

103 COLLEGE ROAD EAST • PRINCETON, NEW JERSEY 08540
PHONE 609-987-0880 • FAX 609-987-0850 • www.njeda.com

March 29, 2012

VIA HAND DELIVERY

Honorable Chris Christie
Governor
State House
125 West State Street
P.O. Box 001
Trenton, New Jersey 08625

ATTN: David Reiner, Assistant Counsel
Governor's Authorities Unit

Dear Governor Christie:

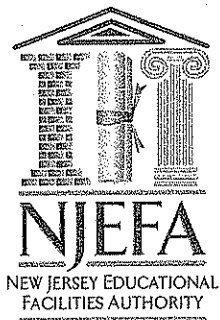
Enclosed please find an original and one copy of the minutes of the meeting of the New Jersey Educational Facilities Authority held on Tuesday, March 27, 2012.

I hereby certify that it is a true and correct copy of the proceedings.

Sincerely,

Sheryl A. Stitt
Acting Secretary

Enclosures



103 COLLEGE ROAD EAST • PRINCETON, NEW JERSEY 08540
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**MINUTES OF THE MEETING OF THE
NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY
HELD AT 103 COLLEGE ROAD EAST, PRINCETON, NEW JERSEY
ON TUESDAY, MARCH 27, 2012**

The meeting was called to order at 9:15 a.m. by Chairman Jacobs. The New Jersey Educational Facilities Authority gave notice of the time, place and date of this meeting via fax and email on June 10, 2011 to The Star Ledger, The Times and the Secretary of State and by posting the notice at the offices of the Authority in Princeton, New Jersey. Pursuant to the New Jersey Open Public Meetings Act, a resolution must be passed by the New Jersey Educational Facilities Authority in order to hold a session from which the public is excluded.

AUTHORITY MEMBERS PRESENT:

Roger B. Jacobs, Esq., Chairman
Ridgeley Hutchinson, Vice Chairman
Joshua Hodes, Treasurer
Andrew P. Sidamon-Eristoff, State Treasurer (represented by Steven Petrecca)

AUTHORITY MEMBERS ABSENT:

Rochelle Hendricks, Secretary of NJ Higher Education

STAFF PRESENT:

Sheryl A. Stitt, Acting Executive Director
Katherine Newell, Esq., Director of Risk Management
Marie P. Mueller, Controller
Kristen Middleton, Assistant Controller
Nichole Doxey, Communications Specialist
Jennifer LaMarsh, Junior Project Manager
Debra Paterson, Senior Risk Manager
Gary Vencius, Senior Accountant
Jamie O'Donnell, Accountant
Denise Carroll, Accountant I
Linda Hazley, Office Manager
Sheila Toles, Exec. Assistant/Human Resources Specialist

ITEMS OF DISCUSSION

1. Approval of the Minutes of the Meeting of January 24, 2012

The minutes of the meeting of January 24, 2012 were hand delivered to Governor Chris Christie under the date of January 26, 2012. Mr. Petrecca moved that the minutes of the meeting be approved as presented; the motion was seconded by Mr. Hodes and passed unanimously.

2. Approval of the Minutes of the Special Meeting of January 30, 2012

The minutes of the special meeting of January 30, 2012 were hand delivered to Governor Chris Christie under the date of January 30, 2012. Mr. Petrecca moved that the minutes of the meeting be approved as presented; the motion was seconded by Mr. Hutchinson and passed unanimously.

3. Executive Director's Report

Ms. Stitt reported that staff is looking forward to welcoming the Authority's new Executive Director, Derek Hansel who will be starting on April 10, 2012 and she noted that staff is working very hard to ensure a smooth transition.

Ms. Stitt reported that the Authority continues to be very busy with college financing activities. She reported that the Authority had two very successful bond sales last month and has a few more financings that are becoming more active.

Ms. Stitt reported that Governor Christie had formally introduced the State's budget on February 21st. She reported that the Legislature is conducting hearings for the next few months and that Higher Education is scheduled for its budget hearing in the Senate on April 10th and in the Assembly on April 25th.

Ms. Stitt recognized and thanked Authority staff for their hard work and support. She also thanked Chairman Jacobs and the Members for their support and for the opportunity to serve as Acting Executive Director. Ms. Stitt also recognized David Reiner of the Governor's Authorities Unit and Mr. Petrecca for being tremendously helpful and accessible over the past few months noting that it has been a great benefit to the Authority and to the colleges and universities.

Mr. Jacobs thanked Ms. Stitt for her hard work as Acting Executive Director.

4. Market Update – Bank of America Merrill Lynch

Mark Liff, Director of Bank of America Merrill Lynch, provided the Members with a market update report that included commentary on current market conditions and their affect on colleges and universities.

5. Project Management Report – List of Pending Projects

Ms. Newell, Director of Risk Management, reported that the Authority would be closing a Rider University transaction on April 4th and closing a transaction for The College of New Jersey on April 5th.

Ms. Newell reported that later in the meeting the Members would be asked to approve a combined refunding/new money project for Ramapo College of New Jersey and that the transaction is expected to close in May.

Ms. Newell reported that The William Paterson University of New Jersey is considering financing a parking garage. She reported that staff was waiting to hear about resuming the transaction that the Members approved in September 2011 to finance approximately \$119 million for construction and renovation of academic buildings at Montclair State University. Ms. Newell reported that Fairleigh Dickinson University would like to refund all or a part of its 2002 D and 2004 C bonds through the issuance of refunding bonds in an amount not to exceed approximately \$85 million and that staff is in the process of procuring professionals for the transaction which is currently expected to close in May.

Ms. Newell reported that all of the necessary approvals for Montclair State University's P3 co-generation project have been obtained and that staff expects to finalize and execute documents in the very near future. She also reported that all approvals and consents have been received for the conveyance of property and the easement for Ramapo College of New Jersey's P3 solar energy project and that the documents are in the process of being signed.

Ms. Newell reported that the amendments have been finalized and executed by all parties on the previously approved amendment to conform the additional debt tests for Seton Hall University to accounting changes arising from New Jersey's adoption of the Uniform Prudent Management of Institutional Funds Act.

Ms. Newell stated that it has been a great experience working with Jennifer LaMarsh in Project Management and attending pricings at both Rider University and The College of New Jersey. Ms. Newell stated that they have learned a lot while Ms. Stitt was Acting Executive Director.

Mr. Jacobs added that he and Ms. Stitt had a terrific visit at Rider University and The College of New Jersey. He noted that the Presidents of the Institutions were pleased with the Authority's efforts and thanked everyone involved.

A summary of the projects to be financed, together with estimated financing amounts and proposed sale dates, is appended as Exhibit I.

Mr. Jacobs advised that the Ramapo College of New Jersey item would be moved to the end of the agenda.

6. **Adoption of Resolution Authorizing Graphic Design Services to the Authority for Annual Reports, Newsletters and Other Communications Materials**

Ms. Stitt reported that the Authority's 3-year contract for graphic design services expires next month and that on February 28, 2012 staff distributed an RFP to 18 firms and the procurement was posted on the Authority's and the State's websites. She reported that proposals were received from 8 firms and upon evaluation, staff recommends the acceptance of the lowest fee proposal of Creative Source, Inc. to provide graphic design services to the Authority for a period commencing on April 10, 2012 through March 31, 2015. Ms. Stitt reported that Creative Source is the Authority's current vendor and that staff is very happy with their work.

Mr. Hutchinson moved the adoption of the following entitled resolution:

RESOLUTION OF THE OF NEW JERSEY EDUCATIONAL FACILITIES
AUTHORITY AUTHORIZING RETAINING OF GRAPHIC DESIGN SERVICES
FOR ANNUAL REPORTS, NEWSLETTERS AND OTHER
COMMUNICATIONS MATERIALS AS NEEDED

The motion was seconded by Mr. Hodes and passed unanimously.

The adopted resolution is appended as Exhibit II.

7. **Adoption of Resolution Authorizing Printing Services to the Authority for Annual Reports, Newsletters and Other Communications Materials**

Ms. Stitt reported that this resolution is similar to the previous resolution and goes hand in hand with the graphic design contract. She reported that on February 28, 2012 staff distributed an RFP to 23 firms and the procurement was posted on the Authority's and the State's websites. She reported that proposals were received from 8 printing firms and upon evaluation, staff recommends the acceptance of the lowest fee proposal of Drew & Rogers, Inc. to provide printing services to the Authority for a period commencing on April 10, 2012 through March 31, 2015. Ms. Stitt noted that the Authority has not worked with the firm in the past and was looking forward to working with a new provider.

Mr. Hodes moved the adoption of the following entitled resolution:

RESOLUTION OF THE OF NEW JERSEY EDUCATIONAL FACILITIES
AUTHORITY AUTHORIZING RETAINING OF PRINTING SERVICES FOR
ANNUAL REPORTS, NEWSLETTERS AND OTHER COMMUNICATIONS
MATERIALS AS NEEDED

The motion was seconded by Mr. Petrecca and passed unanimously.

The adopted resolution is appended as Exhibit III.

8. **Report of the Authority's Audit Committee and Adoption of Resolution Accepting the Financial Statements and Auditors' Report for 2011**

Mr. Hodes reported that the Audit Committee met on January 20, 2012 and March 16, 2012 and that Randy Nelson of Ernst & Young LLP (E&Y) had described the Audit process and responsibilities and answered questions from Committee Members. Mr. Hodes reported that the Audit Committee was satisfied with the financial statements and the audit results as presented and recommended approval by the Members of the Financial Statements and Auditors' Report for 2011.

Mr. Jacobs invited Mr. Nelson to describe parts of the statements. Mr. Nelson thanked Authority staff and reported that the audit went smoothly; that they had received complete cooperation from staff; and that Ms. Mueller has a great team. Mr. Nelson reported that Ernst & Young issued an unqualified or "clean" opinion on the Authority's financial statements. He reported that they had identified no items of material weakness or significant deficiencies as it relates to internal control and is operating affectively. Mr. Nelson reported that when E&Y audits the financial statements, they audit the Authority's compliance with laws and regulations and that they found no violations. He reported that E&Y issued a report on compliance as it relates to bond resolutions and that letter is also "clean" or unqualified opinion as it relates to various bond resolutions. He advised that the Authority is in excellent shape.

Mr. Nelson advised that the most significant liability is the OPEB obligation which has increased from year to year. He reported that the OPEB went up approximately \$500,000 and that deals with the timing of the transfer of those dollars into the trust that was established for the payment of OPEB obligations in the past. Mr. Nelson reported that the Authority is financially sound and that E&Y has no recommendations because the organization is run well and the staff has a high regard for internal control policies and procedures.

Mr. Petrecca moved the adoption of the following entitled resolution:

RESOLUTION OF THE NEW JERSEY EDUCATIONAL FACILITIES
AUTHORITY ACCEPTING AND ADOPTING THE FINANCIAL STATEMENTS
AND INDEPENDENT AUDITORS' REPORT FOR 2011

The motion was seconded by Mr. Hodes and passed unanimously.

The adopted resolution is appended as Exhibit IV.

9. **Acceptance of Operating and Construction Fund Statements for January and February 2012**

Ms. Mueller reviewed the Results of Operations and Budget Variance Analysis and reported on the status of construction funds and related investments for January and February 2012.

Mr. Hutchinson moved that the reports be accepted as presented; the motion was seconded by Mr. Hodes and passed unanimously.

The reports are appended as Exhibit V.

Following the Report on Operating and Construction Funds, Mr. Jacobs called a recess at 9:40 a.m.

Mr. Jacobs reconvened the meeting at 9:55 a.m. and advised that the representative from the Secretary of Higher Education's Office was not available to join the meeting. Mr. Jacobs advised that the Ramapo College resolution would be tabled and apologized to Richard Roberts, Associate Vice President for Administration and Finance at Ramapo College. Mr. Jacobs advised that staff would schedule a special meeting as soon as possible to consider the Ramapo College transaction.

Mr. Jacobs reminded everyone that the next scheduled Authority meeting would be on Tuesday, April 24, 2012 at 9:00 a.m. at the Authority's offices and requested a motion to adjourn.

Mr. Hutchinson moved that the meeting be adjourned at 9:57 a.m.; the motion was seconded by Mr. Petrecca and passed unanimously.

Respectfully submitted,



Sheryl A. Stitt
Acting Secretary

NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY
REPORT ON PENDING PROJECTS
March 27, 2012

<u>Institution</u>	<u>Project</u>	<u>Estimated Size of Issue</u>	<u>Estimated Pricing Date</u>
<u>Private Institutions</u>			
Rider University	The Acquisition and Installation of Energy Efficiency Improvements and the Refunding of Certain Outstanding Indebtedness	\$52,020,000	February 29, 2012
Fairleigh Dickinson University	Refunding of Certain Outstanding Indebtedness	\$85 Million	2nd Q 2012
<u>Public Institutions</u>			
The College of New Jersey	Refunding of Certain Outstanding Indebtedness	\$26,255,000	March 13, 2012
Ramapo College of New Jersey	Financing of Various Capital Projects and the Refunding of Certain Outstanding Indebtedness	\$140 Million	2nd Q 2012
The William Paterson University of New Jersey	Construction of a New Parking Garage and the Refunding of Certain Outstanding Indebtedness	\$70 Million	2nd Q 2012
Montclair State University	Construction of Two New Academic Buildings and Related Capital Improvements	\$125 Million	2nd Q 2012

**RESOLUTION OF THE NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY
AUTHORIZING RETAINING OF GRAPHIC DESIGN SERVICES FOR ANNUAL
REPORTS, NEWSLETTERS AND OTHER COMMUNICATIONS MATERIALS AS
NEEDED**

March 27, 2012

WHEREAS: The New Jersey Educational Facilities Authority (the "Authority") was created pursuant to the New Jersey Educational Facilities Authority Law, P.L. 1967, c. 271, N.J.S.A. 18A:72A-1 et seq., as amended and supplemented (the "Act") and authorized to issue its obligations to provide a means for New Jersey public and private colleges and universities to obtain financing to construct educational facilities as defined in the Act; and

WHEREAS: The Authority has determined that it should engage a firm to provide graphic design services as more fully described in the Request for Proposal (the "RFP") which is attached hereto as Exhibit "A" and incorporated herein by reference; and

WHEREAS: The staff of the Authority, on February 28, 2012, distributed the appended RFP to a distribution list consisting of eighteen (18) firms and provided notice of the RFP by publishing the RFP on the Authority's and the State's websites; and

WHEREAS: The Authority received proposals from seven (8) firms in response to the RFP; and

WHEREAS: The Authority formed an Evaluation Committee in accordance with Paragraph 13 of Executive Order 37 (2006) consisting of the Authority's Acting Executive Director and the Authority's Communications Specialist; and

WHEREAS: The Evaluation Committee reviewed the responses on the basis of factors outlined in Executive Order 37 (2006) and the RFP; and

WHEREAS: The responsive firms and their respective fees are as follows:

<u>Firm</u>	<u>Fees*</u>
Creative Source, Inc.	\$38,550
Roessner & Co.	\$44,000
Oxford Communications	\$50,625
Z-Group	\$57,300
Splice Design Group	\$89,250
Content Design	\$92,400
Forte	\$102,563
MGT Design, Inc.	\$104,400

* Fee based on total fees proposed for three annual reports and fee per issue of newsletters produced over a three year period of engagement

WHEREAS: The Evaluation Committee recommends the acceptance of the lowest-fee proposal of Creative Source, Inc. (the "Firm") and to engage the Firm to provide graphic design services under the terms and conditions set forth in this Resolution, the RFP, and the accepted proposal which is appended hereto as Exhibit "B" and incorporated herein by reference (the "Proposal" and together with this Resolution and the RFP, the "Response"); and

WHEREAS: The Firm will be appointed for a three-year period commencing on April 10, 2012 and ending on March 31, 2015; and

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY THAT:

SECTION 1. The Authority hereby authorizes the engagement of the Firm to provide graphic design services for a period, commencing on April 10, 2012 and ending on March 31, 2015, subject to the terms and conditions set forth in the Response.

SECTION 2. The Authority hereby authorizes the Executive Director and the Director of Legislative Strategy and Public Communications to take and do any and all acts and things as may be necessary or desirable in connection with engagement of the Firm to provide graphic design services.

SECTION 3. This Resolution shall take effect in accordance with the Act.

___ Mr. Hutchinson ___ moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by ___ Mr. Hodes ___ and upon roll call the following members voted:

AYE: Roger B. Jacobs
Ridgeley Hutchinson
Joshua Hodes
Andrew Sidamon-Eristoff (represented by Steven Petrecca)

NAY: None

ABSTAIN: None

ABSENT: Rochelle Hendricks

The Chair thereupon declared said motion carried and said resolution adopted.

**RESOLUTION OF THE NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY
AUTHORIZING RETAINING OF GRAPHIC DESIGN SERVICES FOR ANNUAL
REPORTS, NEWSLETTERS AND OTHER COMMUNICATIONS MATERIALS AS
NEEDED**

March 27, 2010

WHEREAS: The New Jersey Educational Facilities Authority (the "Authority") was created pursuant to the New Jersey Educational Facilities Authority Law, P.L. 1967, c. 271, N.J.S.A. 18A:72A-1 et seq., as amended and supplemented (the "Act") and authorized to issue its obligations to provide a means for New Jersey public and private colleges and universities to obtain financing to construct educational facilities as defined in the Act; and

WHEREAS: The Authority has determined that it should engage a firm to provide graphic design services as more fully described in the Request for Proposal (the "RFP") which is attached hereto as Exhibit "A" and incorporated herein by reference; and

WHEREAS: The staff of the Authority, on February 28, 2012, distributed the appended RFP to a distribution list consisting of eighteen (18) firms and provided notice of the RFP by publishing the RFP on the Authority's and the State's websites; and

WHEREAS: The Authority received proposals from seven (8) firms in response to the RFP; and

WHEREAS: The Authority formed an Evaluation Committee in accordance with Paragraph 13 of Executive Order 37 (2006) consisting of the Authority's Acting Executive Director and the Authority's Communications Specialist; and

WHEREAS: The Evaluation Committee reviewed the responses on the basis of factors outlined in Executive Order 37 (2006) and the RFP; and

WHEREAS: The responsive firms and their respective fees are as follows:

<u>Firm</u>	<u>Fees*</u>
Creative Source, Inc.	\$38,550
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Forte	\$102,563
MGT Design, Inc.	\$104,400

* Fee based on total fees proposed for three annual reports and fee per issue of newsletters produced over a three year period of engagement

WHEREAS: The Evaluation Committee recommends the acceptance of the lowest-fee proposal of Creative Source, Inc. (the "Firm") and to engage the Firm to provide graphic design services under the terms and conditions set forth in this Resolution, the RFP, and the accepted proposal which is appended hereto as Exhibit "B" and incorporated herein by reference (the "Proposal" and together with this Resolution and the RFP, the "Response"); and

WHEREAS: The Firm will be appointed for a three-year period commencing on April 10, 2012 and ending on March 31, 2015; and

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY THAT:

SECTION 1. The Authority hereby authorizes the engagement of the Firm to provide graphic design services for a period, commencing on April 10, 2012 and ending on March 31, 2015, subject to the terms and conditions set forth in the Response.

SECTION 2. The Authority hereby authorizes the Executive Director and the Director of Legislative Strategy and Public Communications to take and do any and all acts and things as may be necessary or desirable in connection with engagement of the Firm to provide graphic design services.

SECTION 3. This Resolution shall take effect in accordance with the Act.

_____ moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by _____, and upon roll call the following members voted:

AYE:

NAY:

ABSTAIN:

ABSENT:

The Chair thereupon declared said motion carried and said resolution adopted.

NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY**REQUEST FOR PROPOSAL
GRAPHIC DESIGN CREATION AND DEVELOPMENT SERVICES
FOR NJEFA'S 2011, 2012, AND 2013 ANNUAL REPORTS, MULTIPLE ISSUES
OF NJEFA'S NEWSLETTER ("BUILDING FUTURES"), MISCELLANEOUS
COMMUNICATIONS MATERIALS AND SPECIAL PROJECT
MATERIALS AS NEEDED**

February 28, 2012

INTRODUCTION

The New Jersey Educational Facilities Authority (hereafter "NJEFA" or "Authority") was created pursuant to Chapter 271 of the Public Laws of 1967, N.J.S.A. 18A:72A-1 *et seq.*, as amended and supplemented, to provide a means for New Jersey public and private colleges and universities to construct educational facilities through the financial resources of a public authority empowered to sell taxable and tax-exempt bonds, notes and other obligations. The Authority also, from time to time, issues bonds for various purposes that are secured by a contract with the State Treasurer to pay principal of and interest on such bonds subject to appropriations being made, from time to time, by the New Jersey State Legislature.

The Authority finances and refinances various types of educational facilities projects for public and private colleges and universities, including but not limited to, the acquisition and construction of residential, academic and auxiliary service facilities, renovation and rehabilitation of existing educational facilities and capital equipment and utilities-related projects. NJEFA's client population is the approximately 50 public and private institutions of higher education within New Jersey.

SCOPE OF SERVICES

The firm appointed to serve as the Authority's graphic design consultant (the "Firm") will be expected to become generally familiar with the nature and scope of the Authority's business, its constituent colleges and universities and their industry.

NJEFA intends to publish its 2011, 2012 and 2013 Annual Reports and multiple issues of its newsletter, *Building futures*, during the term of a three (3) year contract commencing on or about April 10, 2012 and continuing through March 2015. NJEFA wishes to engage the services of a firm to provide graphic arts, layout, copy and design services in connection with the development of the aforementioned publications, as well as other communications materials and special project materials as may be required during the term of this engagement.

Annual reports, newsletters and other publications covered under the terms of this contract are the sole ownership of NJEFA and may be used, in whole or in part, on NJEFA's web site and in other marketing materials. Fees for services are contingent upon the successful delivery of publications or other design productions covered under the term of this contract. There is no guarantee that any or all of the publications referenced herein will be produced or will be produced using outside vendors or consultants to the Authority. The printer will be selected by NJEFA pursuant to a separate RFP process and is not included in the scope of this RFP for graphic design production services. Printing costs shall be determined separately and will be paid directly to the printer

Any company qualified by the Authority to provide these services is responsible for immediately notifying the Authority of any changes in ownership, organization and key personnel as well as any real or potential conflict of interests.

The Firm selected for this contract shall provide services relating to:

I. Graphic Design Production of the Authority's 2011, 2012 and 2013 Annual Reports including:

1. Graphic design consulting services to develop and create NJEFA's Annual Reports for 2011, 2012, and 2013.
2. Design, write, edit, layout and produce camera-ready electronic files for each annual report consisting of approximately 34 pages of text, photos, and graphics; and approximately 40 pages of the Authority's financial statements to be reproduced on CD-Rom.
3. Consult with and meet with NJEFA as needed for the development of each annual report.
4. Work with NJEFA to identify, develop and/or obtain needed materials such as graphics and data.
5. Consult with NJEFA as needed in conjunction with annual report photographic needs. NJEFA maintains a broad database of photographs that may be used.
6. Serve as liaison between NJEFA and the printer. Firm to provide printer the production layout in Adobe InDesign or equivalent software; a high-resolution PDF; a laser-printed FPO; and fonts as needed.
7. Firm shall provide NJEFA with a complete PDF file (in an appropriate file size for website download) of the annual report at the time of publication along with all original production files, including files from layout and content creation software.
8. The 2011 Annual Report shall be completed, printed and ready for distribution on or about July 31, 2012. A draft copy of this annual report will be given to our Members at the May 22nd Board meeting with the final version going to the Board for approval at the June 26th Board meeting. The 2012 Annual Report shall be completed, printed and ready for distribution on or about June 1, 2013. The 2013 Annual Report shall be completed, printed and ready for distribution on or about June 1, 2014.

II. Production of multiple issues of NJEFA's newsletter *Building futures* including:

1. Provide graphic design consulting services to develop multiple issues of *Building futures*, to be published over the 3-year contract period.
2. Layout, edit and produce camera electronic file including all text and graphics for each newsletters consisting of 4-6 page issues, 4/4 on 11x17 stock, folded to 8.5x11.
3. Firm must use current branding design in production of newsletters. A template of existing design will be provided in Adobe InDesign or equivalent (see attached copy of newsletter).
4. Consult with NJEFA as needed in conjunction with newsletter photographic needs. NJEFA maintains a broad database of photographs that may be used.
5. Serve as liaison between NJEFA and the printer. Firm to provide printer the production layout in Adobe InDesign or equivalent software; a high-resolution PDF; a laser-printed FPO; and fonts as needed.
6. Firm shall provide NJEFA with complete pdf file (in appropriate file size for website download) at the time of publication for each issue along with all original production files, including files from layout and content creation software.

III. Other Communications and Special Project Materials on an as needed basis during the term of this engagement. Fees for such special projects shall be negotiated at the time of assignment by NJEFA.

RESPONSE TO REQUEST FOR PROPOSAL

In responding to this Request for Proposal, please address the following areas:

1. Discuss your firm's experience and qualifications as a graphic arts design and production company.
2. Provide the names, contact information, relevant experience and proposed roles of those individuals who will be directly responsible for serving the Authority on a day-to-day basis.
3. Discuss experience and qualifications of those individuals who will be directly responsible for writing and editing copy.
4. Briefly describe your experience with clients similar to the NJEFA including your presence within the State of New Jersey, as well as offices and employees in the State. Also, as an appendix, please provide a listing of all New Jersey State, County or Municipal clients you have served since January 1, 2009 and include the following information:

- Name of client

- Briefly describe the scope of services
 - List design publications for which your firm was responsible
 - Any special services, recognition, awards or accolades you wish to highlight.
5. Please provide three (3) references from current clients within the past 2 years and discuss the services you have provided or are currently providing to them.
 6. Please provide three (3) samples of recent annual reports and newsletters, or similar materials you have produced for other clients. These samples will be considered part of your response to the RFP and therefore will not be returned to you.
 7. Describe your recommendations regarding themes, design and layout of the proposed annual reports and production strategy.
 8. Please provide recommendations for contributions to newsletter issues, such as special features, articles, or contributions from specific groups or individuals.
 9. Please submit fee proposal for graphic design services as requested on "Attachment A."
 10. Pursuant to N.J.S.A. 52:32-44, please provide a copy of your firm's business registration certification (or interim registration).

NOTE: Pursuant to N.J.S.A. 52:32-44, entities providing goods or services to the Authority must be registered with the New Jersey Department of the Treasury, Division of Revenue. Effective September 1, 2004, pursuant to an amendment to N.J.S.A. 52:32-44, State and local entities (including the Authority) are prohibited from entering into a contract with an entity unless the firm has provided a copy of its business registration certification (or interim registration) as part of its response. If the firm is not already registered with the New Jersey Division of Revenue, the form should be completed, online, at the Division of Revenue website at: www.state.nj.us/treasury/revenue/index.html.

11. Please indicate if your firm is a registered Small, Minority and/or Women-Owned Business Enterprise with the State of New Jersey and provide certification or documentation of same.
12. Pursuant to Executive Order No. 129 (McGreevey 2004) and P.L. 2005, c. 92, each firm submitting a response to this RFP is required to indicate in their proposal the location by country where the services under the contract will be performed.
13. Describe any pending, concluded or threatened litigation and/or investigations, administrative proceedings or federal or state investigations or

audits, subpoenas or other information requests of or involving your firm or the owners, principals or employees which might materially affect your ability to serve the Authority. Describe the nature and status of the matter and the resolution, if any.

14. Describe any actual or potential conflict of interests that might arise if your firm is selected to serve as Graphic Design Consultant to the Authority taking into consideration both the Authority and the Authority's college and university clients.
15. P.L. 2005, c. 51, enacted March 22, 2005, which codified Executive Order No. 134 (McGreevey 2004), as amended by Executive Order No. 117 (Corzine 2008), ("P.L. 2005, c. 51/Executive Order No. 117") limits the ability of State agencies and independent-authorities, such as the Authority, to enter into contracts with business entities that have made certain political contributions. Please refer to "Attachment 1" which explains the requirements of P.L. 2005, c. 51.

The certification forms(s) and disclosure form(s) pursuant to P.L. 2005, c. 51 are attached to this RFP as "Appendices 1, 2, and 3" of "Attachment 1". If your firm has questions concerning the requirements of P.L. 2005, c.51, please contact Katherine Newell, Director of Risk Management, NJEFA, at (609) 987-0880.

Failure to submit the required certification form(s) and disclosure form(s) pursuant to P.L. 2005, c. 51 shall be cause for automatic rejection of your proposal.

16. Pursuant to P.L. 2005, c. 271, at least ten (10) days prior to entering into any agreement or contract with a value of over \$17,500 with the Authority, business entities (as defined in P.L. 2005, c. 271 attached hereto as "Exhibit B" and also described in the "Public Law 2005 C. 271 Vendor Certification and Political Contribution Disclosure Form" attached hereto as "Exhibit C") are required to submit a disclosure of certain political contributions.

If your firm has questions concerning the requirements of P.L. 2005, c.271, please contact Katherine Newell, Director of Risk Management, NJEFA, at (609) 987-0880.

IMPORTANT. PLEASE NOTE: Firms are also advised of their responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission ("ELEC") pursuant to N.J.S.A. 19:44A-20.13 (P.L. 2005, c. 271, section 3) if the firm receives contracts with public entities, such as the Authority, in excess of \$50,000 or more in the aggregate from public entities, such as the Authority, in a calendar year. It is the firm's responsibility to determine if filing is necessary. Failure to so file can result in the imposition of financial penalties by ELEC. Additional

information about this requirement is available from ELEC at 888-313-3532 or at www.elect.state.nj.us

PROPOSAL SUBMISSION

In order to be considered for appointment, your firm must submit two (2) copies of your response addressing the specific requirements noted above no later than **12:00 Noon on Friday, March 9, 2012** at the following location:

NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY
Attention: Sheryl Stitt, Director of Communications
103 College Road East
Princeton, NJ 08540-6612

Responses received after this time and date will not be considered. E-mailed and/or faxed proposals will not be accepted under any circumstances.

Selection will be made after consideration of all information requested and received. In making the appointment, strong consideration will be given to the respective price quotations submitted; however, other factors to be considered include, but are not limited to, experience, NJ presence, performance, and capabilities of each firm. The Authority reserves the right to establish a fee schedule that is acceptable to the firm selected and to the Authority and to negotiate fees when appropriate.

The Authority reserves the right to appoint a separate graphic design consultant for any project or publication of the Authority.

The Authority reserves the right to request additional information if necessary or to request an interview with company(s). The Authority further reserves the right to make such investigations as it deems necessary as to the qualifications of any and all firms submitting proposals. In the event that all proposals are rejected, the Authority reserves the right to re-solicit proposals.

The Authority will not be responsible for any expenses in the preparation and/or presentation of the proposals and oral interviews, if any, or for the disclosure of any information or material received in connection with the solicitation, whether by negligence or otherwise.

