

**MULLICA TOWNSHIP PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION
NOTICE OF SOLICITATION
REQUEST FOR PROPOSALS**

Notice of Solicitation

Notice is hereby given that pursuant to the provisions of N.J.S.A. 19:44A-20, New Jersey Pay to Play, and other legislative enactments, more specifically Chapter 271 of the laws of the State of New Jersey, the Mullica Township Public School District, PO Box 318, 500 Elwood Road, Elwood, NJ 08217 is seeking RFP's for professional services to be provided to the Board of Education as listed below for the period July 1, 2018 to June 30, 2019.

School Physician

The request for proposals is on file at the Business Office at 500 Elwood Road, Mullica, NJ and may also be downloaded from the Board of Education's website www.mullicschools.com. All proposals submitted to the Board must be submitted pursuant to the Request for Proposals distributed by the Mullica Township Board of Education and in the format required therein and as set forth hereafter.

SCHOOL DISTRICT PHYSICIAN SERVICES

The Mullica Township School District is comprised of two schools, grades Pre-K –8 and currently serves approximately 715 students. The district has multiple special education programs.

Submission

Please submit three (3) copies of the proposal to:

Ms. Karen Gfroehrer
Business Administrator / Board Secretary
Mullica Township Public School District
PO Box 318
500 Elwood Road
Elwood, New Jersey 08217

The envelope shall be marked with the words "PROPOSAL FOR PROFESSIONAL SERVICES FOR THE MULLICA TOWNSHIP BOARD OF EDUCATION (for Physician)"

All Submissions must be received at the School District's Business Office by **Tuesday, June 5, 2018, no later than 11:30 a.m.**

All responses shall be opened and announced publicly immediately thereafter by the School Business Administrator/Board Secretary or her designee.

The Mullica Township Board of Education shall award a contract to the physician that best meets the needs and interests of the Board and the school district.

The Mullica Township Board of Education reserves the right to negotiate the terms and conditions of a contract with the successful firm or individual to obtain the most cost effective services for the school district.

Appointments will be awarded at the June 27, 2018 meeting of the Mullica Township Board of Education.

The appointment shall be for the duration of one year, beginning July 1, 2018 (pro-rated), and subject to the execution of an appropriate contract.

Any questions regarding this Request for Proposals should be directed to Karen Gfroehrer, Business Administrator/Board Secretary of the Mullica Township Public School District, 609-561-3868 x124.

Request for Qualifications for Professional Services

Purpose

The following procedures are designed to provide for a fair and open process in awarding contracts for professional services based on qualifications, merit and cost effectiveness through accessible advertising.

MINIMUM REQUIREMENTS TO BE INCLUDED WITH PROPOSALS:

The applicant/proposer shall, in response to the Board's RFP, at a minimum, include the following information:

- A. Qualification requirements to compete for the needed service or activity as set forth in the Scope of Services defined in the Board's RFP. Qualifications, at a minimum, shall include requirements defined as follows:
 1. Full name and business address.
 2. Dates of licensure in the State of New Jersey, and any other state, as to the professional discipline requested to serve the needs of the Board of Education. *Must be licensed in the State of New Jersey for a period of not less than ten (10) years preceding the proposed appointment.*
 3. Must maintain a bona fide principal office in the State of New Jersey.
 4. A listing of all previous Board's of Education entities served by the applicant/proposer licensed professional and a representative reference listing to include contact name, address and phone number.
 5. Proposed fee structure including annual fee for services.
 6. **Political Disclosure Form.** (attached)
 7. **Insurance** - The applicant/proposer, as a member of a profession which is subject to suit for professional malpractice, shall provide documentation that insurance for professional liability/malpractice coverage with limits as to liability acceptable to the Board.
 8. **Law Against Discrimination and Affirmative Action** - The applicant/proposer as a "professional" shall file a statement as to compliance with NJSA 10:5-1 et. seq. (Law Against Discrimination) and P.L. 1975, C.127 (Affirmative Action). (attached)
 9. **Sample Contract** – Applicant shall provide a sample copy of the applicant's contract. Sample contract must include all terms and conditions of this RFP. Contract shall be in a form acceptable to the Board of Education. Proof of insurance coverage must be provided with the proposal.
 10. **New Jersey Business Registration Requirement** – In accordance with P.L. 2004 c.57, bidder should provide with their proposal a Business Registration Certificate

issued by the State of New Jersey. Please note that having provided this form to the Mullica Township Board of Education previously does NOT exempt you from providing this form with this proposal.

