

**WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY REQUEST FOR
PROPOSALS FOR LICENSED OPERATOR IN DIRECT RESPONSIBLE
CHARGE/OPERATIONS MANAGER, WASTEWATER COLLECTION SYSTEM,
WATER SYSTEM AND WATER TREATMENT PLANT ON A MONTH TO MONTH
BASIS**

PURPOSE AND INTENT

Washington Township Municipal Utilities Authority (“WTMUA”) is soliciting proposals for the position of a LICENSED OPERATOR IN DIRECT RESPONSIBLE CHARGE/OPERATIONS MANAGER – WASTEWATER COLLECTION, WATER DISTRIBUTION, WATER TREATMENT PLANT, AND RADIATION SAFETY OFFICER to provide professional services to the WTMUA on all services related to the operations of the WTMUA Wastewater Collection, Water System AND Water Treatment Plants, for a month to month basis. The WTMUA will select a person or firm (hereinafter "Contractor" or "Respondent") for the provision of these services based upon a fair and open process, pursuant to N.J.S.A. 19:44A-20.4, et seq. In order to have a proposal considered by the WTMUA, a Contractor must provide evidence that they can satisfy the minimum requirements as set forth in this document.

Appointment will be made through a fair and open process based upon the criteria listed herein. The service term will be for the term listed above and may be extended upon agreement of both parties.

GENERAL INSTRUCTIONS TO CONTRACTORS

1. Sealed proposal packages, clearly marked on the outside "PROPOSAL ENCLOSED-LODR/OPERATIONS MANAGER, containing one (1) original and four (4) copies must be submitted by 10:00 a.m. on June 18, 2026 to Washington Township Municipal Utilities Authority, 216 Fries Mill Road, Turnersville, New Jersey, 08012. Proposals submitted after this time and date will not be considered.
2. Proposals will be publicly opened at 10:00 a.m. on June 18, 2026 in the WTMUA offices located at 216 Fries Mill Road, Turnersville, New Jersey, 08012. The public is invited to attend.
3. Proposals will be forwarded to the WTMUA Board for consideration of appointment.
4. Technical questions concerning this RFP should be directed to Elizabeth Rogale, Executive Director/CFO of the WTMUA in writing or email erogale@wtmua.com.
5. The WTMUA and its employees will not be responsible for any cost associated with the Contractor's preparation, submission or presentation of their proposal. The WTMUA

reserves the right to reject any and all proposals, with or without cause, and waive any irregularities or informalities in the proposals. The WTMUA further reserves the right to make such investigations as it deems necessary as to the qualifications of any and all Contractors submitting proposals. In the event that all proposals are rejected, the WTMUA reserves the right to re-solicit proposals.

6. WTMUA reserves the right to interview any and all contractors submitting a proposal. Although interviews may take place, the proposal should be considered comprehensive and complete on its face. The WTMUA reserves the right to request clarifying information subsequent to submission of the proposal.
7. All contractors must comply with all laws for rendering of professional services to WTMUA including, but not limited to, New Jersey Pay-to-Play Laws, WTMUA rules and regulation, as well as any amendments thereto, P.L. 1975, c. 127 (Affirmative Action Law) and P.L.2004, c.57 (Business Registration Act). A contract will be awarded under the fair and open provisions of the Pay-to-Play laws.

AFFIRMATIVE ACTION: MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE (N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27) for GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE 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 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, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not 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 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, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers 'representative of the contractor's commitments under this act 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 employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2, or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The Contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, 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 personal testing conforms to 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 applicable 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, 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.

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
Employee Information Report Form AA302

The Contractor and its subcontractor shall furnish such reports or other documents to the Division of Contract Compliance & EEO as may be requested by the Division 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 Contract Compliance & EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

NEW JERSEY BUSINESS REGISTRATION ACT

No Contractor is permitted to bid on a Contract unless the contractor is registered pursuant to the New Jersey Business Registration Act, N.J.S.A. 52:32-44 et. seq. No Contractor shall list a Subcontractor in the bid proposal unless the Subcontractor is also registered pursuant to the Act at the time the bid is made. Applications for registration shall not be accepted as a substitute for a Business Registration Certificate. A copy of the Contractor's and all listed subcontractors' current Business Registration Certificate shall be submitted with the proposal or after the proposal is made, but prior to the award of the Contract.

