

Bid Document Submission Checklist

Township of Long Beach

**2019 MISC Police Uniforms**

Required with Submission of Bid: Owner's Checkmarks: X		Initial Each Item Submitted with Bid (Bidder's Initials)
X	Authorized Business Agent	
X	NJ State Business Registration Certificate	
X	Statement of Corporate Ownership/Certification, Pursuant to NJSA 52:25-24.2	
X	Disclosure of Investment Activities in Iran	
X	If applicable, Bidder's acknowledgement of Receipt of any Notice(s) or Revision(s) or Addenda to an advertisement, specifications or bid document(s)	
X	Submission of Non-Collusion Affidavit (THIS FORM MUST BE NOTARIZED)	
X	Acknowledgement of Affirmative Action	
X	Affirmative Action Mandatory Language	
X	Americans With Disabilities Act	
X	Indemnification Form	
X	W-9 (upon award)	

Signature: The undersigned hereby acknowledges review and submission of the above-listed requirements.

Name of Bidder: \_\_\_\_\_

Signature of Authorized Agent: \_\_\_\_\_

Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_ Contact phone#: \_\_\_\_\_

## **NOTICE TO ALL BIDDERS**

**PUBLIC NOTICE IS HEREBY GIVEN** that sealed bids will be received by the Board of Commissioners of the Township of Long Beach, County of Ocean, State of New Jersey for the following in the Municipal Clerk's Office, 6805 Long Beach Blvd., Brant Beach, NJ:

### **MISC POLICE UNIFORMS**

until **February 21, 2019, at 10:00 A.M.** at which time and place they will be publicly opened and read aloud. No facsimile copies of the bids will be accepted. Specifications and other bid information may be obtained at the Municipal Clerk's Office of the Township of Long Beach, 6805 Long Beach Blvd., Brant Beach, NJ 08008 (609-361-6634) during regular business hours: 9:00 a.m. to 4:00 p.m. and on the municipal website: [www.longbeachtownship.com](http://www.longbeachtownship.com). Mailing of bid documents will be made at the bidders' cost.

All bid Addenda will be issued on the website. Therefore, all interested respondents should check the above website now through the bid opening. It is the sole responsibility of the respondent to be knowledgeable of all addenda related to this procurement.

Bidders are required to comply with the requirements N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq.

Bidders are required to comply with the requirements P.L. 1977, c.33; and P.L. 1999, c.238 "The Public Works Registration Act" if applicable.

The Minimum Wage rates, if applicable, for labor employed on these contracts shall be as specified in the "The New Jersey Prevailing Wage Rate Determination", of the New Jersey Department of Labor and Industry.

The Township of Long Beach hereby reserves the right to consider the bids for sixty (60) days after the receipt thereof. The Township further reserves the right, which is understood and agreed to by all bidders, to award the contract award to the lowest responsible bidder based on the lowest Total Bid Amount and to make such awards or take such action as may be in the best interest of the Township. Multiple awards may be made.

Lynda J. Wells, RMC, QPA  
Municipal Clerk

**STATEMENT OF OWNERSHIP**

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33)

**DISCLOSURE CERTIFICATION**

This Statement Shall Be Included with Bid Submission

No corporation, partnership, limited partnership, limited liability corporation, limited liability partnership, Subchapter S corporation or sole proprietorship shall be awarded a contract for the performance of any work or the furnishing of any materials or supplies, unless, prior to the receipt of the bid or accompanying the bid of said corporation, partnership, limited partnership, limited liability corporation, limited liability partnership, Subchapter S corporation or sole proprietorship, there is submitted a statement setting forth the names and addresses of all stockholders who own ten (10) percent or more of the stock of any class, or of all individual partners who own a ten (10) percent or greater interest therein. If one or more such stockholder is itself a corporation or partnership, the stockholders holding 10% or more of that corporation's stock, or the individual partners owning 10% or greater interest in that partnership, as the case may be, shall also be listed. The disclosure shall be continued until names and addresses of every non-corporate stockholder and individual partner, exceeding the 10% ownership criteria established in this act has been listed. This form shall be signed and submitted with the bid whether or not a stockholder or partner owns less than 10% of the business submitting the bid.

The Attorney General has concluded that the provisions of N.J.S.A. 52:25-24.2, in referring to corporations and partnerships, are intended to apply to all forms of corporations and partnerships, including, but not limited to, limited partnerships, limited liability corporations, limited liability partnerships, and Subchapter S corporations.