Any communications with representatives or employees of the Authority concerning this RFP, except as expressly set forth herein, by you or on your behalf, are not permitted during the submission process. No telephone inquiries will be accepted, except as expressly set forth herein concerning P.L. 2005, c. 51/Executive Order No. 117. All other inquiries concerning this RFP should be directed in writing to **Nichole Doxey, Communications Specialist, via email, ndoxey@njefa.com, or fax, (609) 987-0850, only.** Any inquiries received after Wednesday, March 7th will not be answered.

All information submitted in response to this RFP will become the property of the Authority and may be open to inspection by members of the public pursuant to the Open Public Records Act and Executive Order No. 26 (Whitman 1994) once the selection process is complete.

NJFEA FEE PROPOSAL FOR GRAPHIC DESIGN SERVICES

Annual Report

Fees for graphic design production of the 2011, 2012, and 2013 Annual Reports should be based on the Scope of Services identified in Section I of the RFP for Graphic Design Services.

Total fee for 2011 Annual Report	\$ _____
Total fee for 2012 Annual Report	\$ _____
Total fee for 2013 Annual Report	\$ _____
Annual Report Total:	\$ _____

Newsletter

Fees for the production of multiple issues of *Building futures* should be based on the Scope of Services identified in Section II of the RFP for Graphic Design Services.

2012 Per Issue	\$ _____
2013 Per Issue	\$ _____
2014 Per Issue	\$ _____
Newsletter Total:	\$ _____

Other Communications Materials

Hourly Rate	\$ _____
-------------	----------

Additional Expenses

If applicable, please identify the need for special consultants or anticipated extraordinary expenses including, but not limited to, author's alterations, photography and/or imagery needs and services.

	\$ _____
	\$ _____
	\$ _____

“Attachment 1”

P.L. 2005, c.51 / Executive Order No. 117

INFORMATION AND INSTRUCTIONS
For Completing The "Two- Year Vendor Certification and Disclosure of Political Contributions" Forms

Background Information

On September 22, 2004, then-Governor James E. McGreevey issued Executive Order 134, the purpose of which was to insulate the negotiation and award of State contracts from political contributions that posed a risk of improper influence, purchase of access or the appearance thereof. To this end, Executive Order 134 prohibited State departments, agencies and authorities from entering into contracts exceeding \$17,500 with individuals or entities that made certain political contributions. Executive Order 134 was superseded by Public Law 2005, c. 51, signed into law on March 22, 2005 ("Chapter 51").

On September 24, 2008, Governor Jon S. Corzine issued Executive Order No. 117 ("E.O. 117"), which is designed to enhance New Jersey's efforts to protect the integrity of procurement decisions and increase the public's confidence in government. The Executive Order builds upon the provisions of Chapter 51.

Two-Year Certification Process

Upon approval by the State, the Certification and Disclosure of Political Contributions form (CH51.1R1/21/2009) is valid for a two (2) year period. Thus, if a vendor receives approval on Jan 1, 2009, the certification expiration date would be Dec 31, 2011. Any change in the vendor's ownership status and/or political contributions during the two-year period will require the submission of new Chapter 51/EO117 forms to the State Review Unit. **Please note that it is the vendor's responsibility to file new forms with the State should these changes occur.**

Prior to the awarding of a contract, the agency should first send an e-mail to CD134@treas.state.nj.us to verify the certification status of the vendor. If the response is that the vendor is NOT within an approved two-year period, then forms must be obtained from the vendor and forwarded for review. If the response is that the vendor is within an approved two-year period, then the response so stating should be placed with the bid/contract documentation for the subject project.

Instructions for Completing the Forms

NOTE: Please refer to the next section, "Useful Definitions for Purposes of Ch. 51 and E.O. 117," for guidance when completing the forms.

Part 1: VENDOR INFORMATION

Business Name -- Enter the full name of the Vendor, including trade name if applicable.

Business Type -- Select the vendor's business organization from the list provided.

Address, City, State, Zip and Phone Number -- Enter the vendor's street address, city, state, zip code and telephone number.

Vendor Email -- Enter the vendor's primary email address.

Vendor FEIN -- Please enter the vendor's Federal Employment Identification Number.

INFORMATION AND INSTRUCTIONS
For Completing The "Two-Year Vendor Certification and Disclosure of Political Contributions" Forms

Part 2: PUBLIC LAW 2005, Chapter 51 / EXECUTIVE ORDER 117 (2008) DUAL CERTIFICATION

Read the following statements and verify that from the period beginning on or after October 15, 2004, no contributions as set forth at subsections 1(a)-(c) have been made by either the vendor or any individual whose contributions are attributable to the vendor pursuant to Executive Order 117 (2008).

NOTE: Contributions made prior to November 15, 2008 are applicable to Chapter 51 only.

Part 3: DISCLOSURE OF CONTRIBUTIONS MADE

Check the box at top of page 2 if no reportable contributions have been made by the vendor. If the vendor has no contributions to report, this box must be checked.

Name of Recipient Entity -- Enter the full name of the recipient entity.

Address of Recipient Entity -- Enter the recipient entity's street address.

Date of Contribution -- Indicate the date of the contribution.

Amount of Contribution -- Enter the amount of the reportable contribution.

Type of Contribution -- Select the type of contribution from the list provided.

Contributor Name -- Enter the full name of the contributor.

Relationship of Contributor to the Vendor -- Indicate relationship of the contributor to the vendor, e.g. officer or partner of the company, spouse of officer or partner, resident child of officer or partner, parent company of the vendor, subsidiary of the vendor, etc.

NOTE: If form is being completed electronically, click "Add a Contribution" to enter additional contributions. Otherwise, please attach additional pages as necessary.

Part 4: CERTIFICATION

Check box A if the person completing the certification and disclosure is doing so on behalf of the vendor and all individuals and/or entities whose contributions are attributable to the vendor.

Check box B if the person completing the certification and disclosure is doing so on behalf of the vendor only.

Check box C if the person completing the certification and disclosure is doing so on behalf of an individual and/or entity whose contributions are attributable to the vendor.

Enter the full name of the person authorized to complete the certification and disclosure, the person's title or position, date and telephone number.

INFORMATION AND INSTRUCTIONS For Completing The "Two-Year Vendor Certification and Disclosure of Political Contributions" Forms

USEFUL DEFINITIONS FOR THE PURPOSES OF Ch. 51 and E.O. 117

- "Vendor" means the contracting entity.
- "Business Entity" means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of New Jersey or any other state or foreign jurisdiction. The definition also includes (i) if a business entity is a for-profit corporation, any officer of the corporation and any other person or business entity that owns or controls 10% or more of the stock of the corporation; (ii) if a business entity is a professional corporation, any shareholder or officer; (iii) if a business entity is a general partnership, limited partnership or limited liability partnership, any partner; (iv) if a business entity is a sole proprietorship, the proprietor; (v) if the business entity is any other form of entity organized under the laws of New Jersey or any other state or foreign jurisdiction, any principal, officer or partner thereof; (vi) any subsidiaries directly or indirectly controlled by the business entity; (vii) any political organization organized under 26 U.S.C.A. § 527 that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee; and (viii) with respect to an individual who is included within the definition of "business entity," that individual's spouse or civil union partner and any child residing with that person.¹
- "Officer" means a president, vice-president with senior management responsibility, secretary, treasurer, chief executive officer, or chief financial officer of a corporation or any person routinely performing such functions for a corporation. Please note that officers of non-profit entities are excluded from this definition.
- "Partner" means one of two or more natural persons or other entities, including a corporation, who or which are joint owners of and carry on a business for profit, and which business is organized under the laws of this State or any other state or foreign jurisdiction, as a general partnership, limited partnership, limited liability partnership, limited liability company, limited partnership association, or other such form of business organization.
- "Reportable Contributions" are those contributions, including in-kind contributions, in excess of \$300.00 in the aggregate per election made to or received by a candidate committee, joint candidates committee, or political committee; or per calendar year made to or received by a political party committee, legislative leadership committee, or continuing political committee.
- "In-kind Contribution" means a contribution of goods or services received by a candidate committee, joint candidates committee, political committee, continuing political committee, political party committee, or legislative leadership committee, which contribution is paid for by a person or entity other than the recipient committee, but does not include services provided without compensation by an individual volunteering a part of or all of his or her time on behalf of a candidate or committee.
- "Continuing Political Committee" includes any group of two or more persons acting jointly, or any corporation, partnership, or any other incorporated or unincorporated association, including a political club, political action committee, civic association or other organization, which in any calendar year contributes or expects to contribute at least \$4,300 to aid or promote the candidacy of an individual, or the candidacies of individuals, for elective public office, or the passage or defeat of a public question, and which may be expected to make contributions toward such aid or promotion or passage or defeat during a subsequent election, provided that the group, corporation, partnership, association or other organization has been determined by the Commission to be a continuing political committee in accordance with N.J.S.A. 19:44A-8(b).

¹ Contributions made by a spouse, civil union partner or resident child to a candidate for whom the contributor is eligible to vote or to a political party committee within whose jurisdiction the contributor resides are permitted.

INFORMATION AND INSTRUCTIONS For Completing The "Two-Year Vendor Certification and Disclosure of Political Contributions" Forms

- "Candidate Committee" means a committee established by a candidate pursuant to N.J.S.A. 19:44A-9(a), for the purpose of receiving contributions and making expenditures.
- "State Political Party Committee" means a committee organized pursuant to N.J.S.A. 19:5-4.
- "County Political Party Committee" means a committee organized pursuant to N.J.S.A. 19:5-3.
- "Municipal Political Party Committee" means a committee organized pursuant to N.J.S.A. 19:5-2.
- "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 N.J.S.A. 19:44A-10.1 for the purpose of receiving contributions and making expenditures.
- "Political Party Committee" means:
 1. The State committee of a political party, as organized pursuant to N.J.S.A. 19:5-4;
 2. Any county committee of a political party, as organized pursuant to N.J.S.A. 19:5-3; or
 3. Any municipal committee of a political party, as organized pursuant to N.J.S.A. 19:5-2.

Agency Submission of Forms

The agency should submit the completed and signed Two-Year Vendor Certification and Disclosure forms, together with a completed Ownership Disclosure form, either electronically to cd134@treas.state.nj.us or regular mail at Chapter 51 Review Unit, P.O. Box 039, 33 West State Street, 9th Floor, Trenton, NJ 08625. Original forms should remain with the Agency and copies should be sent to the Chapter 51 Review Unit.

Questions & Answers

Questions regarding the interpretation or application of Public Law 2005, Chapter 51 (N.J.S.A. 19:44A-20.13) or Executive Order 117 (2008) may be submitted electronically through the Division of Purchase and Property website at <http://www.state.nj.us/treasury/purchase/execorder134.htm>. Responses to previous questions are posted on the website, as well as additional reference materials and forms.

NOTE: The Chapter 51 Q&A on the website **DOES NOT** address the expanded pay-to-play requirements imposed by Executive Order 117. The Chapter 51 Q&A are only applicable to contributions made prior to November 15, 2008. There is a separate, combined Chapter 51/E.O. 117 Q&A section dealing specifically with issues pertaining to contributions made after November 15, 2008, available at <http://www.state.nj.us/treasury/purchase/execorder134.htm#state>.



State of New Jersey
Division of Purchase and Property
Two-Year Chapter 51 / Executive Order 117 Vendor Certification and
Disclosure of Political Contributions

For AGENCY USE ONLY

General Information

Solicitation, RFP, or Contract No. _____ Award Amount _____
 Description of Services _____

Agency Contact Information

Agency _____ Contact Person _____
 Phone Number _____ Agency Email _____

Part 1: Vendor Information

Full Legal Business Name _____
 (Including trade name if applicable)

Business Type Corporation Limited Partnership Professional Corporation General Partnership
 Limited Liability Company Sole Proprietorship Limited Liability Partnership

Address 1 _____ Address 2 _____
 City _____ State _____ Zip _____ Phone _____

Vendor Email _____ Vendor FEIN _____

Part 2: Public Law 2005, Chapter 51/ Executive Order 117 (2008) Certification

I hereby certify as follows:

1. On or after October 15, 2004, neither the below-named entity nor any individual whose contributions are attributable to the entity pursuant to Executive Order 117 (2008) has solicited or made any contribution of money, pledge of contribution, including in-kind contributions, company or organization contributions, as set forth below that would bar the award of a contract to the vendor, pursuant to the terms of Executive Order 117 (2008).
 - a) Within the preceding 18 months, the below-named person or organization has not made a contribution to:
 - (i) Any candidate committee and/or election fund of any candidate for or holder of the public office of Governor or *Lieutenant Governor*,
 - (ii) Any State, county, *municipal* political party committee; OR
 - (iii) Any *legislative leadership committee*.
 - b) During the term of office of the current Governor(s), the below-named person or organization has not made a contribution to
 - (i) Any candidate, committee and/or election fund of the Governor or *Lieutenant Governor*, OR
 - (ii) Any State, county or *municipal* political party committee nominating such Governor in the election preceding the commencement of said Governor's term.
 - c) Within the 18 months immediately prior to the first day of the term of office of the Governor(s), the below-named person or organization has not made a contribution to
 - (i) Any candidate, committee and/or election fund of the Governor or *Lieutenant Governor*, OR
 Any State, county, *municipal* political party committee of the political party nominating the successful gubernatorial candidate(s) in the last gubernatorial election.

PLEASE NOTE: Prior to November 15, 2008, the only disqualifying contributions include those made by the vendor or a principal owning or controlling more than 10 percent of the profits or assets of a business entity (or 10 percent of the stock in the case of a business entity that is a corporation for profit) to any candidate committee and/or election fund of the Governor or to any state or county political party within the preceding 18 months, during the term of office of the current Governor or within the 18 months immediately prior to the first day of the term of Office of Governor.

Part 3: Disclosure of Contributions Made

Check this box if no reportable contributions have been made by the above-named business entity or individual.

Name of Recipient _____	Address of Recipient _____
Date of Contribution _____	Amount of Contribution _____
Type of Contribution (i.e. currency, check, loan, in-kind) _____	
Contributor Name _____	
Relationship of Contributor to the Vendor _____	
Contributor Address _____	
City _____	State _____ Zip _____

If this form is not being completed electronically, please attach pages for additional contributions as necessary. Otherwise click "Add a Contribution" to enter additional contributions.

Part 4: Certification

I have read the instructions accompanying this form prior to completing this certification on behalf of the above-named business entity. I certify that, to the best of my knowledge and belief, the foregoing statements by me are true. I am aware that if any of the statements are willfully false, I am subject to punishment.

I understand that this certification will be in effect for two (2) years from the date of approval, provided the ownership status does not change and/or additional contributions are not made. If there are any changes in the ownership of the entity or additional contributions are made, a new full set of documents are required to be completed and submitted. By submitting this Certification and Disclosure, the person or entity named herein acknowledges this continuing reporting responsibility and certifies that it will adhere to it.

(CHECK ONE BOX A, B or C)

- (A) I am certifying on behalf of the above-named business entity and all individuals and/or entities whose contributions are attributable to the entity pursuant to Executive Order 117 (2008).
- (B) I am certifying on behalf of the above-named business entity only.
- (C) I am certifying on behalf of an individual and/or entity whose contributions are attributable to the vendor.

Signed Name _____ Print Name _____
Phone Number _____ Date _____
Title/Position _____

Agency Submission of Forms

The agency should submit the completed and signed Two-Year Vendor Certification and Disclosure forms, together with a completed Ownership Disclosure form, either electronically to cd134@treas.state.nj.us, or regular mail at Chapter 51 Review Unit, P.O. Box 039, 33 West State Street, 9th Floor, Trenton, NJ 08625. The agency should save the forms locally and keep the original forms on file, and submit copies to the Chapter 51 Review Unit.

"Exhibit A"

P.L. 2005, c.51 / Executive Order No. 117
Certification of No Change

P.L. 2005, c. 51 / Executive Order No. 117
Certification of No Change

I, _____ the _____ of _____
(the "Firm") in connection with the Request for Proposals for Graphic Design Services (the
"RFP") issued by the New Jersey Educational Facilities Authority (the "Authority") does hereby
certify that all information, certifications and disclosure statements previously provided in
connection with P.L. 2005, c. 51, which codified Executive Order No. 134 (McGreevey 2004),
as amended by Executive Order No. 117 (Corzine 2008), are true and correct as of the date
hereof and that all such statements have been made with full knowledge that the Authority and
the State of New Jersey shall rely upon the truth of the statements contained therein and herein in
connection with the RFP.

IN WITNESS WHEREOF, we have executed this certificate as of this _____ day of
_____ 2012.

[NAME OF FIRM]

By: _____
Name:
Title:

“Exhibit B”

P.L. 2005, c.271

P.L. 2005, c.271

(Unofficial version, Assembly Committee Substitute to A-3013, First Reprint*)

AN ACT authorizing units of local government to impose limits on political contributions by contractors and supplementing Title 40A of the New Jersey Statutes and Title 19 of the Revised Statutes.

BE IT ENACTED by the Senate and General Assembly of the State of New Jersey:

40A:11-51 1. a. A county, municipality, independent authority, board of education, or fire district is hereby authorized to establish by ordinance, resolution or regulation, as may be appropriate, measures limiting the awarding of public contracts therefrom to business entities that have made a contribution pursuant to P.L.1973, c.83 (C.19:44A-1 et seq.) and limiting the contributions that the holders of a contract can make during the term of a contract, notwithstanding the provisions and parameters of sections 1 through 12 of P.L.2004, c.19 (C.19:44A-20.2 et al.) and section 22 of P.L.1973, c.83 (C.19:44A-22).

b. The provisions of P.L.2004, c.19 shall not be construed to supersede or preempt any ordinance, resolution or regulation of a unit of local government that limits political contributions by business entities performing or seeking to perform government contracts. Any ordinance, resolution or regulation in effect on the effective date of P.L.2004, c.19 shall remain in effect and those adopted after that effective date shall be valid and enforceable.

c. An ordinance, resolution or regulation adopted or promulgated as provided in this section shall be filed with the Secretary of State.

52:34-25 2. a. Not later than 10 days prior to entering into any contract having an anticipated value in excess of \$17,500, except for a contract that is required by law to be publicly advertised for bids, a State agency, county, municipality, independent authority, board of education, or fire district shall require any business entity bidding thereon or negotiating therefor, to submit along with its bid or price quote, a list of political contributions as set forth in this subsection that are reportable by the recipient pursuant to the provisions of P.L.1973, c.83 (C.19:44A-1 et seq.) and that were made by the business entity during the preceding 12 month period, along with the date and amount of each contribution and the name of the recipient of each contribution. A business entity contracting with a State agency shall disclose contributions to any State, county, or municipal committee of a political party, legislative leadership committee, candidate committee of a candidate for, or holder of, a State elective office, or any continuing political committee. A business entity contracting with a county, municipality, independent authority, other than an independent authority that is a State agency, board of education, or fire district shall disclose contributions to: any State, county, or municipal committee of a political party; any legislative leadership committee; or any candidate committee of a candidate for, or holder of, an elective office of that public entity, 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

* Note: ***Bold italicized*** statutory references of new sections are anticipated and not final as of the time this document was prepared. Statutory compilations of N.J.S.A. 18A:18A-51 is anticipated to show a reference to N.J.S.A. 40A:11-51 and to N.J.S.A. 52:34-25.

entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county, or any continuing political committee.

The provisions of this section shall not apply to a contract when a public emergency requires the immediate delivery of goods or services.

b. When a 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. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by: all principals, partners, officers, or directors of the business entity or their spouses; any subsidiaries directly or indirectly controlled by the business entity; or any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee, shall be deemed to be a contribution by the business entity.

c. As used in this section:

"business entity" means a natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"interest" means the 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, as appropriate; and

"State agency" means any of the principal departments in the Executive Branch of the State Government, and any division, board, bureau, office, commission or other instrumentality within or created by such department, the Legislature of the State and any office, board, bureau or commission within or created by the Legislative Branch, and any independent State authority, commission, instrumentality or agency.

d. Any business entity that fails to comply with the provisions of this section shall be subject to a fine imposed by the New Jersey Election Law Enforcement Commission in an amount to be determined by the commission which may be based upon the amount that the business entity failed to report.

19:44A-20.13 3. a. Any business entity making a contribution of money or any other thing of value, including an in-kind contribution, or pledge to make a contribution of any kind to a candidate for or the holder of any public office having ultimate responsibility for the awarding of public contracts, or to a political party committee, legislative leadership committee, political committee or continuing political committee, which has received in any calendar year \$50,000 or more in the aggregate through agreements or contracts with a public entity, shall file an annual disclosure statement with the New Jersey Election Law Enforcement Commission, established pursuant to section 5 of P.L.1973, c.83 (C.19:44A-5), setting forth all such contributions made by the business entity during the 12 months prior to the reporting deadline.

b. The commission shall prescribe forms and procedures for the reporting required in subsection a. of this section which shall include, but not be limited to:

(1) the name and mailing address of the business entity making the contribution, and the amount contributed during the 12 months prior to the reporting deadline;

(2) the name of the candidate for or the holder of any public office having ultimate responsibility for the awarding of public contracts, candidate committee, joint candidates committee, political party committee, legislative leadership committee, political committee or continuing political committee receiving the contribution; and

(3) the amount of money the business entity received from the public entity through contract or agreement, the dates, and information identifying each contract or agreement and describing the goods, services or equipment provided or property sold.

c. The commission shall maintain a list of such reports for public inspection both at its office and through its Internet site.

d. When a 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. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by: all principals, partners, officers, or directors of the business entity, or their spouses; any subsidiaries directly or indirectly controlled by the business entity; or any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee, shall be deemed to be a contribution by the business entity.

As used in this section:

"business entity" means a natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction; and

"interest" means the 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, as appropriate.

e. Any business entity that fails to comply with the provisions of this section shall be subject to a fine imposed by the New Jersey Election Law Enforcement Commission in an amount to be determined by the commission which may be based upon the amount that the business entity failed to report.

4. This act shall take effect immediately.

"Exhibit C"

P.L. 2005, c.271

Vendor Certification and Political Contribution Disclosure Form

**PUBLIC LAW 2005, C. 271
VENDOR CERTIFICATION AND POLITICAL CONTRIBUTION DISCLOSURE FORM**

Contract Reference No:

Vendor:

At least ten (10) days prior to entering into the above-referenced contract, the Vendor must complete this Certification and Disclosure Form, in accordance with the directions below and submit it to the State contact for such contract. Please note that the disclosure requirements under Public Law 2005, Chapter 271 are separate and different from the disclosure requirements under Public Law 2005, Chapter 51 (formerly Executive Order 134). Although no vendor will be precluded from entering into a contract by any information submitted on this form, a vendor's failure to fully, accurately and truthfully complete this form and submit it to the appropriate State agency may result in the imposition of fines by the New Jersey Election Law Enforcement Commission.

Disclosure

Following is the required Vendor disclosure of all Reportable Contributions made in the twelve (12) months prior to and including the date of signing of this Certification and Disclosure to: (i) any State, county, or municipal committee of a political party, legislative leadership committee, candidate committee of a candidate for, or holder of, a State elective office, or (ii) any entity that is also defined as a "continuing political committee" under N.J.S.A. 19:44A-3(n) and N.J.A.C. 19:25-1.

The Vendor is required to disclose Reportable Contributions by: the Vendor itself; all persons or other business entities owning or controlling more than 10% of the profits of the Vendor or more than 10% of the stock of the Vendor, if the Vendor is a corporation for profit; a spouse or child living with a natural person that is a Vendor; all of the principals, partners, officers or directors of the Vendor and all of their spouses; any subsidiaries directly or indirectly controlled by the Vendor; and any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the Vendor, other than a candidate committee, election fund, or political party committee.

"Reportable Contributions" are those contributions that are required to be reported by the recipient under the "New Jersey Campaign Contributions and Expenditures Reporting Act," P.L. 1973, c.83 (C.19:44A-1 et seq.), and implementing regulations set forth at N.J.A.C. 19:25-10.1 et seq. As of January 1, 2005, contributions in excess of \$300 during a reporting period are deemed "reportable."

Name and Address of Committee to Which Contribution Was Made	Date of Contribution	Amount of Contribution	Contributor's Name
Indicate "none" if no Reportable Contributions were made. Attach Additional Pages As Needed			

Certification:

I certify as an officer or authorized representative of the Vendor that, to the best of my knowledge and belief, the foregoing statements by me are true. I am aware that if any of the statements are willfully false, I am subject to punishment.

Name of Vendor: _____

Signed: _____

Title: _____

Print Name: _____

PROPOSAL FOR
NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY



CREATIVE SOURCE

Proposal for the
New Jersey Educational Facilities Authority

Graphic Design creation and development services
for NJEFA's 2011, 2012, and 2013 annual reports,
nine (9) issues of NJEFA's newsletter ("Building Futures"),
miscellaneous communications materials and
special project materials as needed.

Sheryl Stitt | Director of Communications
sstitt@njefa.com

103 College Road East
Princeton, New Jersey 08540-6612
609-987-0880

www.njefa.com

February 21, 2012

Carol Smith, President
Creative Source, Inc.
27 West 24th Street, Suite 1108
New York, NY 10010

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TRANSMITTAL LETTER

February 21, 2012

Sheryl Stitt
Interim Executive Director
New Jersey Educational Facilities Authority
103 College Road East
Princeton, New Jersey 08540-6612

Dear Ms. Stitt:

Thank you for the opportunity to submit our proposal for the creation of the annual report for NJEFA. Our proposal includes the design and production of the annual report.

We are excited about the possibility of working with NJEFA, not just for the business, but because we enjoy working with our government clients. We believe that the support of world-class higher education in New Jersey, is a truly worthwhile cause, and we would like very much to be a part of it.

We have considerable experience working with nonprofit organizations, as well as government agencies. We have recently designed communications for the DASNY, CMMB, and Continuum Health Partners.

I, Carol Smith, as the owner and president of Creative Source, am authorized to sign the proposal and the contract. I will oversee the NJEFA annual report and the Creative Source designers will create all of the design elements.

Creative Source is certified with the State of New York as a woman-owned business. We appreciate the opportunity to participate in this request for proposal and we look forward to hearing from you.

Sincerely,

Carol Lynn Smith
President

CREATIVE SOURCE / EXECUTIVE SUMMARY

Creative Source is a boutique graphic design firm founded by Carol Smith more than 20 years ago.

Over the course of history we have worked with government, nonprofit and corporate clients. Among the projects we are particularly proud to have designed are the MetroCard, *The Fed* magazine and the Chemical Bank corporate identity.

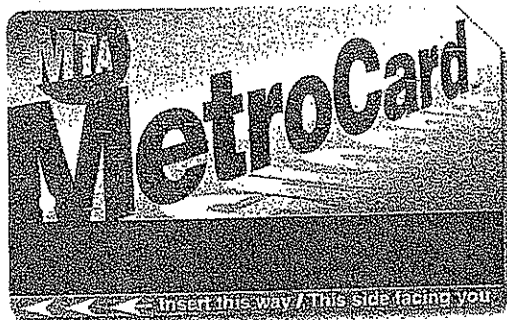
Creative Source, Inc. is a solutions-driven marketing communications firm with a broad range of expertise. Creative Source emphasizes an integrated approach to communications to ensure the look and feel of each piece will reflect the unique characteristics of NJEFA and attract your target audience.

Creative Source has experience designing annual reports for Government Agencies, including DASNY, MTA and LIRR.

Creative Source combines creative thinking with smart design to develop ideas that captivate your audience with innovative solutions.



Creative Source designed and developed the "Continuing Care" logo design and identity system for Aging in America, the parent company, and its five subsidiaries. Aging in America provides healthcare to senior citizens, managing facilities in the Bronx, Westchester, Rockland and Long Island. Once Creative Source designed the new brand, each subsidiary adopted the new logo, creating stronger brand recognition and a consistent look for all the subsidiaries.



Creative Source designed and developed the brand identity for the MetroCard, creating the dimensional letters, drawn in perspective, against the golden, glowing background. The letters are positioned carefully to create the sensation of a train waiting at the station.

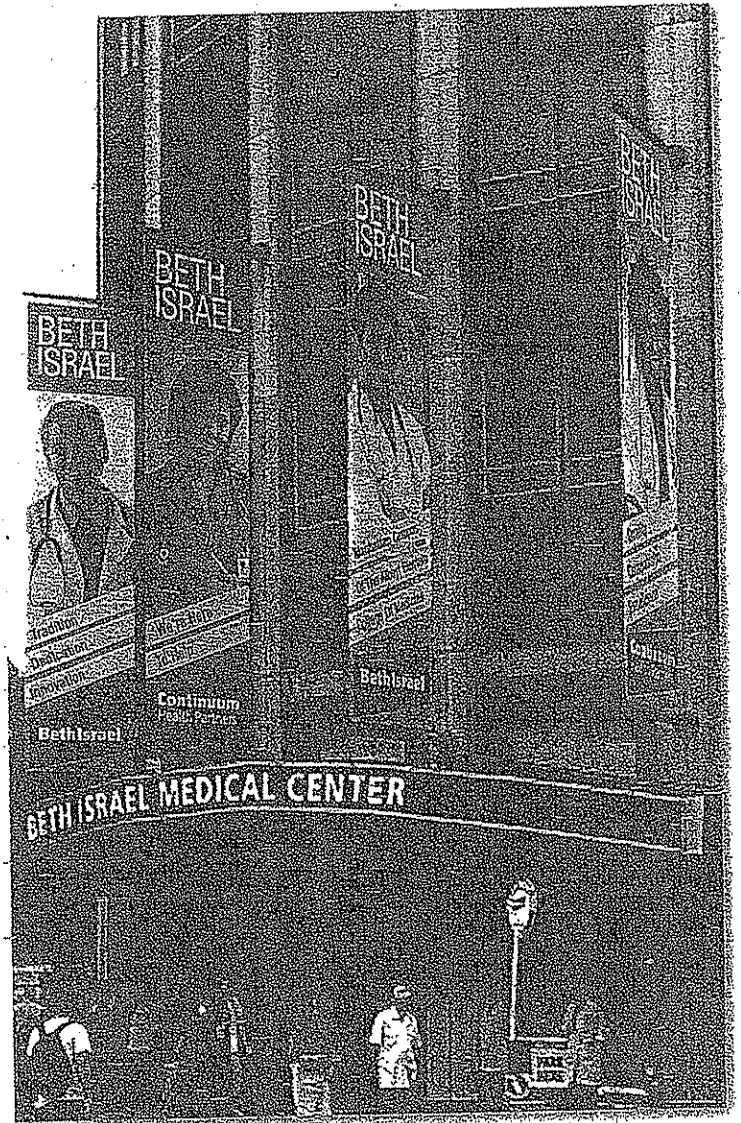
Today the MetroCard has become an icon, and the artwork may be seen all over New York City, on everything from T-shirts and handbags to holiday tree ornaments.

CREATIVE SOURCE / BACKGROUND AND EXPERIENCE

Creative Source, Inc. was founded in 1989 by Carol Smith, incorporated in the state of New York.

