19-TELE-00868 19-TELE-00873 19-TELE-00870 19-TELE-00871 19-TELE-00869 19-TELE-00872	Joseph Woodside	T1841 Geographic Information Systems Services	10/31/2018 14:00:59	Aerial Information Systems, Civil Solutions A Div of ARH, Cybertech Systems and Software, Greenman-Pedersen Inc., MICHAEL BAKER INTERNATIONAL INC, Tetra Tech Inc., Timmons Group
18DPP00274	18-FOOD-00592 18-FOOD-00593	Alexandria Puza	T3098 Adult Pheasants for NJ Division of Fish and Wildlife	09/06/2018 14:00:59	Mahantongo Game Farms LLC, Trace Pheasantry Inc
19DPP00273	19-PROSV-00702 19-PROSV-00700 19-PROSV-00705 19-PROSV-00703 19-PROSV-00704 19-PROSV-00701 19-PROSV-00706 19-PROSV-00707 19-PROSV-00699	Megan Tagliaferri	T3067 Statewide Advertising and Public Relations Services	12/21/2018 14:00:59	Dana Communications Inc., EFK Group, Fuseideas, Kivvit, LLC, Marketsmith, Inc., Oxford Communications, Positive Solutions, LLC, Princeton Partners, LLC, The Setroc Group, Inc.
19DPP00272	19-GNSV1-00696	Jennifer Loughran	T2581 - Auctioneering Services: Internet Auctions to Sell Surplus Property T2403 Accounting and Billing Services: MVC Surcharge Billing, Collection and Related Services	12/05/2018 14:00:59	Municipibid
18DPP00266	18-TELE-00571	Katrice Scott-Leonard		06/29/2018 14:00:59	Gila LLC
19DPP00265	19-PROS1-00436	LINDA SPILDENER	T3093 - SHBP and SEHBP Medicare Advantage Plans	07/17/2018 14:00:59	Aetna
18DPP00263	19-GNSV1-00632	Douglas Albin	T1122 - Weather Forecasting Services for NJDOT	09/18/2018 14:00:59	DTN, LLC

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
18DPP00262		Julie McGowan	T0303 - Food Storage Facilities (Northern Region)	09/05/2018 14:00:59	
18DPP00261	20-FOOD-01357 20-FOOD-01355 20-FOOD-01356	Alexandria Puza	T0717 Portion Controlled Food Items for Distribution and Support Services	01/28/2020 14:00:59	ATLANTIC BEVERAGE COMPANY, Elwood International Inc., UNIVERSAL COFFEE CORP
18DPP00260	19-PROS1-01072 19-PROS1-01067 19-PROS1-01069 19-PROS1-01070 19-PROS1-01077 19-PROS1-01071 19-PROS1-01074 19-PROS1-01073 19-PROS1-01076 19-PROS1-01075 19-PROS1-01078	Edward Merritt	T3104 - Solar Power Purchase Agreements (PPA) T0374 Bar Soap, Individually Wrapped for Distribution and Support Services (DSS)	05/23/2019 14:00:59	Advanced Solar Products, CONSTELLATION NEWENERGY INC., DG Clean Energy Solutions, LLC, Eznergy NJ LLC, Forefront Power, HESP SOLAR LLC, Marina Energy, Onyx Development Group LLC, SunLight General Capital, LLC, SunPower Corporation, Systems, Wampole-Miller, Inc, www.solsystems.com
18DPP00259	19-FOOD-00961	Alexandria Puza	Request for Information (RFI) for Learning Management Systems (LMS)	01/29/2019 14:00:59	ACCSES NJ
18DPP00257		Courtney Iversen		05/25/2018 17:00:00	Award in Process
18DPP00252	18-FLEET-00640 18-FLEET-00639 18-FLEET-00637 18-FLEET-00638 18-FLEET-00634 18-FLEET-00635 18-FLEET-00636	Donald Warren	T0155 Hot Mix Asphalt (HMA) for Pick-Up and Delivery - Statewide	10/12/2018 14:00:59	A E STONE INC, American Asphalt Company, RICHARD E PIERSON MATERIALS CORP, Seashore Asphalt Corp., South State Materials LLC, Stavola Asphalt Company Inc., Tilcon New York Inc., Trap Rock Industries LLC
18DPP00250	18-FLEET-00641	Carol Hoffman	T# 2143 - Administrative Service for Commuter Transportation Benefit	10/23/2018 14:00:59	Award in Process
18DPP00249		Rory Regan	T3044 - Waterway Debris Removal Services for Disaster	05/29/2019 14:00:59	
18DPP00248		Valerie Taylor	T2910 Medical and Escort Transportation and Livery Services: DMAVA & CBVI	09/19/2018 14:00:59	
18DPP00247	19-GNSV1-00840	Nikki Ghorbani	T0900 - Armed and Unarmed Security Guard Services for NJ Statewide Consulting Services - Department of Transportation Infrastructure and Nor	01/08/2019 14:00:59	Allied Universal Security Services
18DPP00246	18-PROSV-00633	Robert Pavia	Infrastructure Research	07/31/2018 14:00:59	Cambridge Systematics Inc.
18DPP00245	19-PROSV-00884	Courtney Iversen	T2691- NJ FamilyCare Utilization Review Audits, DMAHS	11/29/2018 14:00:59	Permedion Inc.
18DPP00241	18-GNSV1-00408	Kelly Anderson	T3094-Inspection and Preventive Maintenance of NJDOT Facility Truck Washing Equipment	05/11/2018 14:00:59	Handex Consulting & Remediation LLC

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
18DPP00240	19-GNSV2-00888	Josephine Frew	T3102 - Courier Delivery Service	04/24/2019 14:00:59	DC Express Inc.
18DPP00237	18-PROS1-01088 18-PROS1-01089 18-PROS1-01091 18-PROS1-01090	Amanda McMullen	T2000 - Energy Consulting Services T3096 School Bus, Type B, Minimum 12,300 lb. GVWR, DRW, with Wheelchair elevator Lift T2813 Equine Drug Testing 234	08/21/2018 14:00:59	Concord Engineering Group, London Economics International LLC, NORESKO LLC, NuEnergen
18DPP00235	18-FLEET-00387	Sepideh Ghorbani		03/23/2018 14:00:59	Wolffington Body Company Inc.
18DPP00234		Josephine Frew		12/13/2018 14:00:59	
18DPP00231	18-FLEET-00445 18-FLEET-00444	Kristi Thomas	T-2006 Vehicles, Vans/Minivans, 7-Passenger, Gasoline and Hybrid T2817 - Rental of a Truck Mounted Spray Injection Patching System and Mastic Melter for NJDOT	05/31/2018 14:00:59	Beyer of Morristown LLC, Hertrich Fleet Services Inc.
18DPP00229	18-GNSV2-00428	Nikki Ghorbani		04/26/2018 14:00:59	Patch Management
18DPP00228	18-FOOD-00424	Alexandria Puza	T0002 Bottled Spring Water/ Cooler Renta	06/06/2018 14:00:59	WB Mason Co Inc.
18DPP00227	18-GNSV2-00582	Josephine Frew	T0390 - Vehicle Washing and Cleaning Services G8048 - SANDY INTEGRATED RECOVERY OPERATIONS AND MANAGEMENT SYSTEM (SIROMS) MAINTENANCE AND HOSTING	05/16/2018 14:00:59	Auto Shine Plus Inc
18DPP00226	18-TELE-00568	Joseph Woodside	T2870 - Transmission Facility Management for NJ Public Broadcasting Authority (NJPBA)	05/24/2018 14:00:59	CGI Technologies and Solutions
18DPP00225	19-GNSV1-00711	Nikki Ghorbani		10/17/2018 14:00:59	Broadcast Sciences LLC
18DPP00224	18-GNSV2-00552	Douglas Albin	T0576 - Fire Extinguisher Maintenance Statewide	06/14/2018 14:00:59	Fyr-Fyter Sales & Service Inc.
18DPP00223	18-COMP-00620	Joshua Descoteaux	T3047 - Integrated Electronic Licensing System	06/15/2018 14:00:59	Aspira
18DPP00222	18-PROS1-00562 18-PROS1-00561 18-PROS1-00560	Michelina Groninger	T2924 Snow Plowing Services by Area - NJDOT	04/12/2018 14:00:59	gondul trucking inc, Ivyland Construction Co. Inc., Marlin Construction Services, Inc.
18DPP00221		Katrice Scott-Leonard	T1963 Printing Envelopes	06/21/2018 14:00:59	
18DPP00218	18-TELE-00671	Gregory Buddie	T3083 - 10 PRINT LIVE SCAN SYSTEM	06/07/2018 14:00:59	MorphoTrak LLC
18DPP00217	18-PROS1-01106	Courtney Iversen	T1580- Actuarial and Health Care Delivery Related Services, DHS	05/08/2019 14:00:59	MERCER HEALTH & BENEFITS LLC
18DPP00213	19-GNSV1-00652	Kelly Anderson	T2634-Scrap Metal & Wood Pallet Collection and Recycling/Disposal: Statewide	06/29/2018 14:00:59	A&A Truck Parts Inc. TA/ A&A Iron and Metals
18DPP00212	18-FOOD-00433 18-FOOD-00432 18-FOOD-00434	Kristi Thomas	T-1265 Frozen Liquid Eggs, Whole Eggs, Scrambled Egg Mix and Egg White Omelets - DSS	05/25/2018 14:00:59	ATLANTIC BEVERAGE COMPANY, Benjamin Foods, JNS FOODS LLC
18DPP00208		Amanda McMullen	T2838 - NJDOT Disadvantaged Business Enterprise Certification Program	05/22/2018 14:00:59	Award in Process