Bidders are required to disclose whether they are a partnership, corporation or sole proprietorship. The Stockholder Disclosure Certification form shall be completed, signed and notarized. Failure of the bidder to submit the required information is cause for automatic rejection of the bid.

**CERTIFICATION**

**Name of Business:** \_\_\_\_\_

- I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

**OR**

- I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

**Check the box that represents the type of business organization:**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Partnership              | <input type="checkbox"/> Corporation               | <input type="checkbox"/> Sole Proprietorship       |
| <input type="checkbox"/> Ltd Partnership          | <input type="checkbox"/> Ltd Liability Corporation | <input type="checkbox"/> Ltd Liability Partnership |
| <input type="checkbox"/> Subchapter S Corporation |  |  |

**Stockholders:**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
(Affiant)

(Notary Public)

\_\_\_\_\_  
(Print name & title of affiant)

My Commission expires:

(Corporate Seal)

ACKNOWLEDGMENT OF RECEIPT OF NOTICES, REVISIONS OR ADDENDA

Pursuant to Local Public Contracts Law 40A:11-23 the contractor/bidder shall acknowledge by signature the following:

ADDENDUM #1 dated \_\_\_\_\_

ADDENDUM #2 dated \_\_\_\_\_

ADDENDUM #3 dated \_\_\_\_\_

Bidder's Signature \_\_\_\_\_

Bidder's Printed Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

**NON-COLLUSION AFFIDAVIT**

State of \_\_\_\_\_)

County of \_\_\_\_\_)

I, (Name) \_\_\_\_\_, of the municipality of \_\_\_\_\_ in the county of \_\_\_\_\_ in the State of \_\_\_\_\_, of full age, being duly sworn according to law on my oath depose and say I am (Title) \_\_\_\_\_ of the firm of (Name of Firm) \_\_\_\_\_, the bidder making the Proposal for the above-named project, and that I exercise the said Proposal with full authority so to do; that said bidder has not, directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above named project, and that all statements contained in said Proposal and in this affidavit are true and correct, and made with full knowledge that the Township of Long Beach relies upon the truth of the statements contained in said Proposal and in the statements contained in this affidavit in awarding the contract for the said project. I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except bona fide employees or bona fide established commercial or selling agencies

maintained by \_\_\_\_\_ (N.J.S.A. 52:34-15)

(Name of Contractor)

Name: \_\_\_\_\_

Title \_\_\_\_\_

Signature

Name: \_\_\_\_\_

Printed

Subscribed and sworn to before me

this \_\_\_\_\_ day of \_\_\_\_\_, 2019

Notary: \_\_\_\_\_

My commission expires: \_\_\_\_\_

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

Project: \_\_\_\_\_

Proposer/Bidder Name: \_\_\_\_\_

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that the person or entity, or one of the person or entity's parents, subsidiaries, or affiliates, is not identified on a list created and maintained by the New Jersey Department of the Treasury as a person or entity engaging in investment activities in Iran. If the Director finds a person or entity to be in violation of the principles which are the subject of this law, she/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to: imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the person or entity.

**I certify, pursuant to Public Law 2012, c. 25, that the person or entity listed above for which I am authorized to submit a proposal:**

\_\_\_\_\_ **is not** providing goods or services of \$20,000,000 or more in the energy sector of Iran, including a person or entity that provides oil or liquefied natural gas tankers, or products used to construct or maintain pipelines used to transport oil or liquefied natural gas, for the energy sector of Iran.

**And**

\_\_\_\_\_ **is not** a financial institution that extends \$20,000,000 or more in credit to another person or entity, for 45 days or more, if that person or entity will use the credit to provide goods or services in the energy sector in Iran.

**In the event that a person or entity is unable to make the above certification because it, or one of its parents, subsidiaries, or affiliates has engaged in the above-referenced activities, a detailed, accurate and precise description of the activities must be provided in Part 2 below to the New Jersey Turnpike authority under penalty of perjury. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.**

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**PART 2: PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN**

**You must provide a detailed, accurate and precise description of the activities of the proposer/bidder, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the information below.**



Name: \_\_\_\_\_

Relationship to Proposer: \_\_\_\_\_

Description of Activities: \_\_\_\_\_

Duration of Engagement: \_\_\_\_\_

Anticipated Cessation Date: \_\_\_\_\_

Proposer Contact Name: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

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**Certification: I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto, to the best of my knowledge, are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity. I acknowledge that Township of Long Beach is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with Township to notify Township in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with Township of Long Beach and that Township, at its option, may declare any contract(s) resulting from this certification void and unenforceable.**

