

29

**RESOLUTION OF THE BOARD OF CHOSEN FREEHOLDERS
COUNTY OF ESSEX**

RESOLUTION NO. _____ **AUTHORITY FOR RESOLUTION:** N.J.S.A. 40:41A-38(n)

PROPOSED BY: COUNTY EXECUTIVE **AUTHORITY FOR ACTION:** N.J.S.A. 40:41A-36(i)

SUBJECT:

**DEPARTMENT OF ADMINISTRATION AND FINANCE, OFFICE OF PURCHASING – CONTRACT
AWARD TO CROWN TROPHY TO FURNISH AND DELIVER PLAQUES AND TROPHIES
FOR ESSEX COUNTY – TWO YEAR CONTRACT – AMOUNT NOT TO EXCEED \$95,000.00**

WHEREAS, the County of Essex has a need for a vendor to Furnish and Deliver Plaques and Trophies for Essex County (the "Goods"); and

WHEREAS, the County's Office of Purchasing has publicly advertised for bids for the Goods on two (2) different occasions; and

WHEREAS, on the both occasions no bids were received; and

WHEREAS, in accordance with the provisions of N.J.S.A. 40A:11-5(3) the County was empowered to negotiate for the Goods; and

WHEREAS, N.J.S.A. 40A:11-5(3), requires for adoption a two-thirds affirmative vote of the authorized membership of the governing body; and

WHEREAS, no agency or authority of the United States, the State of New Jersey or any municipality in close proximity can provide the same or equivalent goods or services N.J.S.A. 40A:11-5(3)(i); and

WHEREAS, the terms conditions, restrictions and specifications set forth in the negotiated contract are not substantially different from those which were subject of competitive bidding pursuant to N.J.S.A. 40A:11-4; and

WHEREAS, the County's Office of Purchasing recommends the Board of Chosen Freeholders award the contract for the Goods to Crown Trophy, at a negotiated cost not to exceed \$95,000.00; and

WHEREAS, the Chief Financial Officer has certified that she will further certify the availability of funds to pay such a contract when Goods are ordered (which certificate is attached hereto); and

WHEREAS, New Jersey Public Contracts Law (NJSA 40A: 11-1 et seq.) requires the Board of Chosen Freeholders to approve, by resolution, the awarding of a contract for the provision or performance of any goods or services, the cost of which, in the aggregate, exceeds the statutory bidding threshold; now, therefore, be it:

RESOLVED, by the Essex County Board of Chosen Freeholders as follows:

1. That the award of a contract for the Goods at a negotiated cost not to exceed \$95,000.00 to Crown Trophy in accordance with the recommendation of the County's Office of Purchasing, be and hereby is approved, and that the County be and it hereby is authorized to enter into and execute a contract as aforesaid, together with such other documents incident thereto, as may be necessary.
2. That the Clerk of the Board of Chosen Freeholders forward one (1) certified copy of this Resolution and Agreement to the Office of Purchasing.

ESSEX COUNTY
BOARD OF
CHOSEN FREEHOLDERS

2017 JAN 13 AM 11:21

RECEIVED
CLERK OF THE BOARD

Approved as to form and legality *Courtney Greene* Date 1/9/17

ESSEX COUNTY COUNSEL

RECORD OF VOTE (X=Vote N.V.=Abstention ABS=Absent)

Moved By Freeholder _____
 Second by Freeholder _____

Freeholder	Yes	No	N.V.	ABS	Freeholder	Yes	No	N.V.	ABS
Bobadilla					Richardson				
Gill, V.P.					Sebold				
Johnson					Timberlake, Pres.				
Jones					Toro				
Luciano									

It is hereby certified that the foregoing Resolution was () adopted () defeated () tabled by roll call vote at a _____ meeting of the Board of Chosen Freeholders of the County of Essex, New Jersey held on _____.