The Contractor shall provide written notice to its Subcontractors and suppliers of the responsibility to submit proof of business registration to the Contractor. The requirement of proof of business registration extends down through all levels (tiers) of the project.

Before final payment on the contract is made by the Contracting Agency, the Contractor shall submit an accurate list and the proof of business registration of each subcontractor or supplier used in the fulfillment of the contract, or shall attest that no subcontractors were used.

For the term of the Contract, the Contractor and such of its affiliates and a subcontractor and each of its affiliates (N.J.S.A. 52:32-44(g)(3)) shall collect and remit to the Director, New Jersey Division of Taxation, the use tax due pursuant to the Sales and Use Tax Act on all sales of tangible personal property delivered into this State, regardless of whether the tangible personal property is intended for a Contract with a Contracting Agency.

A business organization that fails to provide a copy of a business registration as required pursuant to section 1 of P.L. 2001, c.134 (C.52:32-44 et al.) or subsection e. and f. of section 92 of P.L. 1977, c. 110 (C.5:12-92), or that provides false business registration information under the requirements of either of those sections, shall be liable for a penalty of \$25 for each day of violation, not to exceed \$50,000 for each business registration copy not properly provided under a contract with a Contracting Agency.

N.J.S.A. 52:32-44 imposes the following requirements on contractors and all subcontractors that knowingly provide goods or perform services for a contractor fulfilling this contract: 1) the contractor shall provide written notice to its subcontractors to submit proof of business registration to the contractor; 2) prior to receipt of final payment from a contracting agency, a contractor must submit to the contracting agency an accurate list of all subcontractors or

attest that none was used; 3) during the term of this contract, the contractor and its affiliates shall collect and remit, and shall notify all subcontractors and their affiliates that they must collect and remit to the Director, New Jersey Division of Taxation, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:328-1 et seq.) on all sales of tangible personal property delivered into this State.

INSURANCE

It shall be the responsibility of the contractor to maintain the following insurance coverage, in the amounts specified, for the length of the contract with a company that is licensed to do business in the State of New Jersey.

The following minimum coverages are required:

Commercial General Liability	\$1,000,000.00
General Aggregate	\$5,000,000.00
Automobile Liability	\$1,000,000.00
Workers' Compensation	\$1,000,000.00
Professional Liability (E&O, Malpractice)	\$5,000,000.00
Pollution Liability	

No deductible will be permitted on the liability insurance.

The Contractor shall not commence work under this contract until it has obtained the insurance required under this section.

COMMERCIAL GENERAL LIABILITY INSURANCE. During the life of this contract, the Contractor shall procure and maintain Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than those listed above. The WTMUA shall be named as an Additional Insured.

AUTOMOBILE LIABILITY INSURANCE. During the life of this contract, the Contractor shall procure and maintain Automobile Liability Insurance, including applicable no-fault coverage, with limits of liability as listed above per accident combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

WORKERS' COMPENSATION. During the life of this contract, the Contractor shall procure and maintain Workers' Compensation insurance including Employer's Liability Coverage in accordance with the statutes of the State of New Jersey.

NOTICE OF CANCELLATION. Commercial General Liability Insurance, Automobile Liability Insurance, and Workers' Compensation Insurance, as described above shall include an endorsement stating the following: "Sixty (60) days advanced written notice of cancellation, nonrenewal, reduction and/or material change shall be sent to: WTMUA, 216 Fries Mill Road, Turnersville, NJ 08012."

PROOF OF INSURANCE COVERAGE. The Contractor shall provide the municipality at the time the contracts are returned for execution, a Certificate of Insurance (with minimum coverages as outlined above) for Commercial General Liability, Automobile Liability, Workers' Compensation and Professional Liability. The WTMUA shall be specifically named as an Additional Insured under the Commercial General Liability insurance.

CONTINUATION OF COVERAGE. If any of the above coverages expire during the term of this contract, the Contractor shall deliver renewal Certificates and/or policies to the WTMUA at least ten (10) days prior to the expiration date.

