

53

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS  
COUNTY OF ESSEX**

**RESOLUTION NO.** \_\_\_\_\_ **AUTHORITY FOR RESOLUTION:** N.J.S.A. 40:41A-38(n)

**PROPOSED BY:** COUNTY EXECUTIVE **AUTHORITY FOR ACTION:** N.J.S.A. 40:41A-36(i)

**SUBJECT:**

**DEPARTMENT OF ADMINISTRATION AND FINANCE, OFFICE OF PURCHASING – CONTRACT AWARD TO THE THREE (3) LOWEST RESPONSIVE AND RESPONSIBLE BIDDERS PER ITEM ON A UNIT COST BASIS TO FURNISH AND DELIVER HOUSEHOLD AND JANITORIAL SUPPLIES AND OTHER ITEMS – 24 MONTH AGREEMENTS – AMOUNT NOT TO EXCEED \$2,000,000.00**

**WHEREAS**, the County of Essex has need for a vendor to furnish and deliver Household and Janitorial Supplies and Other Items for Various Essex County Agencies (the “Goods”); and

**WHEREAS**, the County’s Office of Purchasing has publicly advertised for bids for the Goods; and

**WHEREAS**, the County has received, from nine (9) vendors, written responses to the aforesaid advertisement for bids; and

**WHEREAS**, the County’s Office of Purchasing recommends the Board of County Commissioners award contracts for the Goods for a 24-month period to the three (3) lowest responsive and responsible bidders per item on a unit cost basis per the attached matrix made part hereof; and

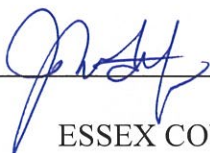
**WHEREAS**, the Chief Financial Officer has certified that he will further certify the availability of funds to pay such contracts when goods are ordered (which certificate is attached hereto); and

**WHEREAS**, New Jersey Public Contracts Law (NJSA 40A:11-1 et seq.) requires the Board of County Commissioners to approve, by resolution, the awarding of a contract for the provision or performance of any goods or services, the cost of which, in the aggregate, exceeds the statutory bidding threshold; now, therefore, be it

**RESOLVED**, by the Essex County Board of County Commissioners as follows:

1. That the award of contracts for the Goods for a 24-month period at an aggregate cost not to exceed \$2,000,000.00 to the three (3) lowest responsive and responsible bidders, per item on a unit cost basis per the attached matrix made part hereof in accordance with the recommendation of the County's Office of Purchasing, be and hereby is approved, and that the County Administrator be and hereby is authorized to enter into and execute contracts as aforesaid, together with such other documents incident thereto, as may be necessary.
2. That the Clerk of the Board of County Commissioners forward two (2) certified copies of this Resolution and agreements to the Office of Purchasing.

Approved as to form and legality



Date

2/23/23

ESSEX COUNTY COUNSEL

RECORD OF VOTE (X=Vote N.V.=Abstention ABS=Absent)

Moved by Commissioner \_\_\_\_\_

Second by Commissioner \_\_\_\_\_

Commissioner	Yes	No	N.V.	ABS	Commissioner	Yes	No	N.V.	ABS
Cooper					Mercado				
Gill					Pomares, V.P.				
Graham					Richardson, Pres.				
Johnson					Sebold				
Luciano									

It is hereby certified that the foregoing Resolution was ( ) adopted ( ) defeated ( ) tabled by roll call vote at a \_\_\_\_\_ meeting of the Board of County Commissioners of the County of Essex, New Jersey held on \_\_\_\_\_.

Is Publication Required ( ) Yes ( ) No

Date Published \_\_\_\_\_

\_\_\_\_\_  
Wayne L. Richardson, President

Household and Janitorial Supplies  
2/23/2023

Based upon the recommendation of the Director of Purchasing which is attached hereto and after reviewing the submitted bids, it is recommended that the Board of County Commissioners award by resolution a contract to: See attach matrix.

**REASON FOR RECOMMENDATION:**

Supplies are needed to maintain cleanliness of County buildings and Parks facilities.

**FISCAL IMPACT:**

The funding source for this contract will be from the departments. This is an open-ended contract and shall not exceed \$2,000,000.00 for the contract term.

**ALTERNATIVE:**

There is no alternative to procure this service except to advertise & solicit bids under the "fair & open bidding process in compliance with the Local Public Contracts Law N.J.S.A.40A:11-1 et seq.

**HISTORY:**

A contract was awarded to Imperial Bag & Co., TSP Maintenance Supply, United Sales USA Corp. and Interboro Packaging Corp. for a total contract amount of \$2,000,000.00 for a period of two years. The amount expended from this prior contract is \$1,516,489.04.

JNC: bp



OFFICE OF ACCOUNTS AND CONTROL  
HALL OF RECORDS, ROOM 542  
NEWARK, NEW JERSEY 07102

**CERTIFICATION OF FUNDS**

Vendor Name                      Various

Account Name                    Various

Account #

Contract Period (If Applicable)    03/28/2023                      03/27/2025

Purpose of Contract            To Furnish and Deliver Household and Janitorial Supplies and Other Items

2,000,000.00                      Contract Amount

This contract will be certified to at such time as services are ordered per N.J.A.C.5:30-5.5b open end contracts.

I do hereby certify that the funding will be legally appropriated per the above information for the purpose specified in the attached contract. Furthermore, it has been represented to me that the contracts have been processed in accordance with the applicable provisions of the Optional County Charter Law, the Essex County Administrative Code and the Essex County Standard Operating Policies and Procedures.