Is Publication Required () Yes () No

Date Published _____

 Britnee N. Timberlake, President

Crown Trophy

January 18, 2017
Meeting Back-up
Documentation
For Resolution #
21



COUNTY OF ESSEX

DECISION MEMORANDUM

COUNTY EXECUTIVE

BOARD AGENDA ITEM

COUNTY ADMINISTRATOR

Ralph J. Ciallella
County Administrator

DEPARTMENT: Office of Purchasing

Julius N. Coltre, QPA
Director of Purchasing

DIVISION:

November 28, 2016

**Subject: Office of Purchasing
Furnish and Deliver Plaques and Trophies**

Introduction:

The Office of Purchasing had requested a contract to Furnish and Deliver Plaques and Trophies In accordance with the Local Public Contract Law (N.J.S.A. 40A:11-1 et seq.), the County's Office of Purchasing advertised for bids on two (2) occasions, bid file 16-141 opened on August 11, 2016 and bid file 16-165 opened on September 14, 2016. There were no bids on both occasions. Therefore, The County requested a negotiated price for this project on October 24, 2016, 2016 as per N.J.S.A. 40A:11-5(3). Two (2) vendors submitted a price quote. The basis of award is a negotiated contract awarded to the lowest responsive/responsible bidder. The minority status of this vendor cannot be determined.

Contractor	Item	Price
Crown Trophy	Airflyte Catalog	15% off
	Ovation Catalog	30% off
	Appendix A	\$1300.00 per item
C & J Trophies	Airflyte Catalog	10% off
	Ovation Catalog	10% off
	Appendix A	\$1434.00 per item

Contract Period: Two (2) Years from Date of Award

Copies of the negotiated prices are available in the Office of Purchasing. All affirmative action requirements have been met.

Recommendation:

Based upon the recommendation of the Office of Purchasing which is attached hereto and after reviewing the negotiated prices, it is recommended that the Board of Chosen Freeholders, authorize by resolution the awarding of this contract to: Crown Trophy, 101 Route 46 East, Pine Brook, NJ 07058.

Reason for Recommendation:

The County needs to buy plaques and trophies for events and this contract fulfills that need.

Fiscal Impact:

As noted on attached Certification of Fund Availability, funds for this contract are available. The cost of this open ended contract will not exceed \$95,000.00 and the funding source will be operating accounts.

Alternative:

This negotiated contract is the only alternative after bidding the project twice.

MEMORANDUM OF AGREEMENT
BETWEEN

<p><u>VENDOR</u></p> NAME: Crown Trophy ADDRESS: 101 Route 46 East Pine Brook, NJ 07058	<p><u>COUNTY</u></p> County of Essex Hall of Records 465 Dr. Martin Luther King Blvd. Newark, New Jersey 07102
--	--

BID #: Negotiated Contract of bid #16-141
DATE ADVERTISED: N/A
DATE RECEIVED: N/A
CONTRACT PERIOD: Two(2) Years from Date of Award
BASIS OF AWARD: Negotiated Contract as per 40A:11-5(3)
COMMODITY: Furnish and Deliver Plaques and Trophies
DESCRIPTION:

CONDITIONS:

The Essex County Chief Financial Officer has certified that funds are available for this expenditure (N.J.S.A. 5:30-5.1 et seq.).

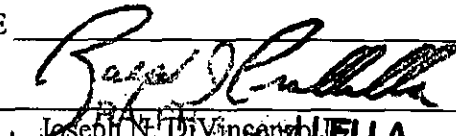
The vendor identified above hereby agrees to comply with the terms and conditions of the bid specifications, advertisement, and vendor's proposal, as submitted by the vendor listed above, under the bid number stated above, which are incorporated herein and made part hereof, and to faithfully perform the obligations therein to furnish and deliver the good or service listed above.

The award of this contract is subject to the approval of the Essex County Board of Chosen Freeholders by resolution and such resolution will be prepared and presented to the Board at its regularly scheduled meeting. This contract becomes binding and effective upon adoption by resolution of the Board of Chosen Freeholders, signature of the County Executive and attested to by the Clerk of the Board

PAYMENT TERMS:

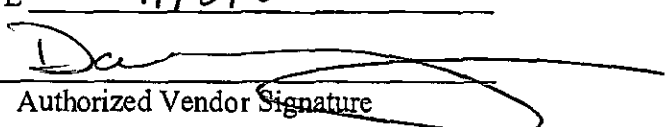
CONTRACT PERIOD: Two(2) Years from Date of Award
AWARDED ITEMS: Items #A, B, E, F and Appendix A
AMOUNT NOT TO EXCEED: \$95,000.00
MONTHLY PAYMENT: N/A
ANNUAL PAYMENT: N/A
TOTAL AWARD TO ALL VENDORS UNDER THIS BID: \$95,000.00

