

OFFICE OF THE STATE COMPTROLLER

CONTRACT COMPLIANCE FORM E1

PRE-ADVERTISEMENT NOTICE FOR CONTRACTS SUBJECT TO E0166

FOR CONTRACTS VALUED AT \$150,000 OR MORE INVOLVING COVID-19 RECOVERY 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):		
Government Unit Type: <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 <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:					
Anticipated Source(s) of Funding:					
<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:					
Contract Type:					
<input type="checkbox"/> Public Works/Construction <input type="checkbox"/> Goods (<input type="checkbox"/> Purchase <input type="checkbox"/> Lease) <input type="checkbox"/> Real Property Transaction <input type="checkbox"/> Professional Services <input type="checkbox"/> Insurance (<input type="checkbox"/> Health <input type="checkbox"/> Rx <input type="checkbox"/> Other) <input type="checkbox"/> Concession/Revenue Generating <input type="checkbox"/> Services (other than Professional Services) <input type="checkbox"/> Other: <input type="checkbox"/> Intergovernmental					
Contract Term (describe in months or years):					
<input type="checkbox"/> New Contract <input type="checkbox"/> Renewal <input type="checkbox"/> Amendment <input type="checkbox"/> Extension <input type="checkbox"/> 5.3 Extension <input type="checkbox"/> Re-Procurement <input type="checkbox"/> Change Order					
Procurement Method:					
<input type="checkbox"/> Invitation to Bid (low bid) <input type="checkbox"/> Cooperative Contract (<input type="checkbox"/> National <input type="checkbox"/> State <input type="checkbox"/> Local) <input type="checkbox"/> Request for Proposals <input type="checkbox"/> Request for Qualifications <input type="checkbox"/> Request for Quotations <input type="checkbox"/> Exempt from Advertisement <input type="checkbox"/> Participation in SHBP or SEHBP <input type="checkbox"/> Waiver of Advertising <input type="checkbox"/> Other:					
Legal Authority for Procurement (provide the legal citation [statute, code, or regulation] or written policy/executive order):					
Submission shall include all applicable documents pursuant to N.J.A.C. 19:70-3.1 et seq. and EO166. Please check all that apply and attach documents to submission:					
<input type="checkbox"/> Draft Bid Packet/RFP/RFQ in final form with all proposed attachments (<u>Do NOT submit drawings/plans.</u>) <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:					
Name of Government Official/ Employee of Government Unit In Charge of Procurement:					
Title:		Phone Number:		Email Address:	
Name of Contracting Unit Authorized Consultant Assisting with Procurement (if applicable):					
Title:		Phone Number:		Email Address:	

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.