

RESOLUTION

WHEREAS, sealed bids were received by the Division of Purchasing and Contracting of the Township of Brick for the Manufacturing & Printing of Tax Bills on Wednesday, May 1, 2024; and

WHEREAS, the bid has been reviewed by the Tax Collector; and

WHEREAS, the Tax Collector has recommended the award of said bid to the lowest responsive and responsible bidder in compliance with the bid specifications.

NOW, THEREFORE, BE IT RESOLVED THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF BRICK, COUNTY OF OCEAN AND STATE OF NEW JERSEY, as follows:

1. That the contract for the Manufacturing and Printing of the Tax Bills is hereby awarded to Munidex, Inc., 1 Gateway Center, Suite 2600, Newark, NJ 07102 in accordance with the attached schedule of prices.
2. That this is a unit price contract not to exceed \$27,000.00 per year with funds to be certified prior to each order. Sufficient funds are available in 2024 budget and pending adoption of future budgets under an appropriation entitled Collection of Taxes – Printing, Binding account 4-01-20-145-256.
3. That this is a one (1) year contract commencing on May 15, 2024 and ending on May 14, 2025 with prices that shall remain firm fixed for the duration of the contract.
4. That the Mayor is authorized to execute and the Clerk to attest to the proposed form of agreement aforesaid, which such agreement shall be available for public examination in the Office of the Township Clerk during normal business hours.
5. That a certified copy of this resolution shall be forwarded to the vendor, Business Administrator, Tax Collector, Chief Financial Officer and the Purchasing Agent.

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5/10/24

CERTIFICATION

I, Lynnette A. Iannarone, Township Clerk of the Township of Brick in the County of Ocean and State of New Jersey, do certify that the foregoing resolution was duly passed by the Township Council of the Township of Brick at a regular meeting of said Council on May 14, 2024.

IN WITNESS, WHEREOF, I have hereunto set my hand and seal of this Township 14th day of May, 2024.

Lynnette A. Iannarone
LYNNETTE A. IANNARONE
TOWNSHIP CLERK

Agenda #	Date
4-12	5/14/24
Agenda #	Date
Agenda #	Date
Agenda #	Date

ATTACHMENT A

SCHEDULE OF PRICES

<u>ITEM #</u>	<u>DESCRIPTION</u>	<u>PRICE</u>
ITEM 1:	Final/Preliminary Tax Bills (One Lump Sum) Quantity – approximately 33,500 in two (2) copies – Original and Advice Copy. Includes manufacture, calculation of reconciled bill, laser imaging and bursting of tax bills, printing, boxing and delivery to Township of Brick; tax bill report by books, adjusted properties sheets and reconciled totals.	<u>\$19,262.50</u>
ITEM 2:	Estimated Tax Bills (One Lump Sum) Quantity – approximately 33,500 in two (2) copies – Original and Advice Copy. Includes manufacture, calculation of estimated bill, laser imaging and bursting of tax bills, printing, boxing and delivery to Township of Brick; tax bill report by books.	<u>\$7,200.00</u>
ITEM 3:	Annual Post-Tax Year Income Statements Quantity – approximately 700. Extract senior citizen, disabled person, surviving spouse, surviving civil union partner tax deduction information from tax bill county master e-mail file and print Annual Post-Tax Year Income Statements; Post-Tax Year Statement Report; delivery to Township of Brick.	<u>\$0.30 per form</u>