ESSEX COUNTY

DATE _____


Joseph N. DiVincenzo
Essex County Executive

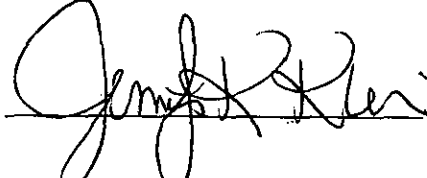
VENDOR

DATE 11/8/16


Authorized Vendor Signature

ATTEST:

Deborah Davis Ford - Clerk of the Board

WITNESS: 

STATEMENT OF CERTAIN
POLITICAL CONTRIBUTIONS MADE AFTER JULY 11, 1986

(This statement is part of the proposal packet)

Ordinance Number 0-86-0007, as amended by Ordinance Number 0-95-0003, adopted by the Board of Chosen Freeholders of the County of Essex, requires that all proposals for negotiated contracts submitted by individuals and/or business entities seeking to provide goods or to perform services for the County of Essex shall contain a statement setting forth each political contribution by them of \$500.00 or more made within five years next preceding the date of said contract, either directly or indirectly, to any County elected political official, County political party and/or County official, political organization, or any State political party.

Set forth name of County elected official, County political party and/or County official, political organization, or State political party to whom a political contribution of \$500.00 or more was made by proposers within five (5) years of the date hereof.

If none, write "none".

Name	Amount
	NONE

Proposer: _____

By: 
(Signature)

Name of Signatory: Dominic VM
(Print or Type)

STATE OF NEW JERSEY
Division of Public Contracts Equal Employment Opportunity Compliance

EMPLOYEE INFORMATION REPORT

IMPORTANT—READ INSTRUCTIONS ON BACK OF FORM CAREFULLY BEFORE COMPLETING FORM. TYPE OR PRINT IN SHARP BALLPOINT PEN. FAILURE TO PROPERLY COMPLETE THE ENTIRE FORM AND SUBMIT THE REQUIRED \$130.00 NON-REFUNDABLE FEE MAY DELAY ISSUANCE OF YOUR CERTIFICATE. DO NOT SUBMIT EEO-1 REPORT FOR SECTION B, ITEM 11. For instructions on completing the Form, go to: www.state.nj.us/treasury/contract_compliance/pdf/aa302ins.pdf

SECTION A - COMPANY IDENTIFICATION

1. FID. NO. OR SOCIAL SECURITY	2. TYPE OF BUSINESS <input type="checkbox"/> 1. MFG <input type="checkbox"/> 2. SERVICE <input type="checkbox"/> 3. WHOLESALE <input checked="" type="checkbox"/> 4. RETAIL <input type="checkbox"/> 5. OTHER	3. TOTAL NO. EMPLOYEES IN THE ENTIRE COMPANY 6
4. COMPANY NAME GRAM MAY OF N.J., INC DBA/ Crown Trophy		
5. STREET 101 RT 46 E	CITY Pine Brook	COUNTY Morris
	STATE NJ	ZIP CODE 07508
6. NAME OF PARENT OR AFFILIATED COMPANY (IF NONE, SO INDICATE) CITY STATE ZIP CODE		
7. CHECK ONE: IS THE COMPANY: <input checked="" type="checkbox"/> SINGLE-ESTABLISHMENT EMPLOYER <input type="checkbox"/> MULTI-ESTABLISHMENT EMPLOYER		
8. IF MULTI-ESTABLISHMENT EMPLOYER, STATE THE NUMBER OF ESTABLISHMENTS IN NJ		
9. TOTAL NUMBER OF EMPLOYEES AT ESTABLISHMENT WHICH HAS BEEN AWARDED THE CONTRACT		
10. PUBLIC AGENCY AWARDED CONTRACT CITY COUNTY STATE ZIP CODE		