Full Name (Print):

\_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



# State of New Jersey

PHILIP D. MURPHY  
*Governor*

DEPARTMENT OF THE TREASURY  
DIVISION OF PURCHASE AND PROPERTY  
OFFICE OF THE DIRECTOR 33 WEST STATE STREET

ELIZABETH MAHER MUOIO  
*State Treasurer*

SHEILA Y. OLIVER  
*Lt. Governor*

P. O. BOX 039  
TRENTON, NEW JERSEY 08625-0039  
<https://www.njstart.gov>  
Telephone (609) 292-4886 / Facsimile (609) 984-2575

MAURICE A. GRIFFIN  
*Acting Director*

**The following list represents entities determined, based on credible information available to the public, to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 (“Chapter 25”):**

1.	Amona	17.	Indian Oil Corporation
2.	Bank Markazi Iran (Central Bank of Iran)	18.	Kingdream PLC
3.	Bank Mellat	19.	Naftiran Intertrade Company (NICO)
4.	Bank Melli Iran	20.	National Iranian Tanker Company (NITC)
5.	Bank Saderat PLC	21.	Oil and Natural Gas Corporation (ONGC)
6.	Bank Sepah	22.	Oil India Limited
7.	Bank Tejarat	23.	Persia International Bank
8.	Belaz	24.	Petroleos de Venezuela (PDVSA Petr�leo, SA)
9.	Belneftekhim (Belorusneft)	25.	PetroChina Company, Ltd.
10.	China International United Petroleum & Chemicals Co., Ltd. (Unipec)	26.	Sameh Afzar Tajak Co. (SATCO)
11.	China National Offshore Oil Corporation (CNOOC)	27.	Shandong Fin Cnc Machine Company, Ltd.
12.	China National Petroleum Corporation (CNPC)	28.	Sinohydro Co., Ltd.
13.	China National United Oil Corporation (ChinaOil)	29.	SKS Ventures
14.	China Petroleum & Chemical Corporation (Sinopec)	30.	Som Petrol AS
15.	China Precision Machinery Import-Export Corp. (CPMIEC)	31.	Zhuhai Zhenrong Company
16.	Grimley Smith Associates		

**List Date: July 31, 2018**

**MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE**

**N.J.S.A. 10:5-31 et seq. (P.L. 1975, c.127)**

**N.J.A.C. 17:27**

**GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS**

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital, domestic partner or civil union status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, pregnancy (including recovery from childbirth), atypical hereditary cellular or blood trait, genetic information, veteran status or liability for military service, or association with a person who is a member of a protected class as recognized by law. Except with respect to affectional or sexual orientation, gender identity or expression, atypical hereditary cellular or blood trait, genetic information or liability for military service, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment without regard to their age, race, creed, color, national origin, ancestry, marital, domestic partner or civil union status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex pregnancy (including recovery from childbirth), atypical hereditary cellular or blood trait, genetic information, veteran status or liability for military service, or association with a person who is a member of a protected class as recognized by law. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting for the provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable, will in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital, domestic partner or civil union status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, pregnancy (including recovery from childbirth), atypical hereditary cellular or blood trait, genetic information, veteran status or liability for military service, or association with a person who is a member of a protected class as recognized by law.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this Act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2 or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of to age, race, creed, color, national origin, ancestry, marital, domestic partner or civil union status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, pregnancy (including recovery from childbirth), atypical hereditary cellular or blood trait, genetic information, veteran status or liability for military service, or association with a person who is a member of a protected class as recognized by law, and that it will discontinue to use any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees as may be applicable to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing as established by the Statutes and Court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal Court decisions.

In conforming with applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading, and layoff to ensure that all such actions are taken without regard to to age, race, creed, color, national origin, ancestry, marital, domestic partner or civil union status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, pregnancy (including recovery from childbirth), atypical hereditary cellular or blood trait, genetic information, veteran status or liability for military service, or association with a person who is a member of a protected class as recognized by law, consistent with the statues and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of goods and services contract, one of the following three documents:

- Letter of Federal Affirmative Action Plan Approval
- Certificate of Employee Information Report
- Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Div. of Contract Compliance & EEO/AA as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Div. of Contract Compliance & EEO/AA for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

Company: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

**NOTICE TO CONTRACTORS**

**RE: AFFIRMATIVE ACTION REGULATIONS**

**P.L. 1975, c. 127**

**PROCUREMENT AND SERVICE CONTRACTORS:**

Bidders are required to comply with the requirements of P.L. 1975, c. 127.