INDEMNITY/HOLD HARMLESS

Contractor agrees to defend, pay on behalf of, indemnify, and hold harmless the WTMUA, its elected and appointed officials, its agents, employees and volunteers and others working on behalf of the WTMUA against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the WTMUA, its elected and appointed officials, its agents, employees, volunteers or others working on behalf of the WTMUA, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of the Contractor's negligence or actions connected or associated with this contract."

PROMPT PAYMENT ACT

The WTMUA will issue timely payment to Contractor in accordance with the requirements of "The Prompt Payment Act", N.J.S.A. 24:30A1, et. seq. If the contractor has performed in accordance with the contract and the work has been approved and certified by the WTMUA, the WTMUA shall pay the bill not more than 30 calendar days after the billing date, provided that the billing shall be deemed "approved" and "certified" 20 calendar days after the owner receives it, unless the WTMUA provides, before the end of the 20- day period, a written statement of the amount withheld and the reason for withholding payment. Disputes regarding whether the WTMUA has made payments in accordance with the Prompt Payment Act may be submitted to mediation in accordance with N.J.S.A. 40A:11-50.

POLITICAL CONTRIBUTION DISCLOSURE

This contract will be awarded to Respondent based on the merits and abilities of Respondent to provide the goods or services as described herein. This contract will not be awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4 et seq. As such, the undersigned does hereby attest that Respondent, its subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:444-B or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in the WTMUA if a member of that political party is serving in an elective public office of WTMUA when the contract is awarded, or to any candidate committee of any person serving in an elective public office of WTMUA when the contract is awarded.

SPECIFICATIONS

APPOINTMENT

Appointment of Licensed Operator in Direct Responsible Charge/ Operations Manager on a Month to Month Basis

A Contractor shall be appointed by the WTMUA to serve as the Licensed Operator in Direct Responsible Charge (herein "LODR") and to perform services for WTMUA including but not limited to those services as described in this document.

The WTMUA may select, at its sole discretion, individuals or firms for this position, so long as those individuals or firms meet or exceed the minimum requirements set forth in this document. Once an appointment is made, no substitution of personnel may be made without the express written consent of the WTMUA, which consent may be withheld in their sole discretion. The WTMUA reserves the right to appoint another Contractor as LODR as the need may arise without penalty or additional compensation to the Contractor.

The WTMUA reserves the right to terminate LODR services upon availability and acceptance by the New Jersey Department of Environmental Protection for a WTMUA staff member as LODR, which is anticipated. The Contractor will then be responsible to perform Backup Operator services as defined below. The Contractor shall be responsible for providing separate billing terms for the reduced services. WTMUA shall provide a 30-day notice of termination of LODR services and the commencement of Backup Operator services.

The Contractor is responsible for continuous coverage by a LODR for the duration of the contract as required by law. Any changes in personnel assignment by Contractor must satisfy New Jersey Department of Environmental Protection ("NJDEP") requirements for licensure and general operation.

Any benefits provided to the Contractor's employees are at the Contractor's expense. The Contractor's employees are not eligible for enrollment in any publicly funded pension system established by the State of New Jersey under the terms of this contract. The Contractor is not responsible for the supply of chemicals, ordinary equipment purchases or ordinary repair costs for the plants; however, Contractor is bound by the WTMUA budget constraints and policies when authorizing such equipment purchases and repairs. Existing WTMUA facilities are to be utilized for the duration of the contract.

WTMUA reserves the right to reject all proposals or to award a contract to any qualified RFP if it is determined to be in the best interest of WTMUA.

SCOPE OF SERVICES

Licensed Operator in Direct Responsible Charge (LODR) – Minimum Qualifications and Requirements

The WTMUA requires at a minimum that the firm or individual possess the following licenses issued by the NJDEP:

- a. Collections System C-3
- b. T-4 Potable Water Treatment
- c. Potable Water Distribution System W-3

If the firm or individual possesses less than the minimum preferred licenses listed above, the firm or individual must disclose the extent of the licenses held, and the WTMUA reserves the right to Accept or reject the firm or individual accordingly, in the WTMUA's sole discretion. See Paragraph 5 below for further instructions on this subject.

