

**TOWNSHIP OF WASHINGTON
GLOUCESTER COUNTY
NEW JERSEY**

GOODS AND SERVICES BID PACKET

Project Name: 2012 Baseball-Softball Equipment and Uniforms

Date Packet Available: December 5, 2011

Bid Submittal Date/Time: _____

Company/Vendor Submitting: _____

INVITATION TO BID

Notice is hereby given that sealed bids will be received by the Township Council of the Township of Washington, a municipal corporation in the County of Gloucester and State of New Jersey at the Township of Washington, Clerk's Office, on Wednesday, December 21, 2011 at 10:00 AM for "2012 Baseball-Softball Equipment and Uniforms".

Bid packets, including instructions and specifications, are available in the Clerk's Office, Township of Washington, 523 Egg Harbor Road, Sewell, NJ, 08080 or the township website at www.twp.townshipnj.com. The bids are to be received in the Clerk's Office, either in person or by mail, prior to bid opening. Public bid opening will be held on Wednesday, December 21, 2011 at 10:00AM prompt in the Clerk's Office of the Township Municipal Building.

Bids must be submitted on standard form, available with the specifications. Bids must be enclosed in sealed envelopes bearing the name and address of the bidder and shall be marked on the outside with the name of the commodity being bid.

By order of Township Council of the Township of Washington.

Jennica Bileci
Township Clerk

**TOWNSHIP OF WASHINGTON
INSTRUCTIONS TO BIDDERS**

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1.0 DEFINED TERMS

Capitalized terms used in Bid Documents have the meanings assigned herein as set forth below. Terms used in the Bid Documents have both singular and plural meanings.

ADDENDA shall mean the as written amendments(s) to Bid Documents issued prior to Bid Opening to prospective Bidders who obtained Bid Documents.

BID shall mean the completed and executed Specification Bid Form, enclosed Bid Security and any and all other information required in Instruction to Bidders.

BID DOCUMENTS shall mean the Invitation to Bid, Instruction to Bidders, Bid Form, Specifications and Addenda if issued.

BID OPENING shall mean the location, date and time set forth in the Invitation to Bid.

TOWNSHIP shall mean the Township of Washington, in the County of Gloucester, New Jersey.

TOWNSHIP CLERK shall mean Jennica Bileci, Washington Township Municipal Building, 523 Egg Harbor Road, Sewell, New Jersey 08080.

BIDDER shall mean one who submits a bid.

CONTRACT shall mean the contract or authorizing purchase order consistent with the bid documents.

CONTRACTOR shall mean the successful Bidder with whom the Township enters into Contract.

DAY shall mean a calendar day irrespective of a holiday.

NOTICE OF INTENT shall mean a written notice issued by Township to the lowest responsive, responsible bidder that sets forth the Township's intention to enter into a contract regarding product or services solicited pursuant this bid document.

2.0 COMPLETION OF BID FORM

2.1 Bid Documents.

- (a) Township is not responsible for any failure of Bidder to examine Bid Documents.
- (b) Township may require pre-bid meetings. If so, the time, date, and location will be specified in the bid specification.
- (c) Bidder is to initial each of the three pages of these Bid Instructions, in the lower left corner.

2.2 Contract

- (a) Bidder, if issued a Notice of Intent, shall within the time set forth in the Notice, execute the Contract.

Bidder's Initials: _____

**TOWNSHIP OF WASHINGTON
INSTRUCTIONS TO BIDDERS**

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2.3 Bid Security

- (a) Bid Security is required in the amount of ten percent (10%) of the bid price, by a certified check, cashier's check or bid bond issued by a surety/bonding company licensed in the State of New Jersey.
Bid Security Required by Township: Bid Security is NOT required for this bid.
- (b) Bidder shall understand and accept that the Bid Security shall be forfeited if Bidder fails to enter into a Contract with Township after receiving a Notice of Intent.
- (c) If a bond is submitted, the surety shall acknowledge, in the bond document that the total amount of the bond shall be subject to forfeiture if Bidder fails to enter into the Contract with Township after receiving a Notice of Intent.

2.4 Bid Prices. Bidders shall set forth all Bid prices in words, and numbers, either handwritten in black ink or typewritten.