11. Disclosure of Investment Activities in Iran (attached)

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, s/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.

Information beyond the minimum requirements may also be submitted.

Purpose

The Board's purpose of interviewing physicians is to determine the various services available and what specific practices would provide these services to the district. These interviews do not reflect in any way on the quality of the services the district has been receiving.

SCOPE OF SERVICES: PHYSICIAN

Scope of Services:

The school physician is responsible to provide students a school health program based upon adopted district goals and objectives. The school physician reports directly to the Superintendent and works with the school nurse. He/She coordinates his/her activities with the staff.

Minimum Qualifications

1. Valid New Jersey Board of Medical Examiners license to practice as a Medical Doctor or Doctor of Osteopathy in the State of New Jersey

Major Responsibilities and Duties I ---School Health Service

1. Provide medical examinations for staff and students as required.
2. Plan and administer an immunization program including HBV, as requested by faculty and staff.
3. Write medical standing orders for each school health office and review/revise annually.
4. Serve as liaison for the district with individual student's family physicians with written consent of the family.
5. Plan programs for testing the hearing and vision of all students.
6. Administer emergency first aid (AED) plan whenever needed.

7. Consult with parents on student health problems as they relate to school and other activities when appropriate.
8. Establish and review annually medical protocol and nursing service plan for health offices.
9. Consult with school nurses at their request.
10. Review and approve homebound instruction requests as per New Jersey State Law.
11. Provide for such special examinations as may be indicated for students referred by the Child Study Team and recommend adjustments of the educational program to meet the health needs of individual students when appropriate.
12. Participate in case conferences with school psychologist, nurse, attendance officer, and other personnel when appropriate.
13. Assist in the review and approval with teachers, principals, and nurses to recommend correction of or accommodations to student health defects, including 504 plans, when appropriate.
14. Provide for the examination of teachers and other employees new to the district.
15. Assist in the interpretation of physician's note for employees to return to work after illness/injury.
16. Cooperate with public health officials and interpret public health laws as they bear on the schools, particular with regard to communicable diseases.
17. Perform and sign off on school sponsored sports physicals, if required.
18. Provide consultation at the request of the Superintendent on health related matters as needed.

Major Responsibilities and Duties II --- Miscellaneous

1. To conduct him/herself in accordance with the highest ethical and professional standards in the performance of all responsibilities.
2. To effectively carry out all Board of Education policies and administrative rules and regulations.

Evaluation of Proposals

The Board of Education intends to award a professional services contract for the defined scope of work under the Fair and Open Process in accordance with N.J.S.A. 19:44A-20.4 et seq.

Basis for Award of Contract/Agreement for Professional Services:

The Board shall award all professional service contracts or agreements based on qualification, merit and cost competitiveness. Selection criteria will include:

Ability to meet all minimum qualifications.

Overall knowledge and familiarity with the operations of the School District.

Experience of the firm in providing similar services to other public bodies, with special emphasis on experience in New Jersey.

Qualifications and experience of the professional.

Qualifications and experience of the other members of the professional's firm.

The hourly rates proposed. The proposal shall identify whether clerical and other overhead costs will be billed separately or included in the hourly labor rate for professional services.

Submission of Proposals:

Applicants/proposers shall provide evidence that the minimum qualifications are met. Proposals should also include cost details including hourly rates and/or retainer of the individuals who perform services and a list delineating the numbers and types of public clients represented by the firm.

