



OFFICE OF THE STATE COMPTROLLER
CONTRACT COMPLIANCE FORM
PRE-ADVERTISEMENT NOTICE FOR CONTRACTS SUBJECT TO E0125
FOR CONTRACTS INVOLVING SANDY FUNDS

Submit to contracts@osc.nj.gov not less than 10 days prior to any advertisement, negotiation, or solicitation.

Proposed Advertisement/ Negotiation/Issuance Date:	Valuation of Procurement/ Estimated Cost of Contract(s):	Today's Date:
Government Unit Name:		
Contract Title and Description:		
Government Unit Procurement Tracking Number:		Prior Related OSC File Review Number(s):
<div>Government Unit Type:</div> <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> State Department, Agency, or Instrumentality <input type="checkbox"/> Independent State Authority <input type="checkbox"/> County or County Authority or Instrumentality <input type="checkbox"/> Municipality or Municipal Authority or Instrumentality <input type="checkbox"/> School District/Board of Education</div><div><input type="checkbox"/> State College/University <input type="checkbox"/> County College <input type="checkbox"/> Cooperative Pricing System <input type="checkbox"/> Joint Insurance Fund/Health Insurance Fund <input type="checkbox"/> Other:</div></div>		
<div>Anticipated Source(s) of Funding:</div> <div><input type="checkbox"/> State <input type="checkbox"/> Local <input type="checkbox"/> Federal (Source:) <input type="checkbox"/> NJEIT <input type="checkbox"/> CDBG <input type="checkbox"/> FTA <input type="checkbox"/> Other:</div>		
<div>Contract Type:</div> <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> Public Works/Construction <input type="checkbox"/> Professional Services <input type="checkbox"/> Services (other than Professional Services) <input type="checkbox"/> Intergovernmental</div><div><input type="checkbox"/> Goods (<input type="checkbox"/> Purchase <input type="checkbox"/> Lease) <input type="checkbox"/> Insurance (<input type="checkbox"/> Health <input type="checkbox"/> Rx <input type="checkbox"/> Other) <input type="checkbox"/> Other:</div><div><input type="checkbox"/> Real Property Transaction <input type="checkbox"/> Concession/Revenue Generating <input type="checkbox"/> Other:</div></div>		
<div>Contract Term:</div> <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> New Contract <input type="checkbox"/> Re-Procurement</div><div><input type="checkbox"/> Renewal <input type="checkbox"/> Change Order</div><div><input type="checkbox"/> Amendment</div><div><input type="checkbox"/> Extension</div><div><input type="checkbox"/> 5.3 Extension</div></div>		
<div>Procurement Method:</div> <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> Invitation to Bid (low bid) <input type="checkbox"/> Request for Proposals <input type="checkbox"/> Request for Quotations <input type="checkbox"/> Participation in SHBP or SEHBP <input type="checkbox"/> Other:</div><div><input type="checkbox"/> Cooperative Contract (<input type="checkbox"/> National <input type="checkbox"/> State <input type="checkbox"/> Local) <input type="checkbox"/> Request for Qualifications <input type="checkbox"/> Exempt from Advertisement <input type="checkbox"/> Waiver of Advertising</div></div>		
Legal Authority for Procurement (provide the legal citation [statute, code, or regulation] or written policy/executive order):		
<p>Submission shall include all applicable documents pursuant to N.J.A.C. 19:70-3.1 et seq. and E0125. Please check all that apply and attach documents to submission:</p> <div><input type="checkbox"/> Draft Bid Packet/RFP/RFQ in final form with all proposed attachments (Do NOT submit drawings/plans.) <input type="checkbox"/> Any required published notices and any proposed draft notices <input type="checkbox"/> Any formal Resolution(s) by the governing body related to the procurement <input type="checkbox"/> Any documents explaining or approving an exception from bidding/waiver from bidding <input type="checkbox"/> Any documents explaining or approving the use/purchase of proprietary items/sole source <input type="checkbox"/> Any written policy, order, or formal approval/justification for the procurement process <input type="checkbox"/> Other:</div>		
<div>Name of Government Official/ Employee of Government Unit In Charge of Procurement:</div> <div style="display: flex; justify-content: space-between;"><div>Title:</div><div>Phone Number:</div><div>Ext.:</div><div>Email Address:</div></div>		
<div>Name of Contracting Unit Authorized Consultant Assisting with Procurement (if applicable):</div> <div style="display: flex; justify-content: space-between;"><div>Title:</div><div>Phone Number:</div><div>Ext.:</div><div>Email Address:</div></div>		

Pursuant to N.J.S.A. 52:15C-14, all government units shall provide full assistance and cooperation to the New Jersey Office of the State Comptroller (OSC) with any contract review and shall provide additional documents when requested.