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
	18-PROS1-00457				LLP, A.Veniero & Sons, AIT EXPRESSLLC,
	18-PROS1-00459				All American Landscapes LLC, AQUA-TEX
	18-PROS1-00467				TRANSPORT INC, AW Kurth Trucking, AZ
	18-PROS1-00472				Trucking LLC, Beites Inc, Breen Topsoil Inc.,
	18-PROS1-00478				Cardinal Contracting, CCM CONTRACTING
	18-PROS1-00484				INC, Cedar Hill Landscaping, D S MEYER
	18-PROS1-00485				ENTERPRISES LLC, Deb-Dot Enterprises
	18-PROS1-00493				Inc., Elite Trucking and Rigging LLC., Garden
	18-PROS1-00512				State General Construction Inc., Garden State
	18-PROS1-00477				Sealing, GH Trucking, GIOS TRUCKING LLC,
	18-PROS1-00502				Gomez Brothers Trucking Inc, Hameier
	18-PROS1-00505				Contracting LLC, Hardrock Trucking &
	18-PROS1-00510				Excavating LLC, HERMAN LIEDTKA INC
	18-PROS1-00517				, Hunterdon Horizons Inc, IEW Construction
	18-PROS1-00524				Group Inc, Ivyland Construction Co. Inc.,
	18-PROS1-00527				James Miller Contracting, Inc., JEFF
	18-PROS1-00529				HACKETT & ASSOCIATES , Jerrell's
	18-PROS1-00531				Landscapes & Nurseries Inc, JGM TRUCKING
	18-PROS1-00534				LLC, JMN Paving and Masonry Inc., KCM
	18-PROS1-00500				CONSTRUCTION LLC, Ken Nagy Jr and son
	18-PROS1-00515				trucking llc, Legacy Hauling, LLC, LJ
	18-PROS1-00518				CONTRACTING SERVICES
	18-PROS1-00536				CORPORATION, Longford Landscapes &
	18-PROS1-00504				Excavation, Inc., Lourenco Contracting Co.
	18-PROS1-00519				Inc., Majestic Leasing, MARK VENIERO
	18-PROS1-00458				TRUCKING, Martino Excavating Inc., Mathis
	18-PROS1-00473				Construction Co Inc, Matthew J. Yuhas
	18-PROS1-00476				Trucking L.L.C, MECO INC, Messercola
	18-PROS1-00479				Excavating Co Inc., MIKE AND SONS
	18-PROS1-00488				TRUCKING HAULING LLC, Mike Fitzpatrick &
	18-PROS1-00489				Son Inc., MOUNT CONSTRUCTION CO INC,
18DPP00205	18-PROS1-00495	Michelina Groninger	T0777 Snow Plowing and Spreading Services - NJDOT	03/16/2018 14:00:59	Northeast Soil Solutions LLC, NSG GROUP
18DPP00204	18-GNSV2-00440	Josephine Frew	T0644-Vending Machine Product Sales and Related Services - CBVI	06/05/2018 14:00:59	UNIVERSAL VENDING MANAGEMENT LLC
18DPP00202	18-PROS1-00658				
18DPP00202	18-PROS1-00657	LINDA SPILDENER	T3062 Disaster Debris Monitoring Services	07/18/2018 14:00:59	Rostan Solutions LLC, Tetra Tech Inc.
18DPP00201	18-FOOD-00340	Anna Marie Miller	T1501 Rebid: Game Bird Feed Rockport Game Farm	01/17/2018 14:00:59	F. M. Browns Sons Inc.
18DPP00200	18-PROSV-00686	Robert Pavia	T1352 Division of Risk Management, Brokerage and Advisory Services	04/05/2018 14:00:59	Willis of New Jersey, Inc.
18DPP00198	19-GNSV2-00838	Valerie Taylor	T1901 - Telephone-Based Tobacco Cessation Counseling	11/30/2018 14:00:59	Consumer Wellness Solutions, Inc.
18DPP00196	18-FOOD-00376				
	18-FOOD-00379				
	18-FOOD-00381				
	18-FOOD-00380				
	18-FOOD-00377				
18DPP00196	18-FOOD-00378	Doreica Holt	T2871 Trailer Mounted Generators Statewide, RE-BID	01/05/2018 14:00:59	FM Generator Inc., Garden State Bobcat Inc, Kraft Power Corporation, Penn-Jersey Machinery LLC, Warshauer Generator LLC, Wistar Equipment Inc.

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
18DPP00195	18-GNSV1-00347	Julie McGowan	T0303 - FOOD STORAGE FACILITIES FOR THE DEPARTMENT OF AGRICULTURE	02/09/2018 14:00:59	Safeway Freezer Storage LLC
18DPP00194		Amanda McMullen	T0343 - Advertising Media Placement Services for Recruitmen	05/15/2018 14:00:59	Award in Process
18DPP00193	18-FOOD-00354	Alexandria Puza	T2923 Liquid Packaging Bags	01/12/2018 14:00:59	Davis Packaging and Printing Services
18DPP00190	19-GNSV1-00981	Rory Regan	T2775 - Data Entry/Verification Services - Division of Revenue and Enterpris Services	06/20/2019 14:00:59	TDEC
18DPP00189	18-GNSV1-00858	Donald Warren	T3088- NJDOT Parts Warehouse Management	02/15/2019 14:00:59	MANCON, LLC
18DPP00187	18-FOOD-00329 18-FOOD-00330	Anna Marie Miller	T1103 Foods: Frozen Vegetables for Distribution & Support Services (DSS)	12/21/2017 14:00:59	idaho freez pak corp, National Food Group dba CSV Sales Inc
18DPP00179	18-PROS1-00338	Amanda McMullen	T2725 - Nurse Consulting Services for the Board of Nursing (Supplemental)	11/09/2017 14:00:59	Carnegie Healthcare Corp d/b/a Firstat Nursing Services
18DPP00177	18-PROSV-00324	Megan Tagliaferri	T1997 - Managed Care Workers Compensation Services	12/12/2017 14:00:59	Horizon Casualty Services, Inc.
18DPP00175	18-GNSV1-00312	Kelly Anderson	T0438-Battery Charges, Industrial Lifts, and Pallet Trucks Maintenance and Repair - Statewide	11/22/2017 14:00:59	Eagle Lift Truck Inc.
18DPP00174	18-FLEET-00391 18-FLEET-00390 18-FLEET-00389	Donald Warren	T1609 Asphaltic Concrete, STD HP Cold Patch & VOC-Compliant HP Cold Patch Packaged and Bulk, for De	03/14/2018 14:00:59	American Asphalt Company, Cold Mix Manufacturing Corp, RICHARD E PIERSON MATERIALS CORP
18DPP00173	19-FLEET-00982	Donald Warren	T3087 - Asphalt Transporter Unit, 4 Ton Diesel Heated, Tandem Axle, Traile Mounted	07/11/2019 14:00:59	TRIUS INC
18DPP00171	18-GNSV2-00309	Kelly Anderson	T3019-Municipal Detention Facility Inspections	11/15/2017 14:00:59	Ronin Security Solutions LLC
18DPP00170	18-PROS1-00559	Rory Regan	T2532 - COMBE Fill South Landfill Operations & Maintenance Treatment Plant - DEP	06/13/2018 14:00:59	CHAPMAN INC
18DPP00168	18-GNSV2-00653	PATRICK SLACK	T1434 Waste Water Treatment - NLDC	05/02/2018 14:00:59	Jersey Environmental Solutions LLC
18DPP00166	18-GNSV1-00290	Rory Regan	T3086 - Project Management Services for the RREM and LMI Homeowners Rebuilding Programs: DCA	09/20/2017 14:00:59	Innovative Emergency Management Inc.
18DPP00165	18-GNSV2-00352	Valerie Taylor	Laboratory Courier Services - DOH	11/16/2017 14:00:59	24/7 Enterprises LLC
18DPP00164		Joshua Descoteaux	T3052 - Crash Records Electronic Data Transfer System	01/12/2018 14:00:59	
18DPP00162	19-PROSV-01094	Robert Pavia	T2769 - Non-Tax Debt Collection: Management and Related Services	04/24/2019 14:00:59	Navient Portfolio Management
18DPP00160	18-FLEET-00308	Kristi Thomas	T3060 Crawler/Dozer, Screened Cab Enclosure, Low Ground Pressure Diesel, with Min. 2 Cu. Yd. Blade	08/25/2017 14:00:59	JESCO Inc
18DPP00159	18-PROS1-00328	Dia Ganney	T2573 Advanced Collision Investigation Training State Police	11/29/2017 14:00:59	Institute of Police Technology and Management
18DPP00158	18-GNSV1-00302	Kelly Anderson	T0725 - Trades Employment Services: Statewide	10/17/2017 14:00:59	Meridian Property Services Inc.
18DPP00157	18-GNSV1-00320	Kelly Anderson	T1057 - WIC Infant Formula Rebate:DOH	11/30/2017 14:00:59	Mead Johnson & Company LLC
17DPP00154	17-FLEET-00316	Kristi Thomas	T3082 Tractor, Minimum 50,000 lb. GVWR, 80,000 lb. GCWR Cab & Chassis with Sleeper Cab	06/21/2017 14:00:59	Gabrielli Kenworth of NJ LLC

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
17DPP00152	18-FLEET-00355	Katherine Popso	T0586 Foods: Puddings, Various Flavors- DS	01/05/2018 14:00:59	Benjamin Foods
17DPP00151		Kristi Thomas	T0032 Dairy Products: Milk, Creamer, Whipped Cream, Butter, Sour Cream, Cheeses and Yogurts	09/06/2017 14:00:59	
17DPP00150		Doreica Holt	T2871 Trailer Mounted Portable Generators Statewid	08/24/2017 14:00:59	Award in Process
17DPP00147	18-PROS1-00388	Rory Regan	T1070 - Consulting Services: Health Benefits	01/18/2018 14:00:59	Aon Consulting Inc.
17DPP00144	17-PROSV-00180	Shana Fletcher	T2679 Employee Benefits: Pharmacy Benefit Management	06/12/2017 14:00:59	OptumRx
18DPP00143	18-PROS1-00281	Rory Regan	T1953 - Psychological Evaluation and Assessment of Candidates for the State Police	07/21/2017 14:00:59	Institute for Forensic Psychology
17DPP00142	18-GNSV2-00332	Nikki Ghorbani	T0675 - Locksmith Services and Associated Parts	09/20/2017 14:00:59	Hogan Security Group LLC
17DPP00141		Joshua Descoteaux	T3079 - Financial Institution Data Match (FIDM) Program	06/30/2017 14:00:59	
	17-FOOD-00394				
	17-FOOD-00398				
	17-FOOD-00399				
	17-FOOD-00402				Allied Oil LLC, East River Energy Inc., J
	17-FOOD-00403				Swanton Fuel Oil Co Inc., Majestic Oil Co Inc,
	17-FOOD-00396				Major Petroleum Industries, Petroleum Traders
	17-FOOD-00397				Corp, Rachles/Micheles Oil Co, Sprague
17DPP00140	17-FOOD-00401	Doreica Holt	T0077 Number 2 Heating Fuel Oil	07/14/2017 14:00:59	Operating Resources LLC, Tomasso Bros Inc
	17-FLEET-00430				
17DPP00138	17-FLEET-00431	Donald Warren	Tractor, Agriculture Landscape Utility with Attachments	07/11/2017 14:00:59	Deere & Company, Power Place Inc
17DPP00136	17-PROSV-00429	Robert Pavia	T2672 Actuarial Services: Contracted Actuarial Consulting Firms	09/12/2017 14:00:59	Cheiron Inc.
17DPP00135	17-FLEET-00179	Jawad Karamali	T1186 Blueprint/Architect Print Reproduction Services	05/16/2017 14:00:59	FLM Reproraphics
17DPP00133	17-FLEET-00208	Christine Murphy	T0622 Janitorial Chemicals- Rebid of Iodine Based Disinfectant-DSS	06/06/2017 14:00:59	SNAPPY GREEN SOLUTIONS INC
17DPP00132	17-PROS1-00240	Rory Regan	T2725 - Nurse Consulting Services for the Board of Nursing	06/02/2017 14:00:59	Mary L. Johansen
17DPP00128		Anna Marie Miller	T2909 - Dairy Cow Feed for NJDOC Agri-Industries	06/01/2017 14:00:59	F. M. Browns Sons Inc.
17DPP00127		PATRICK SLACK	T0295 - Pest Control Service - Non-Residential Statewid	02/13/2018 14:00:59	
			T3060 Crawler/Dozer, Screened Cab Enclosure, Low Ground Pressure Diesel, with Min. 2 Cu. Yd. Blade	04/13/2017 14:00:59	Award in Process
17DPP00123		Mark Gilbert			
17DPP00121	17-GNSV2-00346	Valerie Taylor	T2647 - Printing: New Jersey Travel Guide Production & Ad Sales	06/09/2017 14:00:59	Miles Partnership, LP
17DPP00120	17-FLEET-00375	Sepideh Ghorbani	T2960 Tractor, 50,000 lb. GVWR Cab & Chassis, Tandem Axle, with Rear Mounted Winch	04/11/2017 14:00:59	Beyer Bros Corp
17DPP00119	17-PROS1-00327	Shana Fletcher	T3035 Hospital Incentive Program	08/01/2017 14:00:59	Public Consulting Group LLC
17DPP00118		Dia Ganney	T2599 Quality Assurance/Project Management Services for IT and Non-IT Projects	01/19/2018 14:00:59	Award in Process
	17-FLEET-00323				
17DPP00116	17-FLEET-00322	Mark Gilbert	T3074 Heavy Duty Regenerative Air Street Sweeper With Twin Gutter Brooms, Mounted On Truck Chassis	04/11/2017 14:00:59	BUCKS COUNTY INTERNATIONAL INC, H A Dehart & Son Inc