2.5 Statement of Corporate Ownership. No instructions other than what is set forth on enclosed form.

2.6 Non-Collusion Affidavit. No instructions other than what is set forth on enclosed form.

2.7 Signature. No instructions other than what is set forth on enclosed form.

2.8 Specification Bid Form. No instructions other than what is set forth on enclosed form and its attachments.

2.9 Federal Affirmative Action Form. No instructions other than what is set forth on enclosed form.

2.10 Debarred List Affidavit. No instructions other than what is set forth on enclosed form.

2.11 Prevailing Wage Compliance Declaration. No instructions other than what is set forth on enclosed form.

3.0 SUBMISSION OF BID DOCUMENTS

3.1 The Bid.

Bidder shall complete and execute the Specification Bid Form, the Statement of Corporate Ownership, Federal Affirmative Action Form, Debarred List Affidavit, Non-Collusion Affidavit, Bid Security, requested information set forth in Sections 3.2 to 3.3 hereof, and other information as identified in the project bid specifications. Together these documents shall constitute a Bid.

3.2 Delivery of bid.

Bidder shall submit their bid in a sealed envelope which must be marked "Township of Washington" and specify the name of the project and shows the name and address of the Bidder. The bid can be either mailed or hand delivered to the Washington Township Municipal Building, 523 Egg Harbor Road, Clerk's Office, Sewell, New Jersey, 08080 to the attention of TOWNSHIP CLERK. The Township assumes no responsibility for bids that are received in Clerk's Office after the advertised time and date for the bid opening.

3.3 Bid Withdrawal or Modification

Bidder may modify or withdraw the Bid at any time prior to the Bid Opening by submitting written notification of withdrawal or modification to the TOWNSHIP CLERK.

Bidder's Initials: _____

**TOWNSHIP OF WASHINGTON
INSTRUCTIONS TO BIDDERS**

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4.0 DISPOSITION OF BIDS

- 4.1 At any time prior to Bid Opening, Township may withdraw the Invitation to Bid and not accept Bids. Any Bid received prior to withdrawal of the Invitation to Bid will be returned unopened to the Bidder.
- 4.2 Township will open the Bids and read such Bids aloud publicly at the location, date and time set forth for Bid Opening in the Invitation to Bid.
- 4.3 The decision to award or reject bids, based on the provisions of this Bid Document and/or State law, shall be made by the Township Council of the Township of Washington in the form of a duly adopted resolution.
- 4.4 Township will be the sole party to determine whether or not Bids comply with the prescribed requirements set forth in the Bid Documents.
- 4.5 Township reserves the right to accept and/or reject any or all Bids or to waive any immaterial defect or informality in any bid.
- 4.6 Notwithstanding any terms to the contrary, Township reserves the right to reject any and/or all Bids if Township deems it in its best interest to do so, pursuant to law.
- 4.7 Township will reject Bids other than the three (3) apparent lowest responsive, responsible Bids and return the Bid Security for rejected Bids within ten (10) business days after the Bid Opening. The Township reserves the right not to carry out the provisions of this section if it is in the best interests of the Township.
- 4.8 Township may hold at least the three (3) apparent lowest responsive, responsible Bids for sixty (60) days after the Bid Opening. The Township reserves the right, with the approval of the Bidders, to extend said period between Bid Opening and issuance of Notice of Intent.
- 4.9 After the awarding and signing of the Contract and approval of the contractor's performance bond, Bid Security for the remaining unsuccessful Bidders will be returned within three days, Sundays and holidays excepted, if applicable.
- 4.10 If all Bids are rejected, Township will return Bid Security to Bidders within sixty (60) days after Bid Opening, unless such time is otherwise extended.

5.0 AWARD

- 5.1 If a Bid is awarded by the Township Council, Township will issue a Notice of Intent to the lowest responsive, responsible Bidder within sixty (60) days after Bid Opening and will hold Bidder's Bid Security pending execution of the contract. The sixty (60) days may be waived by the Bidder upon request of the Township.
- 5.2 Township's Notice of Intent will state Township's intention to enter into the Contract with Bidder and Bidder shall execute the Contract within 45 days following receipt of Notice of Intent; otherwise, Township shall consider Bid to be abandoned and Bid Security forfeited to Township.

