Lower Township Municipal Utilities Authority

Specifications and

Bid MaterialsFor

TWO YEAR CONTRACT FOR FURNISHING AND DELIVERYOF SODIUM HYPOCHLORITE

Lower Township Municipal Utilities Authority2900 Bayshore Road Villas, NJ 08251

Phone (609) 886-7146

www.LTMUA.org

NOTICE TO BIDDERS

Notice is hereby given that sealed bids will be received by the Lower Township Municipal Utilities Authority (LTMUA) for the furnishing and delivery of Sodium Hypochlorite. The contract period shall commence at the signing of the contract and terminate December 31, 2028:

Sealed bids will be received by the Authority Purchasing Agent at the LTMUA Office located at 2900 Bayshore Road, Villas, New Jersey, 08251 and will be opened and publicly read on Wednesday, November 18, 2026 at 11:00 AM prevailing time. No bidder may withdraw his, her or its bid within sixty (60) days after the actual date of the opening thereof.
Bids must be enclosed in a sealed envelope and plainly marked with the identity of the contract and the envelope shall contain the name and address of the bidder.
Bids should be accompanied by a Non-Collusion Affidavit and Ownership Disclosure Form and Iran Investment Activities Disclosure Form.
Bids must be enclosed in a sealed envelope and plainly marked with the identity of the contract and the envelope shall contain the name and address of the bidder.
Bidders are required to comply with the requirements of P.L. 1975, c.127 (N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27). The requirements are made a part of the bid specifications.
The successful bidder shall be required to comply with the provisions of the New Jersey Prevailing Wage Act.
The successful bidder shall be the responsible bidder complying with the specifications and bid documents who shall bid the lowest price.
The Lower Township Municipal Utilities Authority reserves the right to split bids whenever and wherever it is found to be in the best interest of the Authority.
The Lower Township Municipal Utilities Authority reserves the right to reject any and all bids or to waive any irregularities or informalities as may be permitted by law.

Lower Township Municipal Utilities Authority
Erin McFeeters, QPA

SPECIFICATIONS AND INSTRUCTIONS FOR BIDDERS

BID NAME: Two Year Contract for Furnishing and Delivery of Sodium Hypochlorite

DEFINITION OF OWNER: Lower Township Municipal Utilities Authority

INTENT: Under this proposal, the Lower Township Municipal Utilities Authority is receiving bids for the purchase of Sodium Hypochlorite.
A contract will be awarded to the vendor submitting the lowest responsible unit price.

BID DOCUMENTS:

A. Proposal: Bids shall be made on the standard proposal form. All bids must be received on or before the day and hour named in the Notice to Bidders. Bids can be submitted via mail or hand delivered to the Lower Township Municipal Utilities Authority, 2900 Bayshore Road, Villas, New Jersey 08251.

Proposals must be prepared on the blank form attached to the specifications. All blank spaces must be filled in appropriately in type or ink. Bid prices must be stated in both figures and writing as shown in the proposal. In the event of discrepancies, the word shall govern. No alterations, additions, or revisions shall be made on the above-mentioned proposal forms. All erasures or corrections must be signed or initialed by the bidder.

The proposal shall be signed by the person, partnership, or corporation to be bound by the Contract and shall contain their addresses. No substitutions or change of the parties shall be made except by permission of the Owner.

B. Non-Collusion Affidavit: Each bidder shall be required to supply a statement of non-collusion with his bid. Said form is attached to these specifications. The bidder must have the form completed in its entirety and duly notarized.

C. Ownership Disclosure Forms: Pursuant to the requirements of Public Law 1977, Chapter 33 (Local Public Contracts Law), the bidder shall complete the form attached to these specifications listing the person owning 10% or more of the firm presenting the bid.

D. Affirmative Action Evidence: The bidder shall complete the questionnaire attached to these specifications indicating the status of his affirmative action certification.

CONTINUED ON NEXT PAGE

CONTRACT PERIOD: The contract period shall commence on January 1, 2027 and terminate on December 31, 2028. The quoted price must be held for the entire contract period.

QUANTITY AND PAYMENT: The quantities listed in the proposal are estimates only. The Owner reserves the right to purchase only those items and quantities which, in its sole discretion and determination, it decides to purchase during the contract period. By acceptance of this proposal, the Owner is not guaranteeing that the quantities for the items listed shall be the total quantities purchased .

Purchase Orders shall be issued to the contractor as the need arises and payment shall be made for the exact number of units delivered at the unit price bid in the proposal. Said unit prices shall remain fixed for the contract period. All unit prices furnished should include F.O.B. destination prepaid, inside delivery.

