

## North Jersey NIGP Chapter #7

*Chartered October 26, 1977*

**President:**

*Francis Decibus*

**Treasurer/Membership:**

*Jane Foti*

**Vice President:**

*Jim Jorgensen*

**Secretary**

*Paula Ferreira*

### **Minutes**

**Regular Meeting February 18, 2009**

**Quality Inn Conference Center, Somerset, NJ**

The meeting was called to order @ 10:00 am by President Francis Decibus  
After the flag salute, self introductions were made.  
Minutes of the December 10, 2008 meeting were approved as printed.

John DiStefano relinquished his position of Treasurer with NIGP due to his layoff. Our new Treasurer is Jane Foti.

### **NIGP website presentation by Vice President Jim Jorgensen**

Jim said that South Jersey NIGP page is very creative. However we need to be distinct from them. We need people to know who we are and the key players.

Web address is [nnj.governmentpurchasing.com](http://nnj.governmentpurchasing.com)

Wants to know from us what we want on the webpage.

Blog is a web log and is not presently set up on the site.

Blogs purpose is to solve communication issues we have. New Assembly / Senate Bill's ect. Everybody has a place to discuss which can be accessed from home or office. It is an interactive means of discussion. All information on the web will be relevant to this group.

The home page should be a virtual doorway. Introduction page, not an about us page. Events page like our meetings and directions, RSVP forms can be downloaded, agendas etc. Other points to be highlighted:

About us: Charter date.

By laws link: Officers link

Meeting minutes link: Would like to put up most recent minutes.

Resources link, like helpful internet resources by group.

Certificates and registrations: Business Registration Certificate (BRC) etc.

Departments and Divisions of the State of NJ

Educations and certifications resources link. Rutgers ect.

Local and national procurement associations. Other governmental websites.

Green acres link. Does work with local and county government interested in Open Space preservation.

Thomas.net or Thomas register. Helpful to find vendors and materials.

Global spec is another great resource for specifications. List vendors by region, state.

For brand name of equivalent, use the word similar.

There are additional resources to put on site.

Under "contact us" email would go directly to Jim.

Discussion on blogging

Just put name email and submit comments.

John Davenport from Hunterdon County questioned email retention. Great to have a blog to state things that can't be said on email. Everyone has their own username.

Suggestion to create strength and in order. Submitted one person at a time.

Take a vote on whether we want this. It takes a lot of time to implement but Jim is willing to do it.

It seems that blogs are very rarely used.

We could put up blog for 3 months to see if its used, if not we can take it down.

Would like newsflash on homepage.

Interest for municipalities to suscribe to mail service.

Marlena Schmid, Township Administrator in Cranford, will submit link to Municipal Managers blog site

Jim needs to know what domain name we would like as most non-profits use dot (.org).

Francis wants to make it simple. NNjnigp.org means we would have to purchase the domain name and host. Domain is \$2.00/month and hosting is 6.00/month so that would be a total of about 8.00/month. Do we want to invest 120.yr?

Everyone voted yes.

Need something up there to say what NIGP is.

Motion to approve art concept. NJ with State Tree and Bird. Finch is NJ state bird.

Any more comments on homepage?

We could have a blank membership form.

Would like a separate page for officers.

Listing of member townships.

Will send link to everybody to get feedback.

Concept of website to be virtual office.

Informational portal. If meeting is canceled etc.

Events page will have links to other events, NJLOM and NJAC.

Site will contain the minutes of the previous six months.

### **Kathy Cupano to speak about upcoming Spring Purchasing Conference**

Registration is not as bad as in the past years.

Conference hearing a lot of activity. Hearing a lot from vendors. Budget constraints prohibiting school officials from staying overnight.. Cost to stay over night at the Sheraton is \$150.00 night.

Conference will be based on Green Technology. Mark Pfeifer working to get a lot of panelists. Do we think Solar Energy is a good discussion? Marlena Schmid said rules are not promulgated for this. Per Joe Valenti they will be in place by then.

April 12<sup>th</sup> is deadline date for booking the Sheraton.

**Joe Valente:**

Solar panels must be publicly bid.

Meeting with Escos and Governors Council in Trenton tomorrow.

Fingerprinting service provided by a French company with contract formerly only available to State agencies. Little leagues, sports clubs..... Coaches must be fingerprinted. In the past Police Department offered this service. They no wish to continue this service. State contract T2025 is now available to local governments. State Purchase bureau lost 40 people. Twenty centers around State to do fingerprinting. Coaches employees to travel but will accept vouchers. Should be more on this in the coming weeks.

Jim to passed out those contracts approved by state (See hand out for info.)

Two provisions NJSA 52:34-6.1 for us to check the law.  
52:34-6.2 Cooperative Purchasing with other State agencies and with other political subdivisions.

Playground equipment is still being looked over.  
State went out to bid for SUV's and then cancelled.  
See Cranford's Coop for SUV'S.

Article about the inflatable rats you see around construction sites, well they are allowed.

Call from Old Bridge Township concerning situation they experienced with prevailing wage. They wanted time and material contract for electrical maintenance. Put in specs to see if contractors could give flat rate. Talking to purchasing agent and business administrator about how to make comparison if we don't know. Has done this in the past but were told they couldn't do it. So Joe got involved in it. Wage and hour does not control specs we control what contractor pays. Contractor can pay less than prevailing wage. Paid vacations, sick days can be used to make up for it. Prevailing wage is saying that if contractor wants to pay flat rate it can be under prevailing wage and make up for it with paid vacations, sick days, etc.. They had 14 bidders. Ten bid below prevailing wage by 6,7, and 8 dollars.

Towing companies. Rule pending. Proprietary towing. Goes after contractors. Towing companies just towing cars. Has to be scrutinized by Dept of Community Affairs. PL2007 ch193 NJSA 56:8-1. This calls for someone on Police Department to keep track of who is doing towing.

A1479 preference bill. Require and approve preference for awarding certain contracts to in State.

A1917 requires qualification of bidders.

A3698 alternates. We need a bill but this is not the right one. Too much favoritism the way it is now written Base bid plus alternates. Only alternates.

S749 requires contracting units want interest on 2% that we hold.

S1421 requires reporting of wage records on certain solid waste contracts.

Contracting for renewable energy services. Local finance notice 2008-20.  
Roof panels, power purchasing agreement. Equipment can be owned by the company.

Energy audits and BPU grants. Five companies authorized to do this. No price on State Contract but must contact all five.

PI2009-04 ESCO will do plan. Must adopt plan and put out for bid. Can hire ESCO to plan and audit. But ESCO cannot do project. All these companies will be subjected to the same rigors and be approved for certain dollar amounts.

Francis Decibus has question about addenda procedure. Clarify addenda with no bids on Mondays. Seven days prior to the date you receive, does not include Saturday and Sunday and holidays. Can count those days just can't receive bids on those days.

Francis Decibus brought signed Purchase Orders for various agencies membership dues to pick up.

With no more business, the meeting was adjourned at 12:23 PM. Networking and lunch were enjoyed by all.

Respectfully Submitted,  
Paula S. Ferreira  
Secretary