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
17DPP00115	17-PROSV-00300	Megan Tagliaferri	T1619 Medical Consulting: External Quality Review Organization	05/24/2017 14:00:59	ISLAND PEER REVIEW ORGANIZATION INC.
17DPP00114		Kristi Thomas	T2760 OEM Automotive Parts and Accessories for Light Duty Vehicles Class 4 or Lower	04/27/2017 14:00:59	Award in Process
17DPP00113	17-PROS1-00237	Rory Regan	T2702 - NJDEP Licensed Site Remediation Professional (LSRP) Examination	04/28/2017 14:00:59	The Caviart Group LLC
17DPP00112		Brian Gallagher	T0303 Food Storage Facilities for the Department of Agriculture	03/24/2017 14:00:59	Award in Process
	17-FOOD-00245				
	17-FOOD-00248				
	17-FOOD-00263				
	17-FOOD-00264				
	17-FOOD-00266				
	17-FOOD-00243				
	17-FOOD-00251				
	17-FOOD-00257				
	17-FOOD-00254				
	17-FOOD-00259				
	17-FOOD-00261				
	17-FOOD-00253				Acorn Naturalists, American Institute for
	17-FOOD-00258				History Education LLC, Beckers School
	17-FOOD-00244				Supplies, Blick Art Materials LLC, Bluum USA,
	17-FOOD-00247				Inc., BMI Educational Services, inc., Cascade
	17-FOOD-00250				School Supplies, Clarus Glassboards LLC,
	17-FOOD-00256				CMF Business Supplies Inc, Demco Inc. ,
	17-FOOD-00262				Discount School Supply, EAI Education Eric
	17-FOOD-00252				Armin Inc , Educatemenet, Kaplan Early
	17-FOOD-00255				Learning Company, KeyboardConsultantsInc,
	17-FOOD-00260				Kurtz Bros., Lakeshore Learning Materials LLC
	17-FOOD-00269				Lightspeed Technologies of Oregon Inc.,
	17-FOOD-00246				Monmouth Paper Company, Nasco, PAPER
	17-FOOD-00249				CLIPS INC , premier office supply,
	17-FOOD-00265				S&S Worldwide, School Specialty Inc., Steps
	17-FOOD-00267				To Literacy LLC., Tele-Measurements Inc., The
17DPP00111	17-FOOD-00268	Jawad Karamali	T0114 - LIBRARY & SCHOOL SUPPLIES	04/25/2017 14:00:59	Library Store Inc, United Supply Corp.
17DPP00110		Joseph Woodside	T2551 - Credit Card Payment Processing	12/13/2017 14:00:59	
	17-PROSV-00295				
	17-PROSV-00296				
17DPP00107	17-PROSV-00294	Robert Pavia	T3066 Actuarial Services: Contract Actuarial Consulting Firms - DOBI and Statewide	05/16/2017 14:00:59	NovaRest Inc, Oliver Wyman Actuarial Consulting, Inc., Risk & Regulatory Consulting LLC
17DPP00106	17-COMP-00150	Christine Brennan	T3077 Technical Assistance for Reverse Auction Services for Selection of Pharmacy Benefits Manager	03/17/2017 15:21:00	Truveris
17DPP00105	17-FLEET-00241	Donald Warren	Universal Truck, 19,500 lb. GVWR Crew Cab & Chassis, DRW, 4WD, with Various Bodies (T-3063)	04/12/2017 14:00:59	Route 23 Automall LLC
17DPP00101	17-PROSV-00209	Megan Tagliaferri	T2471 - Arbitration and Mediation Services, Claims Arbitration	03/16/2017 14:00:59	MAXIMUS FEDERAL SERVICES INC

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
	17-FLEET-00810				1st Choice Safety Equipment LLC., AKRON BRASS COMPANY , All Hands Fire Equipment, Avon Protection Systems, Black Diamond Group, CONTINENTAL FIRE & SAFETY INC, Cutters Edge Division of Edge, Draeger Inc, E D BULLARD CO, Elkhart Brass, Emergency Equipment Sales, LLC, ESI Equipment Inc, Fire-Dex LLC, Firefighter One LLC, FLIR Commercial Systems Inc, Globe Manufacturing Company LLC, Grace Sales, Inc., HAIX north america, Howell Rescue Systems Inc, INNOTEX CORP, Jersey Fire and Safety Products LLC, Lakeland Industries, LION FIRST RESPONDER PPE INC, Majestic Fire Apparel Inc, Morning Pride Manufacturing LLC dba Honeywell First Responder Products, MSA SAFETY SALES, LLC, MUNICIPAL EMERGENCY SERVICES , OHD LLLP, QUAKER SAFETY PRODUCTS CO , Ricochet Manufacturing Company Inc, Scott Health & Safety, STANFIELDS LTD, Sterling Rope Company, Inc., Teufelberger Fiber Rope Corporation, Turn Out Fire & Safety, Veridian Fire Protective Gear
	17-FLEET-00815				
	17-FLEET-00824				
	17-FLEET-00826				
	17-FLEET-00832				
	17-FLEET-00802				
	17-FLEET-00805				
	17-FLEET-00813				
	17-FLEET-00823				
	17-FLEET-00833				
	17-FLEET-00834				
	17-FLEET-00806				
	17-FLEET-00803				
	17-FLEET-00822				
	17-FLEET-00825				
	17-FLEET-00827				
	17-FLEET-00837				
	17-FLEET-00819				
	17-FLEET-00820				
	17-FLEET-00807				
	17-FLEET-00812				
	17-FLEET-00818				
	17-FLEET-00808				
	17-FLEET-00809				
	17-FLEET-00811				
	17-FLEET-00816				
	17-FLEET-00817				
	17-FLEET-00828				
	17-FLEET-00830				
17DPP00100	17-FLEET-00836	Katherine Popso	T0790 Firefighter Protective Clothing and Equipment	09/29/2017 14:00:59	
17DPP00099	17-PROS1-00173	Kelly Anderson	T2473 - Technical Review Services for Sites with Munitions & Explosives o Concern:NJDEP	03/03/2017 14:00:59	UXO Pro Inc.
	17-FLEET-00210				Beyer of Morristown LLC, Chas s Winner Inc, Hertrich Fleet Services Inc.
	17-FLEET-00212				
17DPP00098	17-FLEET-00211	Sepideh Ghorbani	T-2099 Vehicles, Trucks, Pickup, Class 1	03/10/2017 14:00:59	
17DPP00097	17-PROS1-00163	Rory Regan	T1143 - Unemployment Cost Management Services	03/17/2017 14:00:59	Corporate Cost Control
17DPP00096		Christine Murphy	T2513 Environmentally Preferable Cleaning Products DS	05/18/2017 14:00:59	Award in Process
17DPP00094	17-PROS1-00177	Rory Regan	T1318 - Audit of the State's Federal Programs and Awards	04/18/2017 14:00:59	CliftonLarsonAllen LLP
17DPP00093	17-TELE-00116	Julie McGowan	Web Casting Managed Services	02/08/2017 14:00:59	York Telecom Corporation
17DPP00088	17-PROS1-00167	Dia Ganney	T3070 Replacement Investment System Platform (RISP) Consultant	03/08/2017 14:00:59	Cutter Associates LLC
17DPP00087		Doreica Holt	T0083, Automotive Gasoline	06/14/2017 14:00:59	Award in Process

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
17DPP00085	17-TELE-00227	James Strype Anna Marie Miller Christine Murphy	T2424 - Surveillance and Access Control Security Systems T-2626 Bobwhite Quail T0622 Janitorial Chemicals DSS	03/16/2017 14:00:59	A Technology & Security Solutions Inc., Commercial Technology Contractors Incorporated, Dynamic Security LLC, Main Access Systems Inc., Signal Electric Corp., TDK Systems Group Inc., Triad Security Systems
17DPP00081	17-TELE-00229			03/23/2017 14:00:59	
17DPP00080	17-TELE-00232			03/01/2017 14:00:59	
	17-TELE-00230				
	17-TELE-00231				
	17-TELE-00233				
17DPP00078	18-DPP-00645	PATRICK SLACK Christine Brennan Christine Brennan	T0465 Tree Trimming and Pruning - Statewide T0125 Tower Maintenance T2314 NJKIDS Application Maintenance and Support for NJ ACSES	04/03/2018 14:00:59	Beckers Tree Service Inc, Independence Constructors Corp. of New Jersey, Midhurst Tree Care LLC, PETERS TODD INC, Rich Tree Service Inc., TUFF GREENS LLC Trains Towers Inc
17DPP00077	DPP-00646			01/04/2017 14:00:59	
17DPP00072	DPP-00648			07/31/2017 14:00:59	
	DPP-00647				
	DPP-00649				
17DPP00071	DPP-00650				
17DPP00070	17-COMP-00158				
17DPP00069	17-PROSV-00236	Shana Fletcher	T-0711; Testing Services- Long Term Care and Assisted Living Residence	01/20/2017 14:00:59	PSI Services LLC
	17-GNSV1-00206	PATRICK SLACK	T0838 Charter Services; Trawl Survey - NJDEP	06/01/2017 14:05:00	State University of New York
	17-TELE-00342	Gregory Buddie	T3068 - MPEG2 Signal Monitoring	08/30/2017 14:00:59	Heartland Video Systems, Inc
17DPP00068	17-PROS1-00291	Shawn Laidlaw	Vibracore	01/26/2017 14:00:59	American Vibracore Services Inc., Tetra Tech Inc.
	17-PROS1-00292				

