



Board of County Commissioners

Administrative Committee

RESOLUTION AUTHORIZING A RENEWAL CONTRACT FOR THE PURCHASE OF ELECTION MATERIALS FOR THE COUNTY OF SALEM

WHEREAS, the County Clerk and Board of Elections have the need to contract with a vendor to print election materials for the County of Salem; and

WHEREAS, the Salem County Board of County Commissioners adopted Resolution 2023-208 on May 17, 2023, awarding a contract to **Royal Printing Service** for the printing and mailing of election materials for the County of Salem; and

WHEREAS, said contract was for a two-year period commencing July 1, 2023, and terminating June 30, 2025, with one (1) additional renewal period from July 1, 2025, to June 30, 2026, upon mutual consent of both parties; and

WHEREAS, Local Public Contracts Law, N.J.S.A. 40A:11-5 (L) provides that any contract, the amount of which exceeds the bid threshold, may be negotiated and awarded by the governing body without public advertising for bids and bidding therefore and shall be awarded by resolution of the governing body if the subject matter thereof consists of those goods and services necessary or required to prepare and conduct an election; and

WHEREAS, pursuant to New Jersey State Law N.J.S.A. 19:44-A-20.7, the County of Salem did not utilize a "fair and open process" in the selection of this entity, hence **Royal Printing Service** has completed a Business Entity Disclosure Certificate and Political Contribution Disclosure Form stating that they have not made any reportable contributions to a political or candidate committee in the County of Salem in the previous year, and that the contract will prohibit them from making any contributions through the term of the agreement; and

WHEREAS, the County of Salem wishes to enter into any future agreements utilizing a calendar year format versus the current fiscal year used by Royal Printing Service.

NOW, THEREFORE, BE IT RESOLVED by the Salem County Board of County Commissioners that,

1. The Salem County Board of County Commissioners hereby approves a contract for **Royal Printing Service**, PO Box 1000, West New York, NJ 07093, subject to the approval of the County Solicitor, for the printing of election materials for the County of Salem. The contract shall commence on July 1, 2024, and terminate December 31, 2024. The cost of the contract shall not exceed \$140,000.00 (One Hundred Forty Thousand Dollars and Zero Cents) during this period, and subsequently nullifies any agreements beyond December 31, 2024.
2. The vendor shall enter into a contract with the County through purchase orders.
3. Notice of award of said contract shall be published in the South Jersey Times, as required by law.

I hereby certify the foregoing to be a true resolution adopted by the Salem County Board of County Commissioners on June 12, 2024.


 STACY L. PENNINGTON
 Clerk of the Board

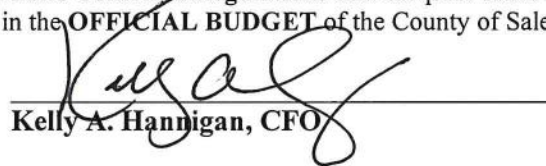
RECORD OF VOTE

COMMISSIONER	RESOLUTION MOVED	RESOLUTION SECOND	AYE	NAY	ABSTAIN	ABSENT
E. Ramsay		✓				
C. Taylor						
D. Timmerman						
G. Ostrum Jr.	✓					
B. Laury						

✓ Indicates Vote

Department Initials _____

I, **Kelly A. Hannigan, CFO** of the County of Salem, hereby certify in accordance with **Section 5:34-5 of the Local Public Contracts Guidelines and Local Public Contracts Regulations** that adequate funds for the contract listed below are available and are contained in the **OFFICIAL BUDGET** of the County of Salem.


 Kelly A. Hannigan, CFO

AMOUNT: \$140,000.00	DATE: June 12, 2024
ACCOUNT # 4-01-20-123-408-218 - County Clerk Elections Misc. - \$130,000	
ACCOUNT # 4-01-20-121-410-218 - Board of Elections Misc. - \$10,000	
FOR: Printed Election Materials	
VENDOR: Royal Printing Service	