Bidder's Initials: _____

TOWNSHIP OF WASHINGTON
BID FORM
(Must be Completed and submitted as part of Bid)

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Project Name: 2012 Baseball-Softball Equipment and Uniforms

1. **Bid Documents**: Bidders understand and accept the terms and conditions of the Bid Documents.
2. **Contract**: Bidders understand and accept that the successful Bidder shall enter into a Contract with the Township of Washington.
3. **Bid Security**: Bidders submit herewith Bid Security in the amount of ten percent (10%) of the Bid, but not in excess of \$20,000. Bidder understands and accepts that Bidder's Bid Security may be forfeited for failure by Bidder to comply with the provisions of the Contract. The Township reserves the right to waive this requirement for a specific goods or service. Note: Bid Security is not required for this bid.
4. **Required Documents**
 - a. Failure to submit the following documents is mandatory cause for the bid to be rejected (N.J.S.A. 40A:11-23.2). Please check in Bidder's Initial Column confirming that document is included with Bid.

Document	Bidder's Initial Indicating Inclusion in Bid
A Bid Security (Bid Bond, Certified Check or Cashier's Check) N.J.S.A. 40A:11-21	
A Certificate from a Surety Company (Consent of Surety) N.J.S.A. 40A:11-22	
A Statement of Corporate Ownership (Stockholder's Statement) N.J.S.A. 52:25-24.2	
Bid Form	

- b. Failure to submit the following documents may be cause for the bid to be rejected (N.J.S.A. 40A: 11-23.1b).

Document	Bidder's Initial Indicating Inclusion in Bid
Federal Affirmative Action Form	
Non-Collusion Affidavit (form <u>must</u> be notarized)	

- c. The successful Bidder will also be required to submit proof of compliance with the Business Registration Act prior to award of Contract.

TOWNSHIP OF WASHINGTON

BID FORM

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Project Name: 2012 Baseball-Softball Equipment and Uniforms

8. GENERAL INFORMATION:

- a. Preliminary orders will be placed within one (1) week of resolution approval from town council.
- b. Items to be awarded as follows:
Baseball shirts and hats will be awarded as one (1) Item.
Baseball All Star Shirts will be awarded as one (1) Item.
Baseball Equipment will be ordered on a per item basis. Example – All shin guards will be awarded as one (1) item; all chest protectors will be awarded as one (1) item; and so on.
Softball shirts and visors will be awarded as one (1) item.
Softball equipment will be ordered on a per item basis. Example – All shin guards will be awarded as one (1) item; all chest protectors will be awarded as one (1) item; and so on.
- c. Bid prices must include inside delivery.
- d. Contract Delivery Time: All equipment must be delivered within (6) weeks of order date, unless otherwise specified. Payment will be processed as merchandise is received. Payment is issued within 60 days of receiving merchandise.
- e. Delivery Address: Washington Township Municipal Building, Division of Parks & Recreation, 523 Egg Harbor Road, Sewell, New Jersey 08080
- f. Penalty For Late Delivery: Township and vendor recognizes that timely delivery is required for the benefit of the program. They also recognize that if delays occur, the Township reserves the right to withhold partial payment as a penalty in the amount listed below:

Total Contract Amount	Penalty Per Day
0.00 – 10,000.00	\$25.00
10,001.00 – 20,000.00	\$35.00
20,001.00 – 30,000.00	\$45.00
30,001.00 - Above	\$55.00

9. SPECIFICATIONS AND GUIDELINES FOR BASEBALL SHIRTS

- a. MANUFACTURER: YBA Reversible Baseball Jersey
STYLE: 120
COLOR: Royal/Red with white collar.
- b. SUBSTITUTIONS: May be considered ONLY if the substituted item is of the same quality as the specified item. Sample and specification sheet must be included with bid.
- c. SPONSORS: Sponsor names will not be printed on the jerseys.
- d. NUMBERS: Six inch heat laminated vinyl numbers on the back (each side of the jersey to be printed) which will be of sufficient quality not to strike through. Numbers are to be centered on the back of the shirt. The color of each number will be white. Numbers for each team are to begin with number 1.
- e. PRINTING: Screen print logo “Wash. Twp.” with tail – “Baseball” printed in the tail. Printing to be full front centered. (Both sides of the jersey to be printed) The color of the logo is to be white.
- f. SHIRT SIZES: Youth – S,M, L, XL and Adult - S, M, L, XL, XXL Based on 2011 registrations, we anticipate ordering approximately 1500 shirts.