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
	17-FLEET-01039				
	17-FLEET-01042				
	17-FLEET-01045				
	17-FLEET-01031				
	17-FLEET-01040				
	17-FLEET-01043				
	17-FLEET-01053				
	17-FLEET-01054				
	17-FLEET-01060				
	17-FLEET-01033				
	17-FLEET-01036				
	17-FLEET-01048				
	17-FLEET-01051				
	17-FLEET-01056				
	17-FLEET-01047				
	17-FLEET-01057				
	17-FLEET-01058				
	17-FLEET-01062				
	17-FLEET-01032				
	17-FLEET-01035				
	17-FLEET-01049				
	17-FLEET-01050				
	17-FLEET-01055				
	17-FLEET-01061				
	17-FLEET-01038				
	17-FLEET-01046				
	17-FLEET-01059				
	17-FLEET-01037				
	17-FLEET-01041				
	17-FLEET-01044				
17DPP00064	17-FLEET-01052	Christine Murphy	T0115 Scientific Equipment Accessories Supplies and Maintenance Statewide	08/25/2017 14:00:59	AB SCIEX LLC, AGILENT TECHNOLOGIES INC, Azer Scientific, Cayman Chemical Company, Compco Analytical inc., Fast Forward Forensics , Flinn Scientific Inc, Frey Scientific, Gen-Probe Sales & Service Inc., J & H Berge Inc., Laboratory Disposable Products Inc, Laboratory Sales & Service LLC, Lipomed Inc, Markes International, Inc., MICRO OPTICS PRECISION , Neogen Corporation, New York Microscope Company, OI Corporation, PARA SCIENTIFIC CO, PASCO scientific, PerkinElmer Health Sciences Inc., Promega Corporation, Qiagen LLC, Randox Laboratories US LTD, Shimadzu Scientific, Smiths Detection Inc, Tecan US Inc., The Peavey Corporation dba Lynn Peavey Company, Thomas Scientific, Trinity Biotech, UCT LLC, VWR INTERNATIONAL LLC, WorldWide Medical Products
17DPP00063	17-PROS1-00080	Kelly Anderson	T1783 - Medical Claims Review:VCCO	09/30/2016 14:00:59	First Managed Care Option Inc.
17DPP00062	17-PROS1-00287	Kelly Anderson	T3029 - Science Assessment Program	07/18/2017 14:00:59	Measurement Incorporated
17DPP00061	17-PROS1-00169	Dia Ganney	T2677 Emissions Technical Education Program (ETEP)	04/07/2017 14:00:59	New Jersey Gasoline Retailers Association and Allied Trades Inc
17DPP00059	17-PROSV-00280	Shana Fletcher	T-1932; Contracted System Administrator for New Jersey Division Children's System of Care	06/01/2017 14:00:59	Community Behavioral HealthCare Network of PA Inc.
17DPP00058	17-PROS1-00405	Dia Ganney	T3004 Waterway Debris Assessment Services for Disasters	11/08/2017 14:00:59	Aptim Environmental and Infrastructure LLC
17DPP00057	17-PROS1-00104 17-PROS1-00105	Dia Ganney	T2719 Dental Case Consultants	10/14/2016 14:00:59	Arthur L Yeager DMD, stephen barbell dds
17DPP00056	17-PROS1-00097	Shana Fletcher	T1464- Substance Abuse Services, DOC	10/19/2016 14:00:59	Gateway Foundation Inc.

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
17DPP00055	17-PROSV-00144 17-PROSV-00146 17-PROSV-00145	Megan Tagliaferri	T1991 Revenue Enhancements from Federal and Other Programs	11/30/2016 14:00:59	Public Consulting Group LLC, Sellers Dorsey, Sivic Solutions Group LLC
17DPP00054	17-FLEET-00082 17-FLEET-00081 17-FLEET-00083 17-FLEET-00084	Katherine Popso	T0120 Ice and Snow Removal Liquids and Chemicals for NJDOT and SJTA	10/27/2016 14:00:59	Innovative Municipal Products US Inc, Peckham Materials Corp., Setcon Industries Inc, SNI Solutions Inc
17DPP00049	17-GNSV1-00117	PATRICK SLACK	T2304 Laundry Rental Services DHS DMAVA	11/29/2016 14:00:59	ACCSES NJ
17DPP00047	PATRICK SLACK		T0354 Pest Control Services - Residential Statewide	10/04/2016 14:00:59	Award in Process
	17-FLEET-00738 17-FLEET-00749 17-FLEET-00756 17-FLEET-00782 17-FLEET-00787 17-FLEET-00790 17-FLEET-00792 17-FLEET-00793 17-FLEET-00719 17-FLEET-00723 17-FLEET-00724 17-FLEET-00741 17-FLEET-00773 17-FLEET-00776 17-FLEET-00722 17-FLEET-00729 17-FLEET-00742 17-FLEET-00762 17-FLEET-00763 17-FLEET-00775 17-FLEET-00778 17-FLEET-00796 17-FLEET-00720 17-FLEET-00726 17-FLEET-00733 17-FLEET-00743 17-FLEET-00746 17-FLEET-00755 17-FLEET-00760 17-FLEET-00761 17-FLEET-00766				Systems Inc, All Fleet Solutions LLC, All Hands Fire Equipment, All Traffic Solutions Inc., AMERICAN ALUMINUM ACCESSORIES, AMERICAN DIVING SUPPLY, American Oil & Supply International LLC, Applied Concepts, Inc, dba Stalker Radar, Aramsco Inc, Armament Systems and Procedures INC, Armor Express, ATLANTIC COMMUNICATIONS ELECTRONICS INC., Atlantic Nuclear Corporation, Atlantic Tactical Inc, AutoClear LLC, Axon Enterprise, Inc., Badge Company of New Jersey LLC, Beyer Fleet LLC, Bob Barker Company Inc, CEIA USA, Code 3 Inc., D.M. Radio Service Corp, Decatur Electronics Inc., DEPLOYED LOGIX, Digital Ally Inc., Draeger Inc, E D BULLARD CO, Eagle Point Gun/T.J.Morris & Son, Elite Emergency Lights LLC, Emergency Accessories & Installations, Firefighter One LLC, Gen-el Safety & Industrial Products LLC, General Sales Administration, GH Armor Systems Inc., Global Environmental Enterprises trading as MBT, Gold Type Business Machines Inc, Havis Inc, ICOR Technology Inc., Island Tech Services, JC Emergency Lighting LLC, Kustom Signals Inc, Lanigan Associates Inc., Laser Technology Inc., LAURUS Systems Inc., Lawmen Supply Company of New Jersey Inc., M. L. Kishigo Mfg. Co, LLC, MAJOR AUTOMOTIVE INSTALLATIONS T/A SPECTRUM
17DPP00046	17-FLEET-00767	Jawad Karamali	T0106 - Law Enforcement Firearms Equipment and Supplies	04/20/2017 14:00:59	COMMUNICATIONS, MPH Industries, MSA
17DPP00045		Rory Regan	T2619 - Solid Waste Disposal/Recycling - NJDOT Maintenance Facilities	11/30/2016 14:00:59	

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
16DPP00044	17-PROSV-00217 17-PROSV-00223 17-PROSV-00225 17-PROSV-00226 17-PROSV-00215 17-PROSV-00216 17-PROSV-00220 17-PROSV-00221 17-PROSV-00222 17-PROSV-00218 17-PROSV-00214 17-PROSV-00219 17-PROSV-00224	Robert Pavia	T2458 Auditing Services: Financial Auditing Firms for Using Agencies and NJDEP T0164, Dishwashing Compounds Auto Machine Detergent with Dispensing and Maintenance Services	12/08/2016 14:00:59	Bowman & Company LLP, CliftonLarsonAllen LLP, DAVID SAKOFS CPA, DeVito & Co. LLC, GRANT THORNTON LLP, HOLMAN FRENIA ALLISON P.C., Mercadien P.C. Certified Public Accountants, PKF OConnor Davies LLP, Sanuel Klein and Comapny, Smolin Lupin & Co. PA, The Curchin Group LLC, WISS & COMPANY LLP , WithumSmith Brown PC
16DPP00043	16-FLEET-00068	Christine Murphy		10/26/2016 14:00:59	Diamond Chemical Co Inc
16DPP00039	17-PROS1-00065	Shawn Laidlaw	T1368 - Technical Support for Air Quality, NJDEP	11/02/2016 14:00:59	K2 Environmental Consulting LLC
17DPP00037	17-TELE-00092 17-TELE-00095 17-TELE-00094 17-TELE-00093 17-TELE-00096	Courtney Iversen	T2770 - Emergency Center Planning Staffing Services	11/17/2016 14:00:59	Continuity Operations Group, Innovative Emergency Management Inc., MICHAEL BAKER INTERNATIONAL INC, Millennium Strategies, Tetra Tech Inc.
17DPP00036		LINDA SPILDENER	T2859 - NJDEP MSLA 1D Landfill Site, Landfill Closure Construction	01/05/2017 14:00:59	B. Anthony Construction Corp.
17DPP00032	17-FLEET-00199 17-FLEET-00200 17-FLEET-00202 17-FLEET-00203 17-FLEET-00201 17-FLEET-00204	Mark Gilbert	Wheel Loader withQuick-Detachable Minimum 3 Cu. Yd. Bucket, Diesel Engine, Optional Forklist Attachm	02/28/2017 14:00:00	FOLEY INCORPORATED, Groff Tractor Mid Atlantic, LLC, Hoffman Equipment , JESCO Inc, Modern Group LTD, Penn-Jersey Machinery LLC
17DPP00031		Rory Regan	T3064 - NJDEP Laboratory Analysis - Fish Monitoring for Chemical Contaminants	12/21/2016 14:00:59	ALS Canada Ltd, SGS AXYS Analytical Services Ltd.
16DPP00030	17-GNSV2-00181	Valerie Taylor	T2507 - Microsurf. & Slurry Seal Pavemt. System, NJDOT	05/12/2017 14:00:59	Asphalt Paving Systems Inc
16DPP00024		Gary Gerstenacker	T0013 - Foods: Cookies, Crackers, & Dry Snacks - Statewid	08/31/2016 14:00:59	Award in Process
16DPP00023	16-FOOD-00061	Victoria Klawitter	T0021 - Foods: Juices, Frozen for DSS	09/29/2016 14:00:59	Gregory Packaging