**A. ALL CONTRACTORS**

1. Within seven (7) days after receipt of the notification of intent to Award the contract, or receipt of the contract, whichever is sooner, a procurement contractor should present one of the following to the Municipality:
  - An existing Federally approved or sanctioned Affirmative Action Program.
  - A Certificate of Employee Information Report Approval.
  - If the contractor cannot present either of the above-listed items, the contractor is required to submit a completed Employee's Information Report (Form AA302). This form will be made available to contractors by the Municipality.

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**The following questions must be answered by all prospective contractors:**

1. Do you have a Federally approved or sanctioned Affirmative Action Program?  
Yes \_\_\_\_\_ No \_\_\_\_\_

If "yes", please submit a photostatic copy of such approval.

2. Do you have a State Certificate of Employee Information Report approval?  
Yes \_\_\_\_\_ No \_\_\_\_\_

If "yes", please submit a photo static copy of such approval.

The undersigned contractor certifies that he/she is aware of the commitment to comply with the requirement of P.L. 1975, c. 127, and agrees to furnish the required documentation pursuant to the Law.

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

**AMERICANS WITH DISABILITIES ACT OF 1990**  
**Equal Opportunity for Individuals with Disability**

The contractor and the Township of Long Beach, (hereafter "owner"), do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (*42 U.S.C. 5121 01 et seq.*), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim, If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

**INDEMNIFICATION AGREEMENT**

THIS AGREEMENT ("Agreement"), by and between Township of Long Beach ("Long Beach"), whose address is 6805 Long Beach Boulevard, Brant Beach, New Jersey 08008, and \_\_\_\_\_ ("Bidder"), whose address is \_\_\_\_\_, shall be binding and legally effective upon the execution of the Bidder.

WITNESSETH:

1. Bidder expressly, knowingly, and, to the fullest extent permitted by law, agrees to and shall release, indemnify, defend, and hold harmless Long Beach, its elected and appointed officials, officers, employees, agents, volunteers, and others working on behalf of Long Beach, from and against any loss, damages, claims, causes of action, liabilities, obligations, penalties, demands, municipal mechanic's liens filed by any subcontractors pursuant to N.J.S.A. 2A:44-125, *et seq.*, and any conduct or action taken by Long Beach relating to any such lien, and any and all other costs and expenses, including attorneys' fees and costs, threatened against, suffered, and/or incurred by Long Beach, its elected and appointed officials, officers, employees, agents, volunteers, and others working on behalf of Long Beach arising out of and/or in any manner relating to the permitted, contracted, and/or licensed activity engaged in by Bidder in and/or relating to Long Beach, and the acts and/or omissions of the Bidder, its officers, owners, agents, employees, independent contractors, guests, volunteers, others working on behalf of Bidder, and/or customers relating thereto. Bidder shall be responsible and liable for the payment of any and all of the foregoing attorney's fees and costs, to attorneys of Long Beach's selection, for any investigation and review, pre-litigation, litigation, post-judgment litigation, and any and all appeals arising out of and/or relating to this Agreement.
  
2. The applicant has furnished the Certificates of Insurance which name Long Beach as an additional insured, where required, with limits of liability described as follows: (i) Workers Compensation/Employers Liability: \_\_\_\_\_; (ii) General Liability: \_\_\_\_\_; (iii) Automobile Liability: \_\_\_\_\_; and (iv) Umbrella Liability: \_\_\_\_\_.
  
3. The existence of any available and/or applicable insurance shall not waive or release Bidder from the Bidder's obligations set forth in this Agreement.

Dated: \_\_\_\_\_  
\_\_\_\_\_  
BIDDER

STATE OF \_\_\_\_\_ )  
) SS  
COUNTY OF \_\_\_\_\_ )

On \_\_\_\_\_, 20\_\_ before me, \_\_\_\_\_, Notary Public in and for said county, personally appeared (signer) who has satisfactorily identified him/her as the signer on behalf of the Bidder to the above-referenced document.

