

CITY COUNCIL

The City of Orange Township, New Jersey

DATE February 7, 2023

NUMBER 67-2023

TITLE:

A RESOLUTION AWARDING A CONTRACT TO ASSOCIATED HUMANE SOCIETIES, 124 EVERGREEN AVENUE, NEWARK, NEW JERSEY 07114 IN THE AMOUNT OF \$74,500 TO PROVIDE ANIMAL SHELTER AND OTHER VETERINARY SERVICES FOR THE CITY OF ORANGE TOWNSHIP FOR THE PERIOD OF JANUARY 1, 2023 TO DECEMBER 31, 2023.

WHEREAS, the City of Orange Township duly advertised for Request of Proposals for Animal Shelter and other veterinary services in the Star Ledger on October 27, 2022; and

WHEREAS, On November 10, 2022, the City of Orange Township received Proposals pursuant to specifications furnished the following vendor from:

*Associated Humane Societies
124 Evergreen Avenue
Newark, New Jersey 07114*

WHEREAS, after careful examination and study of the Proposal, the City of Orange Township is awarding a contract to Associated Humane Societies; and

WHEREAS, it is in the best interest and general welfare of the City of Orange Township to award said contract to Associated Humane Societies; and

WHEREAS, the Chief Financial Officer of the City of Orange Township has prepared the necessary Certificate of Availability of Funds, a copy of which is attached hereto certifying that funds will be available for this purpose in Account 3-01-27-340-000-528, contingent upon Council approval and inclusion of said item in the Temporary Budget and adopted 2023 Budget, there will be sufficient funds to contract Associated Humane Societies; and

NOW, THEREFORE BE IT RESOLVED BY THE MUNICIPAL COUNCIL OF THE CITY OF ORANGE TOWNSHIP that a contract be awarded to Associated Humane Societies, in the amount of \$74,500.00 subject to compliance with the terms of the aforesaid contract.

BE IT FURTHER RESOLVED that the Mayor of the City of Orange Township be and is hereby authorized and directed to execute said contract for and on behalf of the City of Orange Township pursuant to this Resolution which shall be attested to by the Municipal Clerk.

Adopted: **February 7, 2023**

Joyce L. Lanier
City Clerk

Tency A. Eason
Council President



**ASSOCIATED
HUMANE SOCIETIES**

EXECUTIVE OFFICES/
ESSEX COUNTY BRANCH
124 Evergreen Avenue
Newark, NJ 07114-2133

P 973-824-7080
F 973-824-2720

E ContactUs@AHScares.org

OCEAN COUNTY BRANCH
HOME OF POPCORN PARK
Humane Way -- PO Box 43
Forked River, NJ 08731-0043

P 609-693-1900
F 609-693-8404

E NJhumane@ahsppz.org

MONMOUTH COUNTY
BRANCH
2960 Shafto Road
Tinton Falls, NJ 07753-7608

P 732-922-0100
F 732-922-4032

E TintonFallsAHS@ahsppz.org

www.AHScares.org

THIS AGREEMENT is made this _____ day of _____, 2023 by and between the **ASSOCIATED HUMANE SOCIETIES, INC.**, a 501C(3), non-profit corporation organized under State and Federal law, having principal offices at 124 Evergreen Avenue, Newark, New Jersey 07114, hereinafter referred to as the "Society," and the **CITY OF ORANGE**, a municipal corporation of the State of New Jersey, having its principal offices at 29 N. Day Street, Orange, New Jersey 07050, hereinafter referred to as the "Municipality".

WHEREAS, the Municipality wishes to retain the Society for the provision of Animal Control Services, as defined herein;

NOW, THEREFORE, the Society and the Municipality agree as follows:

Provision of Services:

The Society shall provide Animal Control Services (defined below) for the Municipality as an independent contractor for a period of one year beginning on the 1st day of January 2023 and ending on the 31st day of December 2023. Animal Control Services shall be provided Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m. Animal Control Services shall also be provided on weekends, holidays and after 5:00 p.m. weekdays.

Payment for Services:

The Municipality will pay the yearly sum of \$74,500.00 to the Society for the provision of Animal Control Services, said sum to be prorated payable on a monthly basis of \$6,208.00 per month. Payment for all services, including for Additional Services and expenses as stated herein, are due thirty (30) days after the presentment of an invoice and/or Municipal voucher executed by the appropriate party unless express terms to the contrary are agreed upon by the Society. There will be a two (2%) percent late fee imposed per month if payment is over thirty (30) days past due. **If non-payment goes beyond sixty (60) days, services will be suspended until paid in full (including interest, costs and expenses).** It is expressly understood and agreed that the Society is not obligated to incur any cost, expense or legal fee as a consequence of the failure of the Municipality to timely and fully remit all payment due hereunder; such cost, expenses and/or legal fees shall be the sole responsibility of the Municipality and included in payment in full.

Animal Control Services Defined:

For purposes of this Agreement, Animal Control Services are defined as: the rescue, recovery and care of injured animals, trapped animals, sick animals, animals whose lives are endangered and animals that present a danger to humans or other animals, including those who have bitten humans or other animals.

It is expressly understood, except as otherwise stated, that the Animal Control Services to be provided by the Society include the costs and expenses incurred by the Society in the maintenance of custodial facilities and vehicles to be used by the Society's Animal Control Officers.

The Animal Control Services provided to the Municipality shall be performed by an Animal Control Officer employed by the Society. It is expressly understood that the Animal Control Officer is not a law enforcement officer, shall not put his or her life in peril, and accordingly, in certain situations, local police presence may be requested and required for the Animal Control Officer to respond. The Animal Control Officer shall be an employee of the Society.

Animal Control Services under this Agreement are subject to the following terms and conditions:

1. Marine mammals are specifically excluded from the definition of Animal Control Services under this Agreement.
2. Dead deer are **specifically excluded from the definition of Animal Control Services under this Agreement**. The Society will not be responsible for handling deer carcasses, provided however, that the Society shall retrieve infirm, injured deer and orphaned fawns.
3. The Society will not trap or rescue Canada Geese, unless same are in need of veterinary care.
4. There will be no additional charge for trapping or picking up bats or injured wildlife.
5. Dead animals, **excluding deer**, will be picked up with no extra charge.
6. The Society will not pick up live rats, mice, moles or voles or any other small rodents.
7. Trapped healthy animals that do not pose a threat or safety risk to the public shall be released at or near the area of capture in accordance with standard rules and regulations of the industry.

8. The Society shall, at the request of a municipal resident who is the owner of an unwanted animal, render assistance in delivery of said animal to an appropriate humane shelter, including a shelter maintained by the Society. However, such assistance is not within the scope of Animal Control Services under this Agreement. The owner shall be responsible for payment to the Society of the costs and expenses of such assistance, and should the owner fail to pay, said costs and expenses shall be the responsibility of the Municipality.

9. The Society will not trap or pick up feral cats, unless they are part of a TNVR (Trap, Neuter, Vaccinate Return) Program authorized by the Municipality. In those cases, the Society will work with the TNVR Program to trap, spay/neuter, vaccinate and release the cat back to the area they were trapped as "Additional Services." Such Additional Services will incur a charge of \$50.00 per cat. If the Society cannot collect this fee from the TNVR Program, the Municipality will be responsible for the Additional Services fees.