APPROVED STATE CONTRACTS

Bid Solicitation #	Contract/ Blanket #	Buyer	Description	Bid Opening Date	Awarded Vendor(s)
16DPP00021	17-COMP-00088	James Strype	T3065 - Scheduling and Timekeeping System for Multi-Shift Operations for DHS	09/16/2016 14:00:59	Kronos Incorporated
16DPP00020	16-FOOD-00112 16-FOOD-00115 16-FOOD-00114 16-FOOD-00109 16-FOOD-00110 16-FOOD-00113	Katherine Popso	T0046 Protective Clothing and Footwear	06/28/2016 14:00:59	ANA SOURCING LLC, ANCHORTEX CORPORATION, Fit-Rite Uniform Co. Inc., Keyport Army and Navy, Samzies Uniforms, Specialty Graphics LLC, Turn Out Fire & Safety
16DPP00019 16DPP00018	16-FLEET-00134 16-FLEET-00143 16-FLEET-00128 16-FLEET-00129 16-FLEET-00142 16-FLEET-00131 16-FLEET-00136 16-FLEET-00140 16-FLEET-00119 16-FLEET-00124 16-FLEET-00127 16-FLEET-00123 16-FLEET-00133 16-FLEET-00138	Kristi Thomas Doreica Holt	T0103 - Park and Playground Equipment T0210, Sheeting, Reflective Statewide T1781 - Various Men & Women's Clothing Items NJDOC Canteen/Commissary Locations	07/29/2016 14:00:59 09/09/2016 14:00:59	AccessRec LLC, AMERICAN RAMP COMPANY , Anthony F. Ramondo & Son Inc., BCI Burke Company LLC, Beckers School Supplies, BSN Sports LLC, Commercial Recreation Specialists, Deschamps Mat Systems, Fibar Group LLC, Play and Park Structures, Playworld Systems Inc., Rubbecycle LLC, Safety Down Under Inc., Whirl Corporation Inc.
16DPP00017		Jacqueline Kemery		06/07/2016 14:00:59	Award in Process
16DPP00016	16-FLEET-00027	Mark Gilbert	T0100-Vehicles, Trucks, Pickup, Compact-Statewide	06/03/2016 14:00:59	Route 23 Automall LLC
16DPP00015 16DPP00014	16-PROSV-00060	Kelly Anderson Katherine Popso	T3051 DOH Consultant T3055 Law Enforcement Badges NJDOC	07/15/2016 14:00:59 04/05/2016 14:00:59	Joseph Lario Consulting Samzies Uniforms
16DPP00013	16-FOOD-00022 16-FOOD-00021 16-FOOD-00020	Christine Murphy	T0153, Chemicals & Insecticides for Mosquito Control - NJDEP	03/24/2016 14:00:59	ADAPCO LLC, CLARKE MOSQUITO CONTROL, VALENT BIOSCIENCES CORPORATION
16DPP00010		Daniel Delaney	T2759 Forestry Mowing/Mulching Service NJDEP	01/05/2016 14:00:59	Pagodins Tree Care Service LLC
16DPP00009	16-GNSV2-00015	Rory Regan	T0278 - Concrete Curb, Sidewalk and Gutter Construction - NJDOT	01/27/2016 14:00:59	Custom Concrete Construction Inc.
16DPP00003	16-ENVIR-00011	Shawn Laidlaw	T2688 - NJDEP Laboratory Analysis of Drinking Water Samples	11/24/2015 14:00:59	TestAmerica Laboratories Inc.

Ed-Data Instructions and Best Practices

Hoboken Board of Education
HOBOKEN SCHOOL DISTRICT

District Code: ^8

User Number: 

Password: (see Login instructions below)

Ed-Data Procurement Management System **Supply Requisition Instructions - User**

Important Note: For optimal viewing, please ensure that your screen resolution is set to 1024 x 640 or higher, and your browser zoom is set no higher than 100%. [You may also watch a training video of the system by clicking here.](#) Make sure your sound is turned on for the video. Also, the video will not work with Internet Explorer. If you use IE, you will need to copy the video link to another browser such as Chrome.

Login:

1. Enter www.ed-data.com in the address bar of your web browser.
2. Click on the red "Order Entry System" button on the bottom of the page.
3. Type in the following information:
 - a. **DISTRICT CODE:** Enter the 2-character code located on the upper right-hand corner of this packet.
 - b. **USER NUMBER:** This 5-digit code is located on the upper right-hand corner of this packet. Enter the 5-digit code for the USER NUMBER.
 - c. **PASSWORD (FIRST TIME USERS):** If this is the first time you have used this system enter your 5-digit user number in the password cell. After login you will be prompted to create a new and unique password.
 - d. **PASSWORD (EXISTING USERS):** If you have previously used the EDS system and created a unique password, enter your unique password. A unique password is different from your user number, it is at least 8-characters and contains at least one of each of the following: capital letter, lowercase letter, number and special character.
 - e. Click "login". You are now logged in on the "My Requisitions" tab.

***Did you forget your password?** You can recover your password from the Ed-Data Login screen. See steps 1 & 2 above to navigate to the Ed-Data login page, then click "Click Here to receive your district code, user number and password.". Your password will then be sent to your school email account.

Requisition Creation & Modification "My Requisitions":

New requisitions can be created, and existing requisitions can be accessed and modified from the "My Requisitions" tab.

Create a New Requisition

1. From the "My Requisitions" tab, click the "Show Category Menu" button to access a listing of all supply categories.
2. Click on the desired supply category. A new requisition will appear.
3. Select the account code for your order by clicking on the drop down menu next to "ACCT".

You are now ready to add items to your requisition. Skip to "Adding Items To My Requisition" below.

Open and Modify an Existing Requisition

From the "My Requisitions" tab click the gray "MODIFY" button to open an existing requisition. You may add, delete or modify quantities from the requisition.

- **Change Quantity:** Change the number in the "Current Qty" column, then hit enter on your keyboard.
- **Delete Items:** Click the "x" under the Delete column.

Add Items to Your Requisition from Order-EZ

Order-EZ is quick and simple way to add items to your req if you have an awarded vendors' item number or an Ed-Data number from an Order Book. Vendor Item numbers can be found in a catalog or in some cases the vendor's website.

1. On the Requisition tab, Select the vendor from the "Select Awarded Vendor" dropdown.
2. Type the item number in the cell marked "Item #".
3. Enter the desired quantity in the "Qty #:" cell.
4. Click the "Add" button. The item will be added to your requisition. Repeat to add additional items.

If you need additional assistance your Ed-Data Customer Service Representative is Angela Grasso and can be reached at Phone: (973) 321-9387 or Email: angelag@ed-data.com

Ed-Data Instructions and Best Practices

Add Items to Your Requisition with Search

Our enhanced search tool allows you to browse our extensive database of **Cooperative Bid Items** to add new items to your requisition. It's simple and will help you stretch your budget.

- **Cooperative Bid Items** have already gone through the bidding process, meaning you will get the exact item as you see described. The price and the vendor are also set. This is just like online shopping. What you see is what you get, and there will not be any substitutions.
1. Enter your request in the "Quick Search" on the "Requisition" screen or click on the "Search" tab to enter the advanced search menu.

You can simply search by keyword or any combination of *Keyword*, *Most Popular Item* list, and/or *Vendor*:

- **Keyword** - Enter a search term for the desired item. A keyword entry can be used on its own or in conjunction with "Most Popular List" or "Vendor List".
 - *Note: By default, all terms entered into the keyword search will be considered essential in order to provide the best possible search results. This can be turned off by deselecting the "Require all terms below" box. While unchecking the box will yield more search results, they may be less desirable.*
 - **Most Popular Item List** - This dropdown provides an alphabetical list of the most popular items purchased by thousands of educators at the highest discounts.
 - **Vendor** - This option narrows your search to a given vendor.
 - *Note: In most cases it's recommended to leave this set to "All Vendors" to maximize search results.*
2. Populate your search criteria (keyword, etc.) then click the "Search" button, located to the right.
 3. Items will be listed below based on your search criteria.
 - *Note: Results can be viewed in a Gallery View or List Format. The Gallery view is the default, however either view can be selected by clicking the icon next to "Show Results as:". By default, search results are listed by Relevance. Results may be re-sorted by other variables by selecting an option from the "Sort By:" dropdown menu.*
 4. Enter the desired quantity, then click "ADD". The item will be added to your requisition.
 5. To return back to your order, click on the grey "Requisition" tab (left of the "Search" tab).

SEARCH TIPS:

- Use the "Most Popular/High Volume Items" dropdown as your primary search tool to access an alphabetical listing of core items. If your search results are too extensive you can narrow them by entering a keyword in the "Description" box and searching again.
- First try searching by all vendors to provide the greatest item selection and lowest prices.

Exit Requisition

- **Exit and Hold:** To close your requisition without submitting for approval, click the "Exit Requisition" or "Hold Requisition" button.
- **Exit and Submit:** To close and submit your requisition for approval, click the "Submit Requisition" button.