1. If the proposer is an individual, the individual must be a licensed professional engineer in the State of New Jersey. If the proposer is a firm, the firm must have a full-time, licensed New Jersey Professional Engineer on staff as part of the firm's management personnel. The licensed Engineer must have sufficient, direct design or design oversight experience in wastewater and water treatment matters within the last five years.
2. The LODR must have at least 15 years direct experience in the oversight and management of wastewater collection facilities and associated personnel.
3. The LODR staff must be on location full-time (35 hours per week minimum) as required by NJDEP regulations under the Water and Wastewater Licensing Act, N.J.A.C. 7:10A. If the LODR does not hold all required licenses, the Contractor will be required to supply a C operator, a W operation and a T-4 operator on location fulltime (35 hours per week minimum). When the LODR is not available, a Subordinate or Back Up Licensed Operator with no less than one (1) grade lower shall be assigned on-duty by the Contractor in accordance with NJDEP regulations. The backup operator must be approved by the WTMUA prior to the individual providing operational services.

Plant Operations and General Duties

1. The LODR will operate the wastewater collection and water system in the capacity of Licensed Operator in Direct Responsible Charge, and Operations Manager of the Water and Sewer Utility. The LODR will ensure proper function of the wastewater collection and water system in a manner that satisfies all legal and regulatory requirements.
2. The LODR will run the potable water treatment plant and distribution system in the capacity of Licensed Operator in Direct Responsible Charge, and Operations Manager of

the Water Department. The LODR will ensure proper function of the water treatment plant and distribution system in a manner that satisfies all legal and regulatory requirements.

3. The LODR will supervise and direct all staff currently employed by WTMUA and serve as Department Head for WTMUA related business. The LODR will become familiar with and be responsible for proper enforcement of all contracts current and future, for the life of this contract, including labor contracts, goods and services contracts and professional services contracts. LODR will also comply with all Federal and State employment laws when supervising staff as well as WTMUA personnel policies.
4. The LODR will be directly responsible for the timely and accurate submission of all required reports and ensuring WTMUA staff properly document all repair and maintenance activities.
5. The LODR will be contracted on a month-to-month basis and the WTMUA reserves the right to terminate LODR services upon availability and acceptance by the New Jersey Department of Environmental Protection for a WTMUA staff member as LODR, which is anticipated.

Backup Licensed Operator (BULO) – Minimum Qualifications and Requirements

1. The WTMUA requires at a minimum that the firm or individual possess the following licenses issued by the NJDEP:
 - a. C-2 Collections System
 - b. T-3 Potable Water Treatment
 - c. W-2 Potable Water Distribution System

If the firm or individual possesses less than the minimum preferred licenses listed above, the firm or individual must disclose the extent of the licenses held, and the WTMUA reserves the right to Accept or reject the firm or individual accordingly, in the WTMUA's sole discretion. See Paragraph 5 below for further instructions on this subject.

2. If the proposer is an individual, the individual must be a licensed professional engineer in the State of New Jersey. If the proposer is a firm, the firm must have a full-time, licensed New Jersey Professional Engineer on staff as part of the firm's management personnel. The licensed Engineer must have sufficient, direct design or design oversight experience in wastewater and water treatment matters within the last five years.
3. The BULO must have at least 15 years' direct experience in the oversight and management of water and wastewater collection facilities and associated personnel.
4. The BULO staff must make regular site visits not to exceed 75 hours a month. Additional coverage must be provided at the request of WTMUA. If the BULO does not hold all required licenses, the Contractor will be required to disclose a staffing plan to cover the

requisite monthly hour requirement, subject to approval by WTMUA. When the LODR is not available, the BULO shall temporarily assume the duties of LODR up to 35-hours per week. The backup operator must be approved by the WTMUA prior to the individual providing operational services.

5. The BULO must at times be on-call to perform duties for the LODR. The BULO will be advised in advance of the times in which they will be required to be on-call.