Invoices along with the Owner's vouchers, for materials delivered shall be submitted by the contractor to the Owner within thirty (30) days of delivery to commence the payment process. Payment of invoices shall be in accordance with the terms specified on the Owner's voucher.

DELIVERY: All materials purchased must be delivered within three business (3) days of an order received from an authorized representative of the owner. Failure to comply with delivery terms will be cause for termination of the contract.

CLARIFICATIONS: Any questions as to the intent of this bid or the items included in the proposal shall be directed to Steven Pierce, Executive Director, at 609-886-7146 ext. 222.

BID FORM
FOR: Two (2) Year Contract for Furnishing & Delivery of Sodium Hypochlorite

TO: Erin McFeeters, Purchasing Agent Lower Township MUA
2900 Bayshore Road
Villas, NJ 08251

The Undersigned, declares that the only person, persons, company or parties interested in this Proposal are named herein; that this proposal is made without any connection with any person acting for or employed by the owner, is directly or indirectly interested herein, or in the supplies or work to which it relates or in any portion of the prospective profits therefore.
The Undersigned declares that he has carefully examined the Notice to Suppliers, Instructions to Suppliers, and the annexed form of the contract and that he fully understands same; and that he proposes and agrees that if this proposal be accepted, will contract with the Hamilton Township Municipal Utilities Authority as specified and delineated at the prices stated below.
It is understood that all prices quoted herein are complete and include all costs of materials, delivery (F.O.B. Destination prepaid, inside delivery) and any costs incidental thereto. The bidder is made aware that the Owner is not subject to State sales tax and this cost need not be included in the prices quoted.
NO DEPOSIT shall be required on re-usable chemical drums, cylinders, containers or other materials handling equipment furnished by the vendor.
Vendors who desire the return of re-usable chemical containers must pick them up while making their next delivery or the containers will be forfeited.
Containers shall be supplied on a loan basis **WITHOUT CHARGE** unless they are damaged or lost by the Owner.
It is further understood that the Owner reserves the right to purchase only those items and quantities which the Owner, in its sole discretion and determination, decides to purchase throughout t he contract period at the unit price noted. It is also required that the prices listed shall be valid until December 31st, 2027.

Description	Unit Price
Sodium Hypochlorite 15% Solution – Gallons Unit Price $_____ per _____	$_____ Write Bid Price in Words

We, the Undersigned, hereby agree that the Owner reserves the right to accept or reject any or all bids and may waive any informalities and portions of the spec-bid-award procedure or requirements.

Enclosed are the Non-Collusion Affidavit and the Ownership Disclosure Form and Iran Investment Activities Disclosure Form as required by the specifications.

The Undersigned further proposes and agrees, if this Proposal be accepted, to deliver the items contracted for the period stated at the prices quoted and all deliveries shall be made within five business (5) days of order F.O.B destination prepaid, inside delivery. The word *"he"* as used in this Proposal is to be understood to include the individual, firm or corporation making the Proposal. In case a firm shall be the Bidder, it is understood that all statements herein contained shall apply to the firm and each member thereof.

Signature of Bidder: _____

Print Name & Title: _____

Full Firm Name of Bidder: _____

Address of Bidder: _____

Phone Number: _____

Dated the of 2026.

Specifications:

15% SODIUM HYPOCHLORITE

The bidder shall supply with the bid a complete analysis of the liquid sodium hypochlorite he/she proposes to supply. The bidder shall certify that the liquid sodium hypochlorite shall meet minimum specifications, as listed below, for the following items: concentration (Trade Percent), available chlorine, pH, total free alkali, specific gravity and maximum temperature at the time of delivery.

Minimum specifications for the above shall be as noted below:
Concentration Trade Percent @ 20° C15% Available chlorine g/l 150
Weight percent 12.4
pH (SU) 11.0 – 12.0
Specific Gravity @ 20° C 1.20 – 1.21 Maximum
temperature at time of delivery 85° F (29.4° C)

The Authority reserves the right to have supplied liquid sodium hypochlorite sampled and analyzed by an independent and certified laboratory.

The liquid sodium hypochlorite shall contain no insoluble matter by weight and not more than 2.5 grams per liter total free alkali (as NaOH) by weight; and meet the AWWA Standard B300-87 and ANSI/NSF Standard 60.

The bidder shall provide a material safety data sheet (MSDS) for the liquid sodium hypochlorite.