10. The Society shall use reasonable efforts to impound any stray, abandoned or unlicensed dog or cat running at large on property within the Municipality. When such impoundment occurs (and after a seven (7) day hold period), it is expressly understood once the Society accepts any animal and takes it into custody, the animal shall be put up for adoption, if possible, or humanely euthanized at the sole and exclusive discretion of the Society.

11. Upon proof of ownership, any person may redeem his or her animal from the Society upon payment to the Society the sum of \$95, Monday through Friday, 9:00 a.m. until 5:00 p.m. (standard business hours). There will be a \$125 fee for other times. In addition, the owner shall be responsible for the costs for each day the animal has been impounded as stated below:

\$4.00 per day under State Law for the first seven (7) days (unless ownership of the animal is established prior to the end of the seven (7) days and said owner does not redeem his animal.) Once the ownership is established and the animal is no longer a stray, regular boarding rates shall prevail and are to be paid to the Society prior to the release of the animal. No release or redemption shall be honored unless the owner provides proof of ownership or a current license. The owner will be charged \$12.72 per day for each additional day for boarding once the initial seven (7) day period has passed. In addition, the owner shall be responsible for any vaccine given.

12. Any owned animal without a current license and/or rabies certificate shall be reported by the Animal Control Officer to the Municipality. The owner will be given seven (7) days to register the animal for a license or a summons will be issued providing the Municipality supplies Summons books. The Animal Control Officer is responsible for following up and issuing a summons, if necessary.

13. As per N.J.S.A. 4:19-32, the Society will inspect the enclosure and the owner's property of a potentially dangerous dog, at least monthly, to determine continuing compliance

with paragraphs (2) and (3) of subsection A of N.J.S.A. 4:19-24.8. The Society shall submit the inspection reports to the Municipality on a monthly basis.

14. The Society shall not provide census or canvassing services for license compliance within the Municipality. Under N.J.A.C. 4:19-15.15, the Municipality must appoint a party or agency to canvas for owned animals.

15. Any stray dog or cat or any other animal taken into custody by the Society and charged with biting a human shall be quarantined for the required quarantine period of ten (10) days. The cost and expense incurred during this period shall be the responsibility of the owner. If no known owner, the costs shall be absorbed by the Society.

16. In case of potential rabies exposure, the cost of transportation of the head of an animal suspected of rabies to the State Department of Health shall first fall to the owner of the animal and, if no known owner, shall be provided by the Society, under the condition that the animal expired on the premises before the ten (10) day quarantine period referred to above.

17. Removal of an animal, including wildlife, within the living space, inside the walls or ceiling of a home, apartment building or garage is not covered under this Agreement as Animal Control Services. The Society will respond to those calls; however, the owner of the premises will be charged \$95.00 per hour during regular business hours and \$125.00 per hour after standard business hours. If the owner fails to pay, the municipality shall be responsible for payment. If the animal is physically in the resident's living space and posing a threat to the well-being of the resident, there will be no charge for the removal of the animal.

18. The Municipality shall be charged an additional boarding fee of \$20.00 per day, payable monthly, for any animal, which upon request from the Municipality, shall be boarded as part of a Court case or upon order from the Health Department or a Court directive to impound such animal. After ninety (90) days, it is the responsibility of the Municipality to find alternate kenneling/housing for any Court-held animal. The Society cannot continue to hold animals beyond ninety (90) days for reasons that include capacity issues and the health of the animal and costs involved. The Municipality agrees to expressly seek reimbursement of direct and reasonable costs incurred by the Society as part of any judgment. In the absence of such, the cost shall be the responsibility of the owner or, if the owner fails to pay, then of the Municipality.

Emergencies:

Upon a request from the Municipality, the Society shall respond to any emergency as defined herein. Emergency treatment will be provided to ill or injured animals as required by State law and regulation. The Society reserves the right, at its sole discretion, to determine if the animal requires transportation to an emergency clinic on nights, weekends or holidays when our own veterinarians are not available.

If there is no known owner, the cost and expense incurred by the Society for emergency treatment will be the responsibility of the Municipality, except that, if the owner is known, the

costs of emergency treatment will be charged to the owner. However, if the owner fails to pay the costs of emergency treatment, said costs shall be paid to the Society by the Municipality.

Response time to an emergency will be no longer than one (1) hour during normal business hours of operation. All calls to the Society for Animal Control Services after normal business hours, must be received through the Police Department or Health Department of the Municipality. Residents shall not be instructed by the Municipality to contact the Society or Animal Control Officers directly after normal business hours.

Open Public Records Act:

The Society, as a non-profit, independent contractor is not subject to OPRA (Open Public Records Act). However, if the Society receives an OPRA request, it will be forwarded to the appropriate Municipal Agency within seven (7) business days. The Society is not required to and will not produce records to Municipalities to comply with OPRA requests. The Municipality is encouraged to retain any and all paperwork received from the Society for OPRA fulfillment and compliance.

Traps:

Unless traps are available for rent from the Municipality, traps are available to rent from the Society (depending on the season and availability of traps) with a deposit of \$65.00 and a fee of \$4.28 per day, which will be deducted from the deposit. Dog traps will also be available (depending upon the season and availability of traps) with a deposit of \$150.00 and a fee of \$10.70 per day, which will be deducted from the deposit. The Society reserves the right to establish conditions for humanely setting traps. Once a trap is set, it is the responsibility of the property owner/business/landlord or tenant to monitor the trap and inform the Society IMMEDIATELY when pick up is needed. (SEE TRAP RENTAL AGREEMENT/RULES & REGULATIONS ATTACHED).

Additional Terms:

Termination. This Agreement may be terminated during the term by either party upon ninety (90) days written notice by Certified Mail (Return Receipt Requested), to the other party.

Right to Cure. The failure of either party to perform its obligations under this Agreement shall constitute a breach of this Agreement, entitling the non-breaching party the right to termination upon thirty (30) days written notice by Certified Mail (Return Receipt Requested) to the breaching party. The breaching party shall have the right to cure its breach within the thirty (30) day notice period.

Indemnification. The parties hereto shall indemnify and hold the other harmless from and against any claim, award, cost or expense by any third party not affiliated in any way or employed by either party, for damage or injury caused by the act or omission of the indemnifying party or its agents, excluding damage caused by an animal.

Authority. The signatory of this document represents that it/he/she possesses the requisite authority to bind the public entity and further represents the execution of this Agreement is authorized by the Municipality.

Severability. If any term or provision of this Agreement shall be deemed unenforceable or invalid, said unenforceability or invalidity shall not affect or impair any other term or provision, and all other terms or provisions shall remain in full force and effect.

Governing Law. This Agreement shall be interpreted under the laws of the State of New Jersey, and any action arising out of this Agreement shall be brought in New Jersey court.

Entire Agreement. This Agreement represents the entire agreement between the parties hereto, and supersedes all prior agreements or negotiations.

Modification. This Agreement may only be modified in writing by the party from whom permission to modify is sought.

Non-Waiver. The failure of one party to this Agreement to insist on the performance of any term or condition by the other party shall not operate as a waiver of any other term or condition, and all terms and provision of this Agreement shall remain in full force and effect.

THIS AGREEMENT is a sole expression of the understanding between two parties and may only be modified by a written agreement signed by both parties.