TOWNSHIP OF WASHINGTON

BID FORM

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- g. **TEAM SIZE:** Teams will consist of 10 to 13 players for each team. Based on 2011 registrations, we anticipate ordering for 100 teams.
- h. **SHIRT COMPLETION AND DELIVERY:** Shirts to be completed and delivered within (6) weeks of order date. Shirts ordered after the preliminary order must be delivered in a timely manner. Indicate within the bid your ability to meet this request and price, if affected.

10. **SPECIFICATIONS AND GUIDELINES FOR BASEBALL HATS**

- a. **MANUFACTURER:** Outdoor Cap MLB Hats
MODEL: MLB-801
- b. **COLOR:** Royal/Red
- c. **SIZES:** Adult and Small/Medium
- d. **EMBROIDERY:** Each hat to be embroidered on front "WT" in 2 color offset lightening logo, 6000 stitches.
- e. **QUANTITY:** Based on 2011 program registrations, we expect to order approximately 1,800 hats.
- f. **SUBSTITUTIONS:** May be considered ONLY if the substituted item is of the same quality as the specified item. Sample and specification sheet must be included with bid. Specification sheet must include weight and construction information.

11. **SPECIFICATIONS AND GUIDELINES FOR BASEBALL COACHES SHIRTS:**

- a. **MANUFACTURER:** Badger
MODEL: 4820 tech tee
- b. **Shirt Color –** To be confirmed upon placement of order
- c. **Print Color –** To be confirmed upon placement of order
- d. **Print Location –** Left Chest
- e. **Printing –** 2012 printing: "Washington Twp." top line in Brush Script Lettering. "Baseball" on second line in tail with Athletic Block Lettering. Actual printing for 2012 will be confirmed up placement of order.
- f. **Quantity –** 120 Exact sizes listed on separate quote sheet.
- g. **SUBSTITUTIONS:** may be considered ONLY if the substituted item is of the same quality as the specified item. Sample and specification sheet must be included with bid. Specification sheet must include weight and construction information.

12. **SPECIFICATIONS AND GUIDELINES FOR BASEBALL ALL STAR UNIFORMS (Shirts):**

- a. **MANUFACTURER:** Gildan Tee Shirt (6.1 oz)
Youth Model: G200B
Adult – Model: 2000G
- b. **SUBSTITUTIONS:** May be considered ONLY if the substituted item is of the same quality as the specified item. Sample and specification sheet must be included with bid. Specification sheet must include weight of the shirt.
- c. **PRINTING (Front of each shirt):** Lightening bolt WT on the left chest – Color gray with white outline, 3" number of right chest in gray.
- d. **PRINTING (Back of each shirt):** 6" Number – Centered - Color gray
- e. **SHIRT SIZES:** Youth – S,M, L and Adult - S, M, L, XL, XXL
- f. **TEAM SIZE:** Teams will consist of 15 players for each team, 16 total teams. There will be four different colors per age group. Colors to be confirmed upon placement of order.
- g. **SHIRT COMPLETION AND DELIVERY:** Shirts are to be completed and delivered within 6 weeks of order date.

TOWNSHIP OF WASHINGTON

BID FORM

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13. **SPECIFICATIONS AND GUIDELINES FOR BASEBALL EQUIPMENT**

- a. **SUBSTITUTIONS:** May be considered ONLY if the substituted item is of the same quality as the specified item. Sample and specification sheet must be included with bid.