If you need additional assistance your Ed-Data Customer Service Representative is Angela Grasso and can be reached at Phone: (973) 321-9387 or Email: angelag@ed-data.com

Ed-Data Instructions and Best Practices

Awarded Vendors List

Athletic Supplies	BSN Sports, LLC, Flaghouse Inc, Pioneer Athletics dba Pioneer Manufacturing Co, United Supply Corp.
Audio Visual Supplies	Adorama Inc., Bluum USA Inc., Camcor, Inc., Paper Clips Inc., PC University Distributors, Inc., United Supply Corp.
Custodial Supplies	Brookaire Company, LLC, Donna Jana Enterprizes LLC dba My Price Supply, Interboro Packaging Corporation, John A. Earl, Inc., Pure Lighting Company, Puresan Holdings, LLC dba Northeast Janitorial, Staples, Inc dba Staples Contract & Commercial LLC, United Supply Corp., W.B. Mason Co., Inc., W.W. Grainger, Inc. dba Grainger
Elementary Science Grade Level Materials List	Carolina Biological Supply Company, EAI Education dba Eric Armin Inc., School Specialty, LLC., Ward's Science dba VWR International, LLC
Elementary Science Supplies	Carolina Biological Supply Company, EAI Education dba Eric Armin Inc., Nasco Education LLC, Pitsco Education, LLC., School Specialty, LLC., United Supply Corp., Ward's Science dba VWR International, LLC
Family / Consumer Science Supplies	Nasco Education LLC, S.A.N.E., United Sales USA Corp., United Supply Corp.
Fine Art Supplies	Blick Art Materials LLC, Cascade School Supplies, Inc., Ceramic Supply, Inc., Creative Kids dba A.O.M. INC., Nasco Education LLC, School Specialty, LLC., United Supply Corp., W.B. Mason Co., Inc.
General Classroom Supplies	School Specialty, LLC.
Health and Trainer Supplies	Henry Schein, Inc. dba Henry Schein Medical, School Health Corporation, United Supply Corp.
Library Supplies	Cascade School Supplies, Inc., Demco, Inc., The Library Store, Inc., United Supply Corp.
Math Supplies	Creative Kids dba A.O.M. INC., EAI Education dba Eric Armin Inc., Hand2mind, Inc. dba ETA, Nasco Education LLC, United Supply Corp.
Music Supplies	K&S Music Inc., Music In Motion, Shar Products Company
Office/Computer Supplies	Staples, Inc dba Staples Contract & Commercial LLC
Photography Supplies	Adorama Inc.
Physical Education Supplies	BSN Sports, LLC, Flaghouse Inc, Nasco Education LLC, S&S Worldwide, Inc., School Health Corporation dba Palos Sports, School Specialty, LLC., United Supply Corp.
Rocketry	Midwest Technology Products, Pitsco Education, LLC.
Science Supplies	Arbor Scientific dba ASI Associates, Inc., Carolina Biological Supply Company, EAI Education dba Eric Armin Inc., Fisher Scientific Co. LLC dba Fisher Science, Flinn Scientific, Inc., Nasco Education LLC, Parco Scientific Company, Pitsco Education, LLC., Sargent Welch dba VWR International, LLC, School Specialty, LLC., United Supply Corp., Ward's Science dba VWR International, LLC
Special Needs	Charles J. Becker & Bro. Inc, Flaghouse Inc, Nasco Education LLC, S&S Worldwide, Inc., School Health Corporation, School Specialty, LLC., Super Duper Inc dba Super Duper Publications, United Supply Corp.
Teaching Aids	Cascade School Supplies, Inc., Charles J. Becker & Bro. Inc, Creative Kids dba A.O.M. INC., Discount School Supply/Early Childhood LLC, EAI Education dba Eric Armin Inc., Kaplan Early Learning Company, Kurtz Bros., Inc., Lakeshore Learning Materials, LLC, Nasco Education LLC, Really Good Stuff, LLC, S&S Worldwide, Inc., School Specialty, LLC., Teachers Discovery, Inc. American Eagle Co., Inc., United Supply Corp.
Technology Supplies	Midwest Technology Products, Paxton/Patterson LLC, Pitsco Education, LLC., United Supply Corp.
World Languages	Teachers Discovery, Inc. American Eagle Co., Inc.

If you need additional assistance your Ed-Data Customer Service Representative is Angela Grasso and can be reached at Phone: (973) 321-9387 or Email: angelag@ed-data.com



Thank you for your continued support of Educational Data Services! We currently serve over 600+ school districts, and over 100,000 teachers who utilize our web-based system to cost effectively procure school supplies and adhere to state purchasing laws.

ED-DATA REVIEW

What is Ed-Data? Ed-Data is not a supply vendor. Instead, we work for you, our cooperative members, by organizing the largest supply cooperative of its kind in the state. We manage the co-op's day-to-day needs and developed a web-based platform to simplify and streamline the buying process. Our platform facilitates competition between vendors to reduce pricing, and provides you with a website to simply organize and submit your supply needs for approval. This simplifies the ordering process for all.

- Our web-based system is just like online shopping, while focusing on your recurring consumable supply needs. Just simply shop for the supplies you need, with no need for bidding or quoting.
- Each user (teacher, secretary, etc.) is provided with their own website to organize supply needs.
- Our co-op stretches your supply budget and offers the best value of low pricing, simplicity, and legal purchasing according to state law.
- Our system offers 20+ supply categories which satisfies virtually all your school supply requirements under one platform.
- Many of the 100+ supply vendors in the Ed-Data System will be familiar to you such as School Specialty, Staples, Carolina, Lakeshore, NASCO, Sargent Welch, Sax, Triarco, etc.
- Your annual school supply orders will be prepped and submitted through the Ed Data System for summer delivery.
- Items such as textbooks, class trips, professional development and other non-school supply related items will be ordered outside of the Ed-Data System, in the same manner as before.

Ed-Data Supply Categories

Athletic	Elementary Science	Library	Science
Audio Visual	Family Consumer Sci.	Office	Special Needs
Copy Paper	Fine Art	Photography	Teaching Aids
Cosmetology	General Classroom	Physical Education	Technology
Custodial	Health & Trainer	Rocketry	World Language, and more...

BEST PRACTICES

Supply Requisitioning Basics: Ed-Data contains multiple supply categories to address a wide variety of school supply requirements. In general, most teachers stick to one or two categories. Limiting the number of categories used will make receiving orders a breeze and reduce the number of POs. All orders will be boxed, labeled, and shipped by teacher. Some categories, like *General Classroom Supplies* or *Office* offer a total award (one vendor), while others contain multiple vendors to provide selection and value.

Elementary Needs and Ordering: It's typically best for classroom teachers to start with the *General Classroom* supply category. This is where you will get the best overall pricing on common school supplies. Many teachers buy most, if not all, of their basic supplies here. More "boutique"-type items

can be found under the *Teaching Aids* category. Here you will see companies like Really Good Stuff and Lakeshore amongst others. Departmental areas are available as needed such as Fine Art, Science, P.E., etc.

High School and Middle School Needs/Ordering: Depending on your school's procedures, *General Classroom* supplies may be ordered by your department head or main office. If you are unsure of your school's procedure, please check with your administrator. Departmental areas like *Fine Art, Science*, etc. are available for our departmental needs.

Secretary Needs/Ordering: The *Office* or *General Classroom* categories are typically the most frequently used categories. Toner cartridges for personal printers (such as HP) are available in the *Office* category. The best pricing for purchasing cases of copy paper is in the *Copy Duplicator* category.

A few key points:

- Pricing includes shipping for virtually all consumable supply items for summer delivery.
- Try to stick to your key supply category or categories. Teachers typically use one or two categories for their supply needs.
- Submit all of your requisitions by the deadline which is either printed on your instruction packet or provided by your administrator.
- Do not create multiple requisitions for a single supply category.
- If your prior year's order is loaded for you, simply revise this order with next year's needs. You do not need to research your items all over again. If you would like to start from scratch, please delete last year's order first.

Step-by-step instructions and a brief training video are available via your introductory email, and within the Ed-Data system. They cover accessing ed-data.com, logging in to your Ed-Data account, and creating and submitting your supply orders. Please reach out to Ed-Data if you need further assistance. Your customer service representative's contact information is available at the bottom of your instruction packet.

EXHIBIT J

Governor Phil Murphy

Comprehensive Maintenance Plan Documents

SCHOOL FACILITY SYSTEM MAINTENANCE CATEGORIES

CUSTODIAL

MAINTENANCE

FUND 12

<i>SYSTEM</i>	MAINTENANCE CATEGORY		
	<i>ROUTINE</i>	<i>REQUIRED</i>	<i>CAPITAL</i>
1. Structural Foundations	Routine inspection for cracks, deterioration, infiltration.	Localized repair of cracks and spalling with cement caulk, grout or epoxy sealant, waterproofing, parging.	Repair large scale cracks or settling, major repairs/replacement. Hire Structural Engineer.
2. Superstructure	Visual inspection.	Repair damaged fireproofing, rust removal and repainting.	Major structural repair, fire protection Hire Structural
3. Exterior Closures - Walls	Visual inspection, cleaning.	Localized repairs, pointing, water- proofing, painting, replacement of individual steel lintels.	System-wide repairs, pointing, or replacement of lintels, resurfacing.
4. Exterior Closures -Windows & Glazed Walls	Visual and physical inspections, cleaning.	Repairs/localized replacements of frames, sash, caulk, balancing, localized re-glazing; individual unit replacement, etc.	Major repairs/replacements of system in building or section, install stormthroughout.
5. Exterior Closures- Doors & Frames	Inspect hardware, lubricate closers and hardware.	Repair/replace individual hardware, doors, frames; repair glazing, re-caulking, leveling adjustments, general operations.	Complete exterior door replacement to bring up to Code.
6. Exterior Closures- Roofs	Debris removal, inspections, check for water stains, ponding, or leaks. Routine inspections. Clear roof drains, gutters.	Seasonal programmed inspection, localized repairs of roofing/flashing materials to maintain warranty.	System replacement on building or section.

SYSTEM	MAINTENANCE CATEGORY		
	ROUTINE	REQUIRED	CAPITAL
7. Interior Construction- Partitions	Cleaning, visual inspections for chipping, cracks, flaking, etc	Prepare and paint walls, patch plaster or drywall, lubricate moveable partitions.	Demolition of interior walls for renovations, expansions, etc., install new system
8. Interior Construction- Interior Doors	Inspect hardware, lubricate closures and hardware.	Repair/replace hardware, leveling adjustments, general operations.	Complete system replacement.
9. Interior Construction- Stair Construction	Visual inspections, cleaning, maintain clear egress.	Check and replace individual treads, repair railings and floorboards	Replace treads, pour new step pans, replace nosings, replace or add
10. Interior Construction- Stair Finishes	Cleaning.	Localized repair , repainting.	Replacement of vinyl treads.
11. Interior Construction -Wall finishes	Cleaning.	Repainting, localized repair/replacement of ceramic tile sections; vinyl base/trim, etc.	Replacement of interior finishes (except painting).
12. Interior Construction-Floor finishes	Cleaning and waxing.	Localized repair/replacement of floor tiles; Localized repair/replacement, refinishing of gym floors.	Replace floor finish in building or wing (VCT, carpet, etc), including hazmat abatement.
13. Interior construction-ceiling finishes	Wash/dust/vacuum.	Paint, patch plaster and textured finish; Localized repair or replacement of individual ceiling tiles.	Remove/replace/ install new ceiling suspension system, and tiles throughout building/section.
14. Vertical Movement- Elevators, lifts	Cleaning.	Inspect/adjust/repair motor, door operation, relays, flooring, lights. Contract maintenance.	Replace elevator system - controls, lift rails.
15. Domestic cold water distribution - piping/materials	Check for leaks, repair insulation.	Inspect/repair/replace/ service valves, seals, joints, water softener, filters, booster, pumps, etc	Replace entire piping system, water softener system, or new water supply.