The analysis submitted shall be made a part of the proposal of the bidder. In the event that the successful bidder shall deliver liquid sodium hypochlorite which does not test within the limits as herein set forth or equal the specifications as furnished with the bid proposal, then the Contractor shall be required to remove, without cost to the Authority, within twelve (12) hours after notification, the liquid sodium hypochlorite that has been rejected by the Authority. Should the bidder not remove the rejected sodium hypochlorite within the said twelve (12) hours, the Authority shall then be at liberty to have said sodium hypochlorite removed from its premises and to dispose of such sodium hypochlorite by sale or other means as the Authority shall elect. The Authority may then purchase sodium hypochlorite in the open market and make charge against the bidder for the cost in sodium hypochlorite removal, disposal and purchased.

Should the Authority have consumed a part of liquid sodium hypochlorite, subject to

rejection, such consumption shall not impair its right to cause the Contractor to remove the remainder of the delivered sodium hypochlorite subject to rejection.

AUTHORITY SITE:
The sodium hypochlorite storage tanks are located at the Township of Lower Municipal Utilities Authority Treatment Plant in the NaOCL Storage Building and the connection for the fill lines is located on the west side of the building.

The bidder is advised to visit the site of the location of the tanks to familiarize himself/herself with the conditions he/she will encounter when making delivery of the liquid sodium hypochlorite. No

allowance will be recognized for any claim made due to any difficulties encountered when attempting a delivery because the bidder, with whom a contract was executed, failed to ascertain for himself/herself with the conditions and circumstances to be encountered during delivery.

DELIVERY:

Delivery of the liquid sodium hypochlorite shall be 4,000 to 5,000 gallon truckload deliveries. Deliveries must arrive at the Authority plant no later than 2:00pm EST or EDT, as the case may be. Any deliveries that arrive after 2:00pm will require overtime pay for staff and the Authority shall deduct any expenses incurred for late delivery from subsequent payment. Deliveries must arrive within seventy-two (72) hours after notification by the Authority. If delivery is not within the specified time then The Authority will charge a penalty of $165.00 (one hundred sixty five dollars and no cents) per calendar day until the delivery is received. A sample of the delivered product shall be supplied to the Authority at time of delivery. The hypochlorite shall be delivered by tank truck. The delivery tank truck shall comply with all Federal and State regulations. The truck used for delivery shall be used exclusively for liquid sodium hypochlorite.

Delivery slips shall be furnished to the Authority's representative at the site at the time of delivery. At a minimum, the delivery slip shall include the total number of gallons of liquid sodium hypochlorite delivered, scale weights (Lbs. Gross, Lbs. Tare, Lbs. Net), percent sodium hypochlorite solution, specific gravity of sodium hypochlorite solution, and pounds per gallon sodium Hypochlorite solution.

QUANTITY REQUIREMENT:

The approximate quantity of liquid sodium hypochlorite required during the contract period is 90,000 gallons in 4,000 to 5,000 gallon deliveries. No minimum quantity is guaranteed.

NEW JERSEY WORKER AND COMMUNITY RIGHT TO KNOW ACT:

The manufacturer or supplier of chemical substances or mixtures shall label them in accordance with the N.J. Worker and Community Right to Know Law (N.J.S.A. 34:51 et seq., and N.J.A.C 5:89-5 et seq.,). Containers that the law and rules require to be labeled shall show the Chemical Abstracts Service number of all the components and the chemical name. Further, all applicable Material Safety Data Sheets (MSDS) - hazardous substance fact sheet - must be furnished.

LENGTH OF CONTRACT:
Contract term shall be two (2) years.

Delivery Location:
LTMUA Operations Facility: 2900 Bayshore Road, Villas, New Jersey 08251

For questions or additional information, please contact Steven Pierce at (609) 886-7146 ext. 222.

Exception Form

Fully describe every variance, exception and/or deviation. Additional sheets may be used if required. (list Technical Specification Section and Item, followed by exception):

Signature of Bidder: _____

Print Name & Title: _____

Full Firm Name of Bidder:_____

Dated this _____day of _____ , 2026.

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 id entity 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 contracto r 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 employee s 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 contr actor's
commitments under this act and shall post copies of the notice in conspicuous places available to employe es 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 Admini strative Code at N.J.A.C. 17:27**.