\_\_\_\_\_  
Notary's Name

Seal

**CERTIFICATE BUSINESS REGISTRATION**

**(P.L. 2004, c.57)**

**(N.J.S.A. 52:32-44)**

All business organizations that do business (i.e. compete for or enter into a contract) with a State, County or Local Contracting Agency are required to be registered with the State and provide proof of their registration to the contracting agency. Proof of valid business registration shall be in the form of a Business Registration Certificate issued by the Department of the Treasury, Division of Revenue. Information on how a business can obtain a certificate is located on the Internet at [www.nj.gov/njbgs](http://www.nj.gov/njbgs) or by telephone at 609-292-1730. The purpose of the registration is to ensure that all businesses and their subsidiaries receiving government contracts pay appropriate sales, use, and other taxes. A contractor and its subcontractor(s) must collect and remit to the Division of Taxation the use tax pursuant to the Sales & Use Tax Act on all sales of tangible personal property delivered into this State. Notice of these requirements must be provided in bid specifications, requests for proposals and any other documents notifying potential contractors or procurement opportunities.

Business registration is required for any contract in excess of \$6,000 (15% of \$40,000) for municipalities with Qualified Purchasing Agents.

A contracting agency shall not enter into a contract with a business organization unless it has received proof of the business registration at the time of the bid or the proposal submission, in response to a request for bids or proposals. For all other transactions, the proof of business registration must be received prior to the issuance of a purchase order or other contracting document.

All public contractors submitting bids for public work must submit a copy of their proof of business registration with their bids. Bidders must also obtain and submit proof of registration from those subcontractors at all levels (tiers) if the specifications require the subcontractor to be listed or named in the bidder's submission. Proof of valid business registration must be provided by the bidders and their named subcontractors at all levels (tiers) at the time the bid or proposal is officially received and opened by the contracting agency if required by the specifications. Failure to submit proof of registration is considered a mandatory rejection of bids and is non-waivable by the contracting agency.

The contractor shall provide written notice to its subcontractor and suppliers of the responsibility to submit proof of business registration to the contractor. The requirement of proof extends down through all levels (tiers) of the project. After the award of a project, the contractor has the obligation to obtain proof of registration from each subcontractor or a supplier on the project (in addition to those listed or named in the bid submission) and file proof of their business registration with the contracting agency prior to receiving final payment.

If there are no subcontractors on a project, the contractor must certify to that effect.

-----Attach Certificate-----



**CERTIFICATION: Authorized Business Agent**

**AUTHORITY TO SUBMIT BID ON BEHALF OF THE BUSINESS ORGANIZATION**

I, \_\_\_\_\_, certify that I am the \_\_\_\_\_  
Name Title

of the Corporation, Limited Liability Corporation, Partnership, or Sole Proprietorship and named

as Principal in the within bid; and I certify that \_\_\_\_\_,  
who

Name

signed the bid on behalf of the Principal was then the \_\_\_\_\_  
Title

of said corporation, that I know his or her signature, and his/ her signature thereto is genuine;

and that said bid was duly signed, sealed, and attested to for and on behalf of said Business

Organization by authority of the Owner(s) / Managing Member(s).

\_\_\_\_\_  
Date

\_\_\_\_\_  
Corporate Seal

Name: \_\_\_\_\_  
Signature

Name: \_\_\_\_\_  
Printed

Title: \_\_\_\_\_

Business Organization  
Name: \_\_\_\_\_

## Police Uniforms Specifications

Pants Class A and B:

**A: Material:** Hamberger Woolen #651 Black 2 ply serge 14oz. 55% Dacron and 45% wool or equivalent.

**Style:** To be made with 2 full side pockets and 2 rear pockets with die cut pointed flaps for uniformity of shape and size. Flaps are to have pearl type eyelet style button hole. Density of button hole is 50 stitches per inch with 4 hole 24 ligne plastic button.

Front pockets to have approximately 6 ¼ inch opening and measuring from the top of the opening to the bottom of the pocket is approximately 13 inches. The back pocket opening is approximately 5 ¼ inches and measures approximately 7 inches deep. One dropped watch pocket which measures approximately 3 inches wide and 4 ¼ inches deep. One dropped billy pocket on rear right or left side depending on officer's preference.

All pockets are to be sewn inside out and turned, then top stitched for extra strength. All pocket welts are to be interlined with Pellon and then top stitched.