14. **SPECIFICATIONS AND GUIDELINES FOR SOFTBALL SHIRTS**

- a. **MANUFACTURER:** Gildan Tee Shirt (6.1 oz)
Youth Model: G200B
Adult – Model: 2000G
- b. **SUBSTITUTIONS:** May be considered ONLY if the substituted item is of the same quality as the specified item. Sample and specification sheet must be included with bid. Specification sheet must include weight of the shirt.
- c. **SPONSORS:** Shirts will have sponsors name silk screened on the front of good quality. Color of printing will vary depending on color of shirts.
- d. **NUMBERS:** Six (6) inch laminated numbers on the back which will be sufficient quality not to strike through. Numbers are to be centered on the back of the shirt. The colors of the numbers are to be the same as silk screen color. Numbers for each team are to begin with number 1.
- e. **SHIRT SIZES:** Youth – S,M, L and Adult - S, M, L, XL, XXL Based on 2011 registrations, we anticipate ordering 250 total youth shirts and 390 adult shirts.
- f. **TEAM SIZE:** Teams will consist of 11 to 14 players for each team. Based on 2011 registrations, we anticipate ordering for 50 teams.
- g. **SHIRT COMPLETION AND DELIVERY:** Shirts are to be completed and delivered by April 1, 2012.

15. **SPECIFICATIONS AND GUIDELINES FOR SOFTBALL VISORS**

- a. **MANUFACTURER:** Outdoor Cap
MODEL: PCTV-100
- b. **SIZES –** Youth and Adult
- c. **PRINT -** “W.T.”
- d. **PRINT STYLE -** Block Lettering
- e. **COLORS -** To match shirt colors. Exact colors will be confirmed upon placement of order.
- f. **SUBSTITUTIONS:** may be considered ONLY if the substituted item is of the same quality as the specified item. Sample and specification sheet must be included with bid. Specification sheet must include weight and construction information.
- g. **QUANTITY –** Approximately 250 Youth and 490 Adult (in various colors)

16. **SPECIFICATIONS AND GUIDELINES FOR SOFTBALL COACHES SHIRTS**

- a. **MANUFACTURER:** Hartwell
- b. **MODEL:** PC100
- c. **SIZES:** Adult S, M, L, XL, XXL, XXXL, XXXXL
- d. **SHIRT COLOR:** To be determined up placement of order
- e. **PRINTING:** WTPR – in ½” letters on line one, SOFTBALL – in ½ “ letters on line two, COACH – in ½ “ letters on line three – all in White Print
- e. **PRINT STYLE –** Block Lettering
- f. **QUANTITIES:** Are listed on separate quote sheet.
- g. **SUBSTITUTIONS:** may be considered ONLY if the substituted item is of the same quality as the specified item. Sample and specification sheet must be included with bid. Specification sheet must include weight and construction information.

TOWNSHIP OF WASHINGTON

BID FORM

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17. **SPECIFICATIONS AND GUIDELINES FOR SOFTBALL EQUIPMENT**
- a.. **SUBSTITUTIONS:** May be considered **ONLY** if the substituted item is of the same quality as the specified item. Sample and specification sheet must be included with bid.

2012 Washington Township Parks & Recreation
 Baseball-Softball Equipment and Uniforms
(Baseball Uniforms)

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Item	Price each	√ if bid amount is for a substituted item
YBA Reversible Baseball Jersey – Youth		
YBA Reversible Baseball Jersey – Adult		
Hats – Outdoor Cap MLB - Youth		
Hats – Outdoor Cap MLB Adult		
Coaches Shirt Badger 4820 – Adult Medium (Quantity 5)		
Coaches Shirt Badger 4820 – Adult Large (Quantity 22)		
Coaches Shirt Badger 4820 – Adult X-Large (Quantity 85)		
Coaches Shirt Badger 4820 – Adult XX-Large (Quantity 27)		
Coaches Shirt Badger 4820 – Adult XXX-Large (Quantity 5)		
Coaches Shirt Badger 4820 – Adult XXXX-Large (Quantity 5)		
All Star Shirts – Gildan – Youth		
All Star Shirts – Gildan – Adult		