ASSOCIATED HUMANE SOCIETIES

WITNESS:

BY _____

CITY/BOROUGH/TOWNSHIP OF
ORANGE

ATTEST:

BY _____

DATE

Approved as to Form and Sufficiency

City Attorney

RESOLUTION NO. 447-2022

ON CONSENT AGENDA

REGULAR COUNCIL MEETING – November 14, 2022

MOTION TO ADOPT: Coley

SECOND: Montague, III

YEAS: Coley, Hilbert, Montague, III, Wooten & Council President Eason

NAYS: None

ABSTENTIONS: None

ABSENCES: Ross & Summers-Johnson

Bid Document Checklist

Required
By owner

Submission Requirement

Initial each
required entry
and if required
sign and submit
the item

Required By owner	Submission Requirement	Initial each required entry and if required sign and submit the item
<input checked="" type="checkbox"/>	Three original packages and one CD, with signed Proposals	PP
<input checked="" type="checkbox"/>	Owner/Stockholder Disclosure Certification	PP
<input checked="" type="checkbox"/>	Pay to Play Disclosure	PP
<input checked="" type="checkbox"/>	Non-Collusion Affidavit	PP
<input checked="" type="checkbox"/>	RFP Proposal Form, Initialed	PP
<input checked="" type="checkbox"/>	Receipt Of Addendum	PP
<input checked="" type="checkbox"/>	Affirmative Action Language, Signed	PP
	Mandatory Equal Employment Opportunity Language	
<input checked="" type="checkbox"/>	Americans with Disabilities Act of 1990 Language	PP
<input checked="" type="checkbox"/>	References & Status of Present Contracts	PP
<input type="checkbox"/>	Prevailing Wage	
<input checked="" type="checkbox"/>	Business Registration Certificate (Before Award of Bid)	PP
<input checked="" type="checkbox"/>	Disclosure of Investment Activities in Iran	
<input type="checkbox"/>	Equipment Certification	
<input type="checkbox"/>	Bid Guarantee (with Power of Attorney for full amount of <i>Bid Bond</i>)	
<input type="checkbox"/>	Public Works Contractor Certificate	
<input type="checkbox"/>	Consent of Surety (with Power of Attorney for full amount of Bid Price	
<input checked="" type="checkbox"/>	Letters of Intent and Proposal	PP

11

1

City of Orange Township Request for Proposals from Business Organizations or Firms Interested in Providing Animal Shelter Services and Emergency Animal Control Services for the City of Orange Township

Introduction

CITY OF ORANGE TOWNSHIP FACTS AND FIGURES – The City of Orange Township is a municipal governmental entity. The City was incorporated in 1860 and operates pursuant to N.J.S.A.40A 11:61-1 et seq. The legislative responsibilities of the City of Orange are vested in the elected seven-member City Council. The Governing body sets policy, adopts the operating and capital budgets for the City, enacts ordinances and sets the direction of how the City of Orange will provide government services. The Mayor is the City's Chief Executive Officer and carries out the policies adopted by the Governing Body. The City's population is approximately 32,000 and it consists of approximately 2.2 square miles of area. The City employs approximately 400 people and is led by a City Administrator. It owns administration buildings, courthouse buildings, and parks and recreation facilities. It provides significant and diverse services to its residents, including those in the senior, disabled, veterans and other communities.

Pursuant to the Fair and Open Process described under N.J.S.A. 19:44A-1, et seq., the City of Orange seeks Requests for Proposals ("RFP") for Animal Control Shelter Services and Emergency Animal Control Services for a one year period with two one year renewal terms at the discretion of the City. The Animal Control Program's mission is to enforce City and State codes, rules and regulations and to investigate animal neglect and cruelty cases.

All candidates are required to comply with N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq. as amended. The successful contractor will provide the City with a Scope of Services related, but not necessarily limited to:

The contractor shall provide:

- Shelter services 24 hours per day/seven (7) days a week.
- Emergency Animal Control Services when Municipality ACO unavailable.
- Response time within one (1) hour time during normal business hours. Unless deemed an emergency response time for calls received after hours within four (4) hours. Emergency service is defined as the care of injured, trapped, sick, and animals whose lives are endangered or pose a danger to humans.
- Maintain adequate, sanitary and secure kennel facilities (including isolation cages for sick or diseased animals) to house and care for stray and impounded animals for the mandatory hold periods.
- Provide animal cruelty investigative services.
- Contractor shall adhere to the Best Practices in Municipal Animal Control in accordance with the State of New Jersey Department of Health.
- Provide the Health Officer with monthly service reports regarding at a minimum intake and disposition of animals.

Medical Emergencies:

- The Contractor will ensure that licensed veterinarian coverage is available to cover medical emergencies (7) days a week during business hours. Contractual arrangements are in place for after hour emergencies with a local veterinary hospital at no charge to the town.
- With permission from the City Health Officer, owners may quarantine their own animals.
- Dead, owned and stray animals including wildlife on public property will be removed and disposed of in a professional, dependable, and timely manner at no additional charge when covering for the Municipal ACO.

- I. The successful candidate shall be required to comply with the following insurance requirements:

- A. The Contractor shall be required to carry full insurance including comprehensive general liability; workman's compensation insurance; which shall cover all operations of the Contractor, its employees, agents and servants hereunder, and; motor vehicle and equipment used by the Contractor in connection with the Contractor's operations under the Contract; Contractor shall provide professional liability (errors & omissions) insurance for claims arising from any negligent performance of contractors' services pursuant to the agreement in the amount of \$1,000,000 per claim. Said insurance, by endorsement, shall fully protect the City of Orange Township from liability.
- B. Certificates naming the City of Orange as an additional named insured, and evidencing such insurance coverage, shall be filed with the City of Orange Township prior to the commencement of operations hereunder by the Contractor.

The following Certificates of Insurance must be furnished:

1) Worker's Compensation - Statutory

2) Comprehensive General Liability:

a. Minimum limits: \$1,000,000.00;

Combined Single Limit Coverage to include:

- Premise / Operations; Independent Contractors;
- Product / Completed Operations;
- Contractual; Personal Injury;
- Broad Form Property Damage;
- City of Orange as additional insured.

b. Comprehensive General Liability must be maintained for at least one year after completion of the contract and its acceptance by the City of Orange.

3) Professional Liability Insurance (Errors and Omissions)

a. Contractor shall provide professional liability (errors & omissions) insurance for claims arising from any negligent performance of contractors' services pursuant to the agreement in the amount of \$1,000,000 per claim.

Each candidate shall submit proof of business registration certificate with the New Jersey Division of Taxation (P.L. 2004, C.57) with its proposal.

D. The Certificate of Insurance shall designate the City of Orange Township as an additional insured and shall contain a thirty (30) day notice of cancellation whereby the City of Orange will be provided with a written notification of cancellation. Said insurance must be paid for a minimum of six (6) months into the contract period at the time of the contract.

E. Each candidate must ensure compliance with the Mandatory Equal Employment Opportunity Language in accordance with N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17-27 et seq.

F. Each candidate must submit evidence of appropriate affirmative action compliance.

It is understood and agreed that the Contractor is an independent Contractor and not an employee of the City of Orange Township.

The Contractor agrees to indemnify and hold harmless the City of Orange Township and all of its officers, agents and employees of and from any and all liability for damages for injury to person and property, including death and against and from all suits and actions and all costs, damages and change of whatsoever kind of nature, including attorneys' fees to which the City of Orange Township maybe put for or on account of any injury or alleged injury to person, including death, or property, resulting from the performance of the Contractor's operations under this Contract, or by or in consequence of any neglect or omission on the part of the Contractor in the performance of operations under the Contract, whether such operations, or in the absence thereof, be by the Contractor or anyone directly or indirectly employed by the Contractor.