REQUIRED AFFIRMATIVE ACTION EVIDENCE FOR PROCUREMENT, PROFESSIONAL AND SERVICES CONTRACTS

The successful bidder shall submit to the public agency, after notification of award but prior to execution of this contract, one of the following three documents as forms of evidence:

a. A photocopy of a valid letter that the contractor is operating under an existing Federally approved or sanctioned affirmative action program (good for one year from the date of the letter);

OR

b. A photocopy of a Certificate of Employee Information Report approval, issued in accordance with N.J.A.C. 17:27-4;

OR

c. A photocopy of an Employee Information Report (Form AA302) provided by the Division and distributed to the public agency to be completed by the contractor in accordance with N.J.A.C. 17:27-4.

The successful vendor may obtain the Affirmative Action Employee Information Report (AA302) from the contracting unit during normal business hours.
The successful vendor(s) must submit the copies of the AA302 Report to the Division of Contract Compliance and Equal Employment Opportunity in Public Contracts (Division). The Public Agency copy is submitted to the public agency, and the vendor copy is retained by the vendor.

The undersigned vendor certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27.1 et seq. and agrees to furnish the required forms of evidence.

The undersigned vendor further understands that his/her bid shall be rejected as non-responsive if said contractor fails to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27-1 et seq.

COMPANY: _____
SIGNATURE: _____

PRINT NAME:_____
TITLE:_____ DATE: _____

NON-COLLUSION AFFIDAVIT

STATE OF NEW JERSEY) ss COUNTY OF CAPE MAY)

I, , of the City of
in the County of
and State of , of full age, being duly sworn according to law, on my oath depose and say that:
I am the of the firm of
, the bidder making the Proposal for
the above named project, 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 name 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 Hamilton relies upon the truth of the statements contained in said Proposal and in the statements contained in the affidavit in awarding the contract for 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 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)

Signed: _____
(Also print or type name under signature)

Subscribed and sworn to before me this _____ day of_____ 2026.

_____
Notary Public

(Seal)

STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and pro posal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of Organization:

Organization Address:

Part I Check the box that represents the type of business organization:

- Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- For-Profit Corporation (any type) ☐ Limited Liability Company (LLC)
- Partnership ☐ Limited Partnership

  ☐ Limited Liability Partnership (LLP)
- Other (be specific):

Part II

- The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. (**COMPLET E THE LIST BELOW IN THIS SECTION**)

OR

- No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as th e case may be. (**SKIP TO PART IV**)

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	**Home Address (for Individuals) or Business Address**

Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

Website (URL) containing the last annual SEC (or foreign equivalent) filing	**Page #'s**

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above**. The disclosure shall be continued until names and addresses of every non-corporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed.
Attach additional sheets if more space is needed.

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	**Home Address (for Individuals) or Business Address**

Part IV Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the ***Lower Township Municipal Utilities Authority (LTMUA)*** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with ***the LTMUA*** to notify the ***LTMUA*** in writing of any changes to the information contained herein; 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 am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the ***LTMUA*** to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN
PART 1: CERTIFICATION
BIDDERS MUST COMPLETE PART 1 BY CHECKING EITHER
ITEM. FAILURE TO COMPLETE THE CERTIFICATION WILL RENDER THE PROPOSAL NON-
RESPONSIVE.

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 neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf. Bidders **must** review this list prior to completing the below certification. **Failure to complete the certification will render a bidder's proposal non-responsive**. If the Director finds a person or entity to be in violation of 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 party.

PLEASE CHECK THE APPROPRIATE ITEM:

I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed above nor any of the bidder's parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. **I will skip Part 2 and sign and complete the Certification below.**

OR

I am unable to certify as above because the bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as nonresponsive 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. PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION. ATTACH ADDITIONAL SHEETS IF NECESSARY.

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the items below.

Name: _____ Relationship to Bidder: _____

Description of Activities: _____

_____Durati

on of Engagement: _____ Anticipated Cessation Date: _____

Bidder 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: _____

. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Public Agency Instructions

This page provides guidance to public agencies entering into contracts with business entities that are requi red to file Political Contribution Disclosure forms with the agency. **It is not intended to be provided to contractors.** What follows are instructions on the use of form local units can provide to contractors that are required to disclose political contributions pursuant to N.J.S.A. 19:44A-20.26 (P.L. 2005, c. 271, s.2). Additional information on the process is available in Local Finance Notice 2006-1 (http://www.nj.gov/dca/divisions/dlgs/resources/lfns_2006.html). Please refer back to these instructions for the appropriate links, as the Local Finance Notices include links that are no longer operational.