CM Date: 2/28/2023  
Cert: 726

Ehab Salama  
Chief Financial Officer

**HOUSEHOLD AND JANITORIAL SUPPLIES**  
**BID FILE#23-020**  
**CONTRACT PERIOD: 3/28/23 TO 3/27/25**

**VENDOR# 4**

**PERCENTAGE OFF CATALOG**

TSP MAINTENANCE SUPPLY LLC.  
52 EAST DRIVE  
LIVINGSTON, NJ 07039

70%

**VENDOR# 7**

IMPERIAL BAG & PAPER CO. LLC  
255 ROUTE 1 & 9  
JERSEY CITY, NJ 07306

50%

**VENDOR# 9**

PLASTIC EXPRESS, INC.  
667 LEHIGH AVENUE  
UNION, NJ 07083

50%



**MEMORANDUM OF AGREEMENT**  
**BETWEEN**

**VENDOR**

NAME: TSP Maintenance Supply LLC  
ADDRESS: 52 East Drive  
Livingston, NJ 07039

**COUNTY**

County of Essex  
Hall of Records, Rm 335  
465 Dr. Martin Luther King Blvd.  
Newark, New Jersey 07102

BID #: 23-020  
DATE ADVERTISED: January 24, 2023  
DATE RECEIVED: February 8, 2023  
CONTRACT PERIOD: March 28, 2023 through March 27, 2025  
BASIS OF AWARD: The lowest responsive/responsible bidder (Highest Percentage)  
COMMODITY: Furnish and Deliver Household, Janitorial Supplies & Other Items in the  
DESCRIPTION: Catalog for Essex County

**CONDITIONS:**

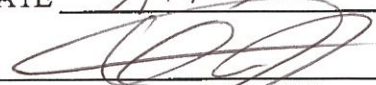
The award of this contract is subject to the approval of the Office of Essex County Board of County Commissioners by resolution and such resolution will be prepared and presented to the Board at its regularly scheduled meeting. This contract becomes effective and binding upon adoption by resolution by the Essex County Board of Chosen Freeholders, signature of the County Executive and attested to by Clerk of the Board. *The County reserves the option for extension of the contract by an additional twenty-four (24) months, upon approval of the Office of Essex County Board of County Commissioners.*

The vendor identified above hereby agrees to comply with the terms and conditions of the bid specifications, advertisement, and vendor's proposal, as submitted by the vendor listed above, under the bid number stated above, which are incorporated herein and made part hereof, and to faithfully perform the obligations therein to furnish and deliver the good or service listed above.

**PAYMENT TERMS:**

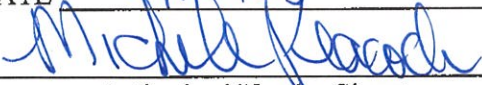
CONTRACT PERIOD: March 28, 2023 through March 27, 2025  
AWARDED ITEMS: 70% Discount off the vendor's Catalog  
AMOUNT NOT TO EXCEED: \$2,000,000.00 (Open-ended contract)  
  
TOTAL AWARD TO ALL VENDORS UNDER THIS BID: \$2,000,000.00

**ESSEX COUNTY**

DATE 3/1/23  
  
\_\_\_\_\_  
Joseph N. DiVincenzo, Jr.  
Essex County Executive

ATTEST: \_\_\_\_\_  
Deborah Davis Ford  
Clerk of the Board

**VENDOR**

DATE 2/18/23  
  
\_\_\_\_\_  
Authorized Vendor Signature

WITNESS:  \_\_\_\_\_



STATE OF NEW JERSEY  
Certificate of Authority

DIVISION OF TAXATION  
TRENTON, N.J. 08695

The person, partnership or corporation named below is hereby authorized to collect:

NEW JERSEY SALES & USE TAX

pursuant to N.J.S.A. 54:32B-1 ET SEQ.

This authorization is good ONLY for the named person at the location specified herein.  
This authorization is null and void if any change of ownership or address is effected.

TSP MAINTENANCE SUPPLY, LLC  
52 EAST DRIVE  
LIVINGSTON NJ 07039

Tax Registration No.: XXX-XXX-208/000

Tax Effective Date: 06-30-06

Document Locator No.: I0000259977

Date Issued: 06-29-11

*Michael J. Bry*  
Acting Director, Division of Taxation

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

State of New Jersey, Division of Taxation, P.O. Box 252, Trenton, N.J. 08646-0252 (609) 292-9292  
This Certificate of Authority (CA-1) must be displayed at your place of business.

141-950-208/000

STATE OF NEW JERSEY  
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY  
DIVISION OF REVENUE  
PO BOX 252  
TRENTON, N.J. 08646-0252

TAXPAYER NAME:

TSP MAINTENANCE SUPPLY, LLC

TRADE NAME:

ADDRESS:

52 EAST DRIVE  
LIVINGSTON NJ 07039-3504

SEQUENCE NUMBER:

1221744

EFFECTIVE DATE:

12/06/05

ISSUANCE DATE:

06/05/12

*James J. [Signature]*  
Director  
New Jersey Division of Revenue

FORM-BRC

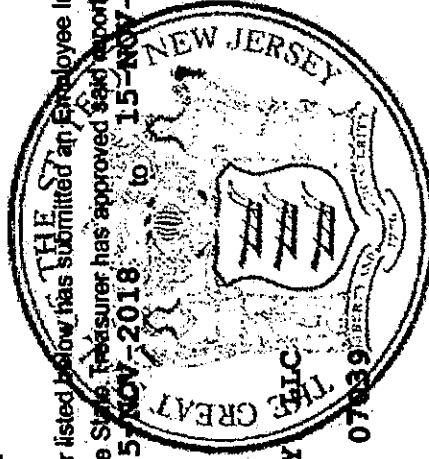
This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

Certification 47685

# **CERTIFICATE OF EMPLOYEE INFORMATION REPORT RENEWAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15 NOV - 2018** to **15 NOV - 2025**

**TSP MAINTENANCE SUPPLY LLC  
52 EAST DRIVE  
LIVINGSTON NJ 07039**



*Elizabeth Maher Muoio*

**ELIZABETH MAHER MUOIO**  
State Treasurer

**STATEMENT OF CERTAIN  
POLITICAL CONTRIBUTIONS MADE AFTER JULY 11, 1986**

(This statement is part of the proposal packet)

Ordinance Number 0-86-0007, as amended by Ordinance Number 0-95-0003, adopted by the Board of Commissioners of the County of Essex, requires that all proposals for negotiated contracts submitted by individuals and/or business entities seeking to provide goods or to perform services for the County of Essex shall contain a statement setting forth each political contribution by them of \$500.00 or more made within five years next preceding the date of said contract, either directly or indirectly, to any County elected political official, County political party and/or County official, political organization, or any State political party.