The Contractor shall hold the City of Orange Township harmless for damages to the Contractor's Equipment utilized during the term of this Contract. Programs of self-insurance are not acceptable.

Professional Information and Qualifications

Copies of the standardized submission requirements and selection criteria are on file and available from the Office of the City Administrator. Each interested candidate shall submit the following information:

1. Animal Control Officer's current license issued by the State of New Jersey;
2. Name of firm or individual;
3. Address of principal place of business and all other offices and corresponding telephone and fax numbers for all individuals assigned to perform the services;
4. Description of owner's education, experience, qualifications, number of years with the firm and a description of their experience with projects similar to those described above
5. Certificate of Occupancy and two years of Health Inspection reports.
6. At least four (4) references, two (2) of which must have knowledge of service to public entities;
7. The organization's ability to provide the services in a timely fashion (including staffing, familiarity and location of key staff);
8. Cost details, including rates and fees, broken down into specific services to be provided, a flat fee or fee schedule, the names of each of the individuals who will perform the services and the time estimates for each individual, all expenses, and where appropriate, total cost of "not to exceed" amount; and
9. Any other information, which the interested organization deems relevant.
10. Statement of corporate ownership (c.52:25-24.2)

Cost Analysis

Submitters should submit a cost analysis if services will be provided at a flat rate, if all or any services will be billed through hourly rates and what are the established rate(s).

Submission Evaluation

The City will select the most advantageous submissions based on all of the evaluation factors set forth at the end of this RFP. The City will make the award(s) that is in the best interest of the City. Each submission must satisfy the objectives and requirements detailed in this RFP. The successful submitter shall be determined by an evaluation of the total contents of the Proposals submitted. The City reserves the right to:

- a) Not select any of the submissions;
- b) Select only portions of a particular submitter's Proposals for further consideration; (However, submitters may specify portions of the Proposal submission they consider "bundled".)
- c) Award a contract for the requested services at any time within 90 days of the selection of the most advantageous proposal; every submission should be valid through this time period.

Submission Requirements

Sealed Proposals (original and two copies) RFPs will be publicly opened and read aloud by the Purchasing Agent in the City of Orange, City Hall Council Chambers, 29 North Day Street, Orange, NJ at 11:00 a.m. on Thursday, November 10, 2022.

Proposals forward by facsimile or email transmissions will not be accepted. The City shall not be responsible for the loss, non-delivery, or physical condition of Proposal sent by mail or courier service.

The City shall not be obligated to explain the results of the evaluation process to any submitter.

The City may require submitters to demonstrate any services described in their submission prior to award.

1. Standard Requirements of Technical Proposals – Submitters should submit technical Proposal which contain the following:
 - a) An affirmative action statement
 - b) A completed Non Collusion Affidavit
 - c) A statement that the submitter will comply with the General Terms and Conditions required by the City and enter into the City's Professional Services Contract;
 - d) A copy of the proposer's Business Registration certificate;
 - e) A completed Partnership Disclosure Statement.
 - f) A signed Mandatory Equal Employment Opportunity Language Exhibit A and a current Employee Information report

Selection Criteria

The selection criteria used in awarding a contract or agreement for the services as described herein shall include:

1. Qualifications of the individuals who will perform the tasks and the degree of their respective participation;
2. Experience and references;
3. Ability to perform the task in a timely fashion, including staffing and familiarity with the subject matter; and
4. Cost competitiveness.

Submission Limitations

This RFP is not intended to be an offer, order or contract and should not be regarded as such, nor shall any obligation or liability be imposed on the City by issuance of this RFP. The City reserves the right at the City's sole discretion to refuse any proposal submitted.

Use of Information

Any specifications, drawings, sketches, models, samples, data, computer programs, documentation, technical or business information and the like ("Information") furnished or disclosed by the City to the submitter in connection with this RFP shall remain the property of the City. When in tangible form, all copies of such information shall be returned to the City upon request. Unless such information was previously known to the submitter, free of any obligation to keep it confidential, or has been or is subsequently made public by the City or a third party, it shall be held in confidence by the submitter, shall be used only for the purposes of this RFP, and may not be used for other purposes except upon such terms and conditions as may be mutually agreed upon in writing.

General Terms and Conditions

- A. The City reserves the right to reject any or all submissions, if necessary, or to waive any informalities in the submissions, and, unless otherwise specified by the submitter, to accept any item, items or services in the submissions should it be deemed in the best interest of the City to do so.
- B. In case of failure by the successful submitter, the City of Orange Township may procure the articles or services from other sources, deduct the cost of the replacement from money due to the submitter under the contract and hold the submitter responsible for any excess cost occasioned thereby.
- C. The submitter shall maintain sufficient insurance to protect against all claims under Workmen's Compensation, General, Professional and Automobile Liability. The submitter shall also maintain Errors & Omissions insurance.
- D. The contract shall be in effect through (to be determined), unless otherwise stated.
- E. Sealed submissions may be hand delivered or mailed consistent with the provisions of the legal notice to submissions. In the case of mailed submissions, the City assumes no responsibility for submissions received after the designated date and time and will return late submissions unopened. Submissions will not be accepted by facsimile or e-mail.

- F. In accordance with Affirmative Action Law, P.L. 1975, c.127 (N.J.A.C. 17:27) with implementation of July 10, 1978, successful submitters must agree to submit individual employer certifications and number or complete Affirmative Action employee information report (form AA-302). Also, during the performance of this contract, the contractor agrees as follows: (a) the contractor or subcontractor where applicable, will not discriminate against any employee because of age, race, creed, color, national origin, ancestry, marital status or sexual orientation. 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, sex or handicap, 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 section for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notice to be provided by the Public Agency Compliance Officer setting forth provisions of this non-discrimination clause: (b) 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 or handicap; (c) the contractor or subcontractor, where applicable, will send to each labor Orange or representative or works with which it has a collective bargaining agreement or other contract or understand, a notice, to be provided by the agency contracting officer advising the labor City of Orange Township or worker's representative of the contractor's commitments under this act and shall post copies of the notice; (d) the contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the treasurer pursuant to the P.L. 1975, c.127, as amended and supplemented from time to time.
- G. By submission of Proposals, the submitter certifies that the service to be furnished will not infringe upon any valid patent, trademark or copyright and the successful submitter shall, at its expense, defend any and all actions or suits charging such infringement, and will save the City harmless in any case of any such infringement.
- H. No submitter shall influence, or attempt to influence, or cause to be influenced, any City officer or employee to use his/her official capacity in any manner which might tend to impair the objectivity or independence of judgment of said officer or employee.
- I. No submitter shall cause or influence, or attempt to cause or influence, any City officer or employee to use his/her capacity to secure unwarranted privileges or advantages for the submitter or any other person.
- J. Should any difference arise between the contracting parties as to the meaning or intent of these instructions or specifications, the City's Law Department decision shall be final and conclusive.
- K. The City of Orange Township shall not be responsible for any expenditure of monies or other expenses incurred by the proposer in making its submission.

The checklist, affidavits, notices and the like presented at the end of this Request for Proposals are a part of this Request for Proposals and shall be completed and submitted as part of this submission to the City of Orange Township.



**STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF PURCHASE AND PROPERTY**

33 WEST STATE STREET, P.O. BOX 230
TRENTON, NEW JERSEY 08625-0230

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

BID SOLICITATION #: Animal Control

VENDOR/BIDDER: Associated Human Societies

PART I

CERTIFICATION

**VENDOR/BIDDER MUST COMPLETE PART I BY CHECKING ONE OF THE BOXES
FAILURE TO CHECK ONE OF THE BOXES 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 nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of the Treasury's Chapter 25 list as a person or entity engaged 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>. Vendors/Bidders must review this list prior to completing the below certification. Failure to complete the certification will render a Vendor's/Bidder's proposal non-responsive. If the Director of the Division of Purchase and Property finds a person or entity to be in violation of the 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.

CHECK THE APPROPRIATE BOX

- A. I certify, pursuant to Public Law 2012, c. 25, that neither the Vendor/Bidder listed above nor any of its 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"). Disregard Part 2 and complete and sign the Certification below.
- B. I am unable to certify as above because the Vendor/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 information 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 ADDITIONAL INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN

If you checked Box "B" above, provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, engaged in the investment activities in Iran by completing the boxes below.

ENTITY NAME: _____
 RELATIONSHIP TO VENDOR/BIDDER: _____
 DESCRIPTION OF ACTIVITIES: _____
 DURATION OF ENGAGEMENT: _____
 ANTICIPATED CESSATION DATE: _____
 VENDOR/BIDDER CONTACT NAME: _____
 VENDOR/BIDDER CONTACT PHONE No.: _____
Attach Additional Sheets If Necessary.

CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor/Bidder, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Vendor/Bidder is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State 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. If I do so, I will be subject to criminal prosecution under the law, and it will constitute a material breach of my agreement(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

Signature: Jerry Rosenthal
 Print Name and Title: Jerry Rosenthal CEO

Date: 11-8-2022



State of New Jersey

DEPARTMENT OF THE TREASURY
DIVISION OF PURCHASE AND PROPERTY
OFFICE OF THE DIRECTOR
33 WEST STATE STREET
P. O. BOX 039
TRENTON, NEW JERSEY 08625-0039
<https://www.njstart.gov>
Telephone (609) 292-4886 / Facsimile (609) 984-2575

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

FORD M. SCUDDER
State Treasurer

MAURICE A. GRIFFIN
Acting Director

The following list represents entities determined, based on credible information available to the public, to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25"):

1.	Bank Markazi Iran (Central Bank of Iran)
2.	Bank Mellat
3.	Bank Melli Iran
4.	Bank Tejarat
5.	National Iranian Tanker Company (NITC)
6.	Amona
7.	Bank Saderat PLC
8.	Bank Sepah
9.	Belaz
10.	Belneftekhim (Belarusneft)
11.	China International United Petroleum & Chemicals Co., Ltd. (Unipecc)
12.	China National Offshore Oil Corporation (CNOOC)
13.	China National Petroleum Corporation (CNPC)
14.	China National United Oil Corporation (ChinaOil)
15.	China Petroleum & Chemical Corporation (Sinopec)
16.	China Precision Machinery Import-Export Corp. (CPMIEC)
17.	Grimley Smith Associates

18.	Indian Oil Corporation
19.	Kingdrom PLC
20.	Maire Tecnimont SpA
21.	Naftiran Intertrade Company (NICO)
22.	Oil and Natural Gas Corporation (ONGC)
23.	Oil India Limited
24.	Persia International Bank
25.	PetroChina Company, Ltd.
26.	Petroleos de Venezuela (PDVSA Petróleo, SA)
27.	Sameh Afzar Tajak Co. (SATCO)
28.	Shandong Fin CNC Machine Company, Ltd.
29.	Sinohydro
30.	SKS Ventures
31.	Som Petrol AS
32.	Zhuhai Zhenrong Company

List Date: August 1, 2017

BID DOCUMENT REFERENCE

Name of Form:	BUSINESS REGISTRATION CERTIFICATE
Statutory Reference:	N.J.S.A. 52:32-44 (P.L. 2004. c.57)
Instructions Reference	Statutory and Other requirements VII-D
Description:	Contractor must provide State Division of Revenue issued Business Registration Certificate with the bid submission.

Detailed information on this requirement is found in Division of Local Government Services Local Finance Notices 2004-17 (8/6/04), 2004-24 (11/1/04), 2005-12 (4/27/05) and on the Division web site at www.nj.gov/dca/lgs/lpc. These resources and a Frequently Asked Questions resource should be consulted when question arise.

STATE OF NEW JERSEY

Division of Purchase & Property
Contract Compliance Audit Unit
EEO Monitoring Program

EMPLOYEE INFORMATION REPORT

IMPORTANT-READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING FORM. FAILURE TO PROPERLY COMPLETE THE ENTIRE FORM AND TO SUBMIT THE REQUIRED \$150.00 FEE MAY DELAY ISSUANCE OF YOUR CERTIFICATE. DO NOT SUBMIT EEO-1 REPORT FOR SECTION B, ITEM 11. For Instructions on completing the form, go to: http://www.state.nj.us/treasury/contract_compliance/pdf/aa302ins.pdf

SECTION A - COMPANY IDENTIFICATION

1. FID. NO. OR SOCIAL SECURITY: 22-1487122

2. TYPE OF BUSINESS: 1. MFG 2. SERVICE 3. WHOLESALE 4. RETAIL 5. OTHER

3. TOTAL NO. EMPLOYEES IN THE ENTIRE COMPANY: 115

4. COMPANY NAME: Associated Humane Societies, Inc.

5. STREET: 124 evergreen Ave CITY: newark COUNTY: Essex STATE: NJ ZIP CODE: 07114

6. NAME OF PARENT OR AFFILIATED COMPANY (IF NONE, SO INDICATE): AHS Inc. CITY: Newark STATE: NJ ZIP CODE: 07114

7. CHECK ONE: IS THE COMPANY: SINGLE-ESTABLISHMENT EMPLOYER MULTI-ESTABLISHMENT EMPLOYER

8. IF MULTI-ESTABLISHMENT EMPLOYER, STATE THE NUMBER OF ESTABLISHMENTS IN NJ: 3

9. TOTAL NUMBER OF EMPLOYEES AT ESTABLISHMENT WHICH HAS BEEN AWARDED THE CONTRACT: 115

10. PUBLIC AGENCY AWARDED CONTRACT: N/A CITY: COUNTY: STATE: ZIP CODE:

Official Use Only	DATE RECEIVED	NAUG. DATE	ASSIGNED CERTIFICATION NUMBER
			3511

SECTION B - EMPLOYMENT DATA

11. Report all permanent, temporary and part-time employees ON YOUR OWN PAYROLL. Enter the appropriate figures on all lines and in all columns. Where there are no employees in a particular category, enter a zero. Include ALL employees, not just those in minority/non-minority categories, in columns 1, 2, & 3. DO NOT SUBMIT AN EEO-1 REPORT.