Plant Operations and General Duties

6. The Backup Licensed Operator will assist operation of the wastewater collection and water system at the direction of Licensed Operator in Direct Responsible Charge, and Operations Manager of the Water and Sewer Utility. The Backup Licensed Operator will advise the LODR to ensure proper function of the wastewater collection and water system in a manner that satisfies all legal and regulatory requirements.
7. The Backup Licensed Operator will maintain familiarity with the potable water treatment plant and distribution system to advise the LODR on improvements or process changes to the system.
8. The Backup Licensed Operator shall regularly review laboratory results and assist the LODR in the preparation of regulatory submissions.
9. The Backup Licensed Operator shall perform miscellaneous tasks at the direction of the LODR.

GENERAL REQUIREMENTS - RFP SUBMISSION

Interested parties wishing to provide a proposal in response to this solicitation shall provide the following minimum information in its proposal. Proposals will not be accepted after the time and date listed on page 1 of this RFP or in submission formats not explicitly noted. The following shall be considered the minimum acceptable information to be supplied in the submitted Proposal:

1. Full name and business address of entity or person submitting the proposal, and the name and contact information for the key contact person.
2. A description of the business organization (i.e., corporation, partnership, joint venture, etc.) and its ownership and organizational structure.
3. Number of years the organization has been in business under the present name, and the number of years the business organization has been under the current management.

4. Organization chart showing no less than one licensed Professional Engineer, one Operator satisfying the C-3, W-3, and T-4 license requirements, and one backup operator (minimum C-2, W-2, T-3 licenses, respectively).
5. A resume for each individual to perform services under this contract containing the following:
 - a. Summary of post-secondary school education
 - b. Summary and copy of all professional licenses.
 - c. Projects, including dates, performed by the individual for municipal entities in the State of New Jersey.
6. A description of the services that will be provided to WTMUA, in addition to those set forth in this document. Include a timeline demonstrating the mobilization and implementation plan.
7. A copy of the professional liability and pollution liability insurance policy maintained for the calendar year.
8. A statement that applicant complies with the New Jersey Law Against Discrimination, N.J.S.A. 10:5-1, et. seq., and the Affirmative Action Law of the State of New Jersey, P.L. 1975 C.127; N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 and of P.L. 1963, c.150 (Prevailing Wage) and Americans with Disabilities Act of 1990 (42 U.S.C. 12101, et seq.); and N.J.S.A. 19:44A-20.4 et seq. (Pay to Play).
9. Complete a Disclosure of Investment Activities in Iran.
10. The name and addresses of at least three (3) references consisting of clients for which the applicant has provided services in the past five (5) years, which should include at least one (1) municipal entity client.
11. A list and description of all professional liability claims, if any, brought against the applicant during the past five (5) years.
12. A statement of any and all professional service fees to be performed by the Contractor in fulfillment of this RFP. This statement shall include, at a minimum:
 - a. Licensed Operator in Direct Responsible Charge services, as a lump sum. This fee shall cover the normal 35 hours per week for all operator categories.
 - b. Backup Licensed Operator Services, as a lump sum. This fee shall cover 60 hours per month and shall only be applicable after WTMUA has provided notice of termination of LODR services.

- c. Professional Services Rate, as an hourly rate. This rate will cover non-emergency services exceeding 35 hours per week on Licensed Operator in Direct Responsible Charge services or 60 hours per month on Backup Licensed Operator Services.
- d. Emergency Services Rate, as an hourly rate. This rate will cover time spent on emergency situations requiring a separate mobilization to the site, including portal to portal transportation. Time spent responding to emergency situations where the Operator is on-site beyond 8-hours in any workday shall be billed at the Emergency Services rate. Situations will be deemed emergency where immediate attention is required to ensure the safe and regular operation of the water or wastewater system, including but not limited to equipment failure, main breaks, chemical discharges, and response to alarms. Response to emergency situations when performing Backup Licensed Operator services shall be performed at the direction of the LODR.
- e. Backup Licensed Operator Services On-Call Rate, as an hourly rate. This rate shall refer to compensation paid for designated periods during which the Backup Licensed Operator is required to remain reasonably available to respond to requests for services outside of regularly scheduled hours. All on-call dates and times shall be mutually agreed upon by the parties in advance. For each agreed upon on-call period, the Backup Licensed Operator shall be paid the requested on-call rate regardless of whether services are ultimately required. In the event the service provider is actually called upon to perform services during an on-call period, the service provider shall additionally be compensated at the requested hourly service rate for all time spent performing such services.