16.DomesticHotWaterSupply- Water Heater,Tank Storage,or Converter	Inspect for leaks. Adjust thermostat.	Drain/flush tanks, heater, repair thermostats, gauges, valves, controls, etc. Repair insulation.	Replace hot water piping, replace storage tank, water heater.
---	---------------------------------------	--	---

SYSTEM	MAINTENANCE CATEGORY		
	ROUTINE	REQUIRED	CAPITAL
17. Plumbing fixtures	Clean/sanitize sinks, toilets, faucets and handles, lavatories, urinals. Unclog fixture drains.	Repair/replace seals, valves, fixtures and piping, water fountains/ coolers, lab and cooking gas piping/fixtures/controls, etc. Repair or localized replacement of toilet accessories and partitions.	Replace or install new fixtures throughout a building (or section).
18. Sanitary Piping-materials and equipment	Visual inspection, unclog drains.	Chemical treatment of disposal fields, repair/local replacement of sanitary piping, inspect and service sewage ejection or other pumps, clean grease traps, pump septic tanks.	New disposal fields, replace or install new sanitary piping throughout building (or section). New/replace tie-in to public sewer system.
19. Storm Water Riser Piping-Material	Clean leaves/debris from roof drain inlets, gutters, leaders, detention/retention ponds, control structures and storm grates.	Replace broken or missing gutters, downspouts, leaf guards, maintenance of detention/retention basin, etc.	Replace entire roof drainage interior or exterior system or upgrade site storm water system.
20. Heating system - Boiler (Electric, Gas, Oil)	Inspect system.	Repair piping or insulation. Repair or replace boiler components including thermostats, valves, seals, burner, etc. Perform annual/seasonal cleaning, draining, service/inspection.	Replace boiler, associated piping, removal of underground storage tanks, install new above-grade fuel storage tank with containment, or new natural gas supply.
21. Cooling systems	Inspect system. Clean or vacuum return air grills.	Chemical water treatment, clean supply/return ductwork, coils, repair/replace thermostats, valves, fans and motors, etc. Replace filters. Perform annual service/inspection.	Replace cooling tower and/or chiller, roof top unit, install new unit ventilators/window NCs for entire building (or section). Replace or install supply/return ductwork.

<i>SYSTEM</i>	<i>MAINTENANCE CATEGORY</i>		
	<i>ROUTINE</i>	<i>REQUIRED</i>	<i>CAPITAL</i>
22. Heating/Cooling Systems	Inspect system. Clean or vacuum return air grills.	Clean supply/return ductwork, repair/replace thermostats, valves, fans and motors, etc. Replace filters. Perform annual service/inspection.	Replace roof top unit, heat exchanger, air handler. Replace or install supply/return ductwork..
23. Exhaust Ventilation - Toilet Exhaust Fans, Kitchen Exhaust Fans/Hoods, Lab Exhaust	Inspect systems. Vacuum/clean exhaust grills/louvers.	Replace grills, louvers, fan covers, Service system - motors, belts, blades, lubrication, etc. Annual certification of hoods.	Replace kitchen hoods/ductwork; replace bank of Exhaust Fans/ductwork.
24. Control System - Pneumatic, Electronic, DOC	Inspect system.	Annual service/inspection. Repair or replace components, piping, controllers, wiring.	Replace/install entire system.
25. Fire Sprinkler System - Wet or Dry	Inspect system. Check that nothing is blocking sprinkler heads or hanging from piping.	Annual service and inspection. Test flow and tamper switches, replace broken sprinkler heads, repair or replace valves, fire dept connection, gauges, etc.	Install sprinkler system. Install fire pump. Any upgrades to meet Code requirements, including new supply.
26. Standpipe & Hose Systems - Wet or Dry	Inspect system - check for hose in cabinet.	Exercise zone valves. Repair or replace defective valves, hoses, etc.	Install/replace standpipe system.
27. Building Service	Inspect system. Replace fuses or reset breakers. Maintain access.	Replace defective breakers in high or low voltage side of transformer. Annual testing. Run new ground.	Replace building service to transformer. Replace main transformer (High Voltage).
28. Branch Panels	Inspect. Maintain access.	Replace individual breakers or panels. Wire devices from panel or panel to point of service.	Rewire entire branch panel system back to low voltage side of transformer.

29. Interior Lighting	Clean diffusers/lenses, replace bulbs, battery packs.	Localized repair or replacement of switches, fixtures lenses, etc.	Replace/upgrade fixtures throughout
-----------------------	---	--	-------------------------------------

CUSTODIAL

MAINTENANCE

FUND 12

	<i>MAINTENANCE CATEGORY</i>		
<i>SYSTEM</i>	<i>ROUTINE</i>	<i>REQUIRED</i>	<i>CAPITAL</i>
30. Exterior Lighting	Check lights, change bulbs, replace cracked lenses	Replace fixtures, day/night individual sensors, damaged light pole, et	Add day/night capability to entire network of lights; replace/install new exterior lighting system
31. Exit Signs	Visual inspections, bulb and/or battery replacement	Repairs due to breakage/vandalism or replacement	Replace/Install exit signs or power packs, or installation of retrofit kits to convert all signs to LED in a building or building section
32. Power and Outlets	visual inspections, new plates or covers for power switches or outlets	New convenience use power outlets, new miscellaneous power outlets, repair or replacement of interior parts (wall switches, wall outlets, exclusive of covers	New installation or replacement of all switches or outlets in a building or building section for health or safety needs or code upgrades
33. Communication and Security Systems	Visual inspection, cleaning	Annual testing, service and inspection, replace broken components or devices.	Replacement or installation of a complete system for any building or building section
34. Special Systems/ Hard- Wired Central Systems such as Fire Alarms, Fire Control, Clock, Closed Circuit TV, Data Ports, Central Video, Telephone	Visual inspection cleaning bulb or battery replacement	Annual testing, service and inspection, repair/replace individual components.	Replacement or installation of a complete system for any building or building section
35. Emergency Power/Generators and Fuel Tanks and Lines	Visual inspection of, bulb and battery replacement for, cleaning or tagging	Annual testing, service and inspection, repair/replace components; new or replace fuel lines, tank containment or wiring	New or replace generator, fuel tank and fuel lines, and/or any spill remediation or HAZMAT abatement work

SYSTEM	MAINTENANCE CATEGORY		
	ROUTINE	REQUIRED	CAPITAL
36. Site Improvements such as Parking, Driveways, Walkways, Directional Signage, landscaping, bicycle racks, site signage, irrigation systems or other site improvements	Visual inspections, snowplowing, lawn or garden care, including maintenance care of trees, shrubs or any other plantings; repair, replacement or painting of any non-security or other non-safety-related fencing/gates, ;coating or recoating, painting or repainting of any impervious parking, driveway or walkway area	Repair, replacement or painting of any security or safety-related fencing/gates, repair or replacement of uneven or cracked walkways, driveways and/or parking areas.	New walkways, driveways, curbs and/or parking areas or extensive improvements to same; replacement of an entire driveway, including any associated parking areas, curbs, walkways, due to end of useful life of those surfaces; new or replaced security or safety-related fencing due to end of useful life of those items.
37. Athletic Facilities and playgrounds.	Visual inspection, cleaning, lawn/ artificial lawn maintenance and care;	Replacement or repair of localized equipment required to implement the Core Curriculum Content Standards, Inspection and repair of playground equipment.	Provide permanent equipment required to implement the Core Curriculum Content Standards; new equipment or systems or repaired equipment or systems as may be required to meet US Consumer Product Safety Commission guidelines, or other required health / safety and/or ADA upgrades.
38. Fixed Furnishings	Visual inspection, cleaning.	Localized repairs, refinishing.	Installation or replacement fixed furnishings in a building or building section.

<i>SYSTEM</i>	<i>MAINTENANCE CATEGORY</i>		
	<i>ROUTINE</i>	<i>REQUIRED</i>	<i>CAPITAL</i>
39. ADA [Features and/or] Upgrades	Visual inspection or cleaning of these components, which may be also be included under other systems such as "Site Improvements", "Floors," "Lifts," etc.	Replacement or repair of non-skid stair or other required non-skid surfaces, or handles, railings, lifts, elevators, ramps, equipment or features, etc. as may be necessary for pupil, employee or visitor ADA accessibility use.	Any new installation or new feature necessary to provide appropriate, required ADA accessibility for any location needed to implement the Core Curriculum Content Standards, including pupil, employee or visitor accessibility to those areas
40. Miscellaneous Building Code [Features] and/or Upgrades, including those supporting BOCA and Fire Codes	Visual inspection or cleaning of these components, which may be also be included under other systems such as "Emergency Power," "Special Systems," "Security Systems," etc.	Localized repair/replacement of features necessary for pupil, employee or visitor health & safety, etc.	Any new installation or new feature necessary to meet code requirements.