JOB CATEGORIES	ALL EMPLOYEES			PERMANENT MINORITY/NON-MINORITY EMPLOYEE BREAKDOWN																
	COL. 1 TOTAL (Cols. 2 & 3)	COL. 2 MALE	COL. 3 FEMALE	MALE					FEMALE											
				BLACK	HISPANIC	AMER. INDIAN	ASIAN	NON MIN.	BLACK	HISPANIC	AMER. INDIAN	ASIAN	NON MIN.							
Officials/ Managers	2	1	1																	
Professionals	3		3																	1
Technicians	5		5																	2
Sales Workers															1					4
Office & Clerical	9	1	8																	
Craftworkers (Skilled)	2	1	1						1	1	1									6
Operatives (Semi-skilled)	5	3	2						1		1									
Laborers (Unskilled)	22	12	10						2											2
Service Workers																				4
TOTAL	48	18	30																	
Total employment From previous Report (If any)	47	27	20						5	1	3								1	19
Temporary & Part-time Employees									4	1	1								1	17

The data below shall NOT be included in the figures for the appropriate categories above.

2	10	1								2			1	7
---	----	---	--	--	--	--	--	--	--	---	--	--	---	---

12. HOW WAS INFORMATION AS TO RACE OR ETHNIC GROUP IN SECTION B OBTAINED: 1. Visual Survey 2. Employment Record 3. Other (Specify)


13. DATES OF PAYROLL PERIOD USED: From: 02/11/19 To: 02/17/19

14. IS THIS THE FIRST Employee Information Report Submitted? 1. YES 2. NO

15. IF NO, DATE LAST REPORT SUBMITTED: MO. 01 DAY 26 YEAR 16

SECTION C - SIGNATURE AND IDENTIFICATION

16. NAME OF PERSON COMPLETING FORM (Print or Type): Maria Rebelo

SIGNATURE:  TITLE: Bookkeeper

17. ADDRESS NO. & STREET: 124 Evergreen Ave CITY: Newark COUNTY: Essex STATE: NJ ZIP CODE: 07114 PHONE (AREA CODE, NO., EXTENSION): 973 - 824 - 7080

APPENDIX A
AMERICANS WITH DISABILITIES ACT OF 1990
Equal opportunity for individuals with Disability

The contractor and the City of Orange Township, (hereafter "owner") do hereby agree that the provisions of Title 11 of the Americans with Disabilities Act of 1990 (the "Act") (42 U.S.C. *5121* et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, *give* written notice thereof to the contractor along with full and complete particulars of the claim, if any action or administrative proceeding is brought against the owner or any of its agents, servants, and employee, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

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 et seq.

GOODS, GENERAL SERVICES, AND PROFESSIONAL SERVICES 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 ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affection-al or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, up-grading, 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 nondiscrimination clause.

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, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees 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 meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

EXHIBIT A (Cont.)

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, col-or, 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 targeted 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, race, 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; or

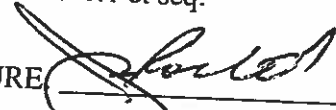
Employee Information Report Form AA-302 (electronically provided by the Division and distributed to the public agency through the Division's website at:
http://www.state.nj.us/treasury/contract_compliance.)

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program 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 Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to N.J.A.C. 17:27-1.1 et seq.

COMPANY: Associated Human Societies
PRINT NAME: Jerry Rosenthal
DATE: 11-8-2022

SIGNATURE: _____

TITLE: _____



CEO

**AFFIRMATIVE ACTION COMPLIANCE NOTICE N.J.S.A.10:5-31 and N.J.A.C.17:27
GOODS AND SERVICES CONTRACTS (INCLUDING PROFESSIONAL SERVICES)**

This form is a summary of the successful bidder's requirement to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27-1 et seq.

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 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 hour.

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 the 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: Associated Humane Societies

PRINT NAME: Jerry Rosenthal

DATE: 11-8-2022

SIGNATURE: 

TITLE: CEO

CITY OF ORANGE TOWNSHIP

ACKNOWLEDGMENT OF RECEIPT OF ADDENDUM

The undersigned Bidder hereby acknowledges receipt of the following Addendum:

ADDENDUM NUMBER	DATE	<u>ACKNOWLEDGE RECEIPT</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

No addendum were received:

Acknowledged for: Associated Humane Societies
(Name of Bidder)

By: [Signature] (Signature of Authorized Representative)

Name: Jerry Rosenthal (Print or Type)

Title: CEO

Date: 11-8-2022

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

Name:

Home Address:

Name:

Home Address:

Name:

Home Address:

Name:

Home Address:

Subscribed and sworn before me
his 8th day of November 2022

Pamela J Parisio
Notary Public

My Commission expires: 4/20/2026

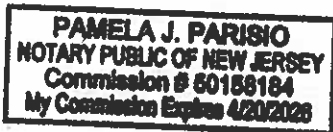
[Signature]

(Affiant)

Jeffrey Rosenthal CEO

(Print name & title of affiant)

(Corporate Seal)



Seal)



Taxpayer Identification# 221-487-122/000

09/07/04

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)292-1730.

I wish you continued success in your business endeavors.

Sincerely,

John E. Tully
John E. Tully, CPA
Acting Director

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

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

TAXPAYER NAME:

ASSOCIATED HUMANE SOCIETIES INC

TRADE NAME:

TAXPAYER IDENTIFICATION#:

221-487-122/000

SEQUENCE NUMBER:

0391070

ADDRESS:

124 EVERGREEN AVE
NEWARK NJ 07114

ISSUANCE DATE:

09/07/04

EFFECTIVE DATE:

07/01/86

FORM-BRC(08-01)

John E. Tully
Acting Director

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

This Statement **MUST BE INCLUDED** with RFP Submissions

OWNER DISCLOSURE SECTION

Name of Business Associated Humane Societies

I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

OR

I certify that there are no stockholders

Check the box that represents the type of business organization:

Partnership

Corporation

Sole Proprietorship

Limited Partnership

Limited Liability Corporation

Limited Liability Partnership

Subchapter S Corporation

Other (describe) _____

The Attorney General has advised that the provisions of N.J.S.A. 52:25-24.2, which refer to corporations and partnerships, apply to limited partnerships, limited liability partnerships, and Subchapter S corporations.

This Ownership Disclosure Certification form shall be completed, signed and notarized.

Failure of the bidder/proposer to submit the required information is cause for automatic rejection of the bid or proposal

Part I

Check the box that represents the type of business organization:

- Sole Proprietorship (skip Parts II and III, sign and notarize at the end)
- Non-Profit Corporation (skip Parts II and III, sign and notarize at the end)
- Partnership Limited Partnership Limited Liability Partnership
- Limited Liability Company
- For-profit Corporation (including Subchapters C and S or Professional Corporation)
- Other (be specific):

Part II

- I certify that 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.

OR

- I certify that 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 that no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be.

Sign and notarize the form below, and, if necessary, complete the list below.
(Please attach additional sheets if more space is needed):

NEW JERSEY STATE DEPARTMENT OF HEALTH
SANITARY INSPECTION REPORT



ASCOCHTED Hummer Agency 194 BERRINGTON Ave
 Name of Establishment
 Address

SATISFACTORY

DETAILED SUPPORTING DATA SHEETS ARE AVAILABLE UPON REQUEST
 ON THESE PREMISES AND AT THE LOCAL DEPARTMENT OF HEALTH

NEW JERSEY STATE DEPARTMENT OF HEALTH

CONSUMER HEALTH SERVICES
 CN 369
 TRENTON, NEW JERSEY 08625-0369

LOCAL BOARD OF HEALTH

Local Board of Health (Name, Address & Telephone no.)
 Newark Health Department
 94 William Street
 Newark, New Jersey 07102

NAME OF INSPECTING OFFICIAL (Print)	DATE	NAME OF INSPECTING OFFICIAL (Print)	DATE
		DIANE W. MANNING	8/18/2001
SIGNATURE OF INSPECTING OFFICIAL	PERMANENT REG. NO.	SIGNATURE OF INSPECTING OFFICIAL	PERMANENT REG. NO.
			8110297
			8158204

NOTE: In accordance with the State Sanitary Code, this "report shall be posted in a conspicuous place near the public entrance of the establishment." Specific references in the Detail Date Sheets are to Chapter 12 of the State Sanitary Code, and/or Title 24, N.J.S.A.

