

RESOLUTION NO. 06-12

Governing Body Recorded Vote – Members:

- Commissioner V. Caruso
- Commissioner V. Lynch
- Commissioner W. Masopust, Jr.
- Commissioner R. Marra
- Commissioner G. Ciliberto
- Commissioner D. Cody
- Commissioner A. DeSomma

Aye	Nay	Abstain	Absent
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/			
/			
/			
/			
			/

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



 LEGAL ATTORNEY – CONRAD M. OLEAR, ESQ.

LODI HOUSING AUTHORITY PAY-TO-PLAY POLICY

BE IT RESOLVED, by the Commissioners of the Lodi Housing Authority that;

WHEREAS, the Authority wishes to comply with all requirements of the "New Jersey Local Unit Pay-To-Play" statute, NJSA 19:44A-20.4 et seq. ("Act"), and to follow guidelines as set forth in the "Guide to the New Jersey Local Unit Pay-to-Play Law" ("Guide") issued by the New Jersey Department of Community Affairs; and

WHEREAS, the Authority wishes to pre-qualify business entities as defined in the Act prior to solicitation of awards of contracts in accordance with a **fair and open process**;

NOW, THEREFORE BE IT RESOLVED that the Authority adopt a policy in accordance with the Guide for a **fair and open process** for the solicitation of contracts in excess of \$17,500.00 which policy shall include without limitation:

- a statement that the award of a contract has been obtained through a fair and open process as defined in N.J.S.A. 19:44A-20.7 including the prequalification of business entities as defined in the Act;
- a description of goods or services to be provided;
- the value of the contract;
- the name of the contractor;
- the term of the contract.

BE IT FURTHER RESOLVED that the qualifications of business entities eligible for an award shall be publicly advertised and submissions solicited for evaluation prior to any award in accordance with the Act; and

BE IT FURTHER RESOLVED that all proposals submitted must, at a minimum, include the following (along with any other documents/certificates that may be required under the Act or by the Authority):

- Statement certifying the names and addresses of all persons having an ownership interest in the applicant in excess of 10%;
- Form of proposed contract for one (1) year (to be provided by either contractor or Authority);
- Political contribution disclosure form required pursuant to NJSA 19:44A-20.26;
- State of New Jersey Business Registration Certificate; and
- Certificate of Employee Information Report pursuant to NJAC 17:27-1.1 et.seq.;
- Non-Collusion Affidavit;
- NJ Government Contractor's Registration (Construction Contracts)
- Insurance – minimum of \$1,000,000.00 for each claim and \$1,000,000.00 aggregate each policy period, unless Authority requirement states higher coverages;
- Equal Employment Opportunity Statement/Notice.

FILED
 JUL 16 2007
 NINA MITCHELL WELLS
 SECRETARY OF STATE

BE IT FURTHER RESOLVED that with respect to the **fair and open process**, the Authority shall evaluate proposals (see Attachment #1) from a qualified business entity on the basis of the most advantageous offer, price and other factors considered, the experience and reputation in the field of the contractor, knowledge of the Authority, the subject matter to be addressed under the contract, availability to accommodate any required meetings of the Authority, and other factors as demonstrated to be in the best interests of the Authority,

BE IT FURTHER RESOLVED that the Authority shall publish a public notice of the fair and open process and shall advertise and solicit contracts in accordance with the terms of the Act; and

BE IT FURTHER RESOLVED all such contracts shall be awarded in compliance with the Act; and

BE IT FURTHER RESOLVED that in the event a contract is in excess of \$17,500.00, such contract, if not awarded pursuant to a fair and open process, shall require the Determination of Value Form and a Business Entity Disclosure Certification Form in compliance with P.L. 2004 c.19 be in the Authority's files prior to the time a non-fair and open contract is awarded; and

BE IT FURTHER RESOLVED that a contractor receiving a non-fair and open contract cannot have made a contribution subsequent to calendar year 2005 proscribed by the Act; and

BE IT FURTHER RESOLVED that nothing in this Resolution modifies the obligation to procure goods and services that are subject to public bidding under the Local Public Contracts Law.

THIS IS TO CERTIFY THAT THE ABOVE IS A TRUE COPY AS ADOPTED
BY THE HOUSING AUTHORITY OF THE BOROUGH OF LODI AT THE
MEETING HELD ON:

Tuesday January 16, 2007


EXECUTIVE DIRECTOR/SECRETARY-TREASURER