All trousers are to have 7 belt loops approximately 7/8 inch wide and 2 5/8 inches long. All loops are to have double stitching for extra strength. All loops are to be sewn into the waist band and dropped to accommodate Sam Brown Belt. All loops are to be sewn in such a manner as not to allow any unfinished edges. Base of loops are to be triple stitched for extra strength.

**Pocketing:** To be 100% cotton 2.5 white drill.

**Waist Band:** Waist band curtain to be black, approximately 3 ¼ wide and 3 rows of snug tex completely around and 1 ½ inch no curl. Top waist band to be single needle top stitched, top and bottom of band for extra strength. Zig Zag or Chain Stitch is not acceptable.

**Fly:** Zipper to be heavy duty brass, Talon Style #603 or equivalent with black color zipper slide, Talon Style #05-1310 or equivalent. Trouser closure to be crush proof heavy duty hook and eye style with wide French fly and fly button fastening at base of waist band.

**Construction:** Equal to best commercial practice available. All stress points to be properly bar tacked and closing seems to have #40 polyester cord reinforced thread for extra strength. Front crease to be permanently sewn in. Trousers must be properly shaped, the out seems and inseams to be pressed open and flat. All edges will be finished smooth with 15 stitches per inch. There will be no raw edges inside or outside of the trousers. All trousers are to have approximately 5 inch polyester and cotton crotch reinforcement sewn in; size of reinforcement may vary depending on trouser size.

Bid Price: \_\_\_\_\_ Exceptions: \_\_\_\_\_

**B: Material:** HWC #605 Black 16 oz. weave elastique or equivalent.  
Style, Pocketing, Waist Band, Fly and Construction same as Class A.

Bid Price: \_\_\_\_\_ Exceptions: \_\_\_\_\_

Motor Breeches:

Same material and construction and class A but in style of motor cycle breeches.  
Same material and construction and class B but in style of motor cycle breeches.

Bid Price: \_\_\_\_\_ Exceptions: \_\_\_\_\_

511 breeches style number 74407

Bid Price: \_\_\_\_\_ Exceptions: \_\_\_\_\_

Winter Class A shirt:

**Material:** Hamberger Woolen #333 Black 3 ply Tropical 10 oz. 55% Dacron and 45% wool or equivalent.

**Style and Construction:** Regulation police. Long sleeved shirt with shoulder straps and metal eyelet badge tab. Five permanently sewn in military creases. Yoke to be center pointed for comfort and to be lined with 65% polyester and 35% cotton. Seven plastic buttons with vertical button holes. Button holes are to be extra heavy duty, approximately 50 stitches per inch. Zipper front is acceptable on both winter and summer shirt.

Center placket is to be approximately 1 3/8 inches wide and to be lined with fusible Pellon, Dacron is not acceptable. All collars and cuffs are to be 1/4 inch top stitched and all seams are to have no less than 10 stitches per inch. All parts of the shirt except for the body to be die cut and creased to insure uniformity of shape and size. Badge tab to be lined with fusible Pellon and two metal eyelets approximately 1 1/4 inches apart. Tab is to measure approximately 1 inch wide and 2 inches long and to be sewn all the way around. All seams to have reinforcing tack stitching of no less than 3 stitches at beginning and end of each seam.

**Collar:** To be stand up style. Collar is to have permanently fused shrink proof 100% cotton interlining, extra heavy grade. Collar is to be approximately 3 1/4 inches long. Collar stay to be made of 1/2 inch wide and inch long Mylar. Collar stay is to be sewn into very point of collar. Neck band is to be lined with 65% polyester and 35% cotton.

**Sleeves:** To have double reinforced elbows. Reinforcement is to be one piece construction and to be double stitched at opening. Reinforcement to be approximately 6 ¾ inches at widest point and to vary depending on shirt size and is to be sewn into the inseam of sleeve and into the cuff. Two button cuffs to have 45 degrees mitered corners. Sleeves to have permanently fused shrink proof 100% cotton interlining, extra heavy grade. Sleeves are to have metal buttons.

**Pockets:** Pockets is to be pleated, approximately 5 7/8 inches deep and 5 ¼ inches wide with military creases sewn through the pleat. Left pocket of shirt is to have 1 ½ inch pencil division. Pockets to have eyelet's to accept metal buttons with retaining pin.

**Shoulder Straps:** Military style, sewn into sleeve seams and cross stitched. All shoulder straps are to have a permanently fused shrink proof 100% cotton interlining. Shoulder strap button is to be made removable via ¼ inch button hole to accept metal button and retaining pin. Shank of button and pin to be covered with approximately 7/8 inch wide and 1 ½ inch long piece of material the same as the collar band and the yoke fining.