Official Use Only	DATE RECEIVED	INAG. DATE	ASSIGNED CERTIFICATION NUMBER

SECTION B - EMPLOYMENT DATA

11. Report all permanent, temporary and part-time employees ON YOUR OWN PAYROLL. Enter the appropriate figures on all lines and in all columns. Where there are no employees in a particular category, enter a zero. Include ALL employees, not just those in minority/non-minority categories, in columns 1, 2, & 3. **DO NOT SUBMIT AN EEO-1 REPORT.**

JOB CATEGORIES	ALL EMPLOYEES			PERMANENT MINORITY/NON-MINORITY EMPLOYEE BREAKDOWN									
	COL. 1 TOTAL (Cols 2 & 3)	COL. 2 MALE	COL. 3 FEMALE	***** MALE *****					***** FEMALE *****				
				BLACK	HISPANIC	AMER. INDIAN	ASIAN	NON MIN.	BLACK	HISPANIC	AMER. INDIAN	ASIAN	NON MIN.
Officials/Managers	2	1	1										
Professionals													
Technicians													
Sales Workers	1		1										
Office & Clerical													
Craftworkers (Skilled)	3	3											
Operatives (Semi-skilled)													
Laborers (Unskilled)													
Service Workers													
TOTAL	6	4	2										
Total employment From previous Report (if any)													
Temporary & Part-Time Employees	The data below shall NOT be included in the figures for the appropriate categories above.												

12. HOW WAS INFORMATION AS TO RACE OR ETHNIC GROUP IN SECTION B OBTAINED <input checked="" type="checkbox"/> 1. Visual Survey <input type="checkbox"/> 2. Employment Record <input type="checkbox"/> 3. Other (Specify)	14. IS THIS THE FIRST Employee Information Report Submitted? 1. YES <input checked="" type="checkbox"/> 2. NO <input type="checkbox"/>	15. IF NO, DATE LAST REPORT SUBMITTED MO. DAY YEAR
13. DATES OF PAYROLL PERIOD USED From: To:		

SECTION C - SIGNATURE AND IDENTIFICATION

16. NAME OF PERSON COMPLETING FORM (Print or Type) Dominic MAJ	SIGNATURE 	TITLE VP	DATE MO DAY YEAR 11 5 16
17. ADDRESS NO. & STREET 101 RT 46 E Pine Brook	CITY Morris	COUNTY NJ	STATE NJ
	ZIP CODE 07508	PHONE (AREA CODE, NO. EXTENSION)	

I certify that the information on this Form is true and correct.

973-208-8400



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: GRAM MAY OF N.J., INC.
 Trade Name: CROWN TROPHY
 Address: 101 ROUTE 46 E
 PINE BROOK, NJ 07058
 Certificate Number: 0756810
 Effective Date: August 03, 2000
 Date of Issuance: May 20, 2009

For Office Use Only:
 20090520184228559

STATE OF NEW JERSEY Certificate of Authority

DIVISION OF TAXATION
TRENTON, N.J. 08646

The person, partnership or corporation named below is hereby authorized to collect:
NEW JERSEY SALES & USE TAX

pursuant to N. J. S. A. 54:32B-1 ET SEQ.

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

GRAM MAY OF N.J., INC.
 CROWN TROPHY
 101 ROUTE 46 E
 PINE BROOK NJ 07058

Robert K. Thompson
 Acting Director, Division of Taxation

Tax Registration No 223-722-268/000

Tax Effective Date 05-01-00

Document Locator No. B0000879182

Date Issued 08-04-00

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



333 S Wabash
 Chicago, Illinois 60604

STANDARD WORKERS COMPENSATION
 AND EMPLOYERS LIABILITY POLICY

EXTENSION OF INFORMATION PAGE - RENEWAL

RENEWAL OF Policy Number	WC 2 97766561	From	Policy Period	To	Coverage Is Provided By	PAGE 2	Agency
WC 2 97766561		05/15/16	05/15/17		NCCI CARRIER CODE NO: 12408 TRANSPORTATION INSURANCE CO.	918699190	
Named Insured And Address					Agent		
GRAM MAY OF NJ INC. 101 ROUTE 46 PINE BROOK, NJ					BOGLE AGENCY INC. 200 STUYVESANT AVE P O BOX 236 LYNDHURST		NJ 07071
					07058		