In the last seven years, we have designed and developed all kinds of communications for nonprofit organizations, including logos, donor relations newsletters, annual reports, and direct mail, as well as marketing and development communications.

Recently, we have focused on the branding of buildings for hospitals, through the use of signage and banners.



Creative Source has recently designed four banners, 21' high, for the main entrance to Beth Israel Medical Center on First Avenue, in New York City.

CREATIVE SOURCE / OUR APPROACH

Within the past 3 Years...

We had the opportunity to work on comprehensive communications pieces for Continuum Health Partners, the Federal Reserve Bank of New York and New Jersey Educational Facilities Authority.

Design elements of these projects exemplify the Creative Source approach. On the following pages, we present samples and a description of our conceptual framework for these pieces.

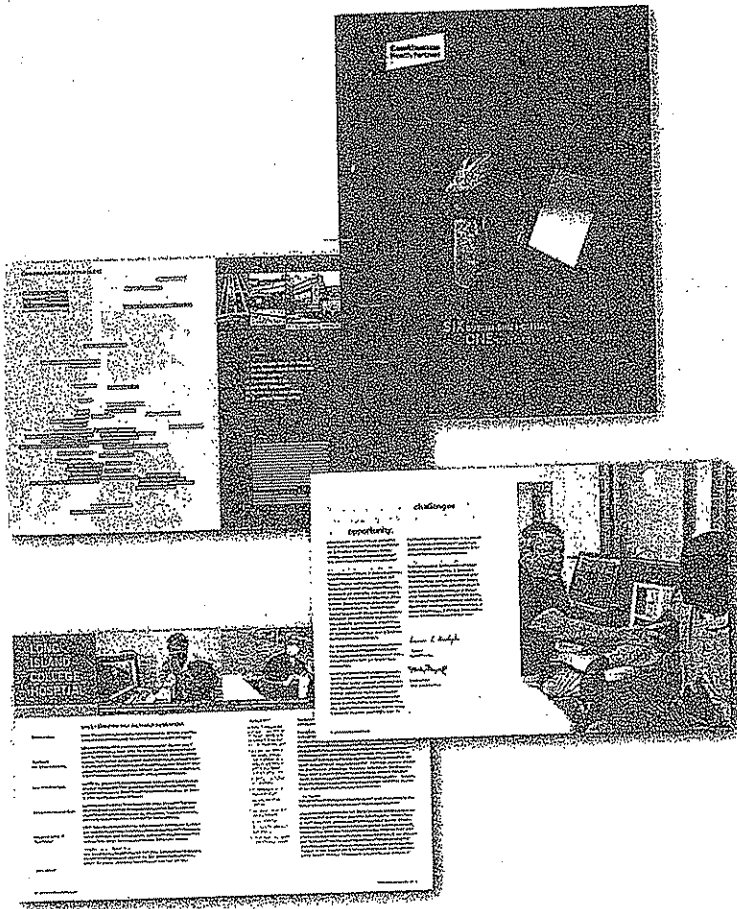
Continuum Health Partners Annual Report

The objective of Continuum's annual report was to recruit doctors and promote fundraising. Our objective was to communicate the tremendous amount of caregiving, medical research, and professional knowledge provided by these six hospitals. One of the goals was to honor the major donors and acknowledge the Board for their gifts to Continuum. We chose to highlight the impact these hospitals have on their communities.

The annual report entailed presenting a great deal of content in a visually appealing way. Because major donors tend to contribute directly to each of the individual hospitals, we established an identity for each hospital to distinguish it from the other hospitals. This was accomplished by creating a visual landscape in the beginning of the report, noting the location of each hospital and clinic with its own color code. This system of color coding was reinforced throughout the report to clearly distinguish each hospital's initiatives, achievements and breakthroughs over the last two years.

For each hospital, we utilized a sidebar to emphasize milestones, underscore services to the patients and to prominently display interesting statistics as large numbers. We highlighted patient testimonials to make readers aware of the hospital's significant contribution to the community. These design treatments allowed readers to scan the report quickly for the main highlights.

Some of the annual report's content was technical in nature, describing various medical procedures and innovations. Our goal was to balance the technical content with our emotional marketing approach, ensuring that the audience recognized the work of each hospital and understood the impact it had on people's lives. We took great care in selecting photos that were bright and hopeful, emphasizing that the mission of Continuum Health Partners is to enhance the quality of medical care for patients and, by doing so, offer them a brighter future.



CREATIVE SOURCE / OUR APPROACH

The New Jersey Educational Facilities Authority

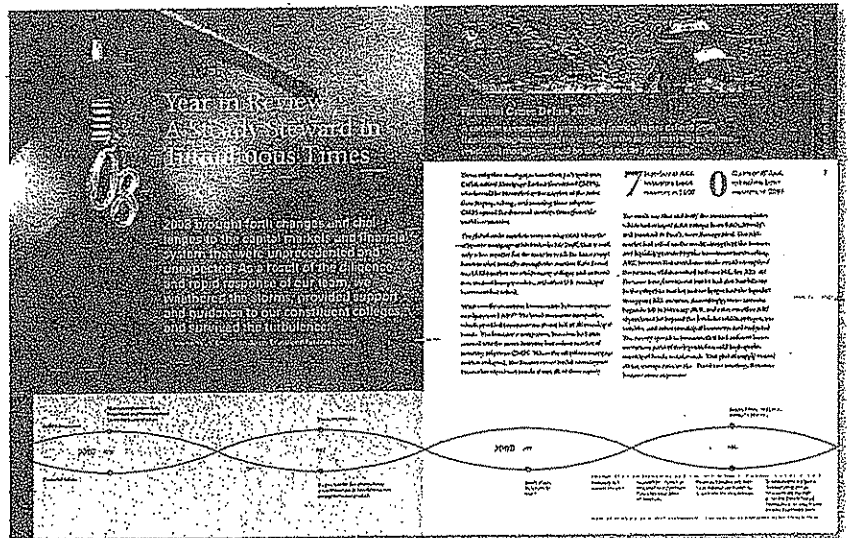
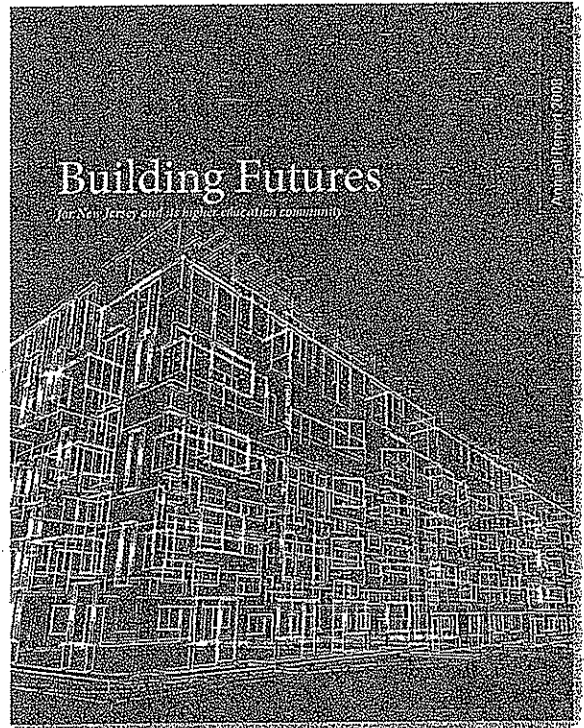
Annual Report and Building Futures Newsletter

The New Jersey Educational Facilities Authority (NJEFA) is an independent and self-supporting state agency committed to helping New Jersey's public and private colleges and universities obtain low-cost financing to preserve and grow their campus facilities. In designing NJEFA's annual report, we focused on creating a balance of text and visuals, highlighting key numbers and statistics along with photos.

The cover design of the annual report set the stage for its theme, *Building Futures*. We selected an image that would reflect both the concept of building with a sense of future planning and purpose—an image with the look and feel of a blueprint that also served to show that New Jersey's educational community is a network of public colleges and universities. Within the report, we used bright colors, an easy-to-read typeface, and emphasized white space. Stock photos were used to complement the client-supplied photos of various college facilities.

Financial information for the report was provided both within the report as text and on a CD which was essentially designed to be built into the back panel. The CD label was designed to reflect the cover of the report itself.

A collateral piece, the *Building Futures* newsletter, was designed using similar colors and style. Again, we emphasized readability using charts and graphs, and call outs.



CREATIVE SOURCE / OUR APPROACH

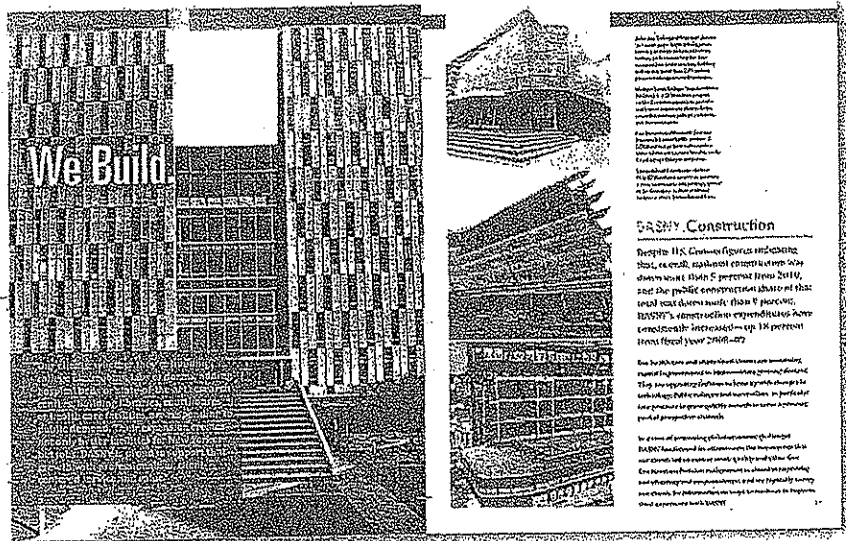
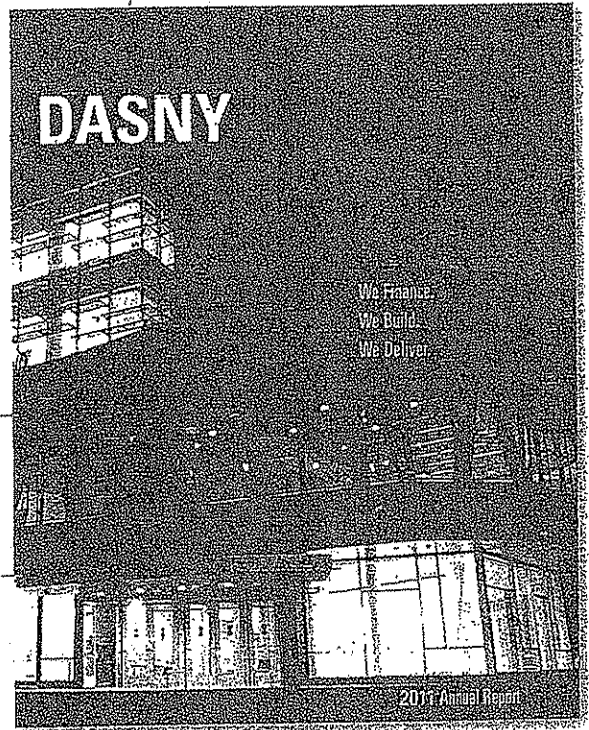
Dormitory Authority—State of New York

2011 Annual Report

The Dormitory Authority of the State of New York (DASNY) is an independent and self-supporting state agency committed to helping New York's public and private colleges and universities obtain low-cost financing to preserve and grow their campus facilities. In designing DASNY's annual report, we focused on creating a balance of text and visuals, highlighting key numbers and statistics along with photos.

The cover design of the annual report set the stage for its theme, *We Finance. We Build. We Deliver.* We selected an image that would reflect both the concept of green building with a sense of future planning and purpose—an image with the look and feel of modern architecture that also served to show that New York's educational community is a network of public colleges and universities. Within the report, we used bright colors, an easy-to-read typeface, and emphasized white space. Stock photos were used to complement the client-supplied photos of various college facilities and hospitals.

Financial information for the report was provided both within the report as text and on a CD which was essentially designed to be built into the back panel. The CD label was designed to reflect the cover of the report itself.



CREATIVE SOURCE / OUR APPROACH

Continuum Health Partners

Creative Source designed the Planned Giving Enrollment Kit for Continuum. We created a piece that emphasized the high level of patient care, utilizing photos of hospital staff caring for patients. We highlighted selected donors, using photos and testimonials to illustrate their message and offer words of encouragement to new donors.

By coming together,

each Continuum hospital is better able to serve its patients by making available an impressive array of resources to provide comprehensive, state-of-the-art care, conduct cutting-edge research, and train and access to innovative techniques.



OVER A CENTURY OF CARE AND CARING

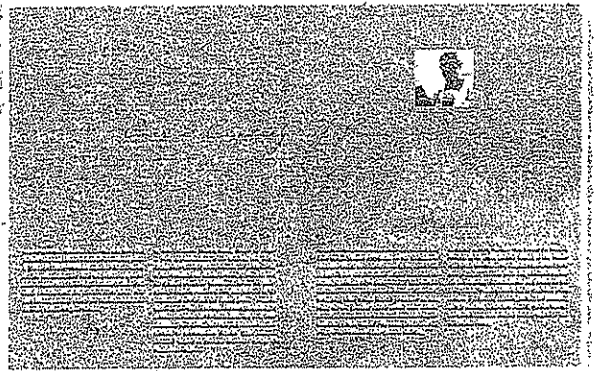
*Representing a
Tradition of Excellence
with Your Gifts*

WE HEAL NEW YORK



Planning Your Gift

THOSE who have made their gift to a Continuum Health Partners hospital. You will see in the pages that follow how a wide array of investment and appreciated assets, real estate and even art and other collectibles can be used to benefit your favorite Continuum Health Partners hospital. And, you will learn how your gifts can provide your child, grandchild or other loved ones with a secure future.



NEW 1997 STRATEGIC BEQUEST PLAN

STRATEGIC BEQUEST PLAN
 This new plan allows you to make a gift to your favorite Continuum Health Partners hospital. You will see in the pages that follow how a wide array of investment and appreciated assets, real estate and even art and other collectibles can be used to benefit your favorite Continuum Health Partners hospital. And, you will learn how your gifts can provide your child, grandchild or other loved ones with a secure future.

HOW TO MAKE A GIFT
 You can make a gift to your favorite Continuum Health Partners hospital in a number of ways. You can make a gift of cash, or you can make a gift of appreciated assets, real estate, or art and other collectibles. You can also make a gift of a life insurance policy, or you can make a gift of a qualified plan or IRA. For more information, please contact your financial advisor or the Continuum Health Partners Foundation.

CONTACT US
 Continuum Health Partners Foundation
 100 West 100th Street
 New York, NY 10025
 (212) 246-1000

CREATIVE SOURCE / OUR APPROACH

Creative Source focuses on the *emotional connection*—emphasizing the human touch, by telling the story to which your audience will relate. We find that this winning combination, visual simplicity coupled with the human element, works especially well for nonprofit organizations, because it appeals to both the heart and mind of the audience.

Creative Source will enhance the visual identity of your organization, based upon the unique characteristics of your organization.

We work together with your team to make sure the ideas and solutions we provide to you represent the true culture of NJEFA.

Nonprofit Organizations...

Juvenile Diabetes Research Foundation: We created the Visual Identity, the Annual Report, and the Planned Giving Package for the Juvenile Diabetes Research Foundation. Our challenge was to create a brand that communicates JDRF's mission of finding a cure for juvenile diabetes. Our visual images emphasize the emotional needs, as well as the physical needs of the children and their parents. Our message focuses on educating people about the incredible research being done to find a cure for this devastating disease. This message offers a compelling reason for individuals to donate and government officials to fund research.

Girl Scouts: Creative Source designed a logo, workbook, poster, CD, card game, and packaging for a product that teaches pre-teens about the importance of saving money. Our designers created the product to look friendly, enticing, and fun while presenting the serious topic of how to keep a budget. The packaged product is used to educate Girl Scouts all over North America. The product won an award for one of the most innovative educational products created that year.

Brooklyn Careworks (formerly Brooklyn Psychiatric Center): Creative Source designed the website and newsletter to inform and educate the public about the many services offered by Brooklyn Careworks. These items were also used to raise awareness and promote fund-raising for five clinics throughout Brooklyn.

Aging in America: Creative Source designed and developed the "Continuing Care" logo design and identity system for Aging in America, the parent company, and its five subsidiaries. Aging in America provides health-care to senior citizens, managing facilities in the Bronx, Westchester, Rockland and Long Island. When Creative Source designed the new brand, each subsidiary adopted the new logo, creating stronger brand recognition and allowing each of the entities to promote the services for all the subsidiaries.



OUR CREATIVE PROCESS

Our creative philosophy is based on synergy, believing that the whole is indeed greater than the sum of its parts. The team meets throughout the day to collaborate on projects and exchange ideas.

These meetings form the creative center of the firm. The result for our clients is multiple design solutions with amazingly fast turnaround time.

Creative Source emphasizes an integrated approach to communications to ensure that the look and feel of each piece reflects the unique characteristics and values of NJEFA.

Our design and editorial professionals will provide you with an outside perspective, taking into consideration the needs of your ultimate audience—your clients.

Our Five Core Values

1. Collaboration

We strive to achieve a collaborative meeting of the minds between your team and ours, resulting in thematic concepts, targeted content, and effective marketing strategies.

2. Commitment

We take ownership of your projects with a strong, conscientious commitment to ensure that the results meet your expectations.

3. Responsiveness

We work quickly and efficiently, allowing you the maximum amount of time to review our creative presentations. We take your deadlines seriously—we get the job done so you can focus on the next steps.

4. Excellence

Quality is paramount. Creative Source offers you peace of mind (and a valuable second pair of eyes) through our diligent quality control, providing expert design and editorial services.

5. Integrity

If there is a better, faster, or more cost effective way to get results, we let you know. Your success is our ultimate success.

Our Creative Process

Creative Source's AIM approach enables us to define your goals, target your audience and reach your objectives.

A = Assess

We assess your needs by asking the right questions. We make sure we understand your goals and then develop solutions that will get you results.

I = Image

We combine creative thinking with smart design to present the right image for your organization. By combining the right words with the right pictures, your message will be understood quickly and easily.

M = Manage

We manage the process to make sure your projects are delivered on time. By keeping a watchful eye on the implementation and execution, we can anticipate problems before they occur and avoid costly delays.

PARTIAL CLIENT LIST

The combination of integrity, enthusiasm and talent is the reason so many companies have selected Creative Source for their communication needs. Our clients range from corporate institutions to government agencies and nonprofit organizations.

Aging in America

American Express

CMMB (Catholic Medical Mission Board)

Continuum Health Partners

Cotton Incorporated

DASNY (Dormitory Authority—State of New York)

Deutsche Bank

Federal Reserve Bank of New York

Girl Scouts of the USA

Jones Lang LaSalle

Juvenile Diabetes Research Foundation

Kips Bay Boys & Girls Club

MTA (Metropolitan Transportation Authority)

New Jersey Educational Facilities Authority

New York Bankers Association

New York City Health and Hospitals Corporation

New York City Hudson Yards Infrastructure Corporation

New York City Municipal Water Finance Authority

North Shore Long Island Jewish Health Systems

New York City Transitional Finance Authority

TIAA-CREF

YMCA of Greater New York

Publications

Building Futures Newsletter (New Jersey Educational Facilities Authority)

Kips Bay Boys & Girls Club Designer Show House Journal

Leading the Way Magazine (Continuum Health Partners)

Lifestyle Monitor Magazine (Cotton Incorporated)

The FED Magazine (Federal Reserve Bank of New York)

ViewPoint Quarterly Newsletter (Deutsche Bank)

Annual Reports

Community Capital Bank

Continuum Health Partners

Cotton Incorporated

Dormitory Authority—State of New York

National HealthCare Corporation

New Jersey Educational Facilities Authority

New York City Hudson Yards Infrastructure Corporation

New York City Municipal Water Finance Authority

New York City Transitional Finance Authority

New York City TSASC

YMCA of Greater New York

RECENT AWARDS

Client: Continuum Hospice Care – New York, NY
Project: Jacob Perlow Hospice Collateral
Award: 2010 Gold Award given by Aster Awards
Category: Service Line—Home Health & Hospice

Client: NYC Health and Hospitals Corporation
Project: Diabetes Care.Center Awareness Campaign
Award: 2010 Gold Award given by Aster Awards.
Category: Service Line—Other / Miscellaneous

Client: NYC Health and Hospitals Corporation
Project: Palliative Care Campaign, Brochure & Video
Award: 2010 Bronze Award given by Aster Awards
Category: Service Line—Other / Miscellaneous

Client: NYC Health and Hospitals Corporation
Project: Palliative Care Campaign, Brochure & Video
Award: 2010 Bronze Award given by
Healthcare Marketing Report
Category: Health Promotion Program

Client: Continuum Health Partners
Project: 2008 Capabilities Report "6-Outstanding Hospitals"
Award: Merit Award given by Healthcare
Marketing Report
Category: Annual-Reports

Client: Girl Scouts Educational Products
Project: CentsAbility
Award: Award for Excellence given by
The Association For Educational Publishers
Category: Young Adults / Nonfiction

Client: Girl Scouts Educational Products
Project: Xpress-It
Award: Award for Excellence given by
The Association for Educational Publishers
Category: Young Adults / Nonfiction

Client: New York City Water Authority
Project: 2003 Annual Report
Award: Merit Award given by AGC
(Association of Graphic Communications)
Category: Annual Reports

"I would like to recommend that, in the future, you consider Creative Source, Inc. for graphic design projects. I have to say that in all my years in public relations, I can't recall working with a more talented, pleasant and professional group of people, particularly given the fact that the capabilities report was an extremely challenging project."

- Jim Mandler, AVP, Continuum Health Partners

CLIENT REFERENCES

Jim Mandler

AVP, Public Affairs

Continuum Health Partners
555 West 57th Street, Suite 1829
New York, NY 10019

212-523-7772

jmandler@chpnet.org

Melissa Pressley

VP Marketing

Deutsche Bank Trust Company Americas
Private Wealth Management
1 South Street, 29th floor
Baltimore, MD 21202

410-895-4172

melissa.pressley@db.com

Barbara Wright

Director of Communications

Catholic Medical Mission Board
10 West 17th Street
New York, NY 10011

212-242-7757

bwright@cmmmb.org

Software Capabilities / Computer Equipment

Our designers are highly skilled and proficient in the following software: QuarkXPress, InDesign, Photoshop, and Illustrator and Power Point. We can also create large formats, using Photoshop and Illustrator, for both print and web design. In addition, we are familiar with designing for internet authoring in HTML and CSS, using Flash and Dreamweaver for use across many browser technologies. Creative Source is fully equipped to take on all your design needs for both print and web with our computer equipment and software.

6 Mac design stations, all of which include:

- The latest operating system, full version of the Adobe Creative Suite 5 (Photoshop, InDesign, Illustrator, Dreamweaver, Flash and Fireworks)
- Microsoft Office
- Universal Type Server
- Backup system which performs hourly
- Workstation equipped with PC on Mac.

Printers and Scanners:

- 2 Epson Stylus 3000
- Epson Stylus Photo 2200
- Cannon (color printer/copier/fax)
- HP Laserjet 5000
- Epson Expression 1680.

"ViewPoint looks amazing! Creative Source has done such a wonderful job with it— your team is definitely getting to know our preferences and quirks so the whole design process is quick and seamless. Thank you all for your fabulous work. The newsletter is getting global recognition and our advisors and clients anxiously await the next issue."

- Melissa Pressley, Deutsche Bank

CREATIVE SOURCE / STAFF MEMBERS

The unique skill sets and professional experience of each team member provide clients with the best level of service and creativity.

Carol Smith, President and Creative Director, will be acting as client liaison between NJEFA and the staff. Carol will make sure that all of NJEFA deadlines will be met, and their expectations exceeded. As Creative Director, Carol oversees design and creative services for all projects. Carol Smith has more than 25 years experience in creating dynamic, powerful marketing communications materials for a broad spectrum of clients, including the design and implementation of brand and corporate identity programs. She and her firm offer an exceptional ability to present complex concepts in a clear, simple and appealing visual design that complements the image, brand and objectives of their clients. After earning a Bachelor of Arts degree from the University of the Arts in Philadelphia, Carol studied with the internationally renowned designer, Armin Hofmann. She completed the two-year graduate program at the Allgemeine Kunst-Gewerbeschule in Basel, Switzerland. While studying in Basel, Carol worked with the international design team to design the Paris Metro Subway Map. She founded Creative Source in 1986, and has since specialized in the design of corporate identity programs for a wide variety of clients, including Chemical Bank and CoreStates Financial Corp. Carol's team designed the MetroCard for the Metropolitan Transportation Authority. Prior to founding Creative Source, Carol served as a design consultant for Taylor & Ives, Lefkowitz, Inc., and Lee & Young Communications, Inc., where she specialized in the design of annual reports and brand identity programs. Carol acted as design consultant for the corporate communications department of J.P. Morgan, designing their corporate identity and guidelines. In addition, Carol is an active volunteer within her community, serving for three years as chairperson of the Board of Managers at the McBurney YMCA. She is currently a member of the Women Presidents Organization, AIGA, The Art Directors Club and the Financial Communications Society.

Andrew Ayad, Art Director, will act as the project manager and art director for the NJEFA annual report. He will be overseeing the design and art direction of NJEFA annual report, as well as the day to day communications with the NJEFA staff. In his role, Andrew will provide comprehensive project management, overseeing project workflow, scheduling deadlines and developing daily work schedules. Andrew has considerable experience in all facets of art direction, from concept and design

to prepress and programing. He has designed a wide variety of communications materials, including websites, corporate collateral, brand identity, annual reports, brochures, direct mail, national and trade advertising, training kits, catalogs, and event promotion posters. Andrew designs for both print and web. Andrew obtained his B.F.A in Visual Communications/Graphic Design from Kean University, NJ. He is a member of Art Directors Club New Jersey and One Club. He was also a Student Award Winner of 2008 Creative Group Scholarship ADCNJ. Andrew is proficient on both Mac and PC platforms and his skills include extensive knowledge of Adobe InDesign, Photoshop, Illustrator, Acrobat, Dreamweaver (HTML), as well as QuarkXpress and Microsoft Office.

Laura Pizzoferrato, graphic designer, will be actively designing the NJEFA annual report. Laura is highly creative and multi-talented designer with extensive experience in photography, identity systems and print design. She has special expertise in the transformation of complex data into sophisticated visual charts and diagrams. Laura recently designed the 2010 NJEFA annual report for the State of New Jersey, as well as others included in the package of our samples. Laura has experience in the design of annual reports, logos and trademarks, websites, brochures, newsletters and presentations. Laura designed the *ViewPoint* newsletter for Deutsche Bank and the *Leading the Way* newsletter for Continuum Health Partners. In addition, she has created collateral design for multiple products and services for Continuum Health Partners, including the 21" banners at the entrance to the Beth Israel Hospital. Prior to joining the team at Creative Source, Laura graduated from Western Michigan University with a BFA in Graphic Design. Laura is proficient in both print and photography programs, including Adobe Illustrator, InDesign, and Photoshop.

Leigh Beckett, internet marketing consultant, is responsible for the creation and implementation of Creative Source's email marketing campaign. He will be actively participating in Creative Source web projects. Leigh has special expertise in marketing products and services on the web. He recently wrote the book, "Skip Lunch—Build a Website." Leigh has experience as a technology consultant in the area of sales improvement through technology for companies such as Citibank and Brooklyn Chamber of Commerce. In addition, Leigh teaches an array of communication courses at NYU's School of Continuing Professional Studies. Prior to joining the team at Creative Source, Leigh worked as a project consultant for Fulcio Systems.

EXTENDED TEAM / WRITING & BRAND STRATEGY

Gail Donovan, will be writing the content for the annual report, if necessary. She is principal of Donovan Communications, a boutique public relations and marketing firm located in Brooklyn. Gail has worked with Creative Source for more than 10 years, as writer and content provider on many projects, including the 2010 DASNY annual report, the 2009 and 2008 NJEFA annual reports and the 2006 YMCA annual report. Gail creates and executes communications and marketing strategies, provides media relations, and places stories with NY Times, NY Daily News, Crain's, trade and community publications, local television and radio programs. Gail writes press releases, articles, newsletters, marketing brochures, annual reports, Web content, sales letters, sales sheets, speeches. For more than 11 years, Gail held communications positions at the Federal Reserve Bank of New York in the International Affairs and Emerging Markets, Public Information, and Business Development Departments. She spent more than six years as a reporter and editor for newspapers. Gail holds a master's degree from New York University and a bachelor's degree from the University of Oklahoma.

Alison Daniels, writer and editor, has over 20 years of marketing strategy and communications experience with in-depth knowledge of the financial services market. Alison has worked with Creative Source for more than 5 years as a freelance writer and consultant on a number of projects, including reports and presentations for the Federal Reserve Bank of New York. Since 2005, she has worked with a variety of financial services and other clients on projects such as sales brochures, research reports, charitable giving packages, and annual reports. Previously, Alison spent 16 years with TIAA-CREF, a financial services organization specializing in retirement planning for the education and research communities. At TIAA-CREF, Alison was responsible for a wide variety of marketing initiatives, including a management role in marketing college savings plans. Most recently at TIAA-CREF, she worked in a financial planning area where she helped develop strategic business plans for various business areas. Alison graduated from the University of North Carolina in Chapel Hill with a BA in Psychology.

Carey Earle, brand strategist and marketing writer, focuses on marketing and brand strategy, market positioning, message development and strategic copy writing across marketing channels. Carey has worked together with Creative Source on projects for more than 5 years, on marketing campaigns and brand identities for Diamond Mind, Creative Source and others. Carey serves clients all over the world from Hong Kong and Seoul to New York and London. In New York City, Carey owned a boutique marketing agency that specialized in financial services. After 20 years in NYC, Carey returned home to Vermont and is now running her marketing business from there. Prior to running her own business, Carey was an Internet marketing consultant during the dotcom phase. Carey started her career as a copywriter and account manager at Young & Rubicam and Grey Advertising.

Nathan Keene, editorial services, has worked as an educator, content developer and writer for over 20 years. Creative Source has worked with Nathan for more than three years as freelance writer and consultant for a variety of projects, including marketing brochures for OCE Business Solutions. He has developed e-learning for clients from Columbia University Online to Credit.com, and written B2B marketing and Web copy for clients ranging from sole proprietors to global corporations. He has taught business writing courses at Pratt Institute, Pace and Long Island Universities as well as General Electric Plastics, Japan and Bank of America. He has also developed business writing courses for Columbia University Online. Nathan is an active member of Business Network International and serves on the Seminar Committee of the Brooklyn Chamber of Commerce.