STATE OF NEW JERSEY
DEPARTMENT OF HEALTH

This is to Certify that
JOHN RICHARD DISTANO

Having successfully satisfied the requirements to determine his or her qualifications is hereby certified pursuant to P.L. 1983, Chapter 525 and amendments thereto as a
CERTIFIED ANIMAL CONTROL OFFICER

1/16/13
DATE
02601
NUMBER

Faye S. Sorhage
FAYE E. SORHAGE, VMD, MPH
State Public Health Veterinarian



ASSOHUM-01

SFARNSWORTH

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/3/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Winant Bomack Insurance Agency
157 Broad Street, Suite 202
Red Bank, NJ 07701

CONTACT NAME: Susan Farnsworth

PHONE (A/C, No, Ext): (732) 918-7999

FAX (A/C, No):

E-MAIL ADDRESS: sfarnsworth@winantbomack.com

INSURED
Associated Humane Societies
124 Evergreen Avenue
Newark, NJ 07114

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Church Mutual Insurance Company, S.I.

18767

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			0391739-02-308369	11/21/2021	11/21/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 SEXUAL MISCONDU \$ 500,000 COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			0391739-09-314396	11/21/2021	11/21/2022	BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			0391739-81-308370	11/21/2021	11/21/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N N/A If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

TOWNSHIP OF ORANGE
29 N. DAY STREET
ORANGE, NJ 07050

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Ronald P. [Signature]

Reference & Contract Status

Status of Contract Listed Below – Active

*Taqualla Lowman, Health Officer
Borough of Carteret
61 Cooke Avenue
Carteret, New Jersey 07008
732-541-3890*

*Nancy Raymond, Health Officer
Township of Clark
430 Westfield Avenue
Clark, New Jersey 07066
732-388-3699*

*Denise F. Cafone, Municipal Clerk
Township of Fairfield
230 Fairfield Road
Fairfield, New Jersey 07004
973-882-2700*

*Aimee Puluso, Health Officer
City of Linden
301 North Wood Avenue
Linden, New Jersey 07306
908-474-8409*

*Vincent DeFilippo, Health Officer
City of Orange
29 N. Day Street
Orange, New Jersey 07050
973-266-4068*

*Additional Active Contracts: Newark, New Brunswick, North Brunswick, Rahway, Roselle & Winfield Park.
(Further references available upon request)*

Status of Present Contracts

Carteret – Current 2022

Clark – Current 2022

Fairfield – Current 2022

Linden – Current 2022

Newark – Current 2022

New Brunswick – Current 2022

North Brunswick – Current 2022

Orange – Current 2022

Rahway – Current 2022

Roselle – Current 2022

Winfield Park – Current 2022

09/07/04

Taxpayer Identification# 221-487-122/000

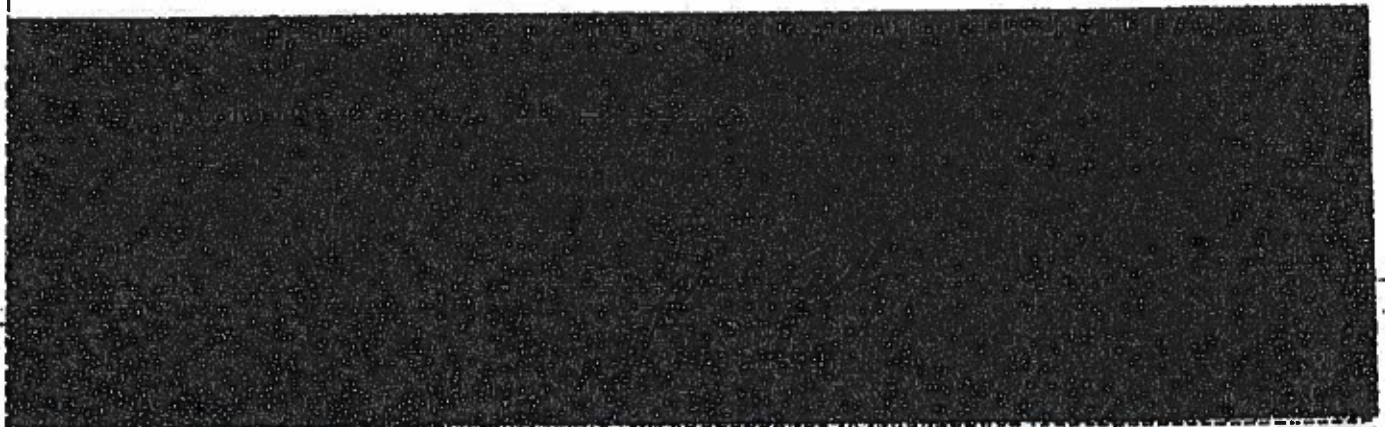
Dear Business Representative:

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.



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE		DEPARTMENT OF TREASURY DIVISION OF REVENUE TREASURY BUILDING 200 WEST WASHINGTON ST. TREASURY BLDG. 1ST FLOOR TREASURY BLDG. 1ST FLOOR
TAXPAYER NAME: ASSOCIATED HUMANE SOCIETIES INC.	TRADE NAME: N/A	ISSUANCE DATE: 09/07/04
TAXPAYER IDENTIFICATION#: 221-487-122/000	SEQUENCE NUMBER: 123070	Active Director: <i>[Signature]</i>
ADDRESS: 124 EVERGREEN NEWARK NJ 07102	EFFECTIVE DATE: 07/01/88	FORM-BRC(08-01)

This certificate is not valid unless it is accompanied by the appropriate fee. It must be conspicuously displayed at all times.

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type
 See Specific Instructions on page 2

Name	
Business name, if different from above Associated Humane Societies	
Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other ▶	
<input type="checkbox"/> Exempt from backup withholding	
Address (number, street, and apt. or suite no.) 124 Evergreen Avenue	Requester's name and address (optional)
City, state, and ZIP code Newark, N.J. 07114-2175	
List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a TIN on page 3.

Note: If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
OF
Employer identification number
2 2 1 4 8 7 1 2 2

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the Instructions on page 4.)

Sign Here: Signature of U.S. person Date **9-18-2013**

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

Note: If a requester gives you a form other than Form W-9 to request your TIN, you should use the requester's form. However, this form must meet the acceptable specifications described in Pub. 1167, General Rules and Specifications for Substitute Tax Forms and Schedules.

Foreign person. If you are a foreign person, use the appropriate Form W-8 (see Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the recipient has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement that specifies the following five items:

- The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
- The treaty article addressing the income.
- The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
- The type and amount of income that qualifies for the exemption from tax.
- Sufficient facts to justify the exemption from tax under the terms of the treaty article.