ITEM 4. ** SCHEDULE OF OPERATIONS ** SCHEDULE PAGE 1
 STATE: NEW JERSEY

LOC CLASS NO. CODE	CLASSIFICATION OF OPERATIONS	EST TOTAL ANN REMUN	RATE PER \$100 REMUN	EST ANNUAL PREMIUM
001 8810	CLERICAL OFFICE EMPLOYEES NOC	27,498	.20	77
8017	STORE: RETAIL NOC	82,495	4.06	3,349
SUBTOTAL FOR LOCATION 001				\$3,426
6199	PREMIUM FOR INCREASED COV TWO LIMITS,		.0110	38
9848	INC. LIM. BALANCE TO MINIMUM PREMIUM			62
TOTAL PREMIUM SUBJECT TO EXPERIENCE MODIFICATION				3,526
9898	FINAL EXPERIENCE MOD EFF 05/15/16 USING FACTOR	.9590		145-
INTRASTATE ID. NO: 293971040				
TOTAL ESTIMATED STANDARD PREMIUM				\$3,381
0900	EXPENSE CONSTANT CHARGE			240
9740	TERRORISM PREMIUM	109,994	.0300	33
9741	CATASTROPHE (O/T CERT ACTS OF TERROR)	109,994	.0100	11
TOTAL ESTIMATED PREMIUM				\$3,665
0935	SECOND INJURY FUND SURCHARGE		5.81%	196
0936	UNINSURED EMPLOYERS FUND SURCHARGE		.00%	0
TOTAL ESTIMATED COST				\$3,861
***** POLICY TOTALS *****				
ESTIMATED CLASS PREMIUM				\$3,426
ESTIMATED STANDARD PREMIUM				\$3,381
PREMIUM DISCOUNT				\$0
EXPENSE CONSTANT				\$240
TERRORISM PREMIUM				\$33
CATASTROPHE (O/T CERT ACTS OF TERROR)				\$11
ESTIMATED PREMIUM				\$3,665
TAXES/ASSESSMENTS/SURCHARGES				\$196
ESTIMATED COST				\$3,861

DATE OF ISSUE: 03/31/16
 POLICY ISSUING OFFICE: NEW JERSEY

(WC000001B) P-89942-C29 (ED. 1/08)

INSURED



Catalog Name/Manufacturer	Percentage Discount
A. Catalog: Airflyte	15.90
B. Catalog: Ovation	30.20
C. Catalog: Recognizing Success	
D. Catalog: Achievement Deserves Recognition	
E. Equivalent Manufacturer's Catalog: Rising Stars Crown Trophy	10% of QUANTITY Price
F. Cost of Imprinting	
a. Stamp Engraving (Rotary or Laser)	NO CHARGE
b. Hand Engraving	N/A

PRICE FOR Appendix A

\$ 1,300.00

Approximately 50 units of appendix A will be ordered

Over the two year contract period

PROPOSAL SIGNATURE FORM

The undersigned has read and fully understands the specifications, requirements, and compensation, and proposes to furnish the above services for the County

PLAQUES AND TROPHIES

THE COUNTY RESERVES THE RIGHT TO OFFER A ONE (1) TWO YEAR EXTENSION OF THIS CONTRACT WITH THE MUTUAL AGREEMENT OF THE VENDOR (S).

BUSINESS NAME Crown Trophy
AUTHORIZED SIGNATURE Dominic May DATE 10/24/16
PRINT NAME Dominic May TITLE VP
TELEPHONE NUMBER: 973-808-8400 FAX NUMBER: 973-808-0404
ADDRESS: 101 RT 46 E
Pine Brook, NJ. 07058
EMAIL CrownPB@ADL.COM
TAX ID NUMBER 223-722-268-000



SPECIFICATION FOR APPENDIX A

MATERIAL - Bronze

RAISED

PLEASE NOTE THE FOLLOWING:

RECESSED

Precision Tooled Plaque

Manipulated Art to allow for production constraints/detail to be retained

SIZE - 24"W x 18"H

DEPTH - 5/16" Thick Material

SHAPE - Rectangle(or Square)

