

RESOLUTION NO. 45-24

**RESOLUTION OF THE MONROE MUNICIPAL UTILITIES AUTHORITY
AUTHORIZING THE LEASE AGREEMENT FOR THE POSTAGE MACHINE
FROM PITNEY BOWES THROUGH SOURCEWELL CONTRACT 011322-PIT
FOR THE PERIOD MAY 30, 2024, THROUGH MAY 29, 2029, IN THE AMOUNT
OF \$3,660.36 PER YEAR**

WHEREAS, pursuant to Resolution 85-20 the Monroe Municipal Utilities Authority authorized joining the Sourcewell National Purchasing Co-Op, and

WHEREAS, the Authority has a need to lease a postage machine from Pitney Bowes.

WHEREAS, said postage machine is covered under the Sourcewell Purchasing Co-Op under contract #011322-pit; and

WHEREAS, the Certifying Financial Officer has certified that the funds as stated in this resolution are available to the Authority pursuant to N.J.A.C.5:30-5.4, per the following:

03-W-604-05	\$1,830.18
03-S-604-05	\$1,830.18

Funds will be appropriated when the budget for the subsequent year(s) is approved.

WHEREAS, pursuant to the requirements of Public Law 2010 Chapter 139 and the Local Public Contracts Law the Authority verifies the following in reference to the Sourcewell contract number #091521-NAF for a lease agreement for the postage machine.

1. That the use of the cooperative purchasing agreement shall result in cost savings after all factors, including charges for service, material, and delivery has been considered by one of the following:

- A. Comparing current State contract pricing, available to other government entities, to that of the proposed national cooperative.
- B. Comparing pricing for comparable goods or services under the contracting unit's current contract or contracts available to it (i.e., New Jersey government base cooperative purchasing programs) to that of the proposed national cooperative.
- C. Comparing recently procured comparable contracts entered into by other public entities to that of the proposed national cooperative.

2. The national cooperative contract awarded through a "competitive bidding process" that included open competition, or competition among those qualified or pre-qualified, submission of bids, and award pursuant to a "lowest responsible", "most advantageous to the public entity, price and other factors considered", or other similar standard employed by a public entity. This excludes contract awards based on unadvertised, "invitation only," negotiated, local preference, or sole source procurement practices.

3. The "competitive bidding process" that was used by the original contract awarding agency complies with N.J.S.A. 19:44A-20.4 and 20.5 (pay-to-play laws) and at a minimum, the original contract awarding agency did the following:

- A. Publicly advertised in newspapers or on the internet website maintained by the public entity in enough time to give notice in advance of the contract.
- B. Awarded under a process that provides for public solicitation of proposals or qualifications.
- C. Awarded and disclosed under criteria established in writing by the public entity prior to the solicitation of proposals or qualifications; and
- D. Publicly opened and announced when awarded.

4. The contract being awarded must have been awarded by a contracting unit as defined in c. 139 and was not awarded by a non-profit or private organization, even if a member of the cooperative. Stated differently, the original contract awarding agency meets the definition of a "contracting unit" as defined by New Jersey purchasing statutes.

5. The original bid was advertised as a national cooperative contract (or a regional contract that includes New Jersey in its region) not as strict as a local contract that was made "national" or "regional" after the receipt of bids.

6. The vendor will comply with the following New Jersey laws by submitting the following required forms to the Authority, as if the contracts were originally awarded by the Authority:

- A. New Jersey Business Registration Certificate for the contractor and a sub-contractor (i.e., copy of certificate)
- B. Statement of Corporate Ownership (an original form prepared for the contracting agency awarding the contract).
- C. Public Contract EEO Compliance (Employee Information Report form or proof of participation in a federally approved affirmative action program) non-collusion affidavit (only if required by a local unit); and

NOW, THEREFORE BE IT RESOLVED that the governing body of the Monroe Municipal Utilities Authority, County of Gloucester, approve the lease agreement for the postage machine from Pitney Bowes through Sourcewell #011322-pit in the amount of \$3,660.36 per year for the period May 30, 2024, through May 29, 2029.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON APRIL 17, 2024.



Chairman



Assistant Secretary



Certifying Financial Officer