AFFIRMATIVE ACTION SUPPLEMENT

EXHIBIT A

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 status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, 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 status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. 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 forth 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 status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

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 its 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 age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees 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 the 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 age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes 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 a 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 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 for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27**.

Firm Name

Authorized Signature

Date

To be completed and signed below.

TO BE RETURNED

PROCUREMENT AND SERVICE CONTRACTS LANGUAGE A
AFFIRMATIVE ACTION QUESTIONNAIRE

Date: _____

In the event that you or your firm is awarded this contract, our office, upon award, will send the necessary additional forms. These should be submitted within seven (7) working days of notification. (Bidders are required to comply with the requirement of P.L. 1975, C. 127 (N.J.A.C. 17:27) This form is to be completed and returned with the bid. However, the Board will accept, in lieu of this questionnaire, Affirmative Action Evidence stapled to this page.

- 1. Does this contract have or have the potential of having a dollar value of \$29,000 or better?
 YES (If yes, complete #2)
 NO (If no, no further documentation is required)

- 2. Does your company have a Federal Affirmative Action Plan Approval Letter?
 YES (If yes, submit a photo copy)
 NO (If no, complete "A" below)
 - A. Does your company have a Certificate of Employee Information Report?
 YES (If yes, submit a photo copy)
 NO (If no, complete "B" below)

 - B. If you do not have either of the above-mentioned documents, an Affirmative Action Employee Information Report Form (AA-302) will be returned to you for your completion.

- 3. Each contract over \$29,000 must also contain Language "A".

- 4. Are you a minority-owned business?
 YES NO

All successful vendors must submit one of the following forms of evidence:

- 1. Letter of Federal Approval OR 2. Certificate of Employee Information Report

I certify that the above information is correct to the best of my knowledge.

NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

Contractor: Please complete and sign this form and return it with your contract or Bid Proposal

>>>>>>>AN EQUAL OPPORTUNITY EMPLOYER<<<<<<<<

Special Note: This questionnaire must be completed, signed & returned with your bid.

To be completed and signed below.

TO BE RETURNED

NON-COLLUSION AFFIDAVIT

STATE OF NEW JERSEY)

COUNTY OF _____) :SS:

I, _____ of the City of _____

in the County of _____ and the State of _____
of full age, being duly sworn according to law on my oath depose and say that:

I am _____,

of the firm of _____ and
the bidder making the Proposal for the above named contract, and that I executed the said
Proposal with full authority to do so; 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 bid, and that all statements contained
in said Proposal and in this affidavit are true and correct, and made with full knowledge that the
Mullica Township Board of Education 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
bid.

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 of
_____, bona fide established commercial or selling agencies maintained
by _____.

(Print Name of Contractor/Vendor)

Subscribed and sworn to: _____
(SIGNATURE OF CONTRACTOR/VENDOR)

before me this _____ day of _____, _____.
Month Year

Print Name of Notary Public

NOTARY PUBLIC SIGNATURE

My commission expires _____, _____.
Month Day Year -Seal-

TO BE RETURNED

STOCKHOLDER DISCLOSURE CERTIFICATION

This Statement Shall Be Included with Submission

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:

Partnership

Corporation

Sole Proprietorship

Limited Partnership

Limited Liability Corporation

Limited Liability Partnership

Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

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 _____, 20____

(Notary Public)

My Commission expires:

(Affiant)

(Print name & title of affiant)

(Corporate Seal)

To be completed and signed below.

TO BE RETURNED

Contractor/Vendor Questionnaire/Certification

Name of Company _____

Street Address _____ PO Box _____

City, State, Zip _____

Business Phone Number (____) _____ Ext. _____

Emergency Phone Number (____) _____

FAX No. (____) _____ E-Mail _____

Years in Business _____ Number of Employees _____

REFERENCES – WORK PREVIOUSLY DONE FOR SCHOOL SYSTEMS

NAME OF DISTRICT	CONTACT PERSON	TELEPHONE	TYPE OF WORK
1.			
2.			
3.			