Set forth name of County elected official, County political party and/or County official, political organization, or State political party to whom a political contribution of \$500.00 or more was made by proposers within five (5) years of the date hereof.

If none, write "none".

Name	Amount
"None"	

Proposer: TSP Maintenance Supply, LLC

By: Michele Peacock  
(Signature)

Name of Signatory: Michele Peacock mp/ceo  
(Print or Type)

## PROPOSAL PRICE & SIGNATURE FORM

**For the Furnishing of:  
HOUSEHOLD, JANITORIAL SUPPLIES AND OTHER ITEMS FOR THE COUNTY OF  
ESSEX VIA CATALOG DISCOUNTING**

The undersigned has read and fully understands the specifications and requirements, and proposes to furnish the above for the County of Essex as specified herein for a March 28, 2023 through March 27, 2025 for the following discount off the attached and submitted catalog:

The County reserves the right to offer a two (2) year extension to the awarded bidder, at the end of the awarded contract, if mutually agreeable at such time.

% 70

Seventy Percent off retail price in catalog  
Percentage discount in words

BUSINESS NAME TSP Maintenance Supply, LLC

AUTHORIZED SIGNATURE Michele Peacock DATE 1/31/23

PRINT NAME Michele Peacock TITLE MP/CEO

EMAIL Peacock (A) tspsupply.com



# OFFICE OF PURCHASING

## ASPIRATIONAL GOAL ACKNOWLEDGEMENT FORM

Name of Organization: TSP Maintenance Supply, LLC  
Print Name of Vendor Representative: Michele Peacock  
Title of Vendor Representative: CEO

I have reviewed the Essex County Board of Chosen Freeholders **Resolution No. R-2017-00834**, where it explains the economic disadvantages in Essex County, including above average unemployment rates, high home foreclosures rates and higher rates on ALICE households (Asset Limited, Income Constraint, Employed) and poverty households.

I understand that the Board of Chosen Freeholders believes potential vendors should be informed of Essex County's economic disadvantages that effects the well-being of Essex communities. I acknowledge this legislative body intent to **encourage** awarded vendors to actively pursue in their hiring efforts and practices to seek potential candidates from the vast, diverse, qualified and experienced talent that exists in Essex County's unemployed and underemployed residents.

By signing this acknowledgement form, I hereby confirm that I have read **Resolution No. R-2017-00834** and acknowledge the encouraged efforts of the County of Essex **Aspirational Goal to establish a total workforce for each contract comprised of a minimum of 35% Essex County residents**. I acknowledge that my organization will make good faith efforts in seeking talent from Essex County unemployed and underemployed qualified residents when fulfilling job opening(s).

Furthermore, I understand that for the term of each contract, I have been requested to complete an annual report of employee status, by filing a **Vendor Employee Disclosure Form**.

I also understand that the Board of Chosen Freeholders may review my responses to the Vendor Employee Disclosure Form to monitor my continued efforts and commitment.

Michele Peacock CEO  
Print Full Name

Michele Peacock 2/10/23  
Signature and Date

Chris Peacock VP  
Print Full Name

Chris Peacock 2/10/23  
Signature and Date

Putting Essex County First





# VENDOR EMPLOYEE DISCLOSURE FORM

DATE: 2/10/23

VENDOR NAME: TSP Maintenance Supply, LLC  
REPRESENTATIVE NAME: Michele Peacock PHONE: 973-464-6688 EMAIL: Peacock@tspsupply.com  
COMPANY LOCATION: 52 East DR, Livingston, NJ 07039

Complete current year ONLY if this is your first time working with the County of Essex.

If previously awarded contracts with the County, please complete each contract year, up to the last 6 years. Failure to complete this form will not result in the loss or any diminution of this contract.

YEAR	TOTAL EMPLOYEES	ESSEX COUNTY EMPLOYEES ONLY	YEAR	TOTAL EMPLOYEES	ESSEX COUNTY EMPLOYEES ONLY	YEAR	TOTAL EMPLOYEES	ESSEX COUNTY EMPLOYEES ONLY
			2020	3	3			
			2021	4	4			
			2022	4	4			
Total:								

## 1. What are your efforts to employ Essex County residents?

As an Essex County based business we make a 100% effort to use Essex County residents for all our company needs.

## 2. Do you hire Union labor? ☐ Y ☒ N If so, please provide Union Affiliation(s):

not currently but we will hire union labor

Putting Essex County First

ESSEX COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER



RESOLUTION OF THE BOARD OF CHOSEN FREEHOLDERS  
COUNTY OF ESSEX

4450

RESOLUTION NO. 3-2017-00834  
PROPOSED BY: FREEHOLDER TORO  
CO-SPONSORS: JOHNSON, RICHARDSON, GILL & TIMBERLAKE  
SUBJECT:

AUTHORITY FOR RESOLUTION N.J.S.A. 40:41A-38(a)  
AUTHORITY FOR ACTION C.C.E. 2-29(B)

**RESOLUTION ESTABLISHING THE COUNTY OF ESSEX ASPIRATIONAL GOAL  
INITIATIVE TO INCREASE THE PARTICIPATION OF A DIVERSE AND QUALIFIED  
ESSEX COUNTY WORKFORCE IN COUNTY PROJECTS**

WHEREAS, it is the position of the Board of Chosen Freeholders that it is our obligation as a government body to create opportunities to enhance the quality of life for Essex County residents; and

WHEREAS, as of April 2017, statistics from the New Jersey Department of Labor (NJDOLE) indicate Essex County has the second largest labor force per square mile in the State, with 2,899 such persons per square mile; and