1. The disclosure is required for all contracts in excess of $17,500 that are **not awarded** pursuant to a "fair and open" process (N.J.S.A. 19:44A-20.7).
2. Due to the potential length of some contractor submissions, the public agency should consider allowing data to be submitted in electronic form (i.e., spreadsheet, pdf file, etc.). Submissions mu st be kept with the contract documents or in an appropriate computer file and be available for public ac cess. **The form is worded to accept this alternate submission.** The text should be amended if electronic submission will not be allowed.
3. The submission must be **received from the contractor and** on file at least 10 days prior to award of the contract. Resolutions of award should reflect that the disclosure has been received and is on fi le.
4. The contractor must disclose contributions made to candidate and party committees covering a wide range of public agencies, including all public agencies that have elected officials in the county of the public agency, state legislative positions, and various state entities. The Division of Local Government Services recommends that contractors be provided a list of the affected agencies. This will assist contractors in determining the campaign and political committees of the officials and candidates affected by the disclosure.

a. The Division has prepared model disclosure forms for each county. They can be downloaded from the "County PCD Forms" link on the Pay-to-Play web site at http://www.nj.gov/dca/divisions/dlgs/programs/lpcl.html#12. They will be updated from time-to-time as necessary.

b. A public agency using these forms **should edit them to properly reflect the correct legislative district**(s). As the forms are county-based, **they list all legislative districts** in each county. **Districts that do not represent the public agency should be removed from the lists.**

c. Some contractors may find it easier to provide a single list that covers all contributions, regardless

of the county. These submissions are appropriate and should be accepted.

d. The form may be used "as-is", subject to edits as described herein.
e. The "Contractor Instructions" sheet is intended to be provided with the form. It is recommended that the Instructions and the form be printed on the same piece of paper. The form notes that the Instructions are printed on the back of the form; where that is not the case, the text should be edited accordingly.
f. The form is a Word document and can be edited to meet local needs, and posted for download on web sites, used as an e-mail attachment, or provided as a printed document.

5. It is recommended that the contractor also complete a "Stockholder Disclosure Certification." This will assist the local unit in its obligation to ensure that contractor did not make any prohibited contributions to the committees listed on the Business Entity Disclosure Certification in the 12 m onths prior to the contract. (See Local Finance Notice 2006-7 for additional information on this obligation at http://www.nj.gov/dca/divisions/dlgs/resources/lfns_2006.html) A sample Certification form is part of this package and the instruction to complete it is included in the Contractor Instructions. **NOTE: This section is not applicable to Boards of Education.**

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee*
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
  - of the public entity awarding the contract
  - of that county in which that public entity is located
  - of another public entity within that county
  - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed $300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed b y ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details

(along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the pub lic under the Open Public Records Act.
The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Educa tion contracts.**
* N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures."

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 represen ts 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 N.J.S.A. 19:44A-20.26 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.

☐ Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount
			$

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

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
			$

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 Clerk Sheriff
{County Executive} Surrogate

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

CHECKLIST AND CERTIFICATION OF PROPOSAL

SUBJECT: FY 2027-2029 FURNISHING AND DELIVERY OF SODIUM HYPOCHLORITE BID
EACH ITEM MUST BE INITIALED BY THE PERSON SIGNING THE PROPOSAL.

Required by owner **Submission Requirement**		Initial each required entry and if required submit the item
☐	Executed Bid Proposal Form	
☐	Non-Collusion Affidavit	
☐	Mandatory Affirmative Action Language	
☐	Ownership Disclosure Certification	
☐	Iran Investment Activities Disclosure	
☐	Proof of Business Registration	
☐	Proof of Liability Insurance	
☐	Political Contribution Disclosure Forms	
☐	Addendum to Bid	

ACKNOWLEDGMENT OF RECEIPT OF ADDENDA TO BID DOCUMENTS FORM

Two (2) Year Contract for Furnishing and Delivery of Sodium Hypochlorite

Pursuant to N.J.S.A. 40A:11-23.1a, the undersigned bidder hereby acknowledges receipt of the following notices, revisions, or addenda to the bid advertisement, specifications or bid documents. By indicating date of receipt, bidder acknowledges the submitted bid takes into account the provisions of the notice, revision or addendum. Note that the Authority's records of notice to bidders shall take precedence and that failure to include provisions of changes in a bid proposal may be subject for rejection of the bid.

Number of Addendum/Revision	How Received (mail, fax, email, picked up, etc.)	Date Received

Acknowledge by Bidder:

_____

Name of Bidder

By Authorized Representative:

_____

Signature

_____

Printed Name and Title

_____