Julien Sharp, editorial services, is an experienced copywriter, editor, and communications consultant in the areas of new media and creative marketing. Creative Source has worked closely with Julien for more than 3 years on several large projects, including the Kips Bay Decorator Show House Journal and the Creative Source web site. Her strengths include concept development and copy writing for feature magazines, business plans, brochures, websites, corporate histories, and all forms of collateral, as well as for podcasts, blogs, and social networking sites. Julien is also a published author of business-related books for Entrepreneur Press.

EXTENDED TEAM / DESIGN & INTERNET MARKETING

Alex Canelos, freelancer designer, works with Creative Source on an as-needed basis. Alex worked as a full-time employee of Creative Source several years ago, designing many projects for Continuum Health Partners, TIAA-CREF, The Federal Reserve Bank of New York, and others. During his career, Alex worked on projects for the New York Design Center—Cliff Young Ltd., Joel Mark Cabinetmakers, Inc., and Mark-Milbank, Inc. He has extensive teaching experience, teaching design at SUNY in New Paltz.

Luis Gonzalez, art director, Creative Source, has more than fifteen years experience in corporate identity and collateral design for financial services, government agencies, non-profits and other organizations. He joined Creative Source in 1992 to develop an identity manual for Scudder, Stevens & Clark, also producing an extensive benefits package for Scudder. As art director, Luis designed an identity program for Aging in America, newsletters for TIAA-CREF, a website for the Juvenile Diabetes Foundation, and the "Heritage" magazine for the American Jewish Historical Society. He has won several design awards. Prior to joining Creative Source, Luis worked as a designer for KassUehling, Inc., a corporate identity firm in New York, where he created identity manuals for Cooper Industries and its subsidiaries, Illinois Power, and Interim, an international placement agency. He has a Bachelor of Fine Arts from Syracuse University.

Karen Psolka, freelance designer, has extensive experience in the design and production of printed materials, and specializes in financial communications, including annual reports and corporate capabilities brochures. Karen's recent work at Creative Source includes design for the Long Island Rail Road, Dormitory Authority State of New York and Deutsche Bank. Karen graduated from the Cooper Union in 1987 with a BFA in Graphic Design.

Jackie Wilzoch, freelance designer, has extensive experience designing for both print and web, creating the design for the 2009 Cotton-Incorporated online annual report, the Business Logic website and others. Prior to joining Creative Source, Jackie worked for Miss Details Design, *944 Magazine* and *The State Press*. Jackie graduated Cum Laude from Arizona State University with a BSD in Visual Communication Design. Jackie is proficient on both Mac and PC platforms and her skills include extensive knowledge of Adobe InDesign, Photoshop, Illustrator, Acrobat, Flash, Fireworks, Dreamweaver (HTML), as well as QuarkXpress and Microsoft Office.

Danne Woo, interactive designer/developer, specializes in the design of visually dynamic and user-friendly websites. Danne works with Creative Source as a freelance designer on an as-needed basis. While working fulltime at Creative Source, Danne designed the websites for Bhutan Foundation, Kiwi Partners and Brooklyn Careworks. He has designed a variety of projects for Comcast, McDonalds, Aglysis and Aqua America. Danne has traveled extensively throughout Europe and Asia, studying the use and impact of design techniques in other cultures. His skill set includes print design, web design, and programming, film production, audio composition and photography. Danne is proficient in Quark, Adobe InDesign, Illustrator, Photoshop, Flash, and Dreamweaver. He is familiar with HTML, Javascript, CGI script and other common development languages.

New York City Health and Hospitals Corporation Direct Mail Campaign

Creative Source created the direct mail campaign to promote their new HHC Diabetes Resource Center on the web.



Are you living life to the fullest with diabetes?
Find out what you can do to change your lifestyle.

The HHC Diabetes Wellness Center
Your Online Tool for Better Health

Check out www.nyc.gov/hhcdiabetes for these key tools and start living life to the fullest:

- Know Your ABCs**
Find out how A1c, Blood Pressure and Cholesterol can affect you.
- Medications**
Learn about insulin drugs that control diabetes.
- Goal Tips**
Read facts and recipes to get on diet.
- Stress Control**
Learn how to manage physical and emotional stress.

Diabetes Resource Center
En Español: Enter Web site available in Spanish, Chinese, French and other languages.

DIABETES RESOURCE CENTER
CENTRO DE RECURSOS PARA LA DIABETES
DOCUMENTATION SUR LE DIABÈTE
CENTRO DE RECURSOS POUR DIABÈTE

I Did It, You Can Too!
Get inspired with people like you who are managing diabetes.

Free Mailer
Find out how to get a free, simple to use blood glucose meter.

No Internet Access?
Visit your local public library. It's free.

Home
About Diabetes
Prevent Common Risks
Ask the Experts
Eat Right
Get Active
Control Stress
Diabetes Prevention
Diabetes Support Groups
I Did It, You Can Too!
Free Mailer
No Internet Access?

Visit us online for new tips and tools to live life to the fullest with diabetes.

There is glory, something new to learn at the **HHC Diabetes Wellness Center**. Visit www.nyc.gov/hhcdiabetes today.

Meet Judith, a Success Story
Find out what I did to take my A1C from 11 to 7. Also, check out my tips for controlling high blood pressure.

Get Expert Advice From Dr. Afacan
Living healthily with diabetes and HIV/AIDS is possible. Learn how.

Free Mailer
Get a free Bayer Contour Meter. Simple to use. Simple to get.

100 Chances to Win!
Win a pill organizer with removable boxes for each day of the week that is easily in your pocket or purse.

New Mouth-Watering Recipes
Eat healthily with these new meal ideas with nutritional guidelines:

- Baked Colon Chicken
- 3 Color Vegetable Casserole
- Pork and Corn
- Avocado Fried Spinach
- Bean Salad with Cilantro Dressing
- Pumpkin Pie

Always Stay Connected
Get email alerts to learn about new advice, tools, tips and free a1cs posted to the website.

No Internet Access?
Visit your local public library. It's free and it's worth the trip.

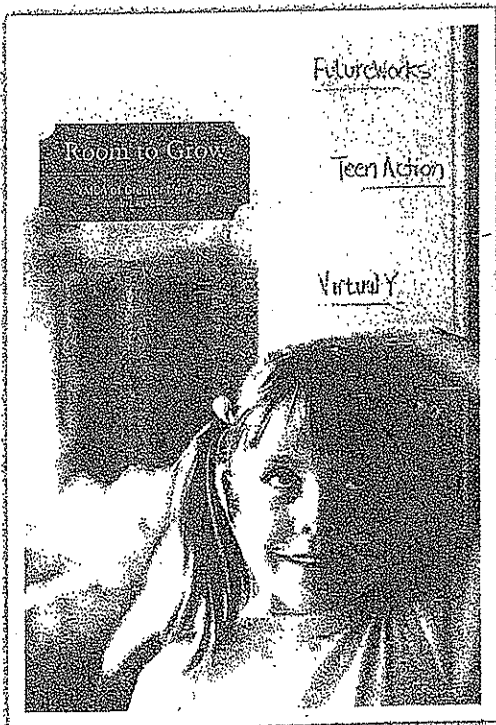
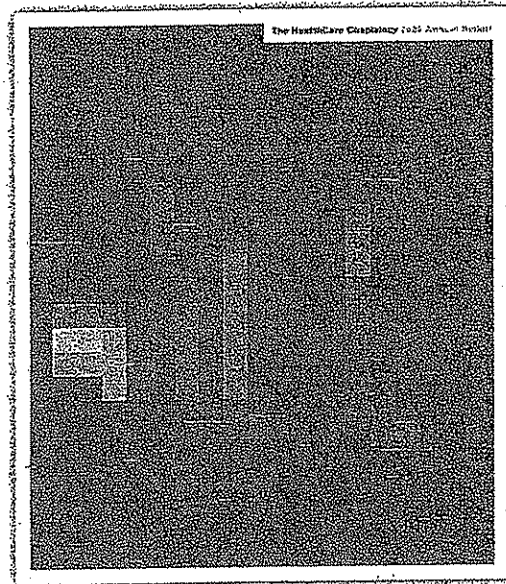
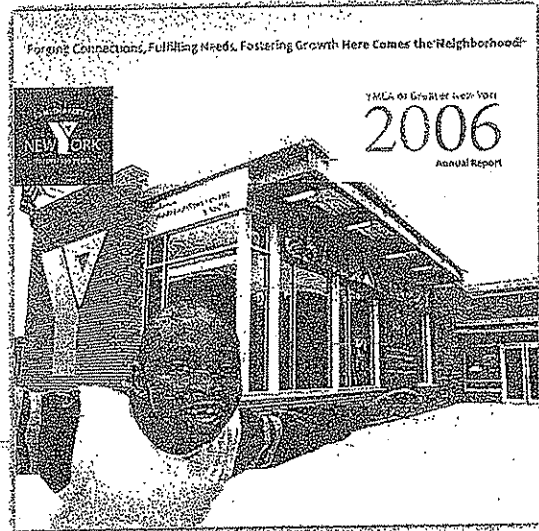
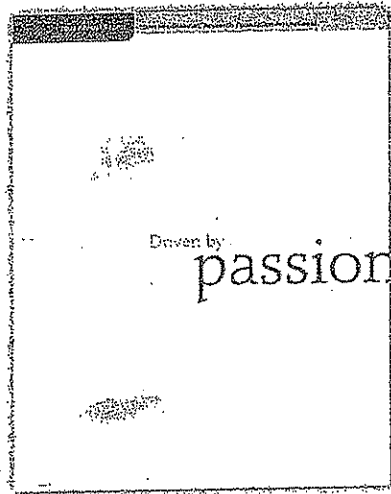
Other Reasons to Visit...

- Get translations, downloadable forms, information about diabetes, exercise tips, stress busters, and much more.

PORTFOLIO / ANNUAL REPORTS FOR NONPROFIT ORGANIZATIONS

Annual Reports

Creative Source has designed the Annual Reports for several nonprofit organizations, including the YMCA, Juvenile Diabetes Research Foundation and The HealthCare Chaplaincy.



Catholic Medical Mission Board

Recently, Creative Source has designed the logo and collateral for CMMB's 100th anniversary campaign.

CMMB
CATHOLIC MEDICAL MISSION BOARD

100 YEARS
of HEALING and HOPE
A Faith-based Leader in Global Health Care

CMMB

CMMB is proud to celebrate 100 years of service to the world's most vulnerable. Our history is a testament to the power of faith, compassion, and the pursuit of healing and hope. From our humble beginnings in 1900, we have grown into a global organization dedicated to providing medical care and support to those in need. Our commitment to service is unwavering, and we continue to expand our reach to reach more people in need. We are grateful for the support of our donors, volunteers, and the community at large. Together, we can make a difference in the lives of those who are most vulnerable.

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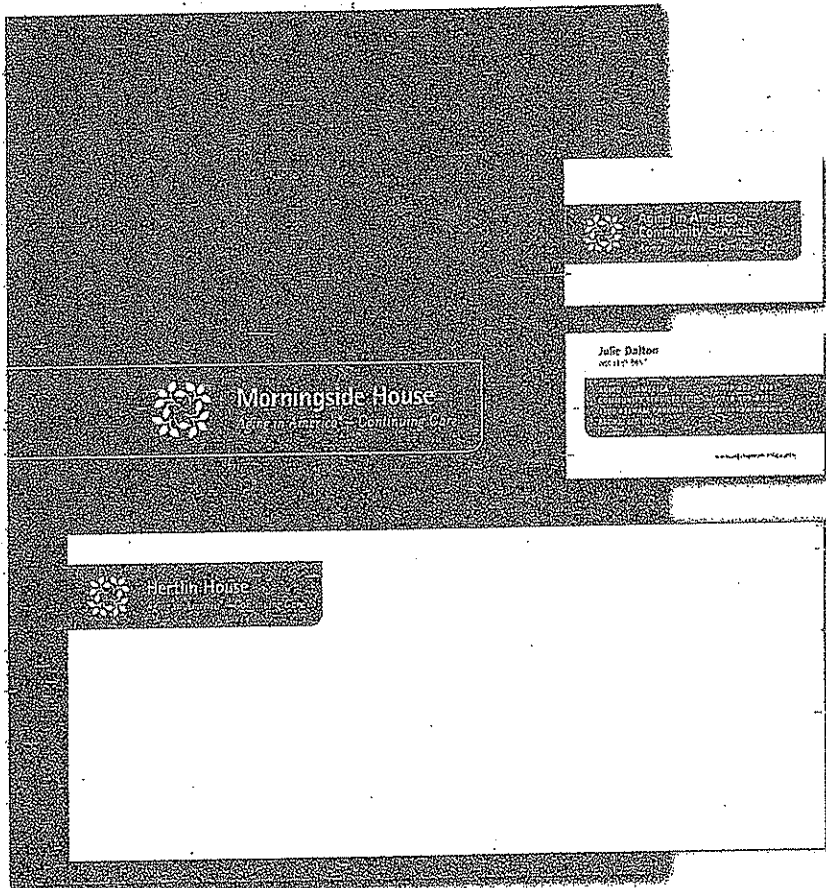
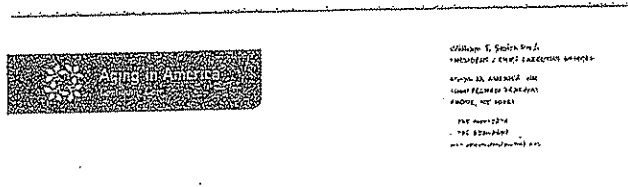
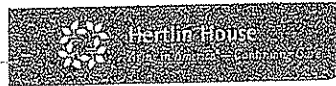
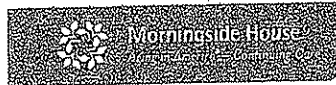
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PORTFOLIO / BRAND DEVELOPMENT

Aging in America

Creative Source designed and developed the "Continuing Care" logo design and identity system for Aging in America, the parent company, and its five subsidiaries. Aging in America provides healthcare to senior citizens, managing facilities in the Bronx, Westchester, Rockland and Long Island. Once Creative Source designed the new brand, each subsidiary adopted the new logo, creating a stronger brand and a consistent new look for all the subsidiaries.



Professionals...
 Focused on the Needs of the Individual.

Skilled Nursing Care
 for subacute/medical care and rehabilitation.
 24-HOUR NURSING CARE
 SPECIALIZED WOUND CARE
 SPECIALIZED ALZHEIMER CARE
 and other specialized services.
 PHYSICIAN SERVICES
 AVAILABLE 24 HOURS
 LATE OF ADMISSION & DISCHARGE
 Admission & Discharge, 24-hour
 delivery to alternate programs.

Home Based & Community Programs
 Adult Day Health Care
 Accredited Senior Centers
 Elder Abuse Counseling
 Information and Referral Services
 Transportation Services
 Care Management Counseling
 Inpatient Planning

AGING IN AMERICA
 COMMUNITY SERVICES, INC.
 1000 PELHAM PARKWAY
 BRONX, NY 10461
 718 871-6000

MORNINGSIDE HOUSE
 1000 PELHAM PARKWAY
 BRONX, NY 10461
 718 871-6000
www.aginginamerica.org

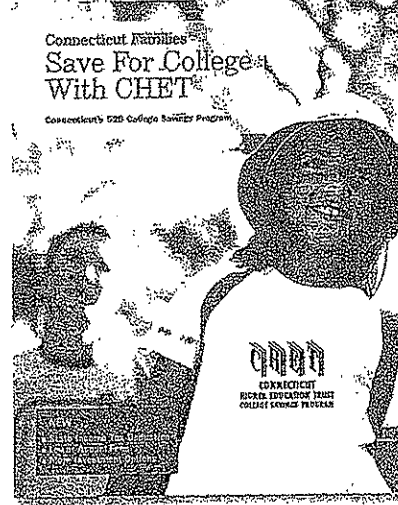
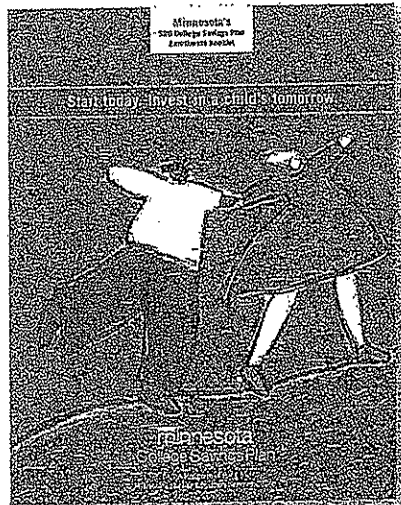
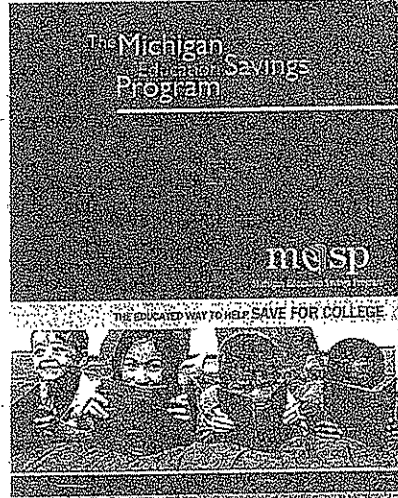
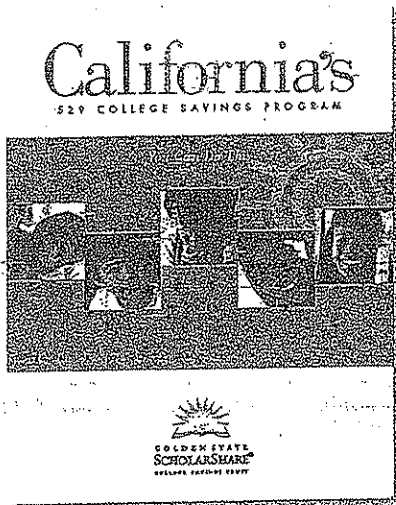
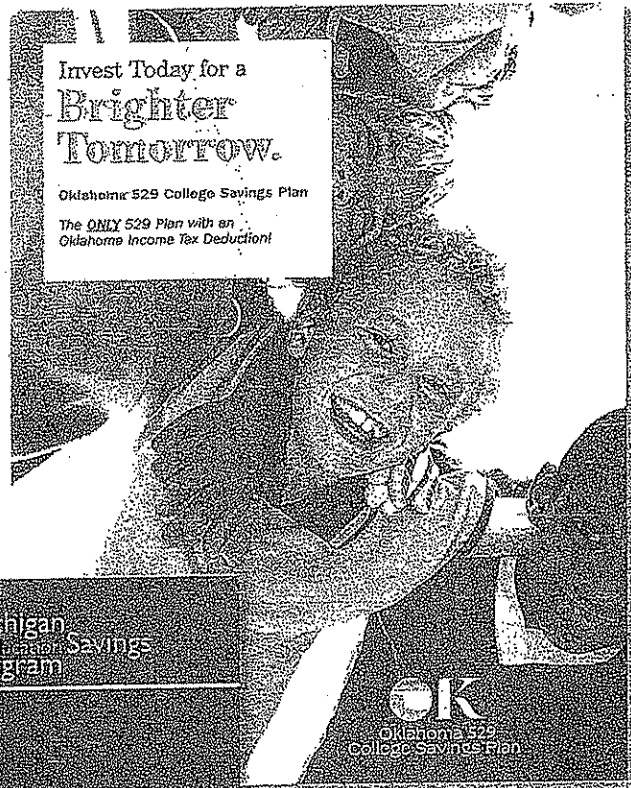
Quality First
 Joint Commission



PORTFOLIO / MARKETING COMMUNICATIONS

TIAA-CREF

Creative Source created marketing campaigns for TIAA-CREF College Savings Plans for 13 states. Each state had a different campaign with a completely different look and feel. Creative Source designed logos, enrollment kits, ads, direct mail campaigns, posters and other kinds of marketing collateral.

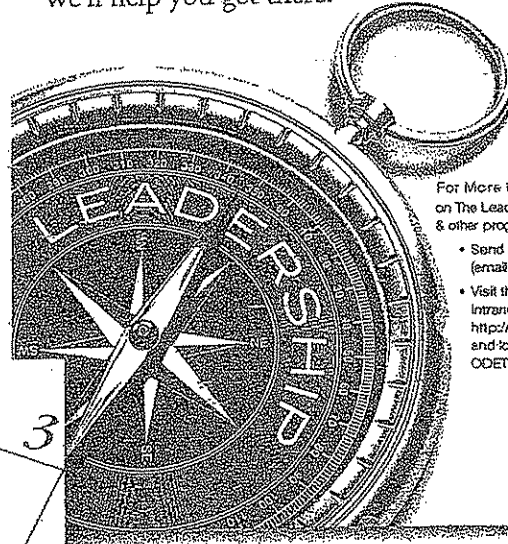


Posters for Hospitals

Creative Source designed logos, kits, ads, direct mail campaigns, posters and collateral for hospitals.

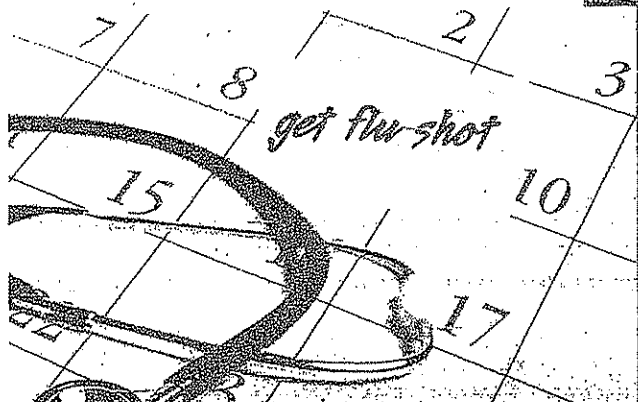
THE LEADERSHIP DIFFERENCE

We'll help you get there.



For More information on The Leadership Difference & other programs:

- Send an email to (email box TK)
- Visit the Continuum Intranet <http://Chip.chpnet.org> and log onto the ODETM home page



Mandatory Flu Vaccination

Protect our patients and yourself – It's the law!

New York State now requires the following health care workers and volunteers to be vaccinated against both seasonal flu and the H1N1 virus (swine flu):

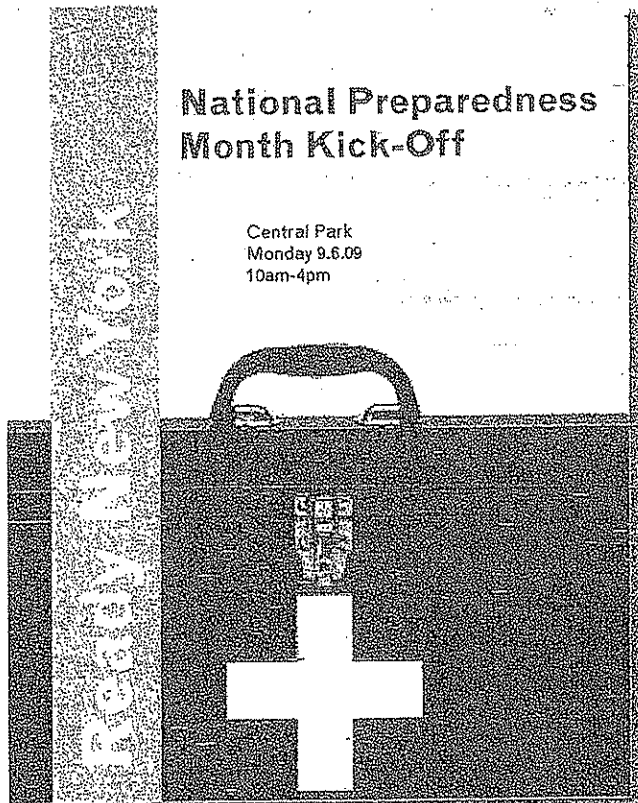
- 1. Those who have direct patient contact, and
- 2. Those who are in regular contact with others who have direct patient contact.

Information on where and when to get your flu shots will be coming soon.



National Preparedness Month Kick-Off

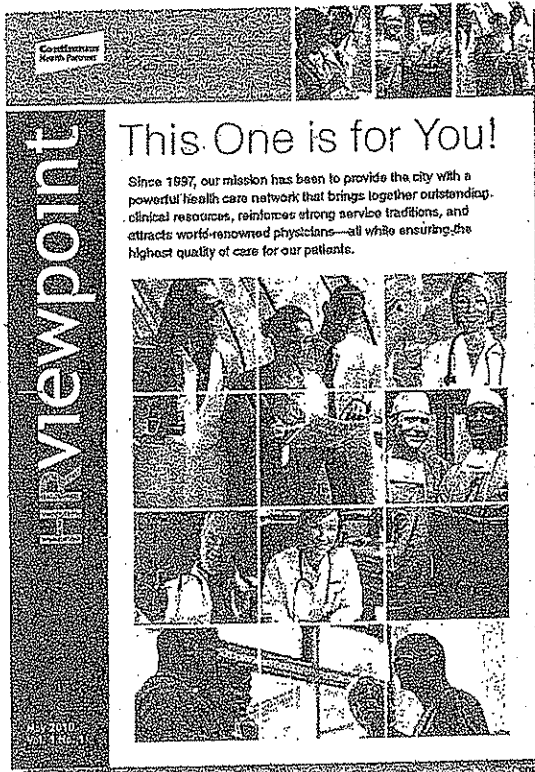
Central Park
Monday 9.6.09
10am-4pm



PORTFOLIO / NEWSLETTERS

Newsletters for Hospitals

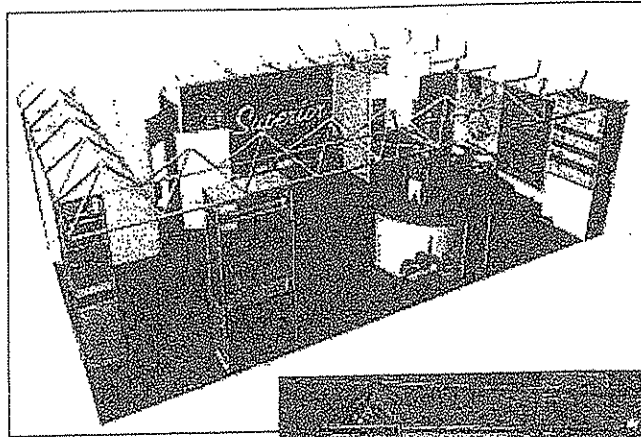
Creative Source designed the ViewPoint Newsletter, creating a sophisticated new look for their employee publications. Below are several versions we presented to the client-for-review.



PORTFOLIO / BRANDING SPACES

Exhibit Design for Superior Sewing

Creative Source provided all graphic design and visual images for the Superior Sewing trade show booth in Mexico.



YMCA Banners

Creative Source created indoor banners for the lounge area and outdoor environmental graphics for the building facade on 14th Street.



WEBSITES

Creative Source	creativesource.com
2009 Cotton Incorporated Annual Report	cottoninc.com/2009-Annual-Report
Brooklyn Careworks	creativesource.com/BrooklynCareworks/history.html
Business Logic	blogicnyc.com
Prosthodontics of New York	www.dredwardgoldin.com
Jacqueline McMickens & Associates	jcmcickenslaw.com
Union Health Center	unionhealthcenter.org
Julie R. Fenster, LLC	fensterlawnyc.com
JC Landa	jclanda.com

To view other websites designed and produced by Creative Source, please visit our web archive at CreativeSource.com (found under "portfolio" tab).

"Carol and her team were extraordinary to work with. Their creativity, vision and high standards resulted in major impact to our website. Clients and prospects who visit our site are overwhelmed with the energy and innovation of our message. And they naturally translate these qualities to Business Logic. I know that this will result in larger and more exciting clients and projects for us in the future."

- Howard Zien, President, Business Logic

NJEFA / MISSION

NJEFA's Mission

The New Jersey Educational Facilities Authority's mission is to support a world-class higher education in New Jersey. As a public fiduciary, NJEFA's business is to help college and university clients obtain low-cost financing for the development of their facilities. NJEFA is helping their clients invest in the treasures that are New Jersey's colleges and universities, so they can provide the opportunities for it's citizens that will build the future of all of New Jersey.

"If you can solve the education problem, you don't have to do anything else. If you don't solve it, nothing else is going to matter all that much."

Alan Greenspan, Former Chairman,
U.S. Federal Reserve Board 2006

Our Mission

Our mission is to help NJEFA reach its goals through enhanced, persuasive communications. By clarifying the message (with the assistance of our editors and your staff) and adding the right images, we can emphasize the issues in a powerful and effective way. Your readers will realize the impact your services will have on the future of higher education. They will understand clearly how everyone in New Jersey is affected by easy access to affordable education.

We look forward to the opportunity to work with the NJEFA team to help you fulfill your mission.

CONCEPTS FOR NJEFA ANNUAL REPORT

Creative Source has extensive experience developing communications for both government agencies (Metropolitan Transportation Authority, The Federal Reserve Bank of New York, and DASNY) and the nonprofit sector (YMCA, Kips Bay Boys & Girls Club, and Girl Scouts of the USA).

We have included examples here of how we can help you develop the concept and the design for the next NJEFA annual report. By highlighting quotations, testimonials, and statistics, we will allow readers to understand your mission at a glance.

"We live in a technological age where every study shows that the more knowledge you have as a worker and the more knowledgeable workers you have as an economy, the faster your incomes will rise. Therefore, the centerpiece of our stimulus, the core driving principle, should be to stimulate everything that makes us smarter and attracts more smart people to our shores. That is the best way to create good jobs."

"The Open-Door Bailout"
Thomas L. Freidman, The New York Times,
February 11, 2009

Concept for NJEFA Annual Report

Possible themes for 2011 Annual Report:

- Foundations of change
- Expanding futures. Expanding minds.
- Sustaining the legacy.
- Enduring vision amid changing times.
- Mapping the milestones.
- New directions. Continued commitment.
- Beyond today... preserving tomorrow.
- Making opportunity a reality.
- Supporting the vision we all share.

Despite uncertainties in the economic picture, Americans continue to believe in and support the importance of providing for our children's future education. The New Jersey Educational Facilities Authority continues its mission to ensure that NJ institutions of higher education can meet the needs of future generations. Each project funded in 2011 will have an impact on building futures – these projects are highlighted throughout our annual report.

Develop an impressive list of facts and figures showing the major achievements and plans of NJEFA with photos and captions.

NJEFA's annual report will showcase the low-cost financing deals for colleges and universities throughout the year. It will establish the successes of NJEFA and tell the stories behind the scenes. It will describe the types of facilities that were financed in a succinct way, allowing the reader to flip through the report and instantly grasp the impact of the work of the NJEFA.

We can tell these stories by using numbers, photos, captions, and testimonials. Emphasize NJEFA's success stories in a brief section of the annual report; this section will describe examples where NJEFA has provided New Jersey's learning institutions with low-cost public financing. We may start with the largest project built in the new year and continue with other facilities financed in 2011. We will emphasize the new and improved, affordable educational facilities that are now available to those who need it with photos and captions.

Here are a few ideas based upon the information we have at this point. Once we meet with you in our initial discovery meeting, we can discuss these concepts or other ideas for your annual report. We prefer to meet with you to determine the theme and develop the design concepts together.