EXHIBIT K

XX-000-000-000-00-0000-000

• Fund	• 11	Districtwide	<input type="checkbox"/>
	15	School Based	

00-XXX-000-000-00-0000-000

Program	105	Preschool	
	110	Kindergarten	
	120	Elementary (1-5)	
	130	Middle School (6-8)	
	140	High School (9-12)	
	150	Regular Prog - Home Instruction	
	190	Regular Prog -Undistributed	
	201	Cognitive Mild	
	202	Cognitive Moderate	
	204	Learning or Language Disabled	
	206	Visual Impairments	
	207	Auditory Impairments	
	209	Behavioral Disabilities	
	212	Multiple Disabilities	
	213	Resource Room	
	214	Autism	
	215	PSD - Part Time	
	216	PSD - Full Time	
	218	Preschool Education	
	219	Spec Ed - Home Instruction	
	221	Spec Ed - Extended School Year	
	222	Cognitive Severe	
	230	Basic Skills - Remedial	
	240	Bilingual Education	
	401	School Sponsored Ex Curriculum Activities	
	402	School Sponsored Athletics	
	421	Before and After School Programs	
	422	Summer School	
	424	Other Supplemental/At-Risk Programs	After school tutoring, reading improvement
		00-000-XXX-000-00-0000-000	
Function	100	Instruction	
	200	Support Services (administrative, health, guidance)	

	210	Support Services (students)	Activities designed to assess and improve by supplementing the teaching process
	211	Attendance and Social Work Services	Student attendance - Attendance patterns - Family support team - Student accounting services
	213	Health Services	
	216	Speech/Occupational Therapy/Related Services	
	217	Extraordinary Services	One on One aides
	218	Guidance Services	
	219	Child Study Teams	
	221	Improvement of Instruction Svcs	Curriculum writing
	222	Educational Media/Library Svcs	Includes school library svcs audiovisual svcs educational TV svcs and computer assisted instruction svcs.
	223	Instructional Staff Training	Staff training-(out of district)registration, travel, overnight accommodation and meals-also includes costs for in-house training
	230	Support Services-General Administration	Activities concerned with establishing and administering policy, BOE elections, staff relations, negotiation svcs, legal advice, external auditor, communication svcs, legal ads, district ins(liability and fidelity) court awarded judgments, judgments for nonpayment of bills.
	240	Support Svcs - School Administration	Principal, Asst Principal and other assistants charged with supervising the operations of the school-evaluate school staff, maintain the records of the school - dept directors or supervisors such as guidance, athletic and spec ed.
	251	Central Services	Fiscal services, human resources, strategic planning, purchasing, printing services, SBA expenditures - budgeting, accounting, payroll, inventory control, internal auditing and funds management.
	252	Administrative Information Technology	Systems planning and analysis, systems operation, network support, systems operation, hardware maintenance and other technology administrative costs - network engineer salary

Function	261	Required Maintenance for School Facilities	Expenditures meeting the definition of required maintenance - Required maintenance is an expenditure for system warranty purposes and for the purpose of keeping a school facility open, comfortable and safe- Required maintenance does not include expenditures that are not required to maintain the original condition over the facilities' useful lives. (Included would be heating, lighting and ventilation systems and replacement parts to prevent breakdown) *see attached
	262	Custodial Services	Daily upkeep of facilities, repair moveable furnishings and equipment, also includes garbage disposal, building rental, property insurance, utilities - hall monitors, playground and lunchroom aides, operation and maintenance of vehicles(trucks, tractors, staff vehicles).
	263	Care and Upkeep of Grounds	Maintaining and improving the grounds - snow removal, lawn care services.
	266	Security	Costs associated with security plan development and implementation, installation of security devices, security personnel, purchase of security vehicles and communication equipment and related costs.
	270	Student Transportation Services	Vehicle operation services, Monitoring services (bus aides), Vehicle servicing/maintenance - includes repairing, replacing parts, cleaning, painting, fuel and inspections.
	290	Other Support Services	All other support services not classified elsewhere.
		00-000-000-XXX-00-0000-000	
Object	100	Salaries	
	101	Salaries of Teachers	If a dept chair also teaches should be pro-rated between 100-101 and 240-104
	102	Salaries of Supervisors of Instruction	Assist teachers in improving instructional methods and the learning process

	103	Salaries of Principals/Assistant Principals/Program Directors	
	104	Salaries of Other Professional Staff	
	105	Salaries of Secretarial and Clerical Assistants	
	106	Other Salaries for Instruction	Assistants or aides to instructional staff, other than clerical - Includes salaries of certified staff members providing related services pursuant to an IEP
Object	107	Salaries of Non-Instructional Aides	Transportation, lunchroom, playground aides and hall monitors
	110	Other Salaries	May include stipends or extra pay categories not previously identified
	160	Salaries for Pupil Transportation(Home to School) Regular	Includes drivers, mechanics and administrative personnel
	161	Salaries for Pupil Transportation(Home to School) Special	Includes drivers, mechanics and administrative personnel
	162	Salaries for Pupil Transportation (Other)	LEA employees transporting students for school activities
	171	Salaries for Drop-out Prevention Officer/Coordinator	Provides services to staff and students to prevent students from dropping out of school
	172	Salaries of Family Support Team	Certified positions whose primary function is to work with at-risk students and their families
	173	Salaries of Family/Parent Liaison-Community Parent Involvement Specialist	Recruits and works with parents to encourage involvement in the schools and increase parental support for student learning at home
	174	Salaries of Community/School Coordinators	Provides health and social services - arranges community based services to aid in student performance and reduce drop-out rates
	176	Salaries of Facilitators, Master Teachers	Certified staff member who works directly with staff in the implementation and improvement of the delivery of instruction
	178	Salaries of Teacher Tutors	Certified teacher who works with individual or small groups of students on reading or specific core curriculum content standard areas.

	280	Tuition Reimbursement	Amounts reimbursed by a school district to any qualifying employee for tuition reimbursement on the basis of State regulations or Board Policy
	320	Purchased Professional Educational Services	Instructional support, curriculum improvement services, O/T, P/T, speech and contracted instructional services.
	321	Purchased Educational Services-contracted PreK	Expenditures for regular education preschool programs that are contracted out (Fund 20 only)
	329	Other Purchases Professional Education Services	All services not included in object 321
	330	Other Purchased Professional Services	Other than educational services - school management support activities, medical services
	339	Other Professional Services	Used to record other purchased professional services not identified above
	340	Purchased Technical Services	Not regarded as professional but require basic scientific knowledge, manual skills, or both
Object	350	Management Fees	Specifically for Transportation
	390	Other Purchased Professional and Technical Services	Required for Function codes 218,219,221,223,270,and 4XX
	420	Cleaning, Repair and Maintenance Services	Services by non-district personnel for cleaning buildings, repairs and maintenance. Contracted services for garbage disposal, snow plowing, custodial services and lawn care. Includes contracts and agreements covering the upkeep of bldgs and equipment (Used only with Functions 260,261,262,263,266 and 270)
	440	Rentals	Rental or leasing of equipment and vehicles other than school buses - lease purchase of equipment is recorded here (copiers)
	450	Construction Services	Remodeling, renovating and construction - Also site improvements such as walkways, fencing and rewiring for Networks
	490	Other Purchased Property Services	Water and Sewer costs
	500	Other Purchased Services	Insurance other than employee benefits, communications, advertising, printing and binding, tuition, food service mgmt, travel.

	511	Contracted Services (Home and School)	Contracted transportation services
	512	Contracted Services (Other than Home and School)	Contracted transportation services for activities and sports
	513	Contracted Services (Home and School) Joint	Contracted transportation services with another LEA
	520	Insurance	Property, liability, fidelity
	530	Communications/Telephone	Networking, phone, two way radio, postage machine rentals, express delivery services or couriers.
	561	Tuition in State - Regular	Tuition for resident students sent to another public facility in the State of NJ
	562	Tuition in State - Special	Tuition for resident students sent to another public facility in the State of NJ
	565	Special Services Districts and Regional Day Schools	Tuition for resident students sent to another agency in the State of NJ

	566	Private Schools for the Disabled	Tuition for resident students sent to a private facility in the State of NJ
	568	Tuition - State Facilities	
	569	Tuition - Other	Includes Marie Katzenbach School for the Deaf
	580	Travel	Expenditures for transportation, meals, hotel, registration fees and other costs associated with staff travel for the district. Also includes per diem in lieu of reimbursement
Object	585	Board of Ed Other Purchased Services	District related board travel for Board members
	590	Miscellaneous Purchased Services	Interdistrict payments other than tuition and transportation
	591	Residential Costs	Residential costs of living in institutions
	592	Miscellaneous Purchased Services	Advertising for personnel recruitment, legal ads or announcements. Job printing according to specifications of the school district for publications are recorded here.
	593	Miscellaneous Purchased Services - Transportation	Transportation related insurance (use with Function 270 only)

	600	Supplies and Materials	Items of an expendable nature
	610	General Supplies	Teaching supplies, periodicals, reference books, maintenance supplies are included here also
	615	Transportation Supplies	Supplies necessary to maintain the fleet of buses - tires, oil, oil filters, etc
	620	Energy	Oil, coal and gasoline
	621	Natural Gas	
	622	Electricity	
	624	Heating Oil	
	630	Board of Ed In-House Training/Meeting Supplies	Materials, supplies, outside consultant fees and related expenses for in-house training. Includes meeting materials, food and supplies
	640	Textbooks	Also includes freight and repair of textbooks.
	710	Land and Improvements	Does not pertain to expenditures for improving sites and adjacent ways after acquisition by the LEA.
	730	Equipment	Initial, additional and replacement items of equipment, such as machinery, furniture and fixtures and vehicles
	731	Instructional Equipment	Instructional equipment purchased for the use of students
	732	Non-Instructional Equipment	Furniture and equipment purchased for use in a non-instructional activity

	800	Other Objects	Amounts paid for goods and services not classified below
	834	Interest on Bonds	Use only with Fund 40
	890	Miscellaneous Expenditures	Amounts paid for goods and services not classified above
	895	Board of Ed Membership Dues & Fees	Amounts paid for membership in school board associations, professional or other organizations for BOE members - periodicals for BOE members are recorded here.
	930	Fund Transfers/Contribution to School Based Budgets	

00-000-000-000-XX-0000-000
 00-000-000-000-00-XXXX-XXX

Denotes location
 District designated codes

Fund	20	Special Programs
Program	231- 23 9	NCLB Title I
	241- 24 5	NCLB Title III
	250- 25 9	IDEA Part B
	260- 26 4	NCLB Title IV
	265- 26 9	NCLB Title VI
	270- 27 9	NCLB Title IIA
	280- 28 9	NCLB Title IV
	290- 29 9	Other Special Programs

	800	Other Objects	Amounts paid for goods and services not classified below
	834	Interest on Bonds	Use only with Fund 40
	890	Miscellaneous Expenditures	Amounts paid for goods and services not classified above
	895	Board of Ed Membership Dues & Fees	Amounts paid for membership in school board associations, professional or other organizations for BOE members - periodicals for BOE members are recorded here.
	930	Fund Transfers/Contribution to School Based Budgets	

00-000-000-000-XX-0000-000

Denotes location

00-000-000-000-00-XXXX-XXX

District designated codes

Fund	20	Special Programs
Program	218	Preschool
	231 – 239	NCLB Title I
	241- 245	NCLB Title III
	241 - 245	Preschool
	250- 259	IDEA Part B
	260- 264	NCLB Title IV
	265- 269	NCLB Title VI
	270- 279	NCLB Title IIA
	280- 289	NCLB TitleIV
	290- 299	Other Special Programs

Additional Federal and private donations are recorded in Fund 20.

Federal Grants Time Grants: ESSER, ESSER II, ARP ESSER III, School Base Youth Grant: Approved annually

Private Donations from various sources.

ACKNOWLEDGEMENT OF RECEIPT

This page **MUST** be returned to the Business Administrator and will be kept on file.

By signing below, I am acknowledging that I have received and read a copy of this purchasing manual.

NAME (printed)

SIGNATURE

DATE

YOU WILL BE HELD ACCOUNTABLE FOR ALL OF THE RULES AND REGULATIONS MENTIONED IN THIS MANUAL.