PUBLIC NOTICE

REQUEST FOR PROPOSALS

It is the intention of the City of Orange Township to award a contract through a fair and open process as set forth in N.J.S.A. 19:44A-20.5 and intends to award the contract pursuant to N.J.S.A. 40A:11-5 (1)(a)(i). The City of Orange Township is requesting proposals from qualified Shelter Services (prior experience with a municipal governing body is desirable but not required) to provide the following professional services:

Animal Shelter Services and Emergency Animal Control Services

Scope of Services

- Shelter services 24 hours per day/seven (7) days a week.
- Emergency Animal Control Services when Municipality ACO unavailable.
- Response time within one (1) hour during normal business hours. Unless deemed an emergency response time for calls received after hours within four (4) hours. Emergency service is defined as the care of injured, trapped, sick, and animals whose lives are endangered or pose a danger to humans.
- Maintain adequate, sanitary and secure kennel facilities (including isolation cages for sick or diseased animals) to house and care for stray and impounded animals for the mandatory hold periods.
- Provide animal cruelty investigative services.
- Contractor shall adhere to the Best Practices in Municipal Animal Control in accordance with the State of New Jersey Department of Health.
- Provide the Health Officer with monthly service reports regarding a minimum intake and disposition of animals.

Medical Emergencies

- The Contractor will ensure that licensed veterinarian coverage is available for after hour medical emergencies with a days a week during business hours. Contractual arrangements are in place for after hour medical emergencies (7) local veterinary hospital at no charge to the town.
- With permission from the City Health Officer, owners may quarantine their own animals.
- Dead, owned and stray animals including wildlife on public property will be removed and disposed of in a professional, dependable, and timely manner at no additional charge when covering for the Municipal ACO.

- The successful candidate shall be required to comply with the following insurance requirements:
- A. The contractor shall be required to carry full insurance including comprehensive general liability; workman's compensation insurance; which shall cover all operations of the contractor, its employees, agents and servants hereunder; and; motor vehicle and equipment used by the contractor in connection with the contractor's operations under the contract; Contractor shall provide professional liability (errors & omissions) insurance for claims arising from any negligent performance of contractor's services pursuant to the agreement in the amount of \$1,000,000 per claim. Said insurance, by endorsement, shall fully protect the City of Orange Township from liability.
 - B. Certificates naming the City of Orange as an additional named insured, and evidencing such insurance coverage, shall be filed with the City of Orange Township prior to the commencement of operations hereunder by the Contractor.
 - The following Certificates of Insurance must be furnished:
 - 1) Worker's Compensation - Statutory
 - 2) Comprehensive General Liability:
 - a. Minimum limits: \$1,000,000.00;
 - Combined Single Limit Coverage to include:
 - Premise / Operations; Independent Contractors;
 - Product / Completed Operations;
 - Contractual; Personal Injury;
 - Broad Form Property Damage;
 - City of Orange as additional insured.
 - b. Comprehensive General Liability must be maintained for at least one year after completion of the contract and its acceptance by the City of Orange.

- 3) Professional Liability Insurance (Errors and Omissions)
 - a. Contractor shall provide professional liability (errors & omissions) insurance for claims arising from any negligent performance of contractor's services pursuant to the agreement in the amount of \$1,000,000 per claim.
 - c. Each candidate shall submit proof of business registration certificate with the New Jersey Division of Taxation (P.L. 2004, c.57) with its proposal.
 - d. The certificate of insurance shall designate the City of Orange Township as an additional insured and shall contain a thirty (30) day notice of cancellation whereby the City of Orange will be provided with a written notification of cancellation. Said insurance must be paid for a minimum of six (6) months into the contract period at the time of the contract.
 - e. Each candidate must ensure compliance with the Mandatory Equal Employment Opportunity Language in accordance with N.J.S.A. 105-31 et seq. and N.J.A.C. 17-27 et seq.
 - f. Each candidate must submit evidence of appropriate affirmative action compliance.

It is understood and agreed that the Contractor is an independent Contractor and not an employee of the City of Orange Township.

The Contractor agrees to indemnify and hold harmless the City of Orange Township and all of its officers, agents and employees of and from any and all liability for damages for injury to person and property, including death and against and from all suits and actions and all costs, damages and change of whatsoever kind of nature, including attorneys' fees to the City of Orange Township maybe put for or on account of any injury or alleged injury to person, including death, or property, resulting from the performance of the Contractor's operations under this Contract, or by or in consequence of any neglect or omission on the part of the Contractor in the performance of operations under the Contract, whether such operations, or in the absence thereof, be by the Contractor or anyone directly or indirectly employed by the Contractor.

The Contractor shall hold the City of Orange Township harmless for damages to the Contractor's Equipment utilized during the term of this Contract. Programs of self-insurance are not acceptable.

Professional Information and Qualifications

Copies of the standardized submission requirements and selection criteria are on file and available from the Office of the City Administrator. Each interested candidate shall submit the following information:

1. Name of firm or individual;
2. Name of firm or individual;
3. Address of principal place of business and all other offices and corresponding telephone and fax numbers for all individuals assigned to perform the services;
4. Description of owner's education, experience, qualifications, number of years with the firm and a description of their experience with projects similar to those described above
5. Certificate of Occupancy and two years of Health Inspection reports.
6. At least four (4) references, two (2) of which must have knowledge of service to public entities;
7. The organization's ability to provide the services in a timely fashion (including staffing, familiarity and location of key staff);
8. Cost details, including rates and fees, broken down into specific services to be provided, a flat fee or fee schedule, the names of each of the individuals who will perform the services and the time estimates for each individual, all expenses, and where appropriate, total cost of "not to exceed" amount and
9. Any other information, which the interested organization deems relevant.
10. Statement of corporate ownership (c.52:25-24.2)

Proposal Requirements

Proposals shall contain a description of the respondent's qualifications and experience. The description of the respondent's qualifications and experience shall evidence knowledge of the applicable procedures pertaining to the scope of Services. A schedule of specific compensation requirements/fee for services.

Submitters of Proposals

Sealed Proposals (original and two copies) RFPs will be publicly opened and read aloud by the Purchasing Agent in the City of Orange, City Hall Council Chambers, 29 North Day Street, Orange, NJ at 11:00 a.m. on Thursday, November 10, 2022.

Proposals forwarded by facsimile or email transmissions will not be accepted. The City shall not be responsible for the loss, non-delivery, or physical condition of Proposal sent by mail or courier service.

All Proposals shall be submitted in sealed envelopes; the applicable wording specific to the proposal shall appear on the envelope as follows:

PROPOSAL FOR ANIMAL SHELTER SERVICES AND EMERGENCY ANIMAL CONTROL SERVICES

Proposals received in the Office of the Purchasing Agent after the date and time prescribed shall not be opened and will be returned unopened to the sender.

The proposals will be reviewed. Proposals will be evaluated on the qualifications and experience of the applicant and acceptable fees. All questions pertaining to the proposal should be directed to Chris Hartwyk, Business Administrator (973) 952-6086.

Copies of the City's Request for Proposals can be obtained by contacting Vincent Defilippo, Health Officer at the City of Orange Township, Orange City Hall, Room 300, Orange, New Jersey 07050. Telephone number: (973)952-6087, facsimile (973) 676-7244, or the City website: www.ci.orangetownnj.us under the Business Tab - Bids and Solicitations.