CONCEPTS FOR NJEFA ANNUAL REPORT

The annual report will tell the story, visually as well as verbally, of NJEFA's plan to preserve and expand financing for New Jersey's educational facilities. Below are some of the ideas we can review and develop, if you agree.

- NJEFA provides low-cost financing in spite of the ebb and flow of investor confidence.
- Public finance is an economic engine that creates jobs, raises revenue and spurs development.
- The state's universities and colleges require state of the art equipment, buildings, libraries and distance-learning capacity in order to attract the best students and faculty.
- NJEFA's clients are deeply involved and committed to the betterment of their colleges and universities.
- NJEFA has expanded their program in New Jersey to preserve thousands of educational facilities.
- The largest redevelopment plan in New Jersey's history will provide low-cost financing for xx colleges and universities.
- The plan increases the quantity and quality of New Jersey's educational facilities affecting xxx,xxx number of students.
- The new dormitories marketplace has grown to a \$x.x billion plan to build or preserve xx,xxx units by 2013.
- NJEFA provides financing for a range of buildings, dormitories, science halls, administration buildings, libraries, performing arts centers and educational centers.

Portions of the annual report may be re-purposed for future educational and awareness campaigns.

Visits to Educational Facilities

These highlights will be illustrated in the annual report with photos of real scenes that demonstrate the comfortable learning environment that students will experience. Scenes from at least three different locations will provide a strong sense of NJEFA's impact on the facilities. These photos will show students enjoying the benefits of the educational centers. The report will present comprehensive examples of innovations in educational facilities, including any of the new green facilities. It will tell the story, through the use of captions, of capability, affordability and personal warmth in an academic environment.

Testimonials

The most important aspect of this annual report will be testimonials and quotes from deans and educators who speak of how public financing from NJEFA provides better facilities; and how, perhaps for the first time, they have a modern academic facility that will attract students and faculty.

Using testimonials that speak directly to government officials who haven't visited the renovation of an academic facility, they'll describe the benefits from a new perspective—and the warm and friendly scenes of students in learning facilities with quotations in their own words.

Shown in NJEFA's offices, staff will be photographed and quoted. They'll talk about how good it feels to be helping those institutions who need to get public financing. Captions will speak about financial concerns that were immediately addressed by the staff at NJEFA. These factoids will suggest the story of the Governor and chairman who believe NJEFA connects them with their fundamental mission in public learning institutions and who are inspired by the highest ideals of community service. Government officials will appreciate the testimonials from dedicated staff members and understand the necessity for supporting these programs.

Students are bilingual and the population is multi-cultural. Photographs of educational centers that we capture will reflect a scene with an Anglo-student, a Latino student and a Chinese student will be incorporated into the annual report.

Design

Creative Source will design all graphic elements that establish the look of this report and which can be used as the basis for additional promotional materials, such as a small brochure or web content. These elements include cover design, map design indicating all locations, as well as a possible design for postcards and mailers. We will also digitize, edit and otherwise adapt the report for use on NJEFA's website.

Further, graphic elements used for the report may be incorporated into posters, packaging, and other signage promoting NJ Educational Facilities Authority services. We look forward to discussions about these additional creative possibilities.

"The acceptance of higher education as a personal benefit rather than a public good...and the shift of the cost burden to individuals have made it increasingly difficult for low-income students to advance beyond high school. In the long run, the nation as a whole will suffer from the lack of new talent that could have been discovered and nurtured in affordable, accessible, high-quality public schools, colleges, and universities."

Rising Above the Gathering Storm:
Energizing and Employing America for a
Brighter Economic Future
National Academy of Sciences,
National Academy of Engineering, and Institute of Medicine
of the National Academies, 2007

Creative Source Role for "Building futures"

"Building futures" is a newsletter that provides information about key initiatives of the New Jersey Educational Facilities Authority. The newsletter also has a lighter side, providing short biographies of the members and staff and their various activities.

The designers at Creative Source specialize in making complex information engaging and easy to understand at a glance.

Our designs are clear, simple and direct. We offer you the winning combination of visual simplicity along with the ability to highlight the key points so they resonate clearly with your clients and staff.

Our goal is to help the staff of NJEFA and "Building futures" reach their goals through enhanced, persuasive communication. By clarifying the message and researching the right images we can emphasize the issues, allowing you to communicate with your audience in a powerful, effective way.

We look forward to the opportunity to work with the NJEFA team, helping you fulfill your mission.

Creative Source will:

- Meet with staff to discuss ideas and content.
- Develop ideas and suggestions for content and write articles.
- Edit and refine the copy, as necessary.
- Follow the current template for design, as necessary.
- Research the appropriate images and artwork in order to illustrate the articles.
- Meld the images and stories with special consideration to the proper message, creating the appropriate tone for that message.

"BUILDING FUTURES" NEWSLETTER ESTIMATE

Creative Source provides quality design with speed and accuracy.

We bill a flat rate for all designers on our staff.

The estimate for the project will include the following:

- I. Edit and review copy with client
 - Meeting with client to review articles
- II. Design/layout 4-6-page newsletter (including formatting client supplied text)
 - Convert client supplied images to 300dpi/CMYK .Tiff files
 - Provide PDFs for review
 - Develop and manage schedule
 - Client telephone meetings, and email communications with client
- III. Color correction of images
- IV. Prepare files for press
 - Includes conversions, burning DVD, sending files to printer with specifications
 - Create color prototype of newsletter
- V. Review blueline and color proofs

Total for editorial services and artwork:	\$1,850 per issue
Total for 3 issues:	\$5,550

*Price is based on using client-supplied copy with Creative Source providing editorial services.
Price does not include illustrations and stock photography.

Creative Source is a woman-owned business, certified by the State of New York and the Port Authority of NY and NJ.

NJEFA ANNUAL REPORT ESTIMATE & COST SUMMARY

I. Planning and discovery	500
- Initial theme and cover concept and design development	
- Meeting to discuss scope of project, schedule and budget	
II. Research and development of concepts and visuals	3,000
- Refinements for cover and 6-10 interior pages of editorial and departmental sections	
- Meeting to review concepts and discuss next steps	
III. Prepare layouts & typesetting with final copy for editorial section	1,000
- Color-correct photos	
- Meeting to review and discuss next steps	
IV. Prepare layouts & typesetting with final copy for financial section	3,500
- Color-correct photos	
- Meeting to review and discuss next steps	
V. Pre-press electronic documents and send to printer with specs and instructions	500
- Check color-proofs and bluelines	100
- On-site press supervision in nearby location	500
- Out-of-pocket expenses (train tickets, messengers & FedEx)	200
	<hr/>
Subtotal for design	9,300
Writing and Editorial Services	1,700
	<hr/>
Total for design, editing, and final artwork	\$11,000*
A. Stock Photography (3 photos at \$300-\$500 each)	900-1,500 per annual report
B. Professional Photography (\$2,000 per day / 1-2 days)	2,000-4,000 per annual report

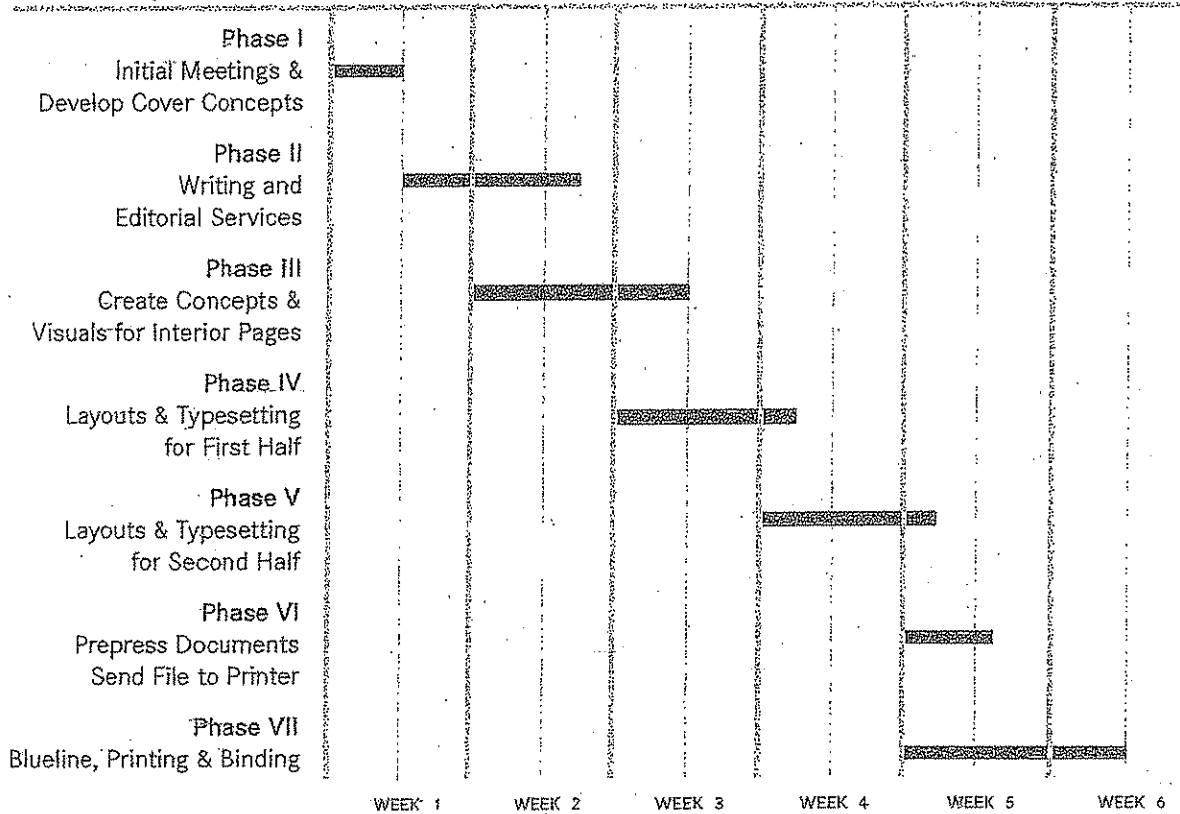
* Estimate includes client revisions, copywriting, editorial services, and out-of-pocket expenses.
 Custom illustration, stock photos, photography, printing, mailing costs, postage, and sales tax are not included.

COST SUMMARY

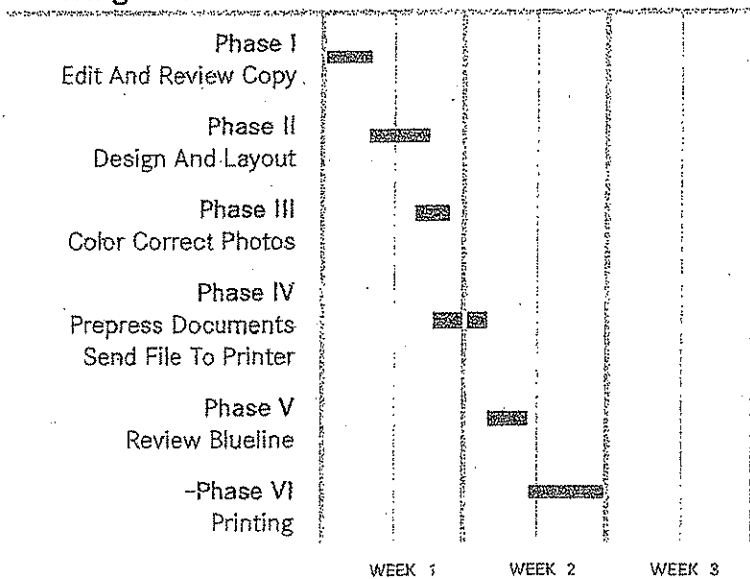
Total for 2011 Annual Report	\$11,000
Total for 2012 Annual Report	\$11,000
Total for 2013 Annual Report	\$11,000
	<hr/>
Total for 3 Annual Reports	\$33,000
3 newsletters (\$1,850 per issue)	\$5,550
	<hr/>
TOTAL FOR 3 ANNUAL REPORTS AND 3 NEWSLETTERS	\$38,550

PRODUCTION SCHEDULE

Annual Report



"Building futures" Newsletter



APPENDIX

- 1 For the names, contact information (addresses, telephone and facsimile numbers plus e-mail address) please see **first page of document**. For relevant experience and proposed roles of the individuals that will be directly responsible for serving the Authority on a day-to-day basis, please see **page 13**.
- 2 Creative Source's experience as a graphic design and production company is discussed on **pages 3 thru 8**.
3. Written biographies and experience of the individuals that will be directly responsible for writing and edition content for the Authority are listed on **page 13-16**.
- 4 Although Creative Source has not had the opportunity to work with any State offices in New Jersey, we have much experience in working with government agencies in New York. For example, the MTA, The Federal Reserve Bank of NY and NYC Water Authority. For further information on these projects see **pages 5, 6, as well as page 21**.
- 5 Client references can be found on **page 12**.
- 6 Samples of recent annual reports and newsletters or similar materials can be found on **pages 5, 6, as well as samples in our portfolio**.
- 7 Creative Source's recommendations regarding themes, design and layout of the proposed annual reports and production strategy can be found on **page 28 and 29**.
- 8 Recommendations for contributions to newsletter issues, such as special features, articles and other recommendations can be found on **page 30**.
- 9
 - a. Estimates for design production of the Annual Report for years 2009, 2010 and 2011, can be found on **page 32**.
 - b. Estimates for design production of 9 issues of the Authority's newsletter, "Building futures" can be found on **page 31**.
 - c. Total all-in-fee for the services outlined in this proposal is on **page 32**.
- 10 Creative Source's hourly rate for graphic design services is \$90 per hour for additional projects.
- 11 Special consultants will not be necessary. Extraordinary expenses include: custom photography and stock photos. These prices are listed in the estimate for the Annual Report.

-
- 12 Creative Source is registered in the State of New Jersey. Please see certificate enclosed
 - 13 Creative Source is certified as a woman-owned business with the Port Authority of New York and New Jersey. Certificate is included.
 - 14 The graphic design services will be performed in New York, NY.
 - 15 There is no litigation, threatened or pending, against Creative Source.
 - 16 There is no actual or potential conflict of interest that may arise if our firm is selected to serve as Graphic Design Consultant to the Authority or the Authority's college and university clients.
 - 17 Creative Source has not made any political contributions, since it was founded in 1986. Please see attachment.
 - 18 No officer of Creative Source has made any political contributions. See Exhibits.
 - 19 One of our employees, Laura Pizzoferrato, resides in Jersey City, New Jersey.



CREATIVE SOURCE

NJEFA FEE PROPOSAL FOR GRAPHIC DESIGN SERVICES

Annual Report

Fees for graphic design production of the 2011, 2012, and 2013 Annual Reports should be based on the Scope of Services identified in Section I of the RFP for Graphic Design Services.

Total fee for 2011 Annual Report	\$ <u>11,000</u>
Total fee for 2012 Annual Report	\$ <u>11,000</u>
Total fee for 2013 Annual Report	\$ <u>11,000</u>
Annual Report Total:	\$ <u>33,000</u>

Newsletter

Fees for the production of multiple issues of *Building futures* should be based on the Scope of Services identified in Section II of the RFP for Graphic Design Services.

2012 Per Issue	\$ <u>1850</u>
2013 Per Issue	\$ <u>1850</u>
2014 Per Issue	\$ <u>1850</u>
Newsletter Total:	\$ <u>5550</u>

Other Communications Materials

Hourly Rate	\$ <u>90</u>
-------------	--------------

Additional Expenses

If applicable, please identify the need for special consultants or anticipated extraordinary expenses including, but not limited to, author's alterations, photography and/or imagery needs and services.

stock photography (\$300-500)	\$ <u>400 each approx.</u>
Professional photographer	\$ <u>2000 per day</u>
	\$ _____

INFORMATION AND INSTRUCTIONS For Completing The "Two-Year Vendor Certification and Disclosure of Political Contributions" Forms

Background Information

On September 22, 2004, then-Governor James E. McGreevey issued Executive Order 134, the purpose of which was to insulate the negotiation and award of State contracts from political contributions that posed a risk of improper influence, purchase of access or the appearance thereof. To this end, Executive Order 134 prohibited State departments, agencies and authorities from entering into contracts exceeding \$17,500 with individuals or entities that made certain political contributions. Executive Order 134 was superseded by Public Law 2005, c. 51, signed into law on March 22, 2005 ("Chapter 51").

On September 24, 2008, Governor Jon S. Corzine issued Executive Order No. 117 ("E.O. 117"), which is designed to enhance New Jersey's efforts to protect the integrity of procurement decisions and increase the public's confidence in government. The Executive Order builds upon the provisions of Chapter 51.

Two-Year Certification Process

Upon approval by the State, the Certification and Disclosure of Political Contributions form (CH51.1R1/21/2009) is valid for a two (2) year period. Thus, if a vendor receives approval on Jan 1, 2009, the certification expiration date would be Dec 31, 2011. Any change in the vendor's ownership status and/or political contributions during the two-year period will require the submission of new Chapter 51/EO117 forms to the State Review Unit. Please note that it is the vendor's responsibility to file new forms with the State should these changes occur.

Prior to the awarding of a contract, the agency should first send an e-mail to CD134@treas.state.nj.us to verify the certification status of the vendor. If the response is that the vendor is NOT within an approved two-year period, then forms must be obtained from the vendor and forwarded for review. If the response is that the vendor is within an approved two-year period, then the response so stating should be placed with the bid/contract documentation for the subject project.

Instructions for Completing the Forms

NOTE: Please refer to the next section, "Useful Definitions for Purposes of Ch. 51 and E.O. 117," for guidance when completing the forms.

Part 1: VENDOR INFORMATION

Business Name -- Enter the full name of the Vendor, including trade name if applicable.

Business Type -- Select the vendor's business organization from the list provided.

Address, City, State, Zip and Phone Number -- Enter the vendor's street address, city, state, zip code and telephone number.

Vendor Email -- Enter the vendor's primary email address.

Vendor FEIN -- Please enter the vendor's Federal Employment Identification Number.

INFORMATION AND INSTRUCTIONS
For Completing The "Two-Year Vendor Certification and Disclosure of Political Contributions" Forms

Part 2: PUBLIC LAW 2005, Chapter 51 / EXECUTIVE ORDER 117 (2008) DUAL CERTIFICATION

Read the following statements and verify that from the period beginning on or after October 15, 2004, no contributions as set forth at subsections 1(a)-(c) have been made by either the vendor or any individual whose contributions are attributable to the vendor pursuant to Executive Order 117 (2008).

NOTE: Contributions made prior to November 15, 2008 are applicable to Chapter 51 only.

Part 3: DISCLOSURE OF CONTRIBUTIONS MADE

Check the box at top of page 2 if no reportable contributions have been made by the vendor. If the vendor has no contributions to report, this box must be checked.

Name of Recipient Entity – Enter the full name of the recipient entity.

Address of Recipient Entity – Enter the recipient entity's street address.

Date of Contribution – Indicate the date of the contribution.

Amount of Contribution – Enter the amount of the reportable contribution.

Type of Contribution – Select the type of contribution from the list provided.

Contributor Name – Enter the full name of the contributor.

Relationship of Contributor to the Vendor – Indicate relationship of the contributor to the vendor, e.g. officer or partner of the company, spouse of officer or partner, resident child of officer or partner, parent company of the vendor, subsidiary of the vendor, etc.

NOTE: If form is being completed electronically, click "Add a Contribution" to enter additional contributions. Otherwise, please attach additional pages as necessary.

Part 4: CERTIFICATION

Check box A if the person completing the certification and disclosure is doing so on behalf of the vendor and all individuals and/or entities whose contributions are attributable to the vendor.

Check box B if the person completing the certification and disclosure is doing so on behalf of the vendor only.

Check box C if the person completing the certification and disclosure is doing so on behalf of an individual and/or entity whose contributions are attributable to the vendor.

Enter the full name of the person authorized to complete the certification and disclosure, the person's title or position, date and telephone number.

INFORMATION AND INSTRUCTIONS For Completing The "Two- Year Vendor Certification and Disclosure of Political Contributions" Forms

USEFUL DEFINITIONS FOR THE PURPOSES OF Ch. 51 and E.O. 117

- "Vendor" means the contracting entity.
- "Business Entity" means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of New Jersey or any other state or foreign jurisdiction. The definition also includes (i) if a business entity is a for-profit corporation, any officer of the corporation and any other person or business entity that owns or controls 10% or more of the stock of the corporation; (ii) if a business entity is a professional corporation, any shareholder or officer; (iii) if a business entity is a general partnership, limited partnership or limited liability partnership, any partner; (iv) if a business entity is a sole proprietorship, the proprietor; (v) if the business entity is any other form of entity organized under the laws of New Jersey or any other state or foreign jurisdiction, any principal, officer or partner thereof; (vi) any subsidiaries directly or indirectly controlled by the business entity; (vii) any political organization organized under 26 U.S.C.A. § 527 that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee; and (viii) with respect to an individual who is included within the definition of "business entity," that individual's spouse or civil union partner and any child residing with that person.¹
- "Officer" means a president, vice-president with senior management responsibility, secretary, treasurer, chief executive officer, or chief financial officer of a corporation or any person routinely performing such functions for a corporation. Please note that officers of non-profit entities are excluded from this definition.
- "Partner" means one of two or more natural persons or other entities, including a corporation, who or which are joint owners of and carry on a business for profit, and which business is organized under the laws of this State or any other state or foreign jurisdiction, as a general partnership, limited partnership, limited liability partnership, limited liability company, limited partnership association, or other such form of business organization.
- "Reportable Contributions" are those contributions, including in-kind contributions, in excess of \$300.00 in the aggregate per election made to or received by a candidate committee, joint candidates committee, or political committee; or per calendar year made to or received by a political party committee, legislative leadership committee, or continuing political committee.
- "In-kind Contribution" means a contribution of goods or services received by a candidate committee, joint candidates committee, political committee, continuing political committee, political party committee, or legislative leadership committee, which contribution is paid for by a person or entity other than the recipient committee, but does not include services provided without compensation by an individual volunteering a part of or all of his or her time on behalf of a candidate or committee.
- "Continuing Political Committee" includes any group of two or more persons acting jointly, or any corporation, partnership, or any other incorporated or unincorporated association, including a political club, political action committee, civic association or other organization, which in any calendar year contributes or expects to contribute at least \$4,300 to aid or promote the candidacy of an individual, or the candidacies of individuals, for elective public office, or the passage or defeat of a public question, and which may be expected to make contributions toward such aid or promotion or passage or defeat during a subsequent election, provided that the group, corporation, partnership, association or other organization has been determined by the Commission to be a continuing political committee in accordance with N.J.S.A. 19:44A-8(b).

¹ Contributions made by a spouse, civil union partner or resident child to a candidate for whom the contributor is eligible to vote or to a political party committee within whose jurisdiction the contributor resides are permitted.

INFORMATION AND INSTRUCTIONS For Completing The "Two- Year Vendor Certification and Disclosure of Political Contributions" Forms

- "Candidate Committee" means a committee established by a candidate pursuant to N.J.S.A. 19:44A-9(a), for the purpose of receiving contributions and making expenditures.
- "State Political Party Committee" means a committee organized pursuant to N.J.S.A. 19:5-4.
- "County Political Party Committee" means a committee organized pursuant to N.J.S.A. 19:5-3.
- "Municipal Political Party Committee" means a committee organized pursuant to N.J.S.A. 19:5-2.
- "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 N.J.S.A. 19:44A-10.1 for the purpose of receiving contributions and making expenditures.
- "Political Party Committee" means:
 1. The State committee of a political party, as organized pursuant to N.J.S.A. 19:5-4;
 2. Any county committee of a political party, as organized pursuant to N.J.S.A. 19:5-3; or
 3. Any municipal committee of a political party, as organized pursuant to N.J.S.A. 19:5-2.

Agency Submission of Forms

The agency should submit the completed and signed Two-Year Vendor Certification and Disclosure forms, together with a completed Ownership Disclosure form, either electronically to cd134@treas.state.nj.us or regular mail at Chapter 51 Review Unit, P.O. Box 039, 33 West State Street, 9th Floor, Trenton, NJ 08625. Original forms should remain with the Agency and copies should be sent to the Chapter 51 Review Unit.

Questions & Answers

Questions regarding the interpretation or application of Public Law 2005, Chapter 51 (N.J.S.A. 19:44A-20.13) or Executive Order 117 (2008) may be submitted electronically through the Division of Purchase and Property website at <http://www.state.nj.us/treasury/purchase/execorder134.htm>. Responses to previous questions are posted on the website, as well as additional reference materials and forms.

NOTE: The Chapter 51 Q&A on the website **DOES NOT** address the expanded pay-to-play requirements imposed by Executive Order 117. The Chapter 51 Q&A are only applicable to contributions made prior to November 15, 2008. There is a separate, combined Chapter 51/E.O. 117 Q&A section dealing specifically with issues pertaining to contributions made after November 15, 2008, available at <http://www.state.nj.us/treasury/purchase/execorder134.htm#state>.



State of New Jersey
Division of Purchase and Property
 Two-Year Chapter 51 / Executive Order 117 Vendor Certification and
 Disclosure of Political Contributions

For AGENCY USE ONLY

General Information	
Solicitation, RFQ or Contract No. _____	Award Amount _____
Description of Services _____	
Agency Contact Information	
Agency _____	Contact Person _____
Phone Number _____	Agency Email _____

Part 1: Vendor Information

Full Legal Business Name CREATIVE SOURCE, INC.
 (Including trade name if applicable)

Business Type Corporation Limited Partnership Professional Corporation General Partnership
 Limited Liability Company Sole Proprietorship Limited Liability Partnership

Address 1 27 WEST 24th ST. Address 2 Suite 1108
 City NEW YORK State NY Zip 10010 Phone 2122437383

Vendor Email CSMITT@creativeSource.com Vendor FEIN [REDACTED]

Part 2: Public Law 2005, Chapter 51/ Executive Order 117 (2008) Certification

I hereby certify as follows:

1. On or after October 15, 2004, neither the below-named entity nor any individual whose contributions are attributable to the entity pursuant to Executive Order 117 (2008) has solicited or made any contribution of money, pledge of contribution, including in-kind contributions, company or organization contributions, as set forth below that would bar the award of a contract to the vendor, pursuant to the terms of Executive Order 117 (2008).

- a) Within the preceding 18 months, the below-named person or organization has not made a contribution to:
- (i) Any candidate committee and/or election fund of any candidate for or holder of the public office of Governor or Lieutenant Governor,
 - (ii) Any State, county, *municipal* political party committee; OR
 - (iii) Any *legislative leadership committee*.
- b) During the term of office of the current Governor(s), the below-named person or organization has not made a contribution to
- (i) Any candidate, committee and/or election fund of the Governor or Lieutenant Governor, OR
 - (ii) Any State, county or *municipal* political party committee nominating such Governor in the election preceding the commencement of said Governor's term.
- c) Within the 18 months immediately prior to the first day of the term of office of the Governor(s), the below-named person or organization has not made a contribution to
- (i) Any candidate, committee and/or election fund of the Governor or Lieutenant Governor, OR Any State, county, *municipal* political party committee of the political party nominating the successful gubernatorial candidate(s) in the last gubernatorial election.

PLEASE NOTE: Prior to November 15, 2008, the only disqualifying contributions include those made by the vendor or a principal owning or controlling more than 10 percent of the profits or assets of a business entity (or 10 percent of the stock in the case of a business entity that is a corporation for profit) to any candidate committee and/or election fund of the Governor or to any state or county political party within the preceding 18 months, during the term of office of the current Governor or within the 18 months immediately prior to the first day of the term of Office of Governor.

Part 3: Disclosure of Contributions Made

Check this box if no reportable contributions have been made by the above-named business entity or individual.

Name of Recipient	<u>N/A</u>	Address of Recipient	<u>N/A</u>
Date of Contribution	<u>N/A</u>	Amount of Contribution	<u>N/A</u>
Type of Contribution (i.e. currency, check, loan, in-kind) _____			
Contributor Name <u>N/A</u>			
Relationship of Contributor to the Vendor <u>N/A</u>			
Contributor Address <u>N/A</u>			
City	<u>N/A</u>	State	<u>N/A</u> Zip <u>N/A</u>

If this form is not being completed electronically, please attach pages for additional contributions as necessary. Otherwise click "Add a Contribution" to enter additional contributions.

Part 4: Certification

I have read the instructions accompanying this form prior to completing this certification on behalf of the above-named business entity. I certify that, to the best of my knowledge and belief, the foregoing statements by me are true. I am aware that if any of the statements are willfully false, I am subject to punishment.

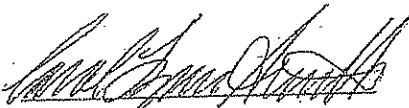
I understand that this certification will be in effect for two (2) years from the date of approval, provided the ownership status does not change and/or additional contributions are not made. If there are any changes in the ownership of the entity or additional contributions are made, a new full set of documents are required to be completed and submitted. By submitting this Certification and Disclosure, the person or entity named herein acknowledges this continuing reporting responsibility and certifies that it will adhere to it.

(CHECK ONE BOX A, B or C)

(A) I am certifying on behalf of the above-named business entity and all individuals and/or entities whose contributions are attributable to the entity pursuant to Executive Order 117 (2008).

(B) I am certifying on behalf of the above-named business entity only.

(C) I am certifying on behalf of an individual and/or entity whose contributions are attributable to the vendor.

Signed Name  Print Name CAROL LYNN SMITH
Phone Number 212 243 7383 Date 2/29/12
Title/Position PRESIDENT

Agency Submission of Forms

The agency should submit the completed and signed Two-Year Vendor Certification and Disclosure forms, together with a completed Ownership Disclosure form, either electronically to cd134@treas.state.nj.us, or regular mail at Chapter 51 Review Unit, P.O. Box 039, 33 West State Street, 9th Floor, Trenton, NJ 08625. The agency should save the forms locally and keep the original forms on file, and submit copies to the Chapter 51 Review Unit.

"Exhibit A"

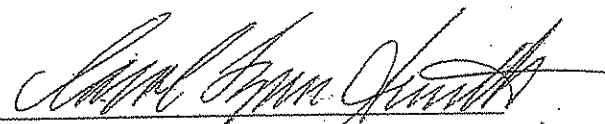
P.L. 2005, c.51 / Executive Order No. 117
Certification of No Change

P.L. 2005, c. 51 / Executive Order No. 117
Certification of No Change

I, CAROL SMITH the President of CREATIVE SOURCE
(the "Firm") in connection with the Request for Proposals for Graphic Design Services (the
"RFP") issued by the New Jersey Educational Facilities Authority (the "Authority") does hereby
certify that all information, certifications and disclosure statements previously provided in
connection with P.L. 2005, c. 51, which codified Executive Order No. 134 (McGreevey 2004),
as amended by Executive Order No. 117 (Corzine 2008), are true and correct as of the date
hereof and that all such statements have been made with full knowledge that the Authority and
the State of New Jersey shall rely upon the truth of the statements contained therein and herein in
connection with the RFP.