Certification

I declare and certify that no member of the Mullica Township Board of Education, nor any officer or employee or person whose salary is payable in whole or in part by said Board of Education is directly or indirectly interested in this bid or in the supplies, materials, equipment, work or services to which it relates, or in any portion of profits thereof. If a situation so exists where a Board member, employee, or officer of the Board, has an interest in the bid, etc., then please attach a letter of explanation to this document, duly signed by the President of the firm or company.

President or Authorized Agent

Signature

COMMENT FORM

This form is for use in offering voluntary alternates, or other comments intended to afford the Board information or opportunities to improve the quality of the project, without invalidating the bid proposal. It may *not* be used to take exception to specific conditions of the project defined in the contract documents which the Bidder does not like. The bid provided must be based upon the plans and specs, and all contract conditions, as stated. If these documents or conditions contain some untenable item, or extremely expensive provision, for example, to which the Bidder wishes to raise objection, this must be done at the pre-bid meeting, or in writing to the architect through the question process outlined in the Instructions to Bidders. Such inquiries will have response issued by addendum only, and the resulting decision circulated to all bidders of record. Inquiries raised too close to the bid date will not be able to be answered.

Name of Company _____

Address _____

City, State, Zip _____

Name of Authorized Representative _____

Signature _____ **Title** _____ **Date** _____

BUSINESS REGISTRATION OF PUBLIC CONTRACTORS

Pursuant to P.L. 2004, c.57, effective September 1, 2004, all business organizations and individuals that do business with a State of New Jersey local contracting agency are required to be registered with the State and to provide proof of that registration to the contracting agency. Said proof would be in the form of a copy of the organization's or individual's "Business Registration Certificate". Vendors that do not register and obtain a Business Registration Certificate cannot receive a contract in excess of 15% of the agency's bid threshold.

The State Division of Revenue issues Business Registration Certificates. There is no cost to file and filing may be done online. Information on how a business may obtain a certificate can be found on the Internet at www.nj.gov/treasury/revenue/pdforms/regc.pdf or by telephone at (609) 292-1730.

Please include proof of registration in your bid package.

APPENDIX A

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

The vendor/contractor and the Mullica Township Board of Education, (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. S121 -1 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.

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN

OPS Number: _____

Proposer: _____

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, s/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.

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, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the boxes below.

Name: _____ Relationship to Proposer: _____	
Description of Activities: _____ _____	
Duration of Engagement: _____	Anticipated Cessation Date: _____
Proposer Contact Name: _____	Contact Phone Number: _____

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 the State of New Jersey 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 the State to notify the State 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 the State of New Jersey and that the State at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): _____ Signature: _____

Title: _____ Date: _____

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM
 Required Pursuant To N.J.S.A. 19:44A-20.26

This form or its permitted facsimile must be submitted to the local unit no later than 10 days prior to the award of the contract.

Part I – Vendor Information

Vendor Name:			
Address:			
City:	State:	Zip:	

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

 Signature Printed Name Title

Part II – Contribution Disclosure

Disclosure requirement: Pursuant to <u>N.J.S.A. 19:44A-20.26</u> this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.
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Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount
			\$

Continuation Page

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM
 Required Pursuant To N.J.S.A. 19:44A-20.26

Page ___ of _____

Vendor Name:

Contributor Name	Recipient Name	Date	Dollar Amount
			\$

Check here if the information is continued on subsequent page(s)

List of Agencies with Elected Officials Required for Political Contribution Disclosure
N.J.S.A. 19:44A-20.26

County Name:

State: Governor, and Legislative Leadership Committees

Legislative District #s:

State Senator and two members of the General Assembly per district.

County:

Freeholders
{County Executive}

County Clerk
Surrogate

Sheriff

Municipalities (Mayor and members of governing body, regardless of title):

USERS SHOULD CREATE THEIR OWN FORM, OR DOWNLOAD FROM
WWW.NJ.GOV/DCA/LGS/P2P A COUNTY-BASED, CUSTOMIZABLE FORM.