**Buttons:** Buttons are to be matching 24 ligne plastic black buttons except for shoulder straps, sleeve cuffs, and pocket flaps which are to be metal ligne buttons.

**Emblem:** Department patches to be sewn on.

Bid Price: \_\_\_\_\_ Exceptions: \_\_\_\_\_

Summer Class B shirt:

Shirt is to meet the same specifications as winter shirt except to have open style collar and half sleeves. Shirt front is to have one piece facing and to be lined with fusible Pellon lining on the button hole and button side reinforced button hole and button firmness. Button side to be tacked stitched between each button. Buttons are to be metal.

Bid Price: \_\_\_\_\_ Exceptions: \_\_\_\_\_

Summer Class B motor cycle shirt:

Same as above but 8 oz. 2 ply material.

Bid Price: \_\_\_\_\_ Exceptions: \_\_\_\_\_

Dress Blouse:

**Material:** Black 605 poly/wool elastique.

**Style:** Notch lapel, 4 button front patch, pleated chest & hip pockets with scalloped flaps.

**Hooks:** Front and back only

**Vent:** yes

**Epaulets:** No trim.

**Sleeve Trim:** "V" cuff like NJSP no trim.

**Collar:** Notch lapel.

**Buttons:** Silver and brass with NJ seal.

**Badge tab:** yes

Bid Price: \_\_\_\_\_ Exceptions: \_\_\_\_\_

Hat:

Black moisture wicking material low profile adjustable fit hat. Embroidered Long Beach Twp. Patch in center front of the hat. Est amount 1-25

Bid Price: \_\_\_\_\_ Exceptions: \_\_\_\_\_

Black moisture wicking material low profile flex fit hat sizes s/m and l/xl. Embroidered Long Beach Twp. Patch in center front of the hat. Est amount 1-25

Bid Price: \_\_\_\_\_ Exceptions: \_\_\_\_\_

Black moisture wicking material mid profile adjustable hat. Embroidered Long Beach Twp. Patch in center front of the hat. Est amount 1-25

Bid Price: \_\_\_\_\_ Exceptions: \_\_\_\_\_

Black moisture wicking material mid profile flex fit hat sizes s/m and l/xl. Embroidered Long Beach Twp. Patch in center front of the hat. Est amount 1-25

Bid Price: \_\_\_\_\_ Exceptions: \_\_\_\_\_

All bids should be placed on letterhead of the prospective bidder and signed by same. Bids shall be enclosed in a sealed envelope bearing the name of the bidder and the name of the item or items which the bid covers and shall be addressed to the Purchasing Agent of Long Beach Township. No responsibility shall be assumed by the Township for any bids mailed to the Purchasing agent which are not received before said time. No bid shall be received after the said time and place.

Pursuant to N.J.S.A 40A11-15(32), the contract period to be covered by this bid is January 1, 2019 through December 31, 2020. There is a 2-year option for renewal upon written agreement of both parties.

**BID FORM**

1. The undersigned, as bidder, will provide all the goods and/or services called for by the Contract Documents in the manner prescribed therein for the purchase of Police Uniforms.
2. In submitting this Bid, the Bidder understands that the right is reserved by the Township to reject any and all bids for just cause. If written notice of the acceptance of this Bid is mailed, telefaxed, or delivered to the undersigned within sixty (60) days after the opening thereof, the bidder agrees to execute and deliver an agreement in the prescribed form within ten (10) days of receipt of the Agreement.
3. The Township of Long Beach reserves the right to make multiple awards for this contract. Award(s) will be made pursuant to the bid specifications.
4. The contract period to be covered by this bid shall be January 1, 2019 through December 31, 2020. The Township of Long Beach shall have the option to extend the contract for a period of two years as agreed to in writing by both parties at the end of the initial contract period.
5. Should both parties agree in writing to extend the contract for a period of two years effective January 1, 2021 through December 31, 2022, an increase in the above-stated unit price shall be negotiated by both parties in an amount not to exceed the prevailing municipal CAP rate prescribed by the State of New Jersey at the conclusion of the initial contract period.

Date: \_\_\_\_\_  
\_\_\_\_\_ (Company)

By: \_\_\_\_\_  
(Name of Bidder)

Official Address: \_\_\_\_\_  
\_\_\_\_\_ Title: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_