IN WITNESS WHEREOF, we have executed this certificate as of this 29 day of
FEBRUARY 2012.

CREATIVE SOURCE, INC.
[NAME OF FIRM]

By: 
Name: CAROL LYNN SMITH
Title: PRESIDENT

"Exhibit B"

P.L. 2005, c.271

P.L. 2005, c.271

(Unofficial version, Assembly Committee Substitute to A-3013, First Reprint)

AN ACT authorizing units of local government to impose limits on political contributions by contractors and supplementing Title 40A of the New Jersey Statutes and Title 19 of the Revised Statutes:

BE IT ENACTED by the Senate and General Assembly of the State of New Jersey:

40A:11-51 1. a. A county, municipality, independent authority, board of education, or fire district is hereby authorized to establish by ordinance, resolution or regulation, as may be appropriate, measures limiting the awarding of public contracts therefrom to business entities that have made a contribution pursuant to P.L.1973, c.83 (C.19:44A-1 et seq.) and limiting the contributions that the holders of a contract can make during the term of a contract, notwithstanding the provisions and parameters of sections 1 through 12 of P.L.2004, c.19 (C.19:44A-20.2 et al.) and section 22 of P.L.1973, c.83 (C.19:44A-22).

b. The provisions of P.L.2004, c.19 shall not be construed to supersede or preempt any ordinance, resolution or regulation of a unit of local government that limits political contributions by business entities performing or seeking to perform government contracts. Any ordinance, resolution or regulation in effect on the effective date of P.L.2004, c.19 shall remain in effect and those adopted after that effective date shall be valid and enforceable.

c. An ordinance, resolution or regulation adopted or promulgated as provided in this section shall be filed with the Secretary of State.

52:34-25 2. a. Not later than 10 days prior to entering into any contract having an anticipated value in excess of \$17,500, except for a contract that is required by law to be publicly advertised for bids, a State agency, county, municipality, independent authority, board of education, or fire district shall require any business entity bidding thereon or negotiating therefor, to submit along with its bid or price quote, a list of political contributions as set forth in this subsection that are reportable by the recipient pursuant to the provisions of P.L.1973, c.83 (C.19:44A-1 et seq.) and that were made by the business entity during the preceding 12 month period, along with the date and amount of each contribution and the name of the recipient of each contribution. A business entity contracting with a State agency shall disclose contributions to any State, county, or municipal committee of a political party, legislative leadership committee, candidate committee of a candidate for, or holder of, a State elective office, or any continuing political committee. A business entity contracting with a county, municipality, independent authority, other than an independent authority that is a State agency, board of education, or fire district shall disclose contributions to: any State, county, or municipal committee of a political party; any legislative leadership committee; or any candidate committee of a candidate for, or holder of, an elective office of that public entity, 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

* Note: *Bold italicized* statutory references of new sections are anticipated and not final as of the time this document was prepared. Statutory compilations of N.J.S.A. 18A:18A-51 is anticipated to show a reference to N.J.S.A. 40A:11-51 and to N.J.S.A. 52:34-25.

entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county, or any continuing political committee.

The provisions of this section shall not apply to a contract when a public emergency requires the immediate delivery of goods or services.

b. When a 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. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by: all principals, partners, officers, or directors of the business entity or their spouses; any subsidiaries directly or indirectly controlled by the business entity; or any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee, shall be deemed to be a contribution by the business entity.

c. As used in this section:

"business entity" means a natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"interest" means the 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, as appropriate; and

"State agency" means any of the principal departments in the Executive Branch of the State Government, and any division, board, bureau, office, commission or other instrumentality within or created by such department; the Legislature of the State and any office, board, bureau or commission within or created by the Legislative Branch, and any independent State authority, commission, instrumentality or agency.

d. Any business entity that fails to comply with the provisions of this section shall be subject to a fine imposed by the New Jersey Election Law Enforcement Commission in an amount to be determined by the commission which may be based upon the amount that the business entity failed to report.

19:44A-20.13 3. a. Any business entity making a contribution of money or any other thing of value, including an in-kind contribution, or pledge to make a contribution of any kind to a candidate for or the holder of any public office having ultimate responsibility for the awarding of public contracts, or to a political party committee, legislative leadership committee, political committee or continuing political committee, which has received in any calendar year \$50,000 or more in the aggregate through agreements or contracts with a public entity, shall file an annual disclosure statement with the New Jersey Election Law Enforcement Commission, established pursuant to section 5 of P.L.1973, c.83 (C.19:44A-5), setting forth all such contributions made by the business entity during the 12 months prior to the reporting deadline.

b. The commission shall prescribe forms and procedures for the reporting required in subsection a. of this section which shall include, but not be limited to:

(1) the name and mailing address of the business entity making the contribution, and the amount contributed during the 12 months prior to the reporting deadline;

(2) the name of the candidate for or the holder of any public office having ultimate responsibility for the awarding of public contracts, candidate committee, joint candidates committee, political party committee, legislative leadership committee, political committee or continuing political committee receiving the contribution; and

(3) the amount of money the business entity received from the public entity through contract or agreement, the dates, and information identifying each contract or agreement and describing the goods, services or equipment provided or property sold.

c. The commission shall maintain a list of such reports for public inspection both at its office and through its Internet site.

d. When a 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. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by: all principals, partners, officers, or directors of the business entity, or their spouses; any subsidiaries directly or indirectly controlled by the business entity; or any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee, shall be deemed to be a contribution by the business entity.

As used in this section:

"business entity" means a natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction; and

"interest" means the 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, as appropriate.

e. Any business entity that fails to comply with the provisions of this section shall be subject to a fine imposed by the New Jersey Election Law Enforcement Commission in an amount to be determined by the commission which may be based upon the amount that the business entity failed to report.

4. This act shall take effect immediately.

"Exhibit C"

P.L. 2005, c.271

Vendor Certification and Political Contribution Disclosure Form

PUBLIC LAW 2005, C. 271
VENDOR CERTIFICATION AND POLITICAL CONTRIBUTION DISCLOSURE FORM

Contract Reference No:

Vendor:

At least ten (10) days prior to entering into the above-referenced contract, the Vendor must complete this Certification and Disclosure Form, in accordance with the directions below and submit it to the State contact for such contract. Please note that the disclosure requirements under Public Law 2005, Chapter 271 are separate and different from the disclosure requirements under Public Law 2005, Chapter 51 (formerly Executive Order 134). Although no vendor will be precluded from entering into a contract by any information submitted on this form, a vendor's failure to fully, accurately and truthfully complete this form and submit it to the appropriate State agency may result in the imposition of fines by the New Jersey Election Law Enforcement Commission.

Disclosure

Following is the required Vendor disclosure of all Reportable Contributions made in the twelve (12) months prior to and including the date of signing of this Certification and Disclosure to: (i) any State, county, or municipal committee of a political party, legislative leadership committee, candidate committee of a candidate for, or holder of, a State elective office, or (ii) any entity that is also defined as a "continuing political committee" under N.J.S.A. 19:44A-3(n) and N.J.A.C. 19:25-1.

The Vendor is required to disclose Reportable Contributions by: the Vendor itself; all persons or other business entities owning or controlling more than 10% of the profits of the Vendor or more than 10% of the stock of the Vendor, if the Vendor is a corporation for profit; a spouse or child living with a natural person that is a Vendor; all of the principals, partners, officers or directors of the Vendor and all of their spouses; any subsidiaries directly or indirectly controlled by the Vendor; and any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the Vendor, other than a candidate committee, election fund, or political party committee.

"Reportable Contributions" are those contributions that are required to be reported by the recipient under the "New Jersey Campaign Contributions and Expenditures Reporting Act," P.L. 1973, c.83 (C.19:44A-1 et seq.), and implementing regulations set forth at N.J.A.C. 19:25-10.1 et seq. As of January 1, 2005, contributions in excess of \$300 during a reporting period are deemed "reportable."

Name and Address of Committee to Which Contribution Was Made	Date of Contribution	Amount of Contribution	Contributor's Name
Indicate "none" if no Reportable Contributions were made. Attach Additional Pages As Needed			
NONE	—	—	—
NONE	—	—	—
NONE	—	—	—

Certification:

I certify as an officer or authorized representative of the Vendor that, to the best of my knowledge and belief, the foregoing statements by me are true. I am aware that if any of the statements are willfully false, I am subject to punishment.

Name of Vendor: CREATIVE SOURCE, INC.

Signed: *Carol Lynn Smith*

Title: PRESIDENT

Print Name: CAROL LYNN SMITH

THE PORT AUTHORITY OF NY & NJ

David Samson
Chairman

Christopher O. Ward
Executive Director

Office of Business Diversity and Civil Rights

Certificate PA-3900

Creditite Source, Inc.

is certified as a Women-owned Business Enterprise and has met the criteria for ownership and control as established by the Port Authority.

This certification will remain in effect for five years from the date of notice and may be extended only upon your submission and the Port Authority's acceptance of a recertification package attesting that the ownership and control of the business, on which this certification is granted, has not changed. Please reference the above number on all correspondence.



Lash Green
Director
Certified: September 30, 2011



Roger Wilson
Manager, Certification
Scheduled Re-evaluation: September 30, 2016

11/04/09

Taxpayer Identification# [REDACTED]

Dear Business Representative:

Congratulations! You are now registered with the New Jersey Division of Revenue.

Use the Taxpayer Identification Number listed above on all correspondence with the Divisions of Revenue and Taxation, as well as with the Department of Labor (if the business is subject to unemployment withholdings). Your tax returns and payments will be filed under this number, and you will be able to access information about your account by referencing it.

Additionally, please note that State law requires all contractors and subcontractors with Public agencies to provide proof of their registration with the Division of Revenue. The law also amended Section 82 of the Casino Control Act, which deals with the casino service industry.

We have attached a Proof of Registration Certificate for your use. To comply with the law, if you are currently under contract or entering into a contract with a State agency, you must provide a copy of the certificate to the contracting agency.

If you have any questions or need more information, please call our Registration Hotline at (609) 292-4282.

If you continue to prosper in your business, send us a

Sincerely,

James Fruscione
Director
New Jersey Division of Revenue

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY
DIVISION OF REVENUE
P.O. BOX 287
TRENTON, NJ 08646-0287

TAXPAYER NAME:
CREATIVE SOURCE INC

ADDRESS:
27 W 24TH ST STE 300
NEW YORK NY 10011-2004

EFFECTIVE DATE:
08/20/05



SEQUENCE NUMBER:
1100447

ISSUANCE DATE:
11/04/09

Director
New Jersey Division of Revenue



DIVISION OF REVENUE
SALES TAX COLLECTION SCHEDULE
RATE 7% EFFECTIVE JULY 15, 2009

Amount of Sale	Tax to be Collected	Amount of Sale	Tax to be Collected
\$0.01 to \$0.10	None	\$5.91 to \$6.10	\$0.42
0.11 to 0.19	0.01	6.11 to 6.19	.43
0.20 to 0.32	.02	6.20 to 6.32	.44
0.33 to 0.47	.03	6.33 to 6.47	.45
0.48 to 0.62	.04	6.48 to 6.62	.46
0.63 to 0.77	.05	6.63 to 6.77	.47
0.78 to 0.90	.06	6.78 to 6.90	.48
0.91 to 1.10	.07	6.91 to 7.10	.49
1.11 to 1.19	.08	7.11 to 7.19	.50
1.20 to 1.32	.09	7.20 to 7.32	.51
1.33 to 1.47	.10	7.33 to 7.47	.52
1.48 to 1.62	.11	7.48 to 7.62	.53
1.63 to 1.77	.12	7.63 to 7.77	.54
1.78 to 1.90	.13	7.78 to 7.90	.55
1.91 to 2.19	.14	7.91 to 8.10	.56
2.20 to 2.32	.15	8.11 to 8.19	.57
2.33 to 2.47	.16	8.20 to 8.32	.58
2.48 to 2.62	.17	8.33 to 8.47	.59
2.63 to 2.77	.18	8.48 to 8.62	.60
2.78 to 2.90	.19	8.63 to 8.77	.61
2.91 to 3.10	.20	8.78 to 8.90	.62
3.11 to 3.19	.21	8.91 to 9.10	.63
3.20 to 3.32	.22	9.11 to 9.19	.64
3.33 to 3.47	.24	9.20 to 9.32	.65
3.48 to 3.62	.25	9.33 to 9.47	.66
3.63 to 3.77	.26	9.48 to 9.62	.67
3.78 to 3.90	.27	9.63 to 9.77	.68
3.91 to 4.10	.28	9.78 to 9.90	.69
4.11 to 4.19	.29	9.91 to 10.10	.70*
4.20 to 4.32	.30	Over \$10	.70*
4.33 to 4.47	.31	Over \$20	1.40*
4.48 to 4.62	.32	Over \$30	2.10*
4.63 to 4.77	.33	Over \$40	2.80*
4.78 to 4.90	.34	Over \$50	3.50*
4.91 to 5.10	.35	Over \$60	4.20*
5.11 to 5.19	.36	Over \$70	4.90*
5.20 to 5.32	.37	Over \$80	5.60*
5.33 to 5.47	.38	Over \$90	6.30*
5.48 to 5.62	.39	Over \$100	7.00*
5.63 to 5.77	.40	Over \$200	14.00*
5.78 to 5.90	.41	Over \$300	21.00*
		Over \$400	28.00*

* On amounts above \$10.00, the tax shall be \$0.07 on each full dollar of the amount of sale, plus the tax on each part of a dollar in excess of a full dollar in accordance with the above formula.
\$1.75 / 1.061

Notice: The Division of Taxation (CASH) is a partner in the collection of sales tax. It is the responsibility of the taxpayer to collect and remit sales tax. The Division of Taxation (CASH) is not responsible for the collection of sales tax. If you are a taxpayer, you should contact the Division of Taxation (CASH) for more information. If you are a collector, you should contact the Division of Taxation (CASH) for more information. The Division of Taxation (CASH) is located at 100 State Street, Trenton, NJ 08646. The Division of Taxation (CASH) is also located at 100 State Street, Trenton, NJ 08646. The Division of Taxation (CASH) is also located at 100 State Street, Trenton, NJ 08646.

STATE OF NEW JERSEY

Certificate of Authority

The person or corporation named below is hereby authorized to collect
NEW JERSEY SALES & USE TAX
 pursuant to N.J.S. 17:27B-1 ET SEQ.

This authorization is good ONLY for the named person at the location of the business.
 This authorization is null and void if any change of ownership or address occurs.

CREATIVE BOOKS
 21 W 24TH ST
 NEW YORK NY 10011

Tax Registration No.: **0000196230**
 Tax Effective Date: **09-02-05**
 Document Issued No.: **0000196230**
 Date Issued: **11-04-09**

Cheryl [Signature]
 Acting Director, Division of Taxation

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

**RESOLUTION OF THE NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY
AUTHORIZING RETAINING OF PRINTING SERVICES FOR ANNUAL REPORTS,
NEWSLETTERS AND OTHER COMMUNICATIONS MATERIALS AS NEEDED**

March 27, 2012

WHEREAS: The New Jersey Educational Facilities Authority (the "Authority") was created pursuant to the New Jersey Educational Facilities Authority Law, P.L. 1967, c. 271, N.J.S.A. 18A:72A-1 et seq., as amended and supplemented (the "Act") and is authorized to issue its obligations to provide a means for New Jersey public and private colleges and universities to obtain financing to construct educational facilities as defined in the Act; and

WHEREAS: The Authority has determined that it should engage a firm to provide printing services as more fully described in the Request for Proposals (the "RFP") which is attached hereto as Exhibit "A" and incorporated herein by reference; and

WHEREAS: The staff of the Authority, on February 28, 2012, distributed the appended RFP to a distribution list consisting of twenty three (23) firms and provided notice of the RFP by publishing the RFP on the Authority's and the State's websites; and

WHEREAS: The Authority received proposals from eight (8) firms in response to the RFP; and

WHEREAS: The Authority formed an Evaluation Committee in accordance with Paragraph 13 of Executive Order 37 (2006) consisting of the Authority's Acting Executive Director and Communications Specialist; and

WHEREAS: The Evaluation Committee reviewed the responses on the basis of factors outlined in Executive Order 37 (2006) and the RFP; and

WHEREAS: The responsive firms and their respective fees are as follows:

<u>Firm</u>	<u>Fees*</u>
Drew & Rogers	\$15,270
ImageMaster, Inc.	\$16,018
Jersey Printing Assoc.	\$17,055
Stuyvesant Press, Inc.	\$17,535
DG 3	\$18,678
Garrison Printing Company	\$18,807
Minuteman Press	\$19,222
AJ Images	\$19,801

* Fee based on total printing fees proposed for three annual reports; three (3) 4-page issues of newsletters and three (3) 6-page issues of newsletters produced over a three year period of engagement.

WHEREAS: The Evaluation Committee recommends the acceptance of the lowest-fee proposal of Drew & Rogers Inc. (the "Firm") and to engage the Firm to provide printing services under the terms and conditions set forth in this Resolution, the RFP, and the accepted proposal which is appended hereto as Exhibit "B" and incorporated herein by reference (the "Proposal" and together with this Resolution and the RFP, the "Response"); and

WHEREAS: The Firm will be appointed for a three-year period commencing on April 10, 2012 and ending on March 31, 2015; and

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY THAT:

SECTION 1. The Authority hereby authorizes the engagement of the Firm to provide printing services for a period, commencing on April 10, 2012 and ending on March 31, 2015, subject to the terms and conditions set forth in the Response.

SECTION 2. The Authority hereby authorizes the Executive Director and the Director of Legislative Strategy and Public Communications to take and do any and all acts and things as may be necessary or desirable in connection with engagement of the Firm to provide printing services.

SECTION 3. This Resolution shall take effect in accordance with the Act.

____ Mr. Hodes ____ moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by ____ Mr. Petrecca ____ and upon roll call the following members voted:

AYE: Roger B. Jacobs
Ridgeley Hutchinson
Joshua Hodes
Andrew Sidamon-Eristoff (represented by Steven Petrecca)

NAY: None

ABSTAIN: None

ABSENT: Rochelle Hendricks

The Chair thereupon declared said motion carried and said resolution adopted.

**RESOLUTION OF THE NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY
AUTHORIZING RETAINING OF PRINTING SERVICES FOR ANNUAL REPORTS,
NEWSLETTERS AND OTHER COMMUNICATIONS MATERIALS AS NEEDED**

March 27, 2012

WHEREAS: The New Jersey Educational Facilities Authority (the "Authority") was created pursuant to the New Jersey Educational Facilities Authority Law, P.L. 1967, c. 271, N.J.S.A. 18A:72A-1 et seq., as amended and supplemented (the "Act") and is authorized to issue its obligations to provide a means for New Jersey public and private colleges and universities to obtain financing to construct educational facilities as defined in the Act; and

WHEREAS: The Authority has determined that it should engage a firm to provide printing services as more fully described in the Request for Proposals (the "RFP") which is attached hereto as Exhibit "A" and incorporated herein by reference; and

WHEREAS: The staff of the Authority, on February 28, 2012, distributed the appended RFP to a distribution list consisting of twenty three (23) firms and provided notice of the RFP by publishing the RFP on the Authority's and the State's websites; and

WHEREAS: The Authority received proposals from eight (8) firms in response to the RFP; and

WHEREAS: The Authority formed an Evaluation Committee in accordance with Paragraph 13 of Executive Order 37 (2006) consisting of the Authority's Acting Executive Director and Communications Specialist; and

WHEREAS: The Evaluation Committee reviewed the responses on the basis of factors outlined in Executive Order 37 (2006) and the RFP; and

WHEREAS: The responsive firms and their respective fees are as follows:

<u>Firm</u>	<u>Fees*</u>
Drew & Rogers	\$15,270
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Garrison Printing Company	\$18,807
Minuteman Press	\$19,222
AJ Images	\$19,801

* Fee based on total printing fees proposed for three annual reports; three (3) 4-page issues of newsletters and three (3) 6-page issues of newsletters produced over a three year period of engagement.

WHEREAS: The Evaluation Committee recommends the acceptance of the lowest-fee proposal of Drew & Rogers Inc. (the "Firm") and to engage the Firm to provide printing services under the terms and conditions set forth in this Resolution, the RFP, and the accepted proposal which is appended hereto as Exhibit "B" and incorporated herein by reference (the "Proposal" and together with this Resolution and the RFP, the "Response"); and

WHEREAS: The Firm will be appointed for a three-year period commencing on April 10, 2012 and ending on March 31, 2015; and

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY THAT:

SECTION 1. The Authority hereby authorizes the engagement of the Firm to provide printing services for a period, commencing on April 10, 2012 and ending on March 31, 2015, subject to the terms and conditions set forth in the Response.

SECTION 2: The Authority hereby authorizes the Executive Director and the Director of Legislative Strategy and Public Communications to take and do any and all acts and things as may be necessary or desirable in connection with engagement of the Firm to provide printing services.

SECTION 3. This Resolution shall take effect in accordance with the Act.

_____ moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by _____, and upon roll call the following members voted:

AYE:

NAY:

ABSTAIN:

ABSENT:

The Chair thereupon declared said motion carried and said resolution adopted.

NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY**REQUEST FOR PROPOSAL****PRINTING SERVICES FOR NJEFA'S 2011, 2012, AND 2013 ANNUAL REPORTS,
MULTIPLE ISSUES OF NJEFA'S NEWSLETTER ("BUILDING FUTURES"),
MISCELLANEOUS COMMUNICATIONS MATERIALS AND SPECIAL
PROJECT MATERIALS AS NEEDED**

February 28, 2012

INTRODUCTION

The New Jersey Educational Facilities Authority (hereafter "NJEFA" or "Authority") was created pursuant to Chapter 271 of the Public Laws of 1967, N.J.S.A. 18A:72A-1 *et seq.*, as amended and supplemented, to provide a means for New Jersey public and private colleges and universities to construct educational facilities through the financial resources of a public authority empowered to sell taxable and tax-exempt bonds, notes and other obligations. The Authority also, from time to time, issues bonds for various purposes that are secured by a contract with the State Treasurer to pay principal of and interest on such bonds subject to appropriations being made, from time to time, by the New Jersey State Legislature.

The Authority finances and refinances various types of educational facilities projects for public and private colleges and universities, including but not limited to, the acquisition and construction of residential, academic and auxiliary service facilities, renovation and rehabilitation of existing educational facilities and capital equipment and utilities-related projects. NJEFA's client population is the approximately 50 public and private institutions of higher education within New Jersey.

SCOPE OF SERVICES

The firm appointed for this printing contract (the "Firm") shall provide all services relating to the printing of NJEFA's 2011, 2012 and 2013 Annual Reports, multiple issues of its newsletter, *Building futures*, and such other miscellaneous communications and special project materials as may be needed during the term of this engagement.

NJEFA intends to publish its 2011, 2012 and 2013 Annual Reports and multiple issues of its newsletter, *Building futures*, during the term of a three (3) year contract commencing on or about April 10, 2012 and continuing through March 2015. NJEFA wishes to engage the services of a firm to provide printing services in connection with the development of the aforementioned publications, as well as other communications materials and special project materials as may be required during the term of this engagement. We are pleased to invite you to submit a proposal for this appointment.

Annual Reports, newsletters and other publications are the sole ownership of the Authority. Fees for services are contingent upon the successful delivery of publications or other productions covered under the term of this contract. There is no guarantee that any or all of the publications referenced herein will be produced or will be produced using outside vendors or consultants to the Authority. A graphic design consultant for the aforementioned publications shall be selected by NJEFA pursuant to a separate RFP process and is not included in the scope of this RFP for printer services. Graphic design costs shall be determined separately and will be paid directly to the graphic design consultant.

Any firm qualified by the Authority to provide these services is responsible for immediately notifying the Authority of any changes in ownership, organization and key personnel as well as any real or potential conflict of interest.

The Firm selected for this contract shall provide printing services relating to the following approximated printing specifications:

I. Printing of the Authority's 2011, 2012, and 2013 Annual Reports including:

1. 34 pages (including cover), saddle-stitched, scored, full bleed
Finished size: 8.5 inches x 11 inches
 - Cover: 100-lb glossy white stock, 4/4 color process, varnished
Please provide samples of suggested stock
 - Interior pages: 80-lb glossy white stock, 4/4 color process
Please provide samples of suggested stock
2. NJEFA financial statements on CD-Rom (approximately 40 pages); 4/C label printed on CD; and attached to back inside cover using plastic CD hubs
3. Layout will be provided in Adobe InDesign or equivalent software and will be accompanied by a high-resolution PDF, laser-printed FPO and fonts as needed
4. Epson and full color proof with color key required
5. 500 copies to be printed and delivered within 2 weeks of receipt of files
6. The 2011 Annual Report shall be printed and ready for distribution on or about July 31, 2012. The 2012 Annual Report shall be printed and ready for distribution on or about June 1, 2013. The 2013 Annual Report shall be printed and ready for distribution on or about June 1, 2014.
7. No overs accepted

II. Printing of multiple issues of NJEFA's Newsletter *Building futures* including:

1. 4 or 6 page issue: 4/4 on 11 x 17 coated, glossy 80-lb white stock, full bleed
Finished Size: 8.5 inches x 11 inches, possible 8.5 x 11 insert
Please provide samples of suggested stock

2. Layout will be provided in Adobe InDesign or equivalent software and will be accompanied by a high-resolution PDF, laser-printed FPO and fonts as needed
3. Epson and full color proof with color key required
4. 250 copies to be printed and delivered within 1 week of receipt of files
5. No overs accepted

II. Other Communications and Special Project Materials on an as needed basis during the term of this engagement. Fees for such special projects shall be negotiated at the time of assignment by NJEFA.

RESPONSE TO REQUEST FOR PROPOSAL

In responding to this Request for Proposal, please address the following areas:

1. Provide the names, contact information, relevant experience and proposed roles of those individuals who will be directly responsible for serving the Authority on a day-to-day basis.
2. Discuss your experience with clients similar to the NJEFA including your presence within the State of New Jersey, as well as offices and employees in the State. Also, as an appendix, please provide a listing of all New Jersey State, County or Municipal clients you have served since January 1, 2009 and include the following information:
 - Name of client
 - Briefly describe the scope of services
 - List design publications / materials that your firm printed
 - Any special services, recognition, awards or accolades you wish to highlight.
3. Please provide three (3) references from current clients within the past 2 years and discuss the printing services you have provided or are currently providing to them.
4. Please provide three (3) samples of recent annual reports and newsletters, or similar materials you have printed for other clients. These samples will be considered part of your response to the RFP and therefore will not be returned to you.
5. Please submit fee proposal for printing services as requested on "Attachment A."
6. Pursuant to *N.J.S.A. 52:32-44*, please provide a copy of your firm's business registration certification (or interim registration).

NOTE: Pursuant to N.J.S.A. 52:32-44, entities providing goods or services to the Authority must be registered with the New Jersey Department of the Treasury, Division of Revenue. Effective September 1, 2004, pursuant to an amendment to N.J.S.A. 52:32-44, State and local entities (including the Authority) are prohibited from entering into a contract with an entity unless the firm has provided a copy of its business registration certification (or interim registration) as part of its response. If the firm is not already registered with the New Jersey Division of Revenue, the form should be completed, online, at the Division of Revenue website at: www.state.nj.us/treasury/revenue/index.html.

7. Please indicate if your firm is a registered Small, Minority and/or Women-Owned Business Enterprise with the State of New Jersey and provide certification or documentation of same.
8. Pursuant to Executive Order No. 129 (McGreevey 2004) and P.L. 2005, c. 92, each firm submitting a response to this RFP is required to indicate in their proposal the location by country where the services under the contract will be performed.
9. Describe any pending, concluded or threatened litigation and/or investigations, administrative proceedings or federal or state investigations or audits, subpoenas or other information requests of or involving your firm or the owners, principals or employees which might materially affect your ability to serve the Authority. Describe the nature and status of the matter and the resolution, if any.
10. Describe any actual or potential conflict of interests that might arise if your firm is selected to serve as Printer to the Authority taking into consideration both the Authority and the Authority's college and university clients.
11. P.L. 2005, c. 51, enacted March 22, 2005, which codified Executive Order No. 134 (McGreevey 2004), as amended by Executive Order No. 117 (Corzine 2008), ("P.L. 2005, c. 51/Executive Order No. 117") limits the ability of State agencies and independent authorities, such as the Authority, to enter into contracts with business entities that have made certain political contributions. Please refer to "**Attachment 1**" which explains the requirements of P.L. 2005, c. 51.

The certification forms(s) and disclosure form(s) pursuant to P.L. 2005, c. 51 are attached to this RFP as "**Appendices 1, 2, and 3**" of "**Attachment 1**". If your firm has questions concerning the requirements of P.L. 2005, c.51, please contact Katherine Newell, Director of Risk Management, NJEFA, at (609) 987-0880.

Failure to submit the required certification form(s) and disclosure form(s) pursuant to P.L. 2005, c. 51 shall be cause for automatic rejection of your proposal.

12. Pursuant to P.L. 2005, c. 271, at least ten (10) days prior to entering into any agreement or contract with a value of over \$17,500 with the Authority, business entities (as defined in P.L. 2005, c. 271 attached hereto as "Exhibit B" and also described in the "Public Law 2005 C. 271 Vendor Certification and Political Contribution Disclosure Form" attached hereto as "Exhibit C") are required to submit a disclosure of certain political contributions.

If your firm has questions concerning the requirements of P.L. 2005, c.271, please contact Katherine Newell, Director of Risk Management, NJEFA, at (609) 987-0880.

IMPORTANT, PLEASE NOTE: Firms are also advised of their responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission ("ELEC") pursuant to N.J.S.A. 19:44A-20.13 (P.L. 2005, c. 271, section 3) if the firm receives contracts with public entities, such as the Authority, in excess of \$50,000 or more in the aggregate from public entities, such as the Authority, in a calendar year. It is the firm's responsibility to determine if filing is necessary. Failure to so file can result in the imposition of financial penalties by ELEC. Additional information about this requirement is available from ELEC at 888-313-3532 or at www.elect.state.nj.us

PROPOSAL SUBMISSION

In order to be considered for appointment, your firm must submit **two (2) copies** of your response addressing the specific requirements noted above no later than **12:00 Noon on Friday, March 9, 2012** at the following location:

NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY
Attention: Sheryl Stitt, Director of Communications
103 College Road East
Princeton, NJ 08540-6612

Responses received after this time and date will not be considered. E-mailed and/or faxed proposals will not be accepted under any circumstances.

Selection will be made after consideration of all information requested and received. In making the appointment, strong consideration will be given to the respective price quotations submitted; however, other factors to be considered include, but are not limited to, experience, NJ presence, performance, and capabilities of each firm. The Authority reserves the right to establish a fee schedule that is acceptable to the firm selected and to the Authority and to negotiate fees when appropriate.

The Authority reserves the right to appoint a separate printer for any project or publication of the Authority.

The Authority reserves the right to request additional information if necessary or to request an interview with company(s). The Authority further reserves the right to make such investigations as it deems necessary as to the qualifications of any and all firms submitting proposals. In the event that all proposals are rejected, the Authority reserves the right to re-solicit proposals.