1. INTRODUCTION

This report is designed to give the reader a general overview of the water & sewer system, and some of the operation and maintenance procedures.

II. WATER TREATMENT

At the present time, we have eight operating wells in the Raritan Magothy Aquifer, five operating in the Cohansey Aquifer, and three operating in the Mt. Laurel-Wenonah Aquifer.

A. Present Maintenance Procedures

1. Static and pumping levels on each well are recorded once a month. Pumping levels are recorded every day during the summer months.
2. A log book of all work performed is kept on each well.
3. The well rooms, chlorine rooms, and components are cleaned on a regular schedule and painted every year.
4. All wells utilize tablet hypochlorination for disinfection.
5. Lubrication is changed once a year in every well motor.
6. Each well pump is pulled and inspected every five to seven years. This has helped prevent major breakdowns during peak demand periods.
7. All of the well meters are checked for accuracy every three years.
8. S.C.A.D.A. System- The whole water and sewer system has been computerized. Every well and tank can be viewed and operated by a central computer via radio waves. We can operate any well off of any tank level at any time. It gives us numerous valuable reports on our water system operation. It has increased the efficiency and flexibility of our plant operations.

B. Future or present Considerations

1. We have changed from bleach to the tablet form of chlorination. This has improved the quality of the water and decreased maintenance time. We are measuring chlorine residual both at the well and throughout the distribution system.

2. VFD's (Variable Frequency Drive) will eventually be installed on all well motors. They control the speed of the motor. They will start the motor at a slow R.P.M. and bring it up to the desired speed quickly. This will save wear and tear on pumps and motors and decrease the use of electricity.
3. The S.C.A.D.A. System Computer and Software were upgraded in 2011. In 2022 we are upgrading antennas and equipment at 5 pump stations.
4. The Radium Treatment Plant for Wells #10,11, 19 & 28 became operational in November 2006. Well #16 air stripper became operational late summer of 2006.
5. The Radium Removal Plant at the Well #18 site went online in June 2007. The Radium media was replaced in December 2017
6. Security-Intrusion alarms have been installed by MUA personnel at all Well sites without clear wells.
7. The treatment plants (Wells, 10/11, 16 & 18) with clear wells, along with office at Whitman Dr. had security cameras installed in 2016. NJ EIT Project

III. WATER DISTRIBUTION

The water distribution system consists of the following list of items to maintain:

1. Approximately 225.75 miles of water main
2. Approximately 18,345 service lines, corporations, curb stops and curb boxes
3. Approximately 18,345 water meters
4. Approximately 9,000 gate valves
5. 1409 Fire Hydrants
6. 4 Elevated Water Storage Tanks with altitude valves
7. 3 Water Storage Stand Pipes

A. Present Maintenance Procedures

1. Fire hydrants are flow tested and painted according to the National Fire Code. The hydrants are flushed twice a year to clean out system and to check the operation of the hydrant.

2. Altitude valve pits on the storage facilities are painted and the valves maintained once a year. The altitude valves maintain the level in the tanks so they have to be kept in good operating condition.
3. The M.U.A. is responsible for the main, the service line from the main to the curb stop, the curb stop and the curb box.
4. We are responsible for the maintenance and proper operation of the water meters. Before a new meter is installed, we inspect the sewer riser and curb box for proper installation and mark the curb for location. We also check for below-grade plumbing fixtures.
5. Funds are typically allocated every year to replace at least 10 of the older style B-50-B fire hydrants. These hydrants have a smaller opening and are not the breakaway style. We have replaced approx. 250 through the years.
6. A program that schedules the systematic replacement of transite water main each year in the system is ongoing. We try to coordinate this effort with the Township's street maintenance program.
7. In 2013 the W.T.M.U.A. looped the water main from Park Place Blvd. to Densten Rd. This was funded by pulling the developer's bond.
8. We have computerized our Water Meter System to read the meters via radio waves. All new meters are put in at the curb and read by radio frequency. This keeps us from having to schedule appointments to get into homes for repairs, readings, etc. and is much more efficient.
9. The A.C. water main on Hurffville Road from Eden Road toward Fern Road was replaced with ductile iron pipe.

