STATE OF NEW JERSEY

PURCHASE BUREAU
33 WEST STATE ST 9TH FL TRENTON, NJ 08625-0230

PROFESSIONAL CONTRACT

CONFERENCE, BANQUET, AND HOTEL
FACILITY RENTAL STATEWIDE

NUMBER	: A75078
DATE	: 09/10/09
BUYER	: DOREICA HOLT
PHONE	: (609) 633-3907
EFFECTIVE DATE	: 09/01/09
EXPIRATION DATE	: 08/31/11
T-NUMBER	: T0364
CONTRACTOR	: CENTER FOR HEALTH AFFAIRS INC

CENTER FOR HEALTH AFFAIRS INC
760 ALEXANDER ROAD
PRINCETON NJ 08540

VENDOR NO.	: 222325161 01
VENDOR PHONE	: (609)275-4034
FEIN/SSN	: 222325161
REQ AGENCY	: 822050 PURCHASE BUREAU
AGENCY REQ NO.	:
PURCH REQ NO.	: 1035773
FISCAL YEAR	: 10
COMMODITY CODE	: 97165
SOLICITATION #:	20123
BID OPEN DATE	: 03/31/09

TERM CONTRACT FROM: 09/01/09 TO: 08/31/11 ESTIMATED AMOUNT: $ .00

1. ORDERING PERIOD: CONTRACT BEGINNING ORDERING PERIOD IS:09/01/09
   CONTRACT ENDING ORDERING PERIOD DATE IS:08/31/11
2. F.O.B. POINT: DESTINATION
3. DELIVERY DELIVERY WILL BE MADE WITHIN001 DAYS ARO UNLESS SPECIFIED DIFFERENTLY ON EACH LINE OR UNLESS AN ALTERNATE DELIVERY SCHEDULE IS INDICATED. AN ALTERNATE DELIVERY SCHEDULE IS ENCLOSED HEREIN:NO
4. CASH DISCOUNT TERMS: CASH DISCOUNT TERMS ARE00.00% DAYS.
5. PERFORMANCE BOND: PERFORMANCE BOND REQUIRED:NO ; DATE REQUIRED00/00/00
   AMOUNT $0 ; PERCENT OF CONTRACT 0.00%
6. RETAINAGE: RETAINAGE PERCENT IS 0.00%
7. COOPERATIVE PROC: THIS CONTRACT IS AVAILABLE FOR POLITICAL SUBDIVISION USE UNDER THE COOPERATIVE PROCUREMENT PROGRAMNO
8. BID REFERENCE NO: YOUR BID REFERENCE NUMBER IS:222325161 00
9. AWARDED LINES: YOU WERE AWARDED 1 LINES FROM THE SOLICITATION NUMBER20123 . THESE LINES ARE INCLUDED AS A PART OF THIS CONTRACT.

ALL TERMS AND CONDITIONS AS A PART OF SOLICITATION NUMBER20123 INCLUDING ANY ADDENDA THERETO AND ALSO INCLUDING THE BIDDER'S PROPOSAL AS ACCEPTED BY THE STATE ARE INCLUDED HEREIN BY REFERENCE AND MADE PART HEREOF EXCEPT AS SPECIFIED HEREIN

THIS IS NOTICE OF ACCEPTANCE BY THE DIRECTOR OF THE DIVISION OF PURCHASE AND PROPERTY ACTING FOR AND ON BEHALF OF THE STATE OF NEW JERSEY, OF THE OFFER REFERENCED ABOVE BY YOUR FIRM WHOSE NAME AND ADDRESS APPEAR ABOVE.

*** ORIGINAL SIGNED ***

BUYER DATE

FOR DIRECTOR DATE
DIVISION OF PURCHASE AND PROPERTY

USING AGENCIES CANNOT PROCESS INVOICES FOR PAYMENT OF DELIVERED GOODS AND/OR SERVICES UNTIL THE PROPERLY EXECUTED BOND HAS BEEN RECEIVED AND ACCEPTED BY THE PURCHASE BUREAU.