COPY - Raised Copy-Horizontal Stroke

FINISH - Leatherette-w/Brushed Surface

BORDER - Single Line Border

COLOR - 2025 Black Painted

STYLE - Per Artfile Supplied

CLEAR CO - Satin

MOUNT - Blind Mount-Standard Studs,

or front mounting appropriate for wall mounting, with florets

RETURNS/EDGES - painted background color

6. No exceptions to the discount are permitted and any exceptions to the proposals indicating discount shall be rejected.
7. Each bidder is required to submit the cost of imprinting with a stamp engraver as well as hand engraving.
8. Invoices must reflect catalog name/manufacturer, catalog page number, list price, and discounted price.
9. Two (2) copies of current catalogs must be submitted with the bid proposal indicating types of trophies and plaques carried by the bidder.

Examples of manufacturer's catalogs: Airflyte; The Ovation Collection; The Winners Collection, Achievement Deserves Recognition; or any other equivalent manufacturer's catalog.

Award of Contract:

Award of contract will be made to the lowest responsive, responsible bidder based upon highest percentage discount for each catalog. (One award per catalog.)

THE FOLLOWING ARE MINIMUM SPECIFICATIONS WHICH MUST BE MET OR EXCEEDED.

Due to the nature of the products contained within this contract, estimated quantities are not provided.

Prices are to remain firm for the term of the contract with no exceptions. No minimum order requirements are allowed.

1. To supply the trophies and plaques, including engraving, according to the current year's catalog. Trophies and plaques to be delivered, as required, FOB Destination, freight prepaid.

2. The cost of trophies and plaques is to include delivery charge.

3. Prices are to be firm for the entire contract according to catalog(s) submitted. With a 2016 date

4. Trophies or plaques must be delivered within four (4) days after receipt of order.

5. Each bidder is to submit a discount for the most current dated catalogs indicated below. Catalogs can either be electronic or hard copy. This discount is to remain "FIRM" for the contract period. The discount is to be deducted off of the vendor's current pricing indicated in the catalog(s) submitted with the bid proposal.

- a. Catalog: Airflyte
- b. Catalog: Ovation
- c. Catalog: Recognizing Success
- d. Catalog: Achievement Deserves Recognition
- e. Catalog: Equivalent Manufacturer's Catalog

Bidder not supplying this information will automatically be excluded from an award of this contract. The catalogs submitted with the bid will be used as the official catalog/price list when awarded for the entire contract period. Price changes and price list/catalog changes during the contract period will NOT be allowed. After award of contract, if requested by member agency, bidder will be required to provide copies of the SAME catalog containing the same price list/catalog that was submitted with the bid to that agency.

If a catalog/price list shows more than one column of prices, it is the responsibility of the bidder to spell out which column is being bid. Failure to do so will result in the bid being evaluated and awarded on the basis of the lowest price column. Bidders should use the lowest price column. All prices in the price list/catalog shall be net price, including all transportation and delivery charges (FOB destination, freight prepaid) and must be firm and not subject to any increase during the contract period. All discounts from price list/catalog and all price lists/catalogs shall remain firm for the period of the contract.

PROPOSAL SIGNATURE FORM

The undersigned has read and fully understands the specifications, requirements, and compensation, and proposes to furnish the above services for the County

PLAQUES AND TROPHIES

THE COUNTY RESERVES THE RIGHT TO OFFER A ONE (1) TWO YEAR EXTENSION OF THIS CONTRACT WITH THE MUTUAL AGREEMENT OF THE VENDOR (S).

BUSINESS NAME CAND J TROPHIES & PROMOTIONS

AUTHORIZED SIGNATURE *[Signature]* DATE 10/18/16

PRINT NAME CHRIS GERVASI TITLE OWNER

TELEPHONE NUMBER: 973-857-2300 FAX NUMBER: 973-857-9674

ADDRESS: 252 BLOOMFIELD AVE.
VENOVA, NJ, 07044

EMAIL CAND J TROPHIES @ GMAIL.COM

TAX ID NUMBER 22-3140695



Catalog Name/Manufacturer	Percentage Discount
A. Catalog: Airflyte	- 10 %
B. Catalog: Ovation	- 10 %
C. Catalog: Recognizing Success	
D. Catalog: Achievement Deserves Recognition	
E. Equivalent Manufacturer's Catalog: Rising Stars	
F. Cost of Imprinting	
a. Stamp Engraving (Rotary or Laser)	
b. Hand Engraving	