The Authority will not be responsible for any expenses in the preparation and/or presentation of the proposals and oral interviews, if any, or for the disclosure of any information or material received in connection with the solicitation, whether by negligence or otherwise.

Any communications with representatives or employees of the Authority concerning this RFP, except as expressly set forth herein, by you or on your behalf, are not permitted during the submission process. No telephone inquiries will be accepted, except as expressly set forth herein concerning P.L. 2005, c. 51/Executive Order No. 117. All other inquiries concerning this RFP should be directed in writing to **Nichole Doxey, Communications Specialist, via email, ndoxey@njefa.com, or fax, (609) 987-0850, only.** Any inquiries received after Wednesday, March 7th will not be answered.

All information submitted in response to this RFP will become the property of the Authority and may be open to inspection by members of the public pursuant to the Open Public Records Act and Executive Order No. 26 (Whitman 1994) once the selection process is complete.

NJEFA FEE PROPOSAL FOR PRINTER SERVICES

Annual Report

Fees for printing the 2011, 2012, and 2013 Annual Reports should be based on the Scope of Services identified in Section I of the RFP for Printer Services.

Total fee for 2011 Annual Report \$ _____
 Total fee for 2012 Annual Report \$ _____
 Total fee for 2013 Annual Report \$ _____

Annual Report Total: \$ _____

Newsletter

Fees for the printing of multiple issues of NJEFA's newsletter, *Building futures*, should be based on the Scope of Services identified in Section II of the RFP for Printer Services.

2012:	Four-page issue	\$ _____	Six-page issue	\$ _____
2013:	Four-page issue	\$ _____	Six-page issue	\$ _____
2014:	Four-page issue	\$ _____	Six-page issue	\$ _____
	Total:	\$ _____	Total:	\$ _____

Additional Expenses

If applicable, please identify the need for other special consultants or anticipated extraordinary expenses including, but not limited to, delivery charges, author's alterations and cost for additional color proofs.

\$ _____

\$ _____

\$ _____

“Attachment 1”

P.L. 2005, c.51 / Executive Order No. 117

INFORMATION AND INSTRUCTIONS For Completing The "Two-Year Vendor Certification and Disclosure of Political Contributions" Forms

Background Information

On September 22, 2004, then-Governor James E. McGreevey issued Executive Order 134, the purpose of which was to insulate the negotiation and award of State contracts from political contributions that posed a risk of improper influence, purchase of access or the appearance thereof. To this end, Executive Order 134 prohibited State departments, agencies and authorities from entering into contracts exceeding \$17,500 with individuals or entities that made certain political contributions. Executive Order 134 was superseded by Public Law 2005, c. 51, signed into law on March 22, 2005 ("Chapter 51").

On September 24, 2008, Governor Jon S. Corzine issued Executive Order No. 117 ("E.O. 117"), which is designed to enhance New Jersey's efforts to protect the integrity of procurement decisions and increase the public's confidence in government. The Executive Order builds upon the provisions of Chapter 51.

Two-Year Certification Process

Upon approval by the State, the Certification and Disclosure of Political Contributions form (CH51.1R1/21/2009) is valid for a two (2) year period. Thus, if a vendor receives approval on Jan 1, 2009, the certification expiration date would be Dec 31, 2011. Any change in the vendor's ownership status and/or political contributions during the two-year period will require the submission of new Chapter 51/EO117 forms to the State Review Unit. **Please note that it is the vendor's responsibility to file new forms with the State should these changes occur.**

Prior to the awarding of a contract, the agency should first send an e-mail to CD134@treas.state.nj.us to verify the certification status of the vendor. If the response is that the vendor is NOT within an approved two-year period, then forms must be obtained from the vendor and forwarded for review. If the response is that the vendor is within an approved two-year period, then the response so stating should be placed with the bid/contract documentation for the subject project.

Instructions for Completing the Forms

NOTE: -Please refer to the next section, "Useful Definitions for Purposes of Ch. 51 and E.O. 117," for guidance when completing the forms.

Part 1: VENDOR INFORMATION

Business Name -- Enter the full name of the Vendor, including trade name if applicable.

Business Type -- Select the vendor's business organization from the list provided.

Address, City, State, Zip and Phone Number -- Enter the vendor's street address, city, state, zip code and telephone number.

Vendor Email -- Enter the vendor's primary email address.

Vendor FEIN -- Please enter the vendor's Federal Employment Identification Number.

INFORMATION AND INSTRUCTIONS
For Completing The "Two-Year Vendor Certification and Disclosure of Political Contributions" Forms

Part 2: PUBLIC LAW 2005, Chapter 51 / EXECUTIVE ORDER 117 (2008) DUAL CERTIFICATION

Read the following statements and verify that from the period beginning on or after October 15, 2004, no contributions as set forth at subsections 1(a)-(c) have been made by either the vendor or any individual whose contributions are attributable to the vendor pursuant to Executive Order 117 (2008).

NOTE: Contributions made prior to November 15, 2008 are applicable to Chapter 51 only.

Part 3: DISCLOSURE OF CONTRIBUTIONS MADE

Check the box at top of page 2 if no reportable contributions have been made by the vendor. If the vendor has no contributions to report, this box must be checked.

Name of Recipient Entity – Enter the full name of the recipient entity.

Address of Recipient Entity – Enter the recipient entity's street address.

Date of Contribution – Indicate the date of the contribution.

Amount of Contribution – Enter the amount of the reportable contribution.

Type of Contribution – Select the type of contribution from the list provided.

Contributor Name – Enter the full name of the contributor.

Relationship of Contributor to the Vendor – Indicate relationship of the contributor to the vendor, e.g. officer or partner of the company, spouse of officer or partner, resident child of officer or partner, parent company of the vendor, subsidiary of the vendor, etc.

NOTE: If form is being completed electronically, click "Add a Contribution" to enter additional contributions. Otherwise, please attach additional pages as necessary.

Part 4: CERTIFICATION

Check box A if the person completing the certification and disclosure is doing so on behalf of the vendor and all individuals and/or entities whose contributions are attributable to the vendor.

Check box B if the person completing the certification and disclosure is doing so on behalf of the vendor only.

Check box C if the person completing the certification and disclosure is doing so on behalf of an individual and/or entity whose contributions are attributable to the vendor.

Enter the full name of the person authorized to complete the certification and disclosure, the person's title or position, date and telephone number.

INFORMATION AND INSTRUCTIONS For Completing The "Two-Year Vendor Certification and Disclosure of Political Contributions" Forms

USEFUL DEFINITIONS FOR THE PURPOSES OF Ch. 51 and E.O. 117

- "Vendor" means the contracting entity.
- "Business Entity" means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of New Jersey or any other state or foreign jurisdiction. The definition also includes (i) if a business entity is a for-profit corporation, any officer of the corporation and any other person or business entity that owns or controls 10% or more of the stock of the corporation; (ii) if a business entity is a professional corporation, any shareholder or officer; (iii) if a business entity is a general partnership, limited partnership or limited liability partnership, any partner; (iv) if a business entity is a sole proprietorship, the proprietor; (v) if the business entity is any other form of entity organized under the laws of New Jersey or any other state or foreign jurisdiction, any principal, officer or partner thereof; (vi) any subsidiaries directly or indirectly controlled by the business entity; (vii) any political organization organized under 26 U.S.C.A. § 527 that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee; and (viii) with respect to an individual who is included within the definition of "business entity," that individual's spouse or civil union partner and any child residing with that person.¹
- "Officer" means a president, vice-president with senior management responsibility, secretary, treasurer, chief executive officer, or chief financial officer of a corporation or any person routinely performing such functions for a corporation. Please note that officers of non-profit entities are excluded from this definition.
- "Partner" means one of two or more natural persons or other entities, including a corporation, who or which are joint owners of and carry on a business for profit, and which business is organized under the laws of this State or any other state or foreign jurisdiction, as a general partnership, limited partnership, limited liability partnership, limited liability company, limited partnership association, or other such form of business organization.
- "Reportable Contributions" are those contributions, including in-kind contributions, in excess of \$300.00 in the aggregate per election made to or received by a candidate committee, joint candidates committee, or political committee; or per calendar year made to or received by a political party committee, legislative leadership committee, or continuing political committee.
- "In-kind Contribution" means a contribution of goods or services received by a candidate committee, joint candidates committee, political committee, continuing political committee, political party committee, or legislative leadership committee, which contribution is paid for by a person or entity other than the recipient committee, but does not include services provided without compensation by an individual volunteering a part of or all of his or her time on behalf of a candidate or committee.
- "Continuing Political Committee" includes any group of two or more persons acting jointly, or any corporation, partnership, or any other incorporated or unincorporated association, including a political club, political action committee, civic association or other organization, which in any calendar year contributes or expects to contribute at least \$4,300 to aid or promote the candidacy of an individual, or the candidacies of individuals, for elective public office, or the passage or defeat of a public questions, and which may be expected to make contributions toward such aid or promotion or passage or defeat during a subsequent election, provided that the group, corporation, partnership, association or other organization has been determined by the Commission to be a continuing political committee in accordance with N.J.S.A. 19:44A-8(b).

¹ Contributions made by a spouse, civil union partner or resident child to a candidate for whom the contributor is eligible to vote or to a political party committee within whose jurisdiction the contributor resides are permitted.

INFORMATION AND INSTRUCTIONS For Completing The "Two-Year Vendor Certification and Disclosure of Political Contributions" Forms

- "Candidate Committee" means a committee established by a candidate pursuant to N.J.S.A. 19:44A-9(a), for the purpose of receiving contributions and making expenditures.
- "State Political Party Committee" means a committee organized pursuant to N.J.S.A. 19:5-4.
- "County Political Party Committee" means a committee organized pursuant to N.J.S.A. 19:5-3.
- "Municipal Political Party Committee" means a committee organized pursuant to N.J.S.A. 19:5-2.
- "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 N.J.S.A. 19:44A-10.1 for the purpose of receiving contributions and making expenditures.
- "Political Party Committee" means:
 1. The State committee of a political party, as organized pursuant to N.J.S.A. 19:5-4;
 2. Any county committee of a political party, as organized pursuant to N.J.S.A. 19:5-3; or
 3. Any municipal committee of a political party, as organized pursuant to N.J.S.A. 19:5-2.

Agency Submission of Forms

The agency should submit the completed and signed Two-Year Vendor Certification and Disclosure forms, together with a completed Ownership Disclosure form, either electronically to cd134@treas.state.nj.us or regular mail at Chapter 51 Review Unit, P.O. Box 039, 33 West State Street, 9th Floor, Trenton, NJ 08625. Original forms should remain with the Agency and copies should be sent to the Chapter 51 Review Unit.

Questions & Answers

Questions regarding the interpretation or application of Public Law 2005, Chapter 51 (N.J.S.A. 19:44A-20.13) or Executive Order 117 (2008) may be submitted electronically through the Division of Purchase and Property website at <http://www.state.nj.us/treasury/purchase/execorder134.htm>. Responses to previous questions are posted on the website, as well as additional reference materials and forms.

NOTE: The Chapter 51 Q&A on the website **DOES NOT** address the expanded pay-to-play requirements imposed by Executive Order 117. The Chapter 51 Q&A are only applicable to contributions made prior to November 15, 2008. There is a separate, combined Chapter 51/E.O. 117 Q&A section dealing specifically with issues pertaining to contributions made after November 15, 2008, available at <http://www.state.nj.us/treasury/purchase/execorder134.htm#state>.



State of New Jersey
Division of Purchase and Property
 Two-Year Chapter 51 / Executive Order 117 Vendor Certification and
 Disclosure of Political Contributions

For AGENCY USE ONLY

General Information

Solicitation, RFP or Contract No. _____ Award Amount _____
 Description of Services _____

Agency Contact Information

Agency _____ Contact Person _____
 Phone Number _____ Agency Email _____

Part 1: Vendor Information

Full Legal Business Name _____
 (Including trade name if applicable)

Business Type Corporation Limited Partnership Professional Corporation General Partnership
 Limited Liability Company Sole Proprietorship Limited Liability Partnership

Address 1 _____ Address 2 _____

City _____ State _____ Zip _____ Phone _____

Vendor Email _____ Vendor FEIN _____

Part 2: Public Law 2005, Chapter 51/ Executive Order 117 (2008) Certification

I hereby certify as follows:

1. On or after October 15, 2004, neither the below-named entity nor any individual whose contributions are attributable to the entity pursuant to Executive Order 117 (2008) has solicited or made any contribution of money, pledge of contribution, including in-kind contributions, company or organization contributions, as set forth below that would bar the award of a contract to the vendor, pursuant to the terms of Executive Order 117 (2008).
 - a) Within the preceding 18 months, the below-named person or organization has not made a contribution to:
 - (i) Any candidate committee and/or election fund of any candidate for or holder of the public office of Governor or *Lieutenant Governor*,
 - (ii) Any State, county, *municipal* political party committee; OR
 - (iii) Any *legislative leadership committee*.
 - b) During the term of office of the current Governor(s), the below-named person or organization has not made a contribution to
 - (i) Any candidate, committee and/or election fund of the Governor or *Lieutenant Governor*, OR
 - (ii) Any State, county or *municipal* political party committee nominating such Governor in the election preceding the commencement of said Governor's term.
 - c) Within the 18 months immediately prior to the first day of the term of office of the Governor(s), the below-named person or organization has not made a contribution to
 - (i) Any candidate, committee and/or election fund of the Governor or *Lieutenant Governor*, OR
 Any State, county, *municipal* political party committee of the political party nominating the successful gubernatorial candidate(s) in the last gubernatorial election.

PLEASE NOTE: Prior to November 15, 2008, the only disqualifying contributions include those made by the vendor or a principal owning or controlling more than 10 percent of the profits or assets of a business entity (or 10 percent of the stock in the case of a business entity that is a corporation for profit) to any candidate committee and/or election fund of the Governor or to any state or county political party within the preceding 18 months, during the term of office of the current Governor or within the 18 months immediately prior to the first day of the term of Office of Governor.

Part 3: Disclosure of Contributions Made

Check this box if no reportable contributions have been made by the above-named business entity or individual.

Name of Recipient _____	Address of Recipient _____
Date of Contribution _____	Amount of Contribution _____
Type of Contribution (i.e. currency, check, loan, in-kind) _____	
Contributor Name _____	
Relationship of Contributor to the Vendor _____	
Contributor Address _____	
City _____	State _____ Zip _____

If this form is not being completed electronically, please attach pages for additional contributions as necessary. Otherwise click "Add a Contribution" to enter additional contributions.

Part 4: Certification

I have read the instructions accompanying this form prior to completing this certification on behalf of the above-named business entity. I certify that, to the best of my knowledge and belief, the foregoing statements by me are true. I am aware that if any of the statements are willfully false, I am subject to punishment.

I understand that this certification will be in effect for two (2) years from the date of approval, provided the ownership status does not change and/or additional contributions are not made. If there are any changes in the ownership of the entity or additional contributions are made, a new full set of documents are required to be completed and submitted. By submitting this Certification and Disclosure, the person or entity named herein acknowledges this continuing reporting responsibility and certifies that it will adhere to it.

(CHECK ONE BOX A, B or C)

- (A) I am certifying on behalf of the above-named business entity and all individuals and/or entities whose contributions are attributable to the entity pursuant to Executive Order 117 (2008).
- (B) I am certifying on behalf of the above-named business entity only.
- (C) I am certifying on behalf of an individual and/or entity whose contributions are attributable to the vendor.

Signed Name _____ Print Name _____
Phone Number _____ Date _____
Title/Position _____

Agency Submission of Forms

The agency should submit the completed and signed Two-Year Vendor Certification and Disclosure forms, together with a completed Ownership Disclosure form, either electronically to cd134@treas.state.nj.us, or regular mail at Chapter 51 Review Unit, P.O. Box 039, 33 West State Street, 9th Floor, Trenton, NJ 08625. The agency should save the forms locally and keep the original forms on file, and submit copies to the Chapter 51 Review Unit.

"Exhibit A"

P.L. 2005, c.51 / Executive Order No. 117
Certification of No Change

P.L. 2005, c. 51 / Executive Order No. 117
Certification of No Change

I, _____ the _____ of _____
(the "Firm") in connection with the Request for Proposals for Printer Services (the "RFP") issued by the New Jersey Educational Facilities Authority (the "Authority") does hereby certify that all information, certifications and disclosure statements previously provided in connection with P.L. 2005, c. 51, which codified Executive Order No. 134 (McGreevey 2004), as amended by Executive Order No. 117 (Corzine 2008), are true and correct as of the date hereof and that all such statements have been made with full knowledge that the Authority and the State of New Jersey shall rely upon the truth of the statements contained therein and herein in connection with the RFP.

IN WITNESS WHEREOF, we have executed this certificate as of this _____ day of _____ 2012.

[NAME OF FIRM]

By: _____
Name:
Title:

“Exhibit B”

P.L. 2005, c.271

P.L. 2005, c.271

(Unofficial version, Assembly Committee Substitute to A-3013, First Reprint*)

AN ACT authorizing units of local government to impose limits on political contributions by contractors and supplementing Title 40A of the New Jersey Statutes and Title 19 of the Revised Statutes.

BE IT ENACTED by the Senate and General Assembly of the State of New Jersey:

40A:11-51 1. a. A county, municipality, independent authority, board of education, or fire district is hereby authorized to establish by ordinance, resolution or regulation, as may be appropriate, measures limiting the awarding of public contracts therefrom to business entities that have made a contribution pursuant to P.L.1973, c.83 (C.19:44A-1 et seq.) and limiting the contributions that the holders of a contract can make during the term of a contract, notwithstanding the provisions and parameters of sections 1 through 12 of P.L.2004, c.19 (C.19:44A-20.2 et al.) and section 22 of P.L.1973, c.83 (C.19:44A-22).

b. The provisions of P.L.2004, c.19 shall not be construed to supersede or preempt any ordinance, resolution or regulation of a unit of local government that limits political contributions by business entities performing or seeking to perform government contracts. Any ordinance, resolution or regulation in effect on the effective date of P.L.2004, c.19 shall remain in effect and those adopted after that effective date shall be valid and enforceable.

c. An ordinance, resolution or regulation adopted or promulgated as provided in this section shall be filed with the Secretary of State.

52:34-25 2. a. Not later than 10 days prior to entering into any contract having an anticipated value in excess of \$17,500, except for a contract that is required by law to be publicly advertised for bids, a State agency, county, municipality, independent authority, board of education, or fire district shall require any business entity bidding thereon or negotiating therefor, to submit along with its bid or price quote, a list of political contributions as set forth in this subsection that are reportable by the recipient pursuant to the provisions of P.L.1973, c.83 (C.19:44A-1 et seq.) and that were made by the business entity during the preceding 12 month period, along with the date and amount of each contribution and the name of the recipient of each contribution. A business entity contracting with a State agency shall disclose contributions to any State, county, or municipal committee of a political party, legislative leadership committee, candidate committee of a candidate for, or holder of, a State elective office, or any continuing political committee. A business entity contracting with a county, municipality, independent authority, other than an independent authority that is a State agency, board of education, or fire district shall disclose contributions to: any State, county, or municipal committee of a political party; any legislative leadership committee; or any candidate committee of a candidate for, or holder of, an elective office of that public entity, 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

* Note: *Bold italicized* statutory references of new sections are anticipated and not final as of the time this document was prepared. Statutory compilations of N.J.S.A. 18A:18A-51 is anticipated to show a reference to N.J.S.A. 40A:11-51 and to N.J.S.A. 52:34-25.

entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county, or any continuing political committee.

The provisions of this section shall not apply to a contract when a public emergency requires the immediate delivery of goods or services.

b. When a 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. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by: all principals, partners, officers, or directors of the business entity or their spouses; any subsidiaries directly or indirectly controlled by the business entity; or any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee, shall be deemed to be a contribution by the business entity.

c. As used in this section:

"business entity" means a natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"interest" means the 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, as appropriate; and

"State agency" means any of the principal departments in the Executive Branch of the State Government, and any division, board, bureau, office, commission or other instrumentality within or created by such department, the Legislature of the State and any office, board, bureau or commission within or created by the Legislative Branch, and any independent State authority, commission, instrumentality or agency.

d. Any business entity that fails to comply with the provisions of this section shall be subject to a fine imposed by the New Jersey Election Law Enforcement Commission in an amount to be determined by the commission which may be based upon the amount that the business entity failed to report.

19:44A-20.13 3. a. Any business entity making a contribution of money or any other thing of value, including an in-kind contribution, or pledge to make a contribution of any kind to a candidate for or the holder of any public office having ultimate responsibility for the awarding of public contracts, or to a political party committee, legislative leadership committee, political committee or continuing political committee, which has received in any calendar year \$50,000 or more in the aggregate through agreements or contracts with a public entity, shall file an annual disclosure statement with the New Jersey Election Law Enforcement Commission, established pursuant to section 5 of P.L.1973, c.83 (C.19:44A-5), setting forth all such contributions made by the business entity during the 12 months prior to the reporting deadline.

b. The commission shall prescribe forms and procedures for the reporting required in subsection a. of this section which shall include, but not be limited to:

(1) the name and mailing address of the business entity making the contribution, and the amount contributed during the 12 months prior to the reporting deadline;

(2) the name of the candidate for or the holder of any public office having ultimate responsibility for the awarding of public contracts, candidate committee, joint candidates committee, political party committee, legislative leadership committee, political committee or continuing political committee receiving the contribution; and

(3) the amount of money the business entity received from the public entity through contract or agreement, the dates, and information identifying each contract or agreement and describing the goods, services or equipment provided or property sold.

c. The commission shall maintain a list of such reports for public inspection both at its office and through its Internet site.

d. When a 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. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by: all principals, partners, officers, or directors of the business entity, or their spouses; any subsidiaries directly or indirectly controlled by the business entity; or any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee, shall be deemed to be a contribution by the business entity.

As used in this section:

"business entity" means a natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction; and

"interest" means the 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, as appropriate.

e. Any business entity that fails to comply with the provisions of this section shall be subject to a fine imposed by the New Jersey Election Law Enforcement Commission in an amount to be determined by the commission which may be based upon the amount that the business entity failed to report.

4. This act shall take effect immediately.

“Exhibit C”

P.L. 2005, c.271

Vendor Certification and Political Contribution Disclosure Form

PUBLIC LAW 2005, C. 271

VENDOR CERTIFICATION AND POLITICAL CONTRIBUTION DISCLOSURE FORM

Contract Reference No:

Vendor:

At least ten (10) days prior to entering into the above-referenced contract, the Vendor must complete this Certification and Disclosure Form, in accordance with the directions below and submit it to the State contact for such contract. *Please note that the disclosure requirements under Public Law 2005, Chapter 271 are separate and different from the disclosure requirements under Public Law 2005, Chapter 51 (formerly Executive Order 134). Although no vendor will be precluded from entering into a contract by any information submitted on this form, a vendor's failure to fully, accurately and truthfully complete this form and submit it to the appropriate State agency may result in the imposition of fines by the New Jersey Election Law Enforcement Commission.*

Disclosure

Following is the required Vendor disclosure of all Reportable Contributions made in the twelve (12) months prior to and including the date of signing of this Certification and Disclosure to: (i) any State, county, or municipal committee of a political party, legislative leadership committee, candidate committee of a candidate for, or holder of, a State elective office, or (ii) any entity that is also defined as a "continuing political committee" under N.J.S.A. 19:44A-3(n) and N.J.A.C. 19:25-1.

The Vendor is required to disclose Reportable Contributions by: the Vendor itself; all persons or other business entities owning or controlling more than 10% of the profits of the Vendor or more than 10% of the stock of the Vendor, if the Vendor is a corporation for profit; a spouse or child living with a natural person that is a Vendor; all of the principals, partners, officers or directors of the Vendor and all of their spouses; any subsidiaries directly or indirectly controlled by the Vendor; and any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the Vendor, other than a candidate committee, election fund, or political party committee.

"Reportable Contributions" are those contributions that are required to be reported by the recipient under the "New Jersey Campaign Contributions and Expenditures Reporting Act," P.L. 1973, c.83 (C.19:44A-1 et seq.), and implementing regulations set forth at N.J.A.C. 19:25-10.1 et seq. As of January 1, 2005, contributions in excess of \$300 during a reporting period are deemed "reportable."

Name and Address of Committee to Which Contribution Was Made	Date of Contribution	Amount of Contribution	Contributor's Name
Indicate "none" if no Reportable Contributions were made. Attach Additional Pages As Needed			

Certification:

I certify as an officer or authorized representative of the Vendor that, to the best of my knowledge and belief, the foregoing statements by me are true. I am aware that if any of the statements are willfully false, I am subject to punishment.

Name of Vendor: _____

Signed: _____

Title: _____

Print Name: _____

Response to Request for Proposal

Drew & Rogers Inc Contact Information:

Greg McDermott; 973-575-6210 x120; greg@drew-rogers.com
Craig McCaa: 973-575-6210 x 150; craig@drew-rogers.com

Greg and Craig work together at Drew & Rogers and bring more than 40 years of print experience to their clients. As a VP, Greg is responsible for cultivating and working with our customers, attending onsite meetings and working directly with individuals on each job.

As the inside Customer Support Representative, Craig, works with Greg and his customers on a day to day basis. Craig is responsible for entering all orders, working directly with the graphic design team and tracking the project throughout the entire print production process.

As a NJ based company who has been in the printing business for over 65 years, Drew & Rogers has done printing for Kean University, Union County College and William Paterson University. We have also done business with many town and cities including the Town of Westfield, Verona, The City of Newark and Union County along with the Essex County Utilities and Improvement Authorities.

Our range of printing has consisted of business forms, booklets, manuals, recruiting materials and direct mail projects.

Current references to contact are:

William Paterson University: Attn: Sharon Ryan, 973-720-3625
Postcards, mailings, brochures, posters, booklets, manuals and promotional products

Liberty Science Center: Attn: Judeann Hook 201-253-1305
Printing of banners, postcards, stationary items, newsletter and promotional products

Englewood Hospital and Medical Center: Natalie Kochmar, 201-894-3758
Postcards, mailings, brochures, posters, booklets, manuals and promotional products

NJEFA FEE PROPOSAL FOR PRINTER SERVICES

Annual Report

Fees for printing the 2011, 2012, and 2013 Annual Reports should be based on the Scope of Services identified in Section I of the RFP for Printer Services.

Total fee for 2011 Annual Report	\$ <u>4090.⁰⁰</u>
Total fee for 2012 Annual Report	\$ <u>4290.⁰⁰</u>
Total fee for 2013 Annual Report	\$ <u>4400.⁰⁰</u>

Annual Report Total: \$ 12,780.⁰⁰

Newsletter

Fees for the printing of multiple issues of NJEFA's newsletter, *Building futures*, should be based on the Scope of Services identified in Section II of the RFP for Printer Services.

2012:	Four-page issue	\$ <u>320.⁰⁰</u>	Six-page issue	\$ <u>465.⁰⁰</u>
2013:	Four-page issue	\$ <u>340.⁰⁰</u>	Six-page issue	\$ <u>490.⁰⁰</u>
2014:	Four-page issue	\$ <u>360.⁰⁰</u>	Six-page issue	\$ <u>515.⁰⁰</u>
Total: \$ <u>1020.⁰⁰</u>			Total: \$ <u>1470.⁰⁰</u>	

Additional Expenses

If applicable, please identify the need for other special consultants or anticipated extraordinary expenses including, but not limited to, delivery charges, author's alterations and cost for additional color proofs.

AA's	\$ <u>75.⁰⁰ / Hour</u>
FRIGHT	\$ <u>35.⁰⁰ PER DELIVERY</u>
	\$ _____

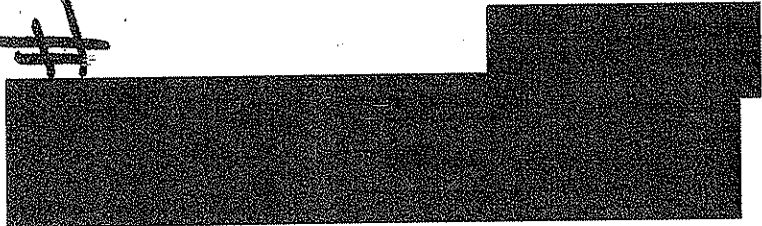


STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: DREW & ROGERS, INC.
Trade Name:
Address: 30 PLYMOUTH STREET
FAIRFIELD, NJ 07004
Certificate Number: 0062336
Effective Date: September 06, 1944
Date of Issuance: June 04, 2008

For Office Use Only:
20080604121929852

FED ID #



"Attachment 1"

P.L. 2005, c.51 / Executive Order No. 117



State of New Jersey
Division of Purchase and Property
 Two-Year Chapter 51 / Executive Order 117 Vendor Certification and
 Disclosure of Political Contributions

For AGENCY USE ONLY

General Information	
Solicitation or P.O. Contract No.:	Award Amount:
Description of Services:	
Agency Contact Information	
Agency:	Contact Person:
Phone Number:	Agency Email:

Part 1: Vendor Information

Full Legal Business Name Drew & Rogers, Inc
 (Including trade name if applicable)

Business Type: Corporation Limited Partnership Professional Corporation General Partnership
 Limited Liability Company Sole Proprietorship Limited Liability Partnership

Address 1: 30 PLYMOUTH ST Address 2: _____
 City: FAIRFIELD State: NJ Zip: 07004 Phone: 973-575-6210

Vendor Email: GREG@DREW-ROGERS.COM Vendor FEIN: _____

Part 2: Public Law 2005, Chapter 51/ Executive Order 117 (2008) Certification

I hereby certify as follows:

1. On or after October 15, 2004, neither the below-named entity nor any individual whose contributions are attributable to the entity pursuant to Executive Order 117 (2008) has solicited or made any contribution of money, pledge of contribution, including in-kind contributions, company or organization contributions, as set forth below that would bar the award of a contract to the vendor, pursuant to the terms of Executive Order 117 (2008).
 - a) Within the preceding 18 months, the below-named person or organization has not made a contribution to:
 - (i) Any candidate committee, and/or election fund of any candidate for or holder of the public office of Governor or Lieutenant Governor,
 - (ii) Any State, county, *municipal* political party committee; OR
 - (iii) Any *legislative leadership committee*.
 - b) During the term of office of the current Governor(s), the below-named person or organization has not made a contribution to
 - (i) Any candidate, committee and/or election fund of the Governor or Lieutenant Governor, OR
 - (ii) Any State, county or *municipal* political party committee nominating such Governor in the election preceding the commencement of said Governor's term.
 - c) Within the 18 months immediately prior to the first day of the term of office of the Governor(s), the below-named person or organization has not made a contribution to
 - (i) Any candidate, committee and/or election fund of the Governor or Lieutenant Governor, OR
 - (ii) Any State, county, *municipal* political party committee of the political party nominating the successful gubernatorial candidate(s) in the last gubernatorial election.