WHEREAS, statistics also indicate Essex County's unemployment rate is amongst the *highest* in the northern region of the State at 5.2%, with 18,900 unemployed residents; and

WHEREAS, in May 2016, data from U.S. foreclosure reporting company, RealtyTrac revealed that Essex County had a foreclosure rate at 4.12%, comprising a total of 6,367 homes in foreclosure; the *highest* number of foreclosed properties in the State of New Jersey; and

WHEREAS, the Essex County Board of Chosen Freeholders finds the data presented supports the notion that a direct correlation exists between the unemployed and/or underemployed rates and high housing foreclosure rates; and

WHEREAS, research conducted by the United Way found in 2014 that 28% of Essex County households were living in ALICE households (Asset Limited, Income Constrained, Employed) and 16% of Essex County households were living in poverty households: placing both metrics *above* State average; and

WHEREAS, the Board of Chosen Freeholders believes vendors that service the County of Essex should be informed of Essex County's economic disadvantages and can be active participants in the alleviation of the social ills that afflict County residents; and

WHEREAS, the 2016 Annual Report of the Essex County Office of Small Business Development and Affirmative Action ("SBDAA") reflects "during the period December 16, 2015 through December 14, 2016, the County spent \$178,507,745.57 on private contracts"; and

WHEREAS, the Board of Chosen Freeholders' intent is to *encourage* its vendors to be partners in the ongoing and constant effort to improve the livelihood of its residents and consider hiring workers from the vast and diverse pool of qualified and experienced workers that reside in Essex County; now therefore, be it

RESOLVED, The Essex County Board of Chosen Freeholders establishes an Aspirational Hiring Goal for the performance of certain contracts, including construction and improvement projects; solid waste removal and recycling; building, roads and parks maintenance; specialty trade work (i.e., plumbing and electrical, etc.), wherein the awarded vendor will make a voluntary, good faith effort to assemble a workforce for the performance of its Essex County contract with at least 35% being bona fide Essex County residents; where good faith efforts<sup>1</sup> for hiring Essex County residents are to be encouraged to the greatest extent possible by developers, construction contractors and any other entities or individuals which have been contracted to conduct business with the County of Essex, and the same shall be applied to all federally or state assisted, county-sponsored or privately funded developments within the County limits; and be it further

RESOLVED, it is one of the goals of this Resolution that the County's Purchasing Department establish policy wherein the Contract package to the awarded bidders and vendors, for those services described above, shall include a copy of this Resolution, along with the Aspirational Goal Acknowledgement Form and Vendor Employee Disclosure Form(s), which the vendor is encouraged, but not mandated, to review, complete and return to the Purchasing Department with the completed contract documents; and be it further

RESOLVED, the Essex County Board of Chosen Freeholders shall establish a Board Committee to periodically review Vendors' participation in hiring Essex residents. The committee will analyze Vendors' Employee Disclosure Forms and employee residency records to monitor Vendors' compliance with this ordinance. The Committee and/or the Board as a Whole is empowered to call Vendors to a public meeting to seek information concerning their contract(s) with the County of Essex. Vendors are asked to maintain current employee records while servicing County contracts, which may be requested by the Board; and be it further

RESOLVED, The Clerk of the Board shall forward copies of this Resolution to the Office of the County Administrator, Office of County Counsel and Office of Purchasing.

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<sup>1</sup> Examples of good faith efforts to commitment: hire Essex labor and, if organized labor is utilized by the vendor, to use Essex County based local unions as possible; advertise job openings, for a minimum of 30 days, with a government employment agency, non-profit employment agency, state university or college placement department and/or Essex County Vocational schools. Participation in employment job fairs and recruitments in Essex community and faith based organizations programs and events; including Veteran hiring preference. Providing apprenticeships, internships, and on-the-job training opportunities to Essex residents.

**MEMORANDUM OF AGREEMENT**  
**BETWEEN**

**VENDOR**

NAME: Imperial Bag & Paper Co. LLC  
ADDRESS: 255 Route 1 & 9  
Jersey City, NJ 07306

**COUNTY**

County of Essex  
Hall of Records, Rm 335  
465 Dr. Martin Luther King Blvd.  
Newark, New Jersey 07102

BID #: 23-020  
DATE ADVERTISED: January 24, 2023  
DATE RECEIVED: February 8, 2023  
CONTRACT PERIOD: March 28, 2023 through March 27, 2025  
BASIS OF AWARD: The lowest responsive/responsible bidder (Highest Percentage)  
COMMODITY: Furnish and Deliver Household, Janitorial Supplies & Other Items in the  
DESCRIPTION: Catalog for Essex County

**CONDITIONS:**

The award of this contract is subject to the approval of the Office of Essex County Board of County Commissioners by resolution and such resolution will be prepared and presented to the Board at its regularly scheduled meeting. This contract becomes effective and binding upon adoption by resolution by the Essex County Board of Chosen Freeholders, signature of the County Executive and attested to by Clerk of the Board. *The County reserves the option for extension of the contract by an additional twenty-four (24) months, upon approval of the Office of Essex County Board of County Commissioners.*

The vendor identified above hereby agrees to comply with the terms and conditions of the bid specifications, advertisement, and vendor's proposal, as submitted by the vendor listed above, under the bid number stated above, which are incorporated herein and made part hereof, and to faithfully perform the obligations therein to furnish and deliver the good or service listed above.