PRICE FOR Appendix A

\$ 1,434.00

Approximately 50 units of appendix A will be ordered

Over the two year contract period



C and J Trophies & Promotions

252 Bloomfield Avenue, Verona, NJ 07044

Tel: 973-857-2300 Fax: 973-857-9674

Specialists in Recognition Products and Promotional Items

October 18, 2016

Dear Mr. Coltre,

Please find our enclosed Bid File Application. Please let us know if
There is anything else that you require..

Thank you very much for your consideration.

Regards, Chris Gervasi
C and J Trophies & Promotions
973-857-2300

**OFFICE OF PURCHASING**

Hall of Records, Room 335, Newark, New Jersey 07102

973.621.5100 --- 973.621.5109 (Fax)

www.essexcountynj.org

Joseph N. DiVincenzo, Jr.
Essex County Executive

Julius N. Coltre
Acting Purchasing Director

October 17, 2016

To: C & J Trophies and Promotions
252 Bloomfield Avenue
Verona, NJ 07044

Re: Bid File 16-141 – Furnish and Deliver Plaques and Trophies

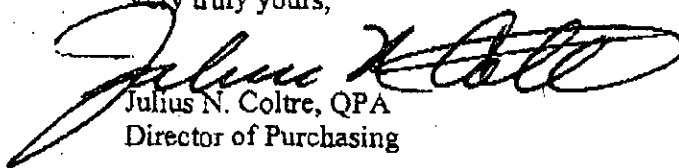
Dear Sir;

Having bid this project on two (2) occasions, August 11, 2016 and September 14, 2016 and receiving no bids on both occasions, the Essex County Office of Purchasing is requesting a negotiated price for this bid.

Please mail and/or deliver your sealed price package to this office by 3:00 pm on Tuesday October 25, 2016. The address is Essex County Office of Purchasing, HOR #335, 465 Dr. M.L. King Jr. Blvd., Newark, NJ 07102, Attention: Julius N. Coltre, QPA.

If you have any questions, please contact me at (973) 621-5100.

Very truly yours,


Julius N. Coltre, QPA
Director of Purchasing

Putting Essex County First

ESSEX COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

THE FOLLOWING ARE MINIMUM SPECIFICATIONS WHICH MUST BE MET OR EXCEEDED.

Due to the nature of the products contained within this contract, estimated quantities are not provided.

Prices are to remain firm for the term of the contract with no exceptions. No minimum order requirements are allowed.

1. To supply the trophies and plaques, including engraving, according to the current year's catalog. Trophies and plaques to be delivered, as required, FOB Destination, freight prepaid.
2. The cost of trophies and plaques is to include delivery charge.
3. Prices are to be firm for the entire contract, according to catalog(s) submitted. With a 2016 date
4. Trophies or plaques must be delivered within four (4) days after receipt of order.
5. Each bidder is to submit a discount for the most current dated catalogs indicated below. Catalogs can either be electronic or hard copy. This discount is to remain "FIRM" for the contract period. The discount is to be deducted off of the vendor's current pricing indicated in the catalog(s) submitted with the bid proposal.
 - a. Catalog: Airflyte
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 - c. Catalog: Recognizing Success
 - d. Catalog: Achievement Deserves Recognition
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SPECIFICATION FOR APPENDIX A

MATERIAL - Bronze

RAISED

PLEASE NOTE THE FOLLOWING:

RECESSED

Precision Tooled Plaque

Manipulated Art to allow for production constraints/detail to be retained

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DEPTH - 5/16" Thick Material

SHAPE - Rectangle(or Square)

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FINISH - Leatherette-w/Brushed Surface

BORDER - Single Line Border

COLOR - 2025 Black Painted

STYLE - Per Artfile Supplied

CLEAR CO - Satin

MOUNT - Blind Mount-Standard Studs,

or front mounting appropriate for wall mounting, with florets

RETURNS/EDGES - painted background color