VENDOR NAME: _____

2012 Washington Township Parks & Recreation
Baseball-Softball Equipment and Uniforms
(Baseball Equipment)

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Item	Manufacturer	Style/Size	Color	Qty	Price	Total	√ if bid amount is for a substituted item
Shin Guards (Ages 5-7)	Rawlings	6C	Black	8			
Shin Guards (Ages 7-9)	Rawlings	9C	Black	12			
Shin Guards (Ages 7-9)	Rawlings	9DCW	Black	10			
Shin Guards (Ages 12-16)	Rawlings	BHKLK 14	Black	8			
Chest Protectors (Ages 5-7)	Rawlings	6P	Black	8			
Chest Protectors (Ages 7-9)	Rawlings	8P1	Black	20			
Chest Protectors (Ages 9-12)	Rawlings	LLBP	Black	16			
Chest Protectors (Ages 12+)	Rawlings	12P	Black	8			
Catchers Mask/Helmets	Rawlings	A1205 605x7.375 One Size 6.5-7.5	Black	50			
Batting Helmets	Rawlings	Small ABHPRO 6.62X6.75	Black	30			
Batting Helmets	Rawlings	Medium ABHPRO 6.87x7	Black	30			
Batting Helmets	Rawlings	One Size CFBHOS 6.5x7.5	Black	30			
Bases (set of 3)- NO SUBSTITUTION – DO NOT QUOTE CHAMPION BREAND	Macgregor	Heavy Duty vinyl bases Junior 14x14		20			
First Aid Kits	Johnson & Johnson – Large	8161 or CKSPT-16		30			
Instant Ice Packs	CPS #4299.2	16 per case		20 cases			
Baseballs	Rawlings	Babe Ruth RBRO		40 doz.			
Baseballs	Rawlings	Babe Ruth RBRO-1		320 doz.			
Baseballs	Rawlings Tee Balls			120 doz.			

Vendor Name _____

2012 Washington Township Parks & Recreation
 Baseball-Softball Equipment and Uniforms
(Baseball Equipment)

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Item	Manufacturer	Style/Size	Color	Qty	Price	Total	√ if bid amount is for a substituted item
Basic Tee Ball Tees	Complete with inner tubes	Bolco		20			
Bats	FUNGO			3			
Ball Strike Counters		Box of 12		4 boxes			
Stop Watches	Champion	#910		10			
Equipment Bags	All Star EBI	Baseball Coaches Equipment Bag – Heavy duty 420D nylon 22x42 drawn string top		10			
Pitch Counters Talley		Box of 12		5 Boxes			
Scorebooks	Champion	Box of 100		1 Box			

Vendors Name _____

2012 Washington Township Parks & Recreation
 Baseball-Softball Equipment and Uniforms
(Softball Uniforms)

Item	Price Each	√ if bid amount is for a substituted item
Gildan G200B Tee Shirt – Youth		
Gildan 2000G Tee Shirt – Adult		
Visors – Outdoor Cap PCTV-100 – Youth		
Visors – Outdoor Cap PCTV-100 – Adult		
Coaches Shirt – Hartwell PC 100 – Adult Small (Quantity 5)		
Coaches Shirt - Hartwell PC 100 – Adult Medium (Quantity 15)		
Coaches Shirt - Hartwell PC 100 – Adult Large (Quantity 25)		
Coaches Shirt - Hartwell PC 100 – Adult X-Large (Quantity 60)		
Coaches Shirt - Hartwell PC 100 – Adult XX-Large (Quantity 10)		
Coaches Shirts – Hartwell PC 100 – Adult XXX-Large (Quantity 3)		
Coaches Shirts – Hartwell PC 100 – Adult XXXX-Large (Quantity 2)		

Vendor _____

2012 Washington Township Parks & Recreation
Baseball-Softball Equipment and Uniforms
(Softball Equipment)

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Item/Description	Model Number/ Manufacturer	Style/Size	Color	Quantity	Price	Total	√ if bid amount is for a sub- stituted item
Ball Buckets	Wilson Softball	A3948	White	18			
Pitching – Throw Down Rubber	Anaconda Sports	6x24 MG-42	White	20			
Bases – AFP Soft Touch Progressive Release		15” A1500	White	1 set			
Ice Packs	CPS 16 Per Case	#4299.2		25 Cases			
First Aid Kits	Johnson & Johnson Large	8161 or CKSPT-16		20			
Bow Nets	7x7	Bow b-m		3			
Home Plates (hardwood bottom)	Bolco	300-AS		4			
Hit Sticks				3			
Pitching Rubber with spikes	Longstreth	SCRP81	White	9			
Batting Tee	Easton 5 Point	A162406	Black	4			
Pitching Machine- Jugs Combination	2 Wheel/20-104mph	110 Volt		1			
Tees (Replacement)	Instructo-Swing – Annaconda Sports	L20200		12			
Pitch Mat	American Athletic Softball Proper	417005	Green/ White	2			
Screen with Sock-net fixed frame	Jugs Square	6 ½ x 6’	Green	4			
Instant Screen	Jugs		Blue/ Black	2			
Ball Pouch (holds 36 softballs)	Jugs			6			
Softballs – Worth Dream Seam Fast Pitch Softballs	C12RYLAH 12”		Yellow	72 doz.			
Softballs – Worth Official Dream Seam (USSSA-Blue Stitch)	C12BYLUC 12”		Yellow	12 doz.			