B. Future or Present Considerations

1. Start a minor leak detection program on the older areas of our system. Our leak detection equipment will allow us to find leaks in the system that are not visible. We haven't started this because our annual loss due to leakage is still less the 15%.
2. We have completed a program of operating and mapping all of our distribution gate valves. This will be a continuous program per D.E.P. regulations. We are in the process of having the entire water system as-built in G.I.S. Format

3. 2018 start requirement for Water Quality Accountability Act (Chapter 133, attached). All 12” valves have been exercised and GPS located as of Dec. 2019. In 2021, we completed exercising and GPS of all 6” and 8” valves.
4. In 2018 the WTMUA purchased a valve operating machine with GIS capability in order to meet the requirements of The Water Quality Accountability Act.
5. In 2019 a second-high service pump was added to the Treatment Plant at Rt. 555 Tower
6. In 2020 we will be chemically treating Well 20 for Turbidity
7. In 2013 the installation of Well 28 along with the raw water main to the Treatment Plant at Rt. 555 was begun. Well 28 should be operational early in 2021.
8. The installation of Well 21 (located on Fries Mill Rd.) began in 2012 and should be completed by spring of 2013. Well 21 was operational on 2016.
9. We painted the 5 Points Tank in 2016, as well as the Fries Mill Rd. Tank.
10. In 2016 we drilled a replacement well for existing Well 2 on Shoppers Ln. We replaced the well house. Both were originally constructed in 1963. NJ EIT Project.
11. We completed construction of a well house over Well 8, which was unhoused, and demolishing the old well 7 building. These projects were started in 2016. NJ EIT Project

IV. SEWER COLLECTION SYSTEM

The sewage collection system consists of approximately 182 miles of sewer main, 5,600 manholes, and approximately 16,822 laterals that we have to maintain. We currently have 36 sewer Pump Stations to maintain. In 2011 we eliminated the Woods for Fries Mill PS and have it flowing by gravity to Westminster Blvd. PS.

A. Present Maintenance Procedures

1. Lubrication is changed twice a year in every pump station motor.

2. The mechanical seal lubrication lines are cleaned and checked every month.
3. All pump stations are cleaned and painted on a routine basis.
4. There is a logbook on every pump station where all maintenance performed is recorded.
5. Pump Station wet wells are cleaned/vacuumed out on a regular schedule with the use of our Jet Vac Machine.
6. The Aries sewer line camera which was purchased in 2008 continues to be used on a regular basis to inspect both new and old lines for possible problems. This camera has been a great asset to the maintenance of the sewer system. In 2016 we purchased a new Rausch sewer camera system.
7. We have a routine jetter and root cutting maintenance schedule. We are jetting sewer mains known or suspected to have roots and grease with specialized attachments for this specific purpose. The combination Jet Vacuum Truck has enhanced our ability to maintain both the sewer mains and wet well at the pump stations.
8. We have an ongoing program of upgrading and replacing the electrical and mechanical components in all pump stations.
9. We have developed our own inflow and infiltration program on our sewer collection system. We will be doing this with our sewer TV camera, pump station analyzer, and our sewer main flow analyzer. This equipment will enable us to find where ground water is entering our sewer system. As we stop leakages into our sewer system, we will start to see a savings on our G.C.U.A/ sewer bill.

B. Future or Present Considerations

1. An ongoing sewer main and lateral replacement program has been implemented. Older developments are being looked at first. This will enable us to replace the older sewer mains and laterals on a systematic schedule instead of waiting for them to fail. We try to coordinate this effort with the Township's Street Maintenance Program.
2. In 2021 we purchased a new Jet Vac.
3. The Forrest Dr. & Whitman Dr. water and sewer main replacement projects were completed in 2008. In 2011 the water/sewer and services on a portion of Cambridge Rd. were renewed.

4. We are in the process of having the entire sewer system as-built in G.I.S. format.
5. In 2012, the water & sewer system on Whitman Dr. were replaced from Whitman School Rd. to Lexington Dr. In 2013 the water/sewer system was replaced on Cambridge Rd. from Forrest Dr. to the dead end of Cambridge Rd.
6. The hospital