

**BOARD OF FIRE COMMISSIONERS
DISTRICT #13
TOWNSHIP OF CHERRY HILL**

Page 1 of 2

RESOLUTION #21-02-16-03

Meeting Date: February 16, 2021
First Reading: February 16, 2021

Adopted: **FEB 16 2021**

**RESOLUTION AUTHORIZING REQUEST FOR PROPOSALS FOR
AUDITING SERVICES, PROJECT # MS2021-001**

WHEREAS, the Board of Fire Commissioners, Fire District #13, Township of Cherry Hill, County of Camden, State of New Jersey has determined that they will advertise for sealed Request for Proposal utilizing the competitive contracting process as prescribed by N.J.S.A. 40A:11-4.4 request for proposals; documentation; provisions for Auditing Services, Project # MS2021-001;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners, Fire District #13, Township of Cherry Hill, County of Camden, State of New Jersey, as follows:

1. Detailed specifications for this project will be developed and provided to assure that the supplies obtained through this bid will meet the functional and operational needs of the Fire Department.
2. Proposals to be submitted shall fully comply with the specifications.
3. The Commissioners shall advertise for the receipt of sealed RFP's for the above-named purpose or project.
4. Each proposal shall be submitted as a written proposal in manner designated in the specifications and shall be signed by the bidder. The proposal shall be enclosed in a sealed envelope bearing the name and address of the bidder on the outside, specifically denoting on said envelope the name of the project for which said proposal is submitted.
5. Specifications and form of bid may be inspected or obtained upon proper notice by prospective bidders during normal business hours from Robert P. Campbell, Purchasing Manager, Cherry Hill Fire District #13, 1100 Markkress Road, Cherry Hill, New Jersey 08003, (856) 795-9805.
6. Sealed proposals shall be called for and shall be received, opened and read in public at the time and place stated in the advertisement.
7. Said proposals shall be delivered at the time and place stated in the advertisement. No proposal shall be delivered or accepted after the designated date and hour.
8. The proposal shall be net to the Commissioners and shall be excluded from any state or federal taxes.
9. The contract will be awarded to the bidder whose response to this request for proposal offers the lowest price with other factors considered and is responsive and responsible. The Commissioners also reserve the right to waive any insubstantial irregularities in any bid.
10. A non-collusion affidavit in the usual form will be supplied with the specifications. It shall be executed by the person or corporate officers submitting the bid. Said affidavit must be properly notarized. A non-collusion affidavit must accompany each bid. **THIS REQUIREMENT WILL NOT BE WAIVED.**

11. A Stockholder Disclosure (PL 1975, Ch. 125, PL 1977, Ch. 33) form will be supplied with the specifications in the usual form. It shall be completed by the person or corporate officers submitting the proposal. Said owner's list must accompany each bid. THIS REQUIREMENT WILL NOT BE WAIVED.
12. Bidders are also required to comply with the requirements of Affirmative Action (PL 1975, c.127 - NJAC 17:27 et seq.), Title II of the Americans With Disabilities Act of 1990 (42 USCS 12 1 01 et seq.) and New Jersey Business Registration Certificate Requirements (PL 2004, Ch. 57.)
13. No bidder may withdraw his proposal for a period of 60 days after the opening of the bids; all proposals being binding upon the bidders for said 60-day period.

The following Resolution #21-02-16-03 was introduced by Commissioner
 was seconded by Commissioner

Kelly
 Lipsett
 McCargo
 Montana
 Mulholland

Kelly
 Lipsett
 McCargo
 Montana
 Mulholland

and it

. Motion carried.

RESOLUTION #21-02-16-03				
	AYE	NAY	ABSTAIN	ABSENT
KELLY	X			
LIPSETT	X			
MCCARGO	X			
MONTANA	X			
MULHOLLAND	X			

Certification

I, William T. McCargo, Clerk of the Board of Fire Commissioner, Fire District #13, Township of Cherry Hill, County of Camden, State of New Jersey, hereby certify that the foregoing Resolution #21-02-16-03 duly adopted by the Commissioners at the meeting held on February 16, 2021.

RESPECTFULLY SUBMITTED,

WILLIAM T. MCCARGO
 CLERK, B.O.F.C DIST #13

:emr