**PAYMENT TERMS:**

CONTRACT PERIOD: March 28, 2023 through March 27, 2025  
AWARDED ITEMS: 50% Discount off the vendor's Catalog  
AMOUNT NOT TO EXCEED: \$2,000,000.00 (Open-ended contract)

TOTAL AWARD TO ALL VENDORS UNDER THIS  
BID: \$2,000,000.00

**ESSEX COUNTY**

DATE

3/1/23

\_\_\_\_\_  
Joseph N. DiVincenzo, Jr.  
Essex County Executive

**VENDOR**

DATE

2/10/23

\_\_\_\_\_  
Authorized Vendor Signature

ATTEST:

\_\_\_\_\_  
Deborah Davis Ford  
Clerk of the Board

WITNESS:

\_\_\_\_\_  
\_\_\_\_\_



Certification 3480

**CERTIFICATE OF EMPLOYEE INFORMATION REPORT** RENEWAL

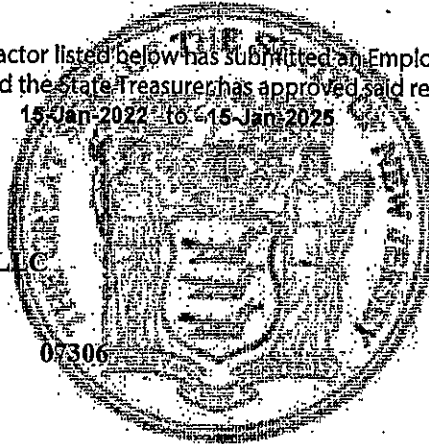
This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of ~~15-Jan-2022~~ to ~~15-Jan-2025~~

**IMPERIAL BAG & PAPER CO., LLC**

**255 ROUTE 1 AND 9**

**JERSEY CITY**

**NJ 07306**



*Elizabeth Maher Muoio*

**ELIZABETH MAHER MUOIO**

**State Treasurer**

**STATEMENT OF CERTAIN**  
**POLITICAL CONTRIBUTIONS MADE AFTER JULY 11, 1986**

(This statement is part of the proposal packet)

Ordinance Number 0-86-0007, as amended by Ordinance Number 0-95-0003, adopted by the Board of Commissioners of the County of Essex, requires that all proposals for negotiated contracts submitted by individuals and/or business entities seeking to provide goods or to perform services for the County of Essex shall contain a statement setting forth each political contribution by them of \$500.00 or more made within five years next preceding the date of said contract, either directly or indirectly, to any County elected political official, County political party and/or County official, political organization, or any State political party.

Set forth name of County elected official, County political party and/or County official, political organization, or State political party to whom a political contribution of \$500.00 or more was made by proposers within five (5) years of the date hereof.


If none, write "none".

Name

Amount

NONE

Proposer: IMPERIAL BAG & PAPER CO., LLC

By: 

(Signature)

Name of Signatory: CHARLES A. D'ELIA, SR.  
(Print or Type)



**PROPOSAL PRICE & SIGNATURE FORM**

**For the Furnishing of:  
HOUSEHOLD, JANITORIAL SUPPLIES AND OTHER ITEMS FOR THE COUNTY OF  
ESSEX VIA CATALOG DISCOUNTING**


The undersigned has read and fully understands the specifications and requirements, and proposes to furnish the above for the County of Essex as specified herein for a March 28, 2023 through March 27, 2025 for the following discount off the attached and submitted catalog:

The County reserves the right to offer a two (2) year extension to the awarded bidder, at the end of the awarded contract, if mutually agreeable at such time.

% 50 %

FIFTY PERCENT OFF MSRP  
Percentage discount in words

BUSINESS NAME IMPERIAL BAG & PAPER CO., LLC

AUTHORIZED SIGNATURE  DATE 2/1/23

PRINT NAME CHARLES A. DELIA, SR. TITLE President, NE Region

EMAIL DAVID.BEDFORD@imperialdade.com



# VENDOR EMPLOYEE DISCLOSURE FORM

DATE: 2/10/23

**VENDOR NAME:** IMPERIAL BROS & APPER CO., LLC

REPRESENTATIVE NAME: DAVID BENFOLD PHONE: 201-437-7440

COMPANY LOCATION: Jersey City

EMAIL: DAVID.BEDFORD@imperial.ac.uk

**Complete current year ONLY if this is your first time working with the County of Essex.**

**If previously awarded contracts with the County, please complete each contract year, up to the last 6 years. Failure to complete this form will not result in the loss or any diminution of this contract.**

YEAR			YEAR		YEAR	
TOTAL EMPLOYEES		ESSEX COUNTY EMPLOYEES ONLY	TOTAL EMPLOYEES	ESSEX COUNTY EMPLOYEES ONLY	TOTAL EMPLOYEES	ESSEX COUNTY EMPLOYEES ONLY
Total						

**1. What are your efforts to employ Essex County residents?**

2. Do you hire Union labor? ☐ Y ☒ N If so, please provide Union Affiliation(s):

Putting Essex County First

RESOLUTION OF THE BOARD OF CHOSEN FREEHOLDERS  
COUNTY OF ESSEX

2850

RESOLUTION NO. 2017-00834  
PROPOSED BY: FREEHOLDER TORO  
CO-SPONSORS: JOHNSON, RICHARDSON, GILL & TIMBERLAKE  
SUBJECT:

AUTHORITY FOR RESOLUTION N.J.S.A. 40:41A-38(a)  
AUTHORITY FOR ACTION C.G.E. 2-22(b)

**RESOLUTION ESTABLISHING THE COUNTY OF ESSEX ASPIRATIONAL GOAL  
INITIATIVE TO INCREASE THE PARTICIPATION OF A DIVERSE AND QUALIFIED  
ESSEX COUNTY WORKFORCE IN COUNTY PROJECTS**

WHEREAS, it is the position of the Board of Chosen Freeholders that it is our obligation as a government body to create opportunities to enhance the quality of life for Essex County residents; and

WHEREAS, as of April 2017, statistics from the New Jersey Department of Labor (NJDOLE) indicate Essex County has the second largest labor force per square mile in the State, with 2,899 such persons per square mile; and

WHEREAS, statistics also indicate Essex County's unemployment rate is amongst the *highest* in the northern region of the State at 5.2%, with 18,900 unemployed residents; and

WHEREAS, in May 2016, data from U.S. foreclosure reporting company, RealtyTrac revealed that Essex County had a foreclosure rate at 4.12%, comprising a total of 6,367 homes in foreclosure; the *highest* number of foreclosed properties in the State of New Jersey; and