PLEASE NOTE: Prior to November 15, 2008, the only disqualifying contributions include those made by the vendor or a principal owning or controlling more than 10 percent of the profits or assets of a business entity (or 10 percent of the stock in the case of a business entity that is a corporation for profit) to any candidate committee and/or election fund of the Governor or to any state or county political party within the preceding 18 months, during the term of office of the current Governor or within the 18 months immediately prior to the first day of the term of Office of Governor.

Part 3: Disclosure of Contributions Made

Check this box if no reportable contributions have been made by the above-named business entity or individual.

Name of Recipient _____	Address of Recipient _____
Date of Contribution _____	Amount of Contribution _____
Type of Contribution (i.e. currency, check, loan, in-kind) _____	
Contributor Name _____	
Relationship of Contributor to the Vendor _____	
Contributor Address _____	
City _____	State _____ Zip _____

If this form is not being completed electronically, please attach pages for additional contributions as necessary. Otherwise click "Add a Contribution" to enter additional contributions.

Part 4: Certification

I have read the instructions accompanying this form prior to completing this certification on behalf of the above-named business entity. I certify that, to the best of my knowledge and belief, the foregoing statements by me are true. I am aware that if any of the statements are willfully false, I am subject to punishment.

I understand that this certification will be in effect for two (2) years from the date of approval, provided the ownership status does not change and/or additional contributions are not made. If there are any changes in the ownership of the entity or additional contributions are made, a new full set of documents are required to be completed and submitted. By submitting this Certification and Disclosure, the person or entity named herein acknowledges this continuing reporting responsibility and certifies that it will adhere to it.

(CHECK ONE BOX A, B or C)

- (A) I am certifying on behalf of the above-named business entity and all individuals and/or entities whose contributions are attributable to the entity pursuant to Executive Order 117 (2008).
- (B) I am certifying on behalf of the above-named business entity only.
- (C) I am certifying on behalf of an individual and/or entity whose contributions are attributable to the vendor.

Signed Name [Signature] Print Name Gregory MCDermot
Phone Number 973-575-6210 Date 3/7/12
Title/Position VP

Agency Submission of Forms

The agency should submit the completed and signed Two-Year Vendor Certification and Disclosure forms, together with a completed Ownership Disclosure form, either electronically to cd134@treas.state.nj.us, or regular mail at Chapter 51 Review Unit, P.O. Box 039, 33 West State Street, 9th Floor, Trenton, NJ 08625. The agency should save the forms locally and keep the original forms on file, and submit copies to the Chapter 51 Review Unit.

"Exhibit A"

P.L. 2005, c.51 / Executive Order No. 117
Certification of No Change

P.L. 2005, c. 51 / Executive Order No. 117
Certification of No Change

I, GREG M. DAVIES the VP of DREW & ROGERS, INC
(the "Firm") in connection with the Request for Proposals for Printer Services (the "RFP") issued by the New Jersey Educational Facilities Authority (the "Authority") does hereby certify that all information, certifications and disclosure statements previously provided in connection with P.L. 2005, c. 51, which codified Executive Order No. 134 (McGreevey 2004), as amended by Executive Order No. 117 (Corzine 2008), are true and correct as of the date hereof and that all such statements have been made with full knowledge that the Authority and the State of New Jersey shall rely upon the truth of the statements contained therein and herein in connection with the RFP.

IN WITNESS WHEREOF, we have executed this certificate as of this 07 day of MARCH 2012.

DREW & ROGERS, INC
[NAME OF FIRM]

By: [Signature] VP
Name:
Title:

"Exhibit B"

P.L. 2005, c.271

P.L. 2005, c.271

(Unofficial version, Assembly Committee Substitute to A-3013, First Reprint)

AN ACT authorizing units of local government to impose limits on political contributions by contractors and supplementing Title 40A of the New Jersey Statutes and Title 19 of the Revised Statutes.

BE IT ENACTED by the Senate and General Assembly of the State of New Jersey:

40A:11-51 1. a. A county, municipality, independent authority, board of education, or fire district is hereby authorized to establish by ordinance, resolution or regulation, as may be appropriate, measures limiting the awarding of public contracts therefrom to business entities that have made a contribution pursuant to P.L.1973, c.83 (C.19:44A-1 et seq.) and limiting the contributions that the holders of a contract can make during the term of a contract, notwithstanding the provisions and parameters of sections 1 through 12 of P.L.2004, c.19 (C.19:44A-20.2 et al.) and section 22 of P.L.1973, c.83 (C.19:44A-22).

b. The provisions of P.L.2004, c.19 shall not be construed to supersede or preempt any ordinance, resolution or regulation of a unit of local government that limits political contributions by business entities performing or seeking to perform government contracts. Any ordinance, resolution or regulation in effect on the effective date of P.L.2004, c.19 shall remain in effect and those adopted after that effective date shall be valid and enforceable.

c. An ordinance, resolution or regulation adopted or promulgated as provided in this section shall be filed with the Secretary of State.

52:34-25 2. a. Not later than 10 days prior to entering into any contract having an anticipated value in excess of \$17,500, except for a contract that is required by law to be publicly advertised for bids, a State agency, county, municipality, independent authority, board of education, or fire district shall require any business entity bidding thereon or negotiating therefor, to submit along with its bid or price quote, a list of political contributions as set forth in this subsection that are reportable by the recipient pursuant to the provisions of P.L.1973, c.83 (C.19:44A-1 et seq.) and that were made by the business entity during the preceding 12 month period, along with the date and amount of each contribution and the name of the recipient of each contribution. A business entity contracting with a State agency shall disclose contributions to any State, county, or municipal committee of a political party, legislative leadership committee, candidate committee of a candidate for, or holder of, a State elective office, or any continuing political committee. A business entity contracting with a county, municipality, independent authority, other than an independent authority that is a State agency, board of education, or fire district shall disclose contributions to: any State, county, or municipal committee of a political party; any legislative leadership committee; or any candidate committee of a candidate for, or holder of, an elective office of that public entity, 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

* Note: *Bold italicized* statutory references of new sections are anticipated and not final as of the time this document was prepared. Statutory compilations of N.J.S.A. 18A:18A-51 is anticipated to show a reference to N.J.S.A. 40A:11-51 and to N.J.S.A. 52:34-25.

entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county, or any continuing political committee.

The provisions of this section shall not apply to a contract when a public emergency requires the immediate delivery of goods or services.

b. When a 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. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by: all principals, partners, officers, or directors of the business entity or their spouses; any subsidiaries directly or indirectly controlled by the business entity; or any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee, shall be deemed to be a contribution by the business entity.

c. As used in this section:

"business entity" means a natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"interest" means the 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, as appropriate; and

"State agency" means any of the principal departments in the Executive Branch of the State Government, and any division, board, bureau, office, commission or other instrumentality within or created by such department, the Legislature of the State and any office, board, bureau or commission within or created by the Legislative Branch, and any independent State authority, commission, instrumentality or agency.

d. Any business entity that fails to comply with the provisions of this section shall be subject to a fine imposed by the New Jersey Election Law Enforcement Commission in an amount to be determined by the commission which may be based upon the amount that the business entity failed to report.

19:44A-20.13 3. a. Any business entity making a contribution of money or any other thing of value, including an in-kind contribution, or pledge to make a contribution of any kind to a candidate for or the holder of any public office having ultimate responsibility for the awarding of public contracts, or to a political party committee, legislative leadership committee, political committee or continuing political committee, which has received in any calendar year \$50,000 or more in the aggregate through agreements or contracts with a public entity, shall file an annual disclosure statement with the New Jersey Election Law Enforcement Commission, established pursuant to section 5 of P.L.1973, c.83 (C.19:44A-5), setting forth all such contributions made by the business entity during the 12 months prior to the reporting deadline.

b. The commission shall prescribe forms and procedures for the reporting required in subsection a. of this section which shall include, but not be limited to:

(1) the name and mailing address of the business entity making the contribution, and the amount contributed during the 12 months prior to the reporting deadline;

(2) the name of the candidate for or the holder of any public office having ultimate responsibility for the awarding of public contracts, candidate committee, joint candidates committee, political party committee, legislative leadership committee, political committee or continuing political committee receiving the contribution; and

(3) the amount of money the business entity received from the public entity through contract or agreement, the dates, and information identifying each contract or agreement and describing the goods, services or equipment provided or property sold.

c. The commission shall maintain a list of such reports for public inspection both at its office and through its Internet site.

d. When a 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. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by: all principals, partners, officers, or directors of the business entity, or their spouses; any subsidiaries directly or indirectly controlled by the business entity; or any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee, shall be deemed to be a contribution by the business entity.

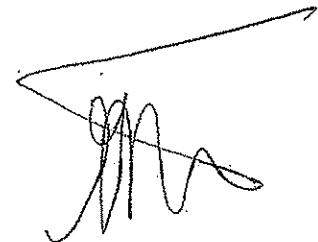
As used in this section:

"business entity" means a natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction; and

"interest" means the 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, as appropriate.

e. Any business entity that fails to comply with the provisions of this section shall be subject to a fine imposed by the New Jersey Election Law Enforcement Commission in an amount to be determined by the commission which may be based upon the amount that the business entity failed to report.

4. This act shall take effect immediately.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

"Exhibit C"

P.L. 2005, c.271

Vendor Certification and Political Contribution Disclosure Form

PUBLIC LAW 2005, C. 271
VENDOR CERTIFICATION AND POLITICAL CONTRIBUTION DISCLOSURE FORM

Contract Reference No:

Vendor:

At least ten (10) days prior to entering into the above-referenced contract, the Vendor must complete this Certification and Disclosure Form, in accordance with the directions below and submit it to the State contact for such contract. Please note that the disclosure requirements under Public Law 2005, Chapter 271 are separate and different from the disclosure requirements under Public Law 2005, Chapter 51 (formerly Executive Order 134). Although no vendor will be precluded from entering into a contract by any information submitted on this form, a vendor's failure to fully, accurately and truthfully complete this form and submit it to the appropriate State agency may result in the imposition of fines by the New Jersey Election Law Enforcement Commission.

Disclosure

Following is the required Vendor disclosure of all Reportable Contributions made in the twelve (12) months prior to and including the date of signing of this Certification and Disclosure to: (i) any State, county, or municipal committee of a political party, legislative leadership committee, candidate committee of a candidate for, or holder of, a State elective office, or (ii) any entity that is also defined as a "continuing political committee" under N.J.S.A. 19:44A-3(n) and N.J.A.C. 19:25-1.

The Vendor is required to disclose Reportable Contributions by: the Vendor itself; all persons or other business entities owning or controlling more than 10% of the profits of the Vendor or more than 10% of the stock of the Vendor, if the Vendor is a corporation for profit; a spouse or child living with a natural person that is a Vendor; all of the principals, partners, officers or directors of the Vendor and all of their spouses; any subsidiaries directly or indirectly controlled by the Vendor; and any political organization organized under section 527 of the Internal Revenue Code that is directly or indirectly controlled by the Vendor, other than a candidate committee, election fund, or political party committee.

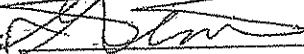
"Reportable Contributions" are those contributions that are required to be reported by the recipient under the "New Jersey Campaign Contributions and Expenditures Reporting Act," P.L. 1973, c.83 (C.19:44A-1 et seq.), and implementing regulations set forth at N.J.A.C. 19:25-10.1 et seq. As of January 1, 2005, contributions in excess of \$300 during a reporting period are deemed "reportable."

Name and Address of Committee to Which Contribution Was Made	Date of Contribution	Amount of Contribution	Contributor's Name
Indicate "none" if no Reportable Contributions were made. Attach Additional Pages As Needed			
<u>NONE</u>			

Certification:

I certify as an officer or authorized representative of the Vendor that, to the best of my knowledge and belief, the foregoing statements by me are true. I am aware that if any of the statements are willfully false, I am subject to punishment.

Name of Vendor: DRON E ROGERS, INC

Signed: 

Title: VP

Print Name: GREGORY M. BELMONT

Question and Answer
NJEFA Request for Proposal for Printing Services

February 29, 2012

Potential responders to New Jersey Educational Facilities Authority's Request for Proposal for Printer Services dated February 28, 2012, have asked the following questions:

QUESTION #1:

Who will be producing the CD's containing the Authority's financial statements?

ANSWER:

Production of the CD's containing the Authority's financial statements will be the responsibility of the printing firm selected. The printing firm will receive the files to be placed onto the CD from the graphic design firm and will need to place the files onto the CD's, produce the 4/C label, and attach the CD to the inside back cover of the annual report with a plastic CD-hub.

QUESTION #2:

Could our firm receive current printed samples of the annual report and newsletter?

ANSWER:

Yes, based on request, the Authority will mail a sample of our recent annual report and newsletter to potential responders. To request samples, please email Nichole Doxey, Communications Specialist, ndoxey@njefa.com, by Wednesday, March 7th.

QUESTION #3:

What was the bid response for the last contract awarded for this service?

ANSWER:

Annual Report:

2008 - \$4,810

2009 - \$4,950

2010 - \$5,110

Newsletter:

4 page - \$390 per issue

6 page - \$580 per issue

INFORMATION AND INSTRUCTIONS For Completing The "Two-Year Vendor Certification and Disclosure of Political Contributions" Forms

Background Information

On September 22, 2004, then-Governor James E. McGreevey issued Executive Order 134, the purpose of which was to insulate the negotiation and award of State contracts from political contributions that posed a risk of improper influence, purchase of access or the appearance thereof. To this end, Executive Order 134 prohibited State departments, agencies and authorities from entering into contracts exceeding \$17,500 with individuals or entities that made certain political contributions. Executive Order 134 was superseded by Public Law 2005, c. 51, signed into law on March 22, 2005 ("Chapter 51").

On September 24, 2008, Governor Jon S. Corzine issued Executive Order No. 117 ("E.O. 117"), which is designed to enhance New Jersey's efforts to protect the integrity of procurement decisions and increase the public's confidence in government. The Executive Order builds upon the provisions of Chapter 51.

Two-Year Certification Process

Upon approval by the State, the Certification and Disclosure of Political Contributions form (CH51.1R1/21/2009) is valid for a two (2) year period. Thus, if a vendor receives approval on Jan 1, 2009, the certification expiration date would be Dec 31, 2011. Any change in the vendor's ownership status and/or political contributions during the two-year period will require the submission of new Chapter 51/EO117 forms to the State Review Unit. Please note that it is the vendor's responsibility to file new forms with the State should these changes occur.

Prior to the awarding of a contract, the agency should first send an e-mail to CD134@treas.state.nj.us to verify the certification status of the vendor. If the response is that the vendor is NOT within an approved two-year period, then forms must be obtained from the vendor and forwarded for review. If the response is that the vendor is within an approved two-year period, then the response so stating should be placed with the bid/contract documentation for the subject project.

Instructions for Completing the Forms

NOTE: Please refer to the next section, "Useful Definitions for Purposes of Ch. 51 and E.O. 117," for guidance when completing the forms.

Part 1: VENDOR INFORMATION

Business Name -- Enter the full name of the Vendor, including trade name if applicable.

Business Type -- Select the vendor's business organization from the list provided.

Address, City, State, Zip and Phone Number -- Enter the vendor's street address, city, state, zip code and telephone number.

Vendor Email -- Enter the vendor's primary email address.

Vendor FEIN -- Please enter the vendor's Federal Employment Identification Number.

INFORMATION AND INSTRUCTIONS
For Completing The "Two- Year Vendor Certification and Disclosure of Political Contributions" Forms

Part 2: PUBLIC LAW 2005, Chapter 51 / EXECUTIVE ORDER 117 (2008) DUAL CERTIFICATION

Read the following statements and verify that from the period beginning on or after October 15, 2004, no contributions as set forth at subsections 1(a)-(c) have been made by either the vendor or any individual whose contributions are attributable to the vendor pursuant to Executive Order 117 (2008).

NOTE: Contributions made prior to November 15, 2008 are applicable to Chapter 51 only.

Part 3: DISCLOSURE OF CONTRIBUTIONS MADE

Check the box at top of page 2 if no reportable contributions have been made by the vendor. If the vendor has no contributions to report, this box must be checked.

Name of Recipient Entity -- Enter the full name of the recipient entity.

Address of Recipient Entity -- Enter the recipient entity's street address.

Date of Contribution -- Indicate the date of the contribution.

Amount of Contribution -- Enter the amount of the reportable contribution.

Type of Contribution -- Select the type of contribution from the list provided.

Contributor Name -- Enter the full name of the contributor.

Relationship of Contributor to the Vendor -- Indicate relationship of the contributor to the vendor, e.g. officer or partner of the company, spouse of officer or partner, resident child of officer or partner, parent company of the vendor, subsidiary of the vendor, etc.

NOTE: If form is being completed electronically, click "Add a Contribution" to enter additional contributions. Otherwise, please attach additional pages as necessary.

Part 4: CERTIFICATION

Check box A if the person completing the certification and disclosure is doing so on behalf of the vendor and all individuals and/or entities whose contributions are attributable to the vendor.

Check box B if the person completing the certification and disclosure is doing so on behalf of the vendor only.

Check box C if the person completing the certification and disclosure is doing so on behalf of an individual and/or entity whose contributions are attributable to the vendor.

Enter the full name of the person authorized to complete the certification and disclosure, the person's title or position, date and telephone number.

INFORMATION AND INSTRUCTIONS For Completing The "Two-Year Vendor Certification and Disclosure of Political Contributions" Forms

USEFUL DEFINITIONS FOR THE PURPOSES OF Ch. 51 and E.O. 117

- "Vendor" means the contracting entity.
- "Business Entity" means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of New Jersey or any other state or foreign jurisdiction. The definition also includes (i) if a business entity is a for-profit corporation, any officer of the corporation and any other person or business entity that owns or controls 10% or more of the stock of the corporation; (ii) if a business entity is a professional corporation, any shareholder or officer; (iii) if a business entity is a general partnership, limited partnership or limited liability partnership, any partner; (iv) if a business entity is a sole proprietorship, the proprietor; (v) if the business entity is any other form of entity organized under the laws of New Jersey or any other state or foreign jurisdiction, any principal, officer or partner thereof; (vi) any subsidiaries directly or indirectly controlled by the business entity; (vii) any political organization organized under 26 U.S.C.A. § 527 that is directly or indirectly controlled by the business entity, other than a candidate committee, election fund, or political party committee; and (viii) with respect to an individual who is included within the definition of "business entity," that individual's spouse or civil union partner and any child residing with that person.¹
- "Officer" means a president, vice-president with senior management responsibility, secretary, treasurer, chief executive officer, or chief financial officer of a corporation or any person routinely performing such functions for a corporation. Please note that officers of non-profit entities are excluded from this definition.
- "Partner" means one of two or more natural persons or other entities, including a corporation, who or which are joint owners of and carry on a business for profit, and which business is organized under the laws of this State or any other state or foreign jurisdiction, as a general partnership, limited partnership, limited liability partnership, limited liability company, limited partnership association, or other such form of business organization.
- "Reportable Contributions" are those contributions, including in-kind contributions, in excess of \$300.00 in the aggregate per election made to or received by a candidate committee, joint candidates committee, or political committee; or per calendar year made to or received by a political party committee, legislative leadership committee, or continuing political committee.
- "In-kind Contribution" means a contribution of goods or services received by a candidate committee, joint candidates committee, political committee, continuing political committee, political party committee, or legislative leadership committee, which contribution is paid for by a person or entity other than the recipient committee, but does not include services provided without compensation by an individual volunteering a part of or all of his or her time on behalf of a candidate or committee.
- "Continuing Political Committee" includes any group of two or more persons acting jointly, or any corporation, partnership, or any other incorporated or unincorporated association, including a political club, political action committee, civic association or other organization, which in any calendar year contributes or expects to contribute at least \$4,300 to aid or promote the candidacy of an individual, or the candidacies of individuals, for elective public office, or the passage or defeat of a public questions, and which may be expected to make contributions toward such aid or promotion or passage or defeat during a subsequent election, provided that the group, corporation, partnership, association or other organization has been determined by the Commission to be a continuing political committee in accordance with N.J.S.A. 19:44A-8(b).

¹ Contributions made by a spouse, civil union partner or resident child to a candidate for whom the contributor is eligible to vote or to a political party committee within whose jurisdiction the contributor resides are permitted.

INFORMATION AND INSTRUCTIONS For Completing The "Two-Year Vendor Certification and Disclosure of Political Contributions" Forms

- "Candidate Committee" means a committee established by a candidate pursuant to N.J.S.A. 19:44A-9(a), for the purpose of receiving contributions and making expenditures.
- "State Political Party Committee" means a committee organized pursuant to N.J.S.A. 19:5-4.
- "County Political Party Committee" means a committee organized pursuant to N.J.S.A. 19:5-3.
- "Municipal Political Party Committee" means a committee organized pursuant to N.J.S.A. 19:5-2.
- "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 N.J.S.A. 19:44A-10.1 for the purpose of receiving contributions and making expenditures.
- "Political Party Committee" means:
 1. The State committee of a political party, as organized pursuant to N.J.S.A. 19:5-4;
 2. Any county committee of a political party, as organized pursuant to N.J.S.A. 19:5-3; or
 3. Any municipal committee of a political party, as organized pursuant to N.J.S.A. 19:5-2.

Agency Submission of Forms

The agency should submit the completed and signed Two-Year Vendor Certification and Disclosure forms, together with a completed Ownership Disclosure form, either electronically to cd134@treas.state.nj.us or regular mail at Chapter 51 Review Unit, P.O. Box 039, 33 West State Street, 9th Floor, Trenton, NJ 08625. Original forms should remain with the Agency and copies should be sent to the Chapter 51 Review Unit.

Questions & Answers

Questions regarding the interpretation or application of Public Law 2005, Chapter 51 (N.J.S.A. 19:44A-20.13) or Executive Order 117 (2008) may be submitted electronically through the Division of Purchase and Property website at <http://www.state.nj.us/treasury/purchase/execorder134.htm>. Responses to previous questions are posted on the website, as well as additional reference materials and forms.

NOTE: The Chapter 51 Q&A on the website **DOES NOT** address the expanded pay-to-play requirements imposed by Executive Order 117. The Chapter 51 Q&A are only applicable to contributions made prior to November 15, 2008. There is a separate, combined Chapter 51/E.O. 117 Q&A section dealing specifically with issues pertaining to contributions made after November 15, 2008, available at <http://www.state.nj.us/treasury/purchase/execorder134.htm#state>.



**RESOLUTION OF THE NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY
ACCEPTING AND ADOPTING THE FINANCIAL STATEMENTS AND
INDEPENDENT AUDITORS' REPORT FOR 2011**

Adopted: March 27, 2012

WHEREAS: The New Jersey Educational Facilities Authority (the "Authority") annually prepares financial statements and this year engaged the independent auditing firm of Ernst & Young, LLP (the "Independent Auditors") to perform an audit of the Authority's financial statements for the year ended December 31, 2011 (the "2011 Financial Statements"); and

WHEREAS: The members of the Authority's Audit Committee have received and reviewed the 2011 Financial Statements and the unqualified Report of the Independent Auditors thereon dated March 16, 2011 (the "Independent Auditors' Report"); and

WHEREAS: The members of the Authority's Audit Committee have met with representatives of the Independent Auditors and have discussed with them the 2011 Financial Statements and the Independent Auditors' Report; and

WHEREAS: The members of the Authority have received the 2011 Financial Statements and the Independent Auditors' Report; and

WHEREAS: The members of the Authority's Audit Committee have recommended that the members of the Authority accept the 2011 Financial Statements and the Independent Auditors' Report; and

WHEREAS: The members of the Authority wish to accept and adopt the 2011 Financial Statements and the Independent Auditors' Report.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY AS FOLLOWS:

SECTION 1. The Authority hereby accepts and adopts the 2011 Financial Statements and the Independent Auditors' Report, as attached hereto and incorporated by reference as if set forth in full herein.

SECTION 2. This resolution shall take effect in accordance with N.J.S.A. 18A:72A-4(i).

_____ Mr. Petrecca _____ moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by _____ Mr. Hodes _____ and upon roll call the following members voted:

AYE: Roger B. Jacobs
Ridgeley Hutchinson
Joshua Hodes
Andrew Sidamon-Eristoff (represented by Steven Petrecca)

NAY: None

ABSTAIN: None

ABSENT: Rochelle Hendricks

The Chair thereupon declared said motion carried and said resolution adopted.

**NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY
2012 BUDGET VARIANCE ANALYSIS
FOR TWO MONTHS ENDED FEBRUARY 29, 2012**

Executive Summary

The NJEFA concluded February with year-to-date net operating income in the amount of \$253,049, based on revenues of \$558,139 and expenses of \$305,090. As a result, net operating income is higher than budgeted by \$159,591. This difference is primarily a result of less than budgeted expenses.

Revenues

Revenues were close to budget for the first two months of 2012.

Expenses

Operating expenditures for the first two months of the year were favorable as compared to budget by \$160,060. Most of the line items display positive deviations and are primarily the result of staff vacancies and timing.

NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY
ACTUAL vs. BUDGET REPORT
FEBRUARY 2012

	Month Ended February 29, 2012			Two Months Ended February 29, 2012		
	Actual	Budget	Variance	Actual	Budget	Variance
<u>Operating Revenues</u>						
Annual Administrative Fees	\$279,137	\$279,137	\$ -	\$558,274	\$ 558,274	\$ -
Initial Fees	-	-	-	-	-	-
Investment Income	(217)	167	(384)	(135)	334	(469)
	<u>\$ 278,920</u>	<u>\$279,304</u>	<u>\$ (384)</u>	<u>\$ 558,139</u>	<u>\$ 558,608</u>	<u>\$ (469)</u>
<u>Operating Expenses</u>						
Salaries	\$74,593	\$112,218	\$ 37,625	\$ 145,193	\$ 224,272	\$ 79,079
Employee Benefits	25,046	34,645	9,599	48,287	69,290	21,003
Provision for Post Ret. Health Benefits	14,008	14,008	-	28,016	28,016	-
Office of The Governor	1,667	1,667	-	3,334	3,334	-
Office of The Attorney General	4,667	4,667	-	9,334	9,334	-
Sponsored Programs	-	1,250	1,250	-	2,500	2,500
Telephone	1,217	1,917	700	1,217	3,834	2,617
Rent	18,698	19,667	969	37,395	39,334	1,939
Utilities	1,686	1,792	106	3,373	3,584	211
Postage	199	333	134	230	666	436
Office Supplies & Expenses	4,193	3,167	(1,026)	4,880	6,334	1,454
Travel & Official Receptions	982	1,250	268	1,040	2,500	1,460
Staff Training & Tuition Reimbursement	-	1,750	1,750	-	3,500	3,500
Insurance	2,492	2,492	-	4,984	4,984	-
Annual Report & Newsletters	-	2,542	2,542	-	5,084	5,084
Public Relations	-	167	167	-	334	334
Professional Services	725	24,917	24,192	725	25,334	24,609
Dues & Subscriptions	2,072	6,250	4,178	7,666	12,500	4,834
Data Processing	3,500	3,750	250	3,500	7,500	4,000
Maintenance of Equipment	-	3,500	3,500	-	7,000	7,000
Depreciation	2,958	2,958	-	5,916	5,916	-
Contingency	-	-	-	-	-	-
	<u>158,703</u>	<u>244,907</u>	<u>86,204</u>	<u>305,090</u>	<u>465,150</u>	<u>160,060</u>
Net Operating Income	<u>\$ 120,217</u>	<u>\$ 34,397</u>	<u>\$ 85,820</u>	<u>\$ 253,049</u>	<u>\$ 93,458</u>	<u>\$ 159,591</u>

New Jersey Educational Facilities Authority
Summary of Construction Funds
As of February 29, 2012

<u>Institution</u>	<u>Issue</u>	<u>Description</u>	<u>Bond Proceeds</u>	<u>Net Disbursed</u>	<u>Balance</u>	<u>% Complete</u>
<u>Private</u>						
* Institute for Advanced Study	2006 Series C	Biology Bldg., & Renovations	\$ 19,939,000.00	\$ (19,658,408.50)	\$ 280,591.50	99%
* Saint Peter's College	2008 Series H	Various Construction & Renovations	5,075,000.00	(4,922,849.19)	152,150.81	97%
Princeton University	2011 Series B	Various Construction & Renovations	265,292,710.35	(107,352,037.31)	157,940,673.04	40%
Sub Total			\$ 290,306,710.35	\$ (131,933,295.00)	\$ 158,373,415.35	
<u>Public</u>						
Kean University	Series 2005 B	Various Projects & Renovations	\$ 91,383,145.08	\$ (79,341,028.97)	\$ 12,042,116.11	87%
Rowan University	Series 2006 G	Various Renovations	46,527,357.07	(44,092,062.47)	2,435,294.60	95%
Kean University	Series 2007 D	2 Residence Halls, Dining, Parking	124,287,050.02	(95,186,170.80)	29,100,879.22	77%
Richard Stockton College of New Jersey	Series 2007 G	Housing V, Various Upgrades & Renov	40,242,421.65	(36,333,411.80)	3,909,009.85	90%
William Paterson University	Series 2008 C	Science Hall Expansion & Renovation	83,907,460.92	(74,881,626.78)	9,025,834.14	89%
Richard Stockton College of New Jersey	Series 2008 A	Campus Ctr, Science Ctr, College Walk	105,482,763.92	(90,321,707.21)	15,161,056.71	86%
The College of New Jersey	Series 2010 A&B	Construct School of Education	44,293,116.12	(24,270,371.83)	20,022,744.29	55%
New Jersey City University	Series 2010 F	Various Capital Improvements	14,717,070.83	(1,029,478.33)	13,687,592.50	7%
New Jersey City University	Series 2010 G	Various Capital Improvements	18,201,075.23	(5,728,293.04)	12,472,782.19	31%
New Jersey Institute of Technology	Series 2010 I	Acqu., Renov., & Equip Former H.S.	20,336,331.08	(10,540,448.26)	9,795,882.82	52%
Passaic County Community College	Series 2010 C	Construct & Equip. 3-Story Bldg.	13,312,936.20	(8,202,720.74)	5,110,215.46	62%
Ramapo College of New Jersey	Series 2011 A	Renovation of Student Center	8,165,446.46	(6,998,607.62)	1,166,838.84	86%
Thomas Edison State College	Series 2011 D	Renovation of Kuser Mansion	8,000,000.00	(385,619.05)	7,614,380.95	5%
Sub Total			\$ 618,856,174.58	\$ (477,311,546.90)	\$ 141,544,627.68	
<u>Other Programs</u>						
Public Library Grant Program	Series 2002 A	Library Grants	\$ 45,380,714.58	\$ (45,308,109.58)	\$ 72,605.00	> 99%
Sub Total			\$ 45,380,714.58	\$ (45,308,109.58)	\$ 72,605.00	
Grand Total			\$ 954,543,599.51	\$ (654,552,951.48)	\$ 299,990,648.03	

* This issue has reached a completion rate of 95% or higher and will no longer appear on future reports.