Vendor _____

2012 Washington Township Parks & Recreation
Baseball-Softball Equipment and Uniforms
(Softball Equipment)

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19. Bid Form Signature

Name: _____

Title: _____

Organization: _____

Date: _____

Signature: _____

Sworn and subscribed before me this _____ day of _____, 20__.

Notary Public of the State of New Jersey

My commission expires: _____

STATEMENT OF CORPORATE OWNERSHIP

Project: 2012 Baseball-Softball Equipment and Uniforms

In compliance with Chapter 33, laws of 1977 (N.J.S.A. 52:25-24.2), I certify the following:

_____ Firm is a sole proprietorship

_____ No stockholder or partner or the corporation or partnership holds ten percent (10%) or more ownership.

_____ Below are the names and addresses of all persons or entities owning ten percent (10%) or more of the bidder or supplier on whose behalf this certification is filed.

Name	Address	Percent Interest
_____	_____	_____
_____	_____	_____
_____	_____	_____

Note: If any of the above entities is a corporation, then the following are the names and addresses of all Persons owning ten percent (10%) or more of that corporation.

Name	Address	Percent Interest
_____	_____	_____
_____	_____	_____
_____	_____	_____

I further certify that I will notify the Owner of any changes to the above list within ten (10) days of such change.

Signed this _____ day of _____, 20__.

(Insert Contractor's Name)

By: _____
(A Partner or Corporate Officer)

Title: _____

EXHIBIT A

**P.L. 1975. C. 127 (N.J.A.C. 17:27)
MANDATORY AFFIRMATIVE ACTION LANGUAGE**

PROCUREMENT, PROFESSIONAL AND SERVICE CONTRACTS

Per N.J.A.C. 17:27-3.4(a):

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

i. 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, sex, affectional or sexual orientation, familial status, liability for service in the Armed Forces of the United States, or nationality. 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, nation origin, ancestry, marital status, sex, affectional or sexual orientation, familial status, liability for service in the Armed Forces of the United States, or nationality. 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 non-discrimination clause;

ii. 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, sex affectional or sexual orientation, familial status, liability for service in the Armed Forces of the United States, or nationality;

iii. The contractor or subcontractor, where applicable, will send to each labor union or representative of 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;

iv. The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the Americans with Disabilities Act;

Per N.J.A.C. 17:27-5.3(a):

1. The contractor or subcontractor agrees to attempt in good faith to employ minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:25-5.2 promulgated by the Treasurer pursuant to P.L.1975,c.127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C.17:25-5.2 promulgated by the Treasurer pursuant to P.L.1975;c.127 as amended and supplemented from time to time.

2. The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies in the area; including employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, familial status, liability for service in the Armed Forces of the United States, or nationality and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

3. 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 statues and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

4. 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, race, creed, color, national origin, ancestry, marital status, sex, affect ional or sexual orientation, familial status, liability for service in the Armed Forces of the United States, or nationality and conform with the applicable employment goals, consistent with the statues and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor or its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purpose of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action office for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code (NJAC17:27).**

Sign: _____

Date: _____

FEDERAL AFFIRMATIVE ACTION PLAN

In accordance with the Affirmative Action Regulations adopted pursuant to P.L. 1975, Chapter 127, the Contractor shall identify whether the company has a valid Federal Affirmative Action Plan.

Does the company have a Federal Affirmative Action Plan approval?

_____ YES _____ NO

Name of Corporation

Signature

Name & Title (type or print)

Sworn and subscribed before me this _____ day of _____, 20__.

Notary Public of the State of New Jersey
My commission expires:_____