WHEREAS, the Essex County Board of Chosen Freeholders finds the data presented supports the notion that a direct correlation exists between the unemployed and/or underemployed rates and high housing foreclosure rates; and

WHEREAS, research conducted by the United Way found in 2014 that 28% of Essex County households were living in ALICE households (Asset Limited, Income Constrained, Employed) and 16% of Essex County households were living in poverty households: placing both metrics *above* State average; and

WHEREAS, the Board of Chosen Freeholders believes vendors that service the County of Essex should be informed of Essex County's economic disadvantages and can be active participants in the alleviation of the social ills that afflict County residents; and

WHEREAS, the 2016 Annual Report of the Essex County Office of Small Business Development and Affirmative Action ("SBDAA") reflects "during the period December 16, 2015 through December 14, 2016, the County spent \$178,507,745.57 on private contracts"; and

WHEREAS, the Board of Chosen Freeholders' intent is to *encourage* its vendors to be partners in the ongoing and constant effort to improve the livelihood of its residents and consider hiring workers from the vast and diverse pool of qualified and experienced workers that reside in Essex County; now therefore, be it

RESOLVED, The Essex County Board of Chosen Freeholders establishes an Aspirational Hiring Goal for the performance of certain contracts, including construction and improvement projects; solid waste removal and recycling; building, roads and parks maintenance; specialty trade work (i.e., plumbing and electrical, etc.), wherein the awarded vendor will make a voluntary, good faith effort to assemble a workforce for the performance of its Essex County contract with at least 35% being bona fide Essex County residents; where good faith efforts<sup>1</sup> for hiring Essex County residents are to be encouraged to the greatest extent possible by developers, construction contractors and any other entities or individuals which have been contracted to conduct business with the County of Essex, and the same shall be applied to all federally or state assisted, county-sponsored or privately funded developments within the County limits; and be it further

RESOLVED, it is one of the goals of this Resolution that the County's Purchasing Department establish policy wherein the Contract package to the awarded bidders and vendors, for those services described above, shall include a copy of this Resolution, along with the Aspirational Goal Acknowledgement Form and Vendor Employee Disclosure Form(s), which the vendor is encouraged, but not mandated, to review, complete and return to the Purchasing Department with the completed contract documents; and be it further

RESOLVED, the Essex County Board of Chosen Freeholders shall establish a Board Committee to periodically review Vendors' participation in hiring Essex residents. The committee will analyze Vendors' Employee Disclosure Forms and employee residency records to monitor Vendors' compliance with this ordinance. The Committee and/or the Board as a Whole is empowered to call Vendors to a public meeting to seek information concerning their contract(s) with the County of Essex. Vendors are asked to maintain current employee records while servicing County contracts, which may be requested by the Board; and be it further

RESOLVED, The Clerk of the Board shall forward copies of this Resolution to the Office of the County Administrator, Office of County Counsel and Office of Purchasing.

---

<sup>1</sup> Examples of good faith efforts to commitment: hire Essex labor and, if organized labor is utilized by the vendor, to use Essex County based local unions as possible; advertise job openings, for a minimum of 30 days, with a government employment agency, non-profit employment agency, state university or college placement department and/or Essex County Vocational schools. Participation in employment job fairs and recruitments in Essex community and faith based organizations programs and events; including Veteran hiring preference. Providing apprenticeships, internships, and on-the-job training opportunities to Essex residents.

*Michael P. ...*

Approved as to form and legality \_\_\_\_\_

Freeholder Council

RECORD OF VOTE (X=Vote N.V.=Abstention ABS=Absent)

Moved by Freeholder  
Second by Freeholder

*Toro*

Freeholder	Yes	No	N.V.	ABS	Freeholder	Yes	No	N.V.	ABS
BOBADILLA	X				RICHARDSON	X			
GILL, VP.				X	SEBOLD	X			
JOHNSON	X				TORO	X			
JONES	X								
LUCIANO	X				TIMBERLAKE, PRES.	X			

It is hereby certified that the foregoing Resolution was (X) adopted ( ) defeated ( ) tabled by roll call vote at a Regular meeting of the Board of Chosen Freeholders of the County of Essex, New Jersey held on Oct 11, 2017

Is Publication Required ( ) Yes ( ) No

Date Published \_\_\_\_\_

*B. N. Timberlake*

Brinlee N. Timberlake, President

**MEMORANDUM OF AGREEMENT**  
**BETWEEN**

**VENDOR**

NAME: Plastic Express, Inc.  
ADDRESS: 667 Lehigh Avenue  
Union, NJ 07083

**COUNTY**

County of Essex  
Hall of Records, Rm 335  
465 Dr. Martin Luther King Blvd.  
Newark, New Jersey 07102

BID #: 23-020  
DATE ADVERTISED: January 24, 2023  
DATE RECEIVED: February 8, 2023  
CONTRACT PERIOD: March 28, 2023 through March 27, 2025  
BASIS OF AWARD: The lowest responsive/responsible bidder (Highest Percentage)  
COMMODITY: Furnish and Deliver Household, Janitorial Supplies & Other Items in the  
DESCRIPTION: Catalog for Essex County

**CONDITIONS:**

The award of this contract is subject to the approval of the Office of Essex County Board of County Commissioners by resolution and such resolution will be prepared and presented to the Board at its regularly scheduled meeting. This contract becomes effective and binding upon adoption by resolution by the Essex County Board of Chosen Freeholders, signature of the County Executive and attested to by Clerk of the Board. *The County reserves the option for extension of the contract by an additional twenty-four (24) months, upon approval of the Office of Essex County Board of County Commissioners.*

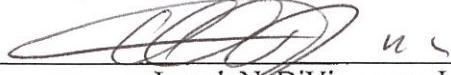
The vendor identified above hereby agrees to comply with the terms and conditions of the bid specifications, advertisement, and vendor's proposal, as submitted by the vendor listed above, under the bid number stated above, which are incorporated herein and made part hereof, and to faithfully perform the obligations therein to furnish and deliver the good or service listed above.