PURCHASE BUREAU (FILE COPY)

PRICE SHEET	PROFESSIONAL CONTRACT
PURCHASE BUREAU PURCHASE BUREAU STATE OF NEW JERSEY 33 WEST STATE ST 9TH FL PO BOX 230 TRENTON NJ 08625-0230	NUMBER : A75078 T-NUMBER : T0364 CONTRACTOR: CENTER FOR HEALTH AFFAIRS INC

LINE NO.	COMMODITY/SERVICE DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE OR PERCENT DISCOUNTS	EXTENDED AMT IF APPLICABLE
	UNLESS SPECIFIED OTHERWISE BELOW: SHIP TO: R1 STATE-WIDE ONLY				
00001	COMMODITY CODE: 971-65-015726 [REAL PROPERTY RENTAL OR LEASE] ITEM DESCRIPTION: CONFERENCE, BANQUET, AND HOLTEL FACILITY RENTAL. USE THIS LINE FOR ALL PURCHASE ORDER AND PAYMENT ACTIVITY FOR THIS CONTRACT. FOLLOW SELECTION PROCEDURES IN THE NOTICE OF AWARD (NOA) FOR METHOD OF ENGAGEMENT. COMFIRMATION TO CONTRACTOR IS VIA PURCHASE ORDER FOR SPECIFIC EVENT AS NOTED ON WRITTEN QUOTE. PRICES ON THE WRITTEN QUOTE CANNOT EXCEED MAXIMUM RATE BID BY CONTRACTOR & CONTAINED IN NOA. ENTER TOTAL QUOTED PRICE IN THIS LINE AS "CATALOG" PRICE WITH A NET OR ZERO DISCOUNT.	1	EACH	NET	

BEST AND FINAL OFFER (BAFO)

Conference, Banquet, and Hotel Facility Rental Statewide
09-X-20123

Do the prices submitted in the bid proposal offer the State a discount?

☒ Yes ☐ No

If yes, indicate below the amount of the discount from the original prices charge by your facility for the services offered in the bid proposal.

☒ I will be offering a discount to the State as indicated below.

☐ I will not be offering a discount to the State

If no discount is being offered to the State please give an explanation below as to why.

Our original proposal offered the State a 25% discount on the room rates we are currently offering to the general public. We are willing to offer a 25% additional discount on meetings booked that include lunch service for all of their attendees as part of their program.

We do not charge for any technical support needed on our equipment so we cannot discount those rates any further.

The food service rates quoted to the State are the same as what is currently offered to the general public. These prices reflect the food and labor costs associated with all of the items required by the State under the original bid submission. Please note these prices are fixed for the duration of the contract; although we are anticipating a 10% price increase for 2010, the State would not see this increase.

All of our exhibit space pricing reflect the true costs associated with staff needing to stay past closing to do setup and breakdown of this equipment and the maintenance of it. However, these prices are fixed for the duration of the contract and do not reflect the anticipated 10% increase in our pricing for 2010. We have also included the option of renting a 6-foot table only (no pipe and drape) in this section.

DATA SHEETS

Conference, Banquet, and Hotel Facility Rental Statewide
09-X-20123

Name of Business	Center for Health Affairs, Inc.
Address	760 Alexander Road Princeton, NJ 08543
Business Telephone Number	(609) 275-4140
Business Fax Number	(609) 275-4094
Contact Person	Amanda Jose
Contact Direct Telephone Number	(609) 275-4143
Contact Email Address (optional)	ajose@njha.com

Geographical Location (check one)	Northern ☐	Central ☒	Southern ☐

Indicate below if the facility in compliance with (check where applicable:

☒ American Disabilities Act ☐ NJ Barrier Sub Code ☐ Both

Provide the facility's cancellation policy:

Signed meeting contract and purchase order is due back to conference center within 10 business days of date room was reserved or reservation will be cancelled. After contract and purchase order are received, any cancellation of meeting space is subject to cancellation fees (fee ranges from $110.00 to $2,500.00 and is dependent on date cancellation notice is received and size of space being cancelled). All cancellations must be in writing.

CONFIRMATION POLICY: All details of meeting must be confirmed one (1) week prior to meeting date, including the number of attendees. After this point, meeting coordinator can only increase the number of attendees. Any special dietary needs must be requested at this time or earlier.