**PAYMENT TERMS:**

CONTRACT PERIOD: March 28, 2023 through March 27, 2025  
AWARDED ITEMS: 50% Discount off the vendor's Catalog  
AMOUNT NOT TO EXCEED: \$2,000,000.00 (Open-ended contract)  
  
TOTAL AWARD TO ALL VENDORS UNDER THIS BID: \$2,000,000.00

**ESSEX COUNTY**

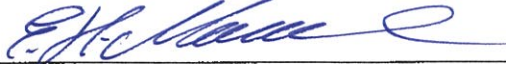
DATE 3/1/23

  
\_\_\_\_\_  
Joseph N. DiVincenzo, Jr.  
Essex County Executive

ATTEST: \_\_\_\_\_  
Deborah Davis Ford  
Clerk of the Board

**VENDOR**

DATE 02-10-2023

  
\_\_\_\_\_  
Authorized Vendor Signature

WITNESS:   
\_\_\_\_\_



03/22/11

Taxpayer Identification# 273-499-985/000

Dear Business Representative:

Congratulations! You are now registered with the New Jersey Division of Revenue.

Use the Taxpayer Identification Number listed above on all correspondence with the Divisions of Revenue and Taxation, as well as with the Department of Labor (if the business is subject to unemployment withholdings). Your tax returns and payments will be filed under this number, and you will be able to access information about your account by referencing it.

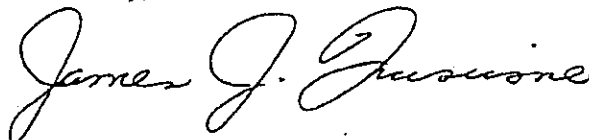
Additionally, please note that State law requires all contractors and subcontractors with Public agencies to provide proof of their registration with the Division of Revenue. The law also amended Section 92 of the Casino Control Act, which deals with the casino service industry.

We have attached a Proof of Registration Certificate for your use. To comply with the law, if you are currently under contract or entering into a contract with a State agency, you must provide a copy of the certificate to the contracting agency.


If you have any questions or require more information, feel free to call our Registration Hotline at (609)292-9292.

I wish you continued success in your business endeavors.

Sincerely,



James J. Fruscione  
Director  
New Jersey Division of Revenue

STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE		DEPARTMENT OF TREASURY/ DIVISION OF REVENUE PO BOX 252 TRENTON, N J 08646-0252
TAXPAYER NAME: <b>PLASTIC EXPRESS INC.</b>	TRADE NAME:	
ADDRESS: <b>667 LEHIGH AVE UNION NJ 07083</b>	SEQUENCE NUMBER: <b>1627283</b>	
EFFECTIVE DATE: <b>03/22/11</b>	ISSUANCE DATE: <b>03/22/11</b>	
<b>FORM-BRC</b> 104-081-D205846V		 Director New Jersey Division of Revenue

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

Certification 67764

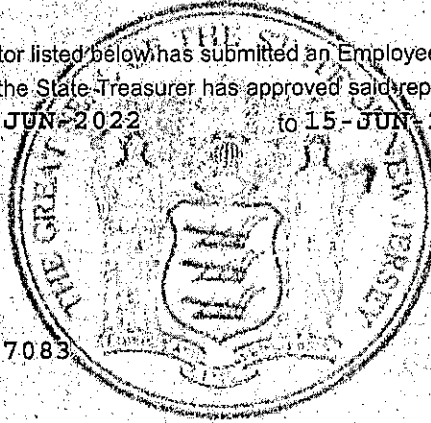
## CERTIFICATE OF EMPLOYEE INFORMATION REPORT

INITIAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of 15-JUN-2022 to 15-JUN-2029

PLASTIC EXPRESS INC  
667 LEHIGH AVENUE  
UNION

NJ 07083



*Elizabeth Maher Muoio*

ELIZABETH MAHER MUOIO  
State Treasurer

**STATEMENT OF CERTAIN  
POLITICAL CONTRIBUTIONS MADE AFTER JULY 11, 1986**

(This statement is part of the proposal packet)

Ordinance Number 0-86-0007, as amended by Ordinance Number 0-95-0003, adopted by the Board of Commissioners of the County of Essex, requires that all proposals for negotiated contracts submitted by individuals and/or business entities seeking to provide goods or to perform services for the County of Essex shall contain a statement setting forth each political contribution by them of \$500.00 or more made within five years next preceding the date of said contract, either directly or indirectly, to any County elected political official, County political party and/or County official, political organization, or any State political party.

Set forth name of County elected official, County political party and/or County official, political organization, or State political party to whom a political contribution of \$500.00 or more was made by proposers within five (5) years of the date hereof.

If none, write "**none**".

Name

Amount

NONE	

Proposer: Plastic Express, Inc

By:   
(Signature)

Name of Signatory: Eddie Mardahaev  
(Print or Type)

**PROPOSAL PRICE & SIGNATURE FORM**

**For the Furnishing of:  
HOUSEHOLD, JANITORIAL SUPPLIES AND OTHER ITEMS FOR THE COUNTY OF  
ESSEX VIA CATALOG DISCOUNTING**

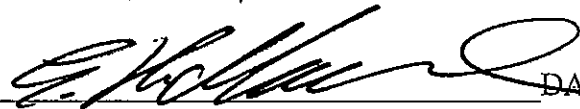
The undersigned has read and fully understands the specifications and requirements, and proposes to furnish the above for the County of Essex as specified herein for a March 28, 2023 through March 27, 2025 for the following discount off the attached and submitted catalog:

The County reserves the right to offer a two (2) year extension to the awarded bidder, at the end of the awarded contract, if mutually agreeable at such time.

% 50

Fifty Percent  
Percentage discount in words

BUSINESS NAME Plastic Express, Inc

AUTHORIZED SIGNATURE  DATE 02.06.2023

PRINT NAME Eddie Mardahaev TITLE V.P.

EMAIL cs@plex247.com



# OFFICE OF PURCHASING

## ASPIRATIONAL GOAL ACKNOWLEDGEMENT FORM

Name of Organization: Plastic Express, Inc

Print Name of Vendor Representative: Eddie Mardahaev

Title of Vendor Representative: V.P.

I have reviewed the Essex County Board of Chosen Freeholders Resolution No. R-2017-00834, where it explains the economic disadvantages in Essex County, including above average unemployment rates, high home foreclosures rates and higher rates on ALICE households (Asset Limited, Income Constraint, Employed) and poverty households.

I understand that the Board of Chosen Freeholders believes potential vendors should be informed of Essex County's economic disadvantages that effects the well-being of Essex communities. I acknowledge this legislative body intent to **encourage** awarded vendors to actively pursue in their hiring efforts and practices to seek potential candidates from the vast, diverse, qualified and experienced talent that exists in Essex County's unemployed and underemployed residents.

By signing this acknowledgement form, I hereby confirm that I have read Resolution No. R-2017-00834 and acknowledge the encouraged efforts of the County of Essex Aspirational Goal to establish a total workforce for each contract comprised of a minimum of 35% Essex County residents. I acknowledge that my organization will make good faith efforts in seeking talent from Essex County unemployed and underemployed qualified residents when fulfilling job opening(s).

Furthermore, I understand that for the term of each contract, I have been requested to complete an annual report of employee status, by filing a Vendor Employee Disclosure Form.

I also understand that the Board of Chosen Freeholders may review my responses to the Vendor Employee Disclosure Form to monitor my continued efforts and commitment.

Eddie Mardahaev  
Print Full Name

  
Signature and Date

\_\_\_\_\_  
Print Full Name

\_\_\_\_\_  
Signature and Date

Putting Essex County First

RESOLUTION OF THE BOARD OF CHOSEN FREEHOLDERS  
COUNTY OF ESSEX

1150

RESOLUTION NO. 2017-00834  
PROPOSED BY: FREEHOLDER TORO  
CO-SPONSORS: JOHNSON, RICHARDSON, GILL & TIMBERLAKE  
SUBJECT:

AUTHORITY FOR RESOLUTION N.J.S.A. 40:41A-38(g)  
AUTHORITY FOR ACTION C.C.E. 2-29(B)

**RESOLUTION ESTABLISHING THE COUNTY OF ESSEX ASPIRATIONAL GOAL  
INITIATIVE TO INCREASE THE PARTICIPATION OF A DIVERSE AND QUALIFIED  
ESSEX COUNTY WORKFORCE IN COUNTY PROJECTS**

WHEREAS, it is the position of the Board of Chosen Freeholders that it is our obligation as a government body to create opportunities to enhance the quality of life for Essex County residents; and

WHEREAS, as of April 2017, statistics from the New Jersey Department of Labor (NJDOLE) indicate Essex County has the second largest labor force per square mile in the State, with 2,899 such persons per square mile; and

WHEREAS, statistics also indicate Essex County's unemployment rate is amongst the *highest* in the northern region of the State at 5.2%, with 18,900 unemployed residents; and

WHEREAS, in May 2016, data from U.S. foreclosure reporting company, RealtyTrac revealed that Essex County had a foreclosure rate at 4.12%, comprising a total of 6,367 homes in foreclosure; the *highest* number of foreclosed properties in the State of New Jersey; and

WHEREAS, the Essex County Board of Chosen Freeholders finds the data presented supports the notion that a direct correlation exists between the unemployed and/or underemployed rates and high housing foreclosure rates; and

WHEREAS, research conducted by the United Way found in 2014 that 28% of Essex County households were living in ALICE households (Asset Limited, Income Constrained, Employed) and 16% of Essex County households were living in poverty households: placing both metrics *above* State average; and

WHEREAS, the Board of Chosen Freeholders believes vendors that service the County of Essex should be informed of Essex County's economic disadvantages and can be active participants in the alleviation of the social ills that afflict County residents; and

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*Michael J. Richardson*

Approved as to form and legality \_\_\_\_\_

Freeholder Counsel

RECORD OF VOTE (X=Vote N.V.=Abstention ABS=Absent)

Moved by Freeholder  
Second by Freeholder

*TORO*  
*Richardson*

Freeholder	Yes	No	N.V.	ABS	Freeholder	Yes	No	N.V.	ABS
BOBADILLA	X				RICHARDSON	X			
GILL, V.P.				X	SEBOLD	X			
JOHNSON	X				TORO	X			
JONES	X								
LUCIANO	X				TIMBERLAKE, PRES.	X			

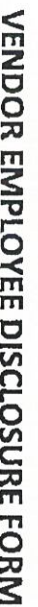
It is hereby certified that the foregoing Resolution was (X) adopted ( ) defeated ( ) tabled by roll call vote at a Regular meeting of the Board of Chosen Freeholders of the County of Essex, New Jersey held on Oct 11, 2017

Is Publication Required ( ) Yes ( ) No

Date Published \_\_\_\_\_

*B. N. Timberlake*

Brian N. Timberlake, President



VENDOR NAME: Plastic Express, Inc

REPRESENTATIVE NAME: Eddie Marchand PHONE: (718) 499-1119

EMAIL: cs@plex247.com

COMPANY LOCATION: 667 Lehigh Avenue, Union, NJ 07083

Complete current year ONLY if this is your first time working with the County of Essex.

If previously awarded contracts with the County, please complete each contract year, up to the last 6 years. Failure to complete this form will not result in the loss or any diminution of this contract.

YEAR:			YEAR:			YEAR:		
TOTAL EMPLOYEES		ESSEX COUNTY EMPLOYEES ONLY		TOTAL EMPLOYEES	ESSEX COUNTY EMPLOYEES ONLY		TOTAL EMPLOYEES	ESSEX COUNTY EMPLOYEES ONLY
				13	3			
Total:								

**1. What are your efforts to employ Essex County residents?**

## Hiring / Recruitment

2. Do you hire Union labor? ☐ Y ☒ N If so, please provide Union Affiliation(s):

# Putting Essex County First