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Audio, Video Information	
Does the facility provide the audio visual equipment or does it use an outside contractor? ☒ Yes ☐ No If no please provide the following information:	
Name of audio visual supplier	
Address of supplier	
Supplier Telephone Number	
Supplier Fax Number	
Supplier Contact Person	
Contact Telephone Number (if different from above)	
Contact Email Address	
Prices for all audiovisual services and equipment offer under this contract must be attached to this page (including subcontracting prices if applicable), if no prices are attached the State will assume that all audio and video is all inclusive at no extra change to the State. Please see attached price sheet	

Technical Support	
Technical support shall be provided upon request. The cost for this service shall be submitted with the bid proposal, if no cost is submitted the State will assume that technical support will be provided at no cost to the State	
Year One	Year Two
Technical support on our equipment is included in equipment costs	

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AUDIO-VISUAL EQUIPMENT

for State contract May 1, 2009 – April 30, 2011

Center for Health Affairs, Inc. (The Conference Center at NJHA)

LCD Projector	$324.50
Laptop Rental	$137.50
Internet Access (cable, 384 K)	$82.50
Slide Projector	$82.50
CD/DVD Player	$82.50
VCR Player	$104.50
Cassette Player	$49.50
Overhead Projector	$55.00
Audio Recording of Meeting	$15.00 per hour
Wireless Microphone	$137.50
Laser Pointer	$33.00
Polycom Speakerphone	$110.00
Additional Flipcharts	$38.50
AV Cart	$27.50
Garden Room Sound System	$110.00
Power Cord or Power Strip	$5.50
Additional 6' tables	$38.50

* No videoconferencing equipment available on-site.
* Closed sound system – no ability to patch outside equipment into sound system.
* No gratuity or av technician fees

(BAFO)

Meeting Room Rates

Provide prices for meeting, conference rooms below. All prices for meeting, conference and breakout rooms must be submitted on this price sheet. Prices submitted on any other format will be non-responsive and will not be eligible for award considered. Duplicates of this sheet may be made if necessary.

Provide below the following.

- Standard meeting room rates
- Best and final Offer (BAFO)
- Discount off of original bid price submitted

Room Name	Seating Style	Seating Capacity	Standard Rates	Year 1 Rates Original	BAFO or Discount	Year 2 Rates	BAFO or Discount
Education Center Rooms A, B, or C	Classroom Theater Minimum guarantee - 20 attendees	56 77	$660.00 no lunch $330.00 lunch service	$495.00 no lunch $247.50 lunch service	$495.00 $185.63	Same as year 1	≈ 35% net total ≈ 60%
Education Center Room AB	Classroom Theater Minimum guarantee - 60 attendees	90 135	$990.00 no lunch $660.00 lunch service	$742.50 no lunch $495 lunch service	$742.50 $371.25	Same as year 1	≈ 35% net total ≈ 60%
Education Center Room ABC	Classroom Theater Minimum guarantee - 100 attendees	140 230	$1320.00 no lunch $990.00 lunch service	$990 no lunch $742.50 lunch service	$990.00 $556.88	Same as year 1	≈ 35% net total ≈ 60%
Education Center Room D	Conference Theater	8 16	$220.00 no lunch $165.00 lunch service	$165.00 no lunch $123.75 lunch service	$165.00 $92.81	Same as year 1	≈ 35% net total ≈ 60%
Education Center Room E	Classroom/conference Theater	16 32	$357.50 no lunch $220.00 lunch service	$268.00 no lunch $165.00 lunch service	$268.00 $123.75	Same as year 1	≈ 35% net total ≈ 60%
Education Center Rooms DE	Classroom/conference Theater Minimum guarantee - 15 attendees	28 56	$605.00 no lunch $302.50 lunch service	$453.75 no lunch $227.00 lunch service	$453.75 $170.25	Same as year 1	≈ 35% net total ≈ 60%
Conference Room I	Conference	14	$137.50 ½ day, no lunch $110.00 ½ day lunch ser.	$103.00 no lunch $82.50 lunch service	$103.00 $61.88	Same as year 1	≈ 35% net total ≈ 60%
Conference Room II	Conference	14 chairs at table 21 seats total	$220.00 all day no lunch $165.00 all day, lunch ser.	$165.00 no lunch $123.75 lunch service	$165.00 $92.81	Same as year 1	≈ 35% net total ≈ 60%
Board Room	Conference	28 chairs at table 50 seats total	$302.50 ½ day no lunch $247.50 ½ day lunch ser. $495.00 all day no lunch $385.00 all day lunch service	$227.00 no lunch $185.50 lunch service $371.25 no lunch $288.75 lunch service	$227.00 $139.13 $371.25 $216.56	Same as year 1	"

(BAFO)

Break Out Room Rates (if applicable)

Provide prices for breakout rooms below. All prices for breakout rooms must be submitted on this price sheet. Prices submitted on any other format will be non-responsive and will not be eligible for award considered. Duplicates of this sheet may be made if necessary.

Provide below the following

- Standard break out room rates
- Best and final Offer (BAFO)
- Discount off of original bid price submitted

Seating Capacity	Standard Rates	Year 1 Rates	BAFO or Discount	Year 2 Rates	BAFO or Discount
Same as meeting rooms					

COPY

Food Service Rates

Provide prices for food services below. All prices for meals must be submitted on this price sheet. Prices submitted on any other format will be non-responsive and will not be eligible for award considered. Duplicates of this sheet may be made if necessary. Provide the unit pricing for all meals, or snacks etc. For example if the State is to be charged per person, per dozen, per gallon etc.

	Year 1 Rates	Year 2 Rates
Meal Plan A	N/A - evening reception not available	same as year 1
Meal Plan A1	$33.40 per person	same as year 1
Meal Plan B	N/A - plated meals not available dinner not available	same as year 1
Meal Plan B1	N/A - plated meals not available	same as year 1
Meal Plan C	N/A - plated meals not available dinner not available	same as year 1
Meal Plan C1	$50.40 per person	same as year 1
Continental Breakfast	$9.35 per person $5.78 per person (no juice or fruit)	same as year 1

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Food Service Rates continued		
Provide prices for food services below. All prices for meals must be submitted on this price sheet. Prices submitted on any other format will be non-responsive and will not be eligible for award considered. Duplicates of this sheet may be made if necessary.		
	Year 1 Rates	Year 2 Rates
Plated Breakfast	Not available	Not available
Buffet Breakfast	$15.35 per person	same as year 1
Plated Lunch	Not available	Not available
Buffet Lunch	$21.95 per person	same as year 1
Box Lunch	$9.95 per person	same as year 1
Plated Dinner	Not available	Not available
Buffet Dinner	Not available	Not available
Evening Reception	Not available	Not available

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Food Service Rates continued		
Provide prices for food services below. All prices for meals must be submitted on this price sheet. Prices submitted on any other format will be non-responsive and will not be eligible for award considered. Duplicates of this sheet may be made if necessary.		
	Year 1 Rates	Year 2 Rates
Snack Only	$5.45 per person	same as year 1
AM Break	$6.55 per person	same as year 1
PM Break	$6.55 per person	same as year 1

Exhibit Charges		
Provide exhibit charges below and if applicable the type of exhibit space provided. All charges must be submitted on this price sheet. Prices submitted on any other format will be non-responsive and will not be eligible for award considered. Duplicates of this sheet may be made if necessary.		
Exhibit Space	Year 1 Rates	Year 2 Rates
6' x 6' display - pipe/drape	$99.00 per exhibit space	same as year 1
6' x 8' display - pipe/drape	$132.00 per exhibit space	same as year 1
10' x 10' display - pipe/drape	$165.00 per exhibit space	same as year 1

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Lodging Rates		
Provide prices for lodging below. All prices for lodging must be submitted on this price sheet. Prices submitted on any other format will be non-responsive and will not be eligible for award considered. Duplicates of this sheet may be made if necessary.		
Room Description	Year 1 Rates	Year 2 Rates
No overnight rooms at facility		

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Parking Fee (if applicable)		
Provide prices for parking below. All prices for parking must be submitted on this price sheet. Prices submitted on any other format will be non-responsive and will not be eligible for award considered. Duplicates of this sheet may be made if necessary.		
Description (if applicable)	Year 1 Rates	Year 2 Rates
No fee for parking		

NOTE

ALL PRICES MUST BE SUBMITTED ON THE ABOVE PRICE SHEETS. ANY OTHER PRICE SUBMISSION WILL NOT BE ACCEPTED AND THE BID PROPOSAL WILL BE DEEM NON-RESPONSIVE AND NOT ELIGIBLE FOR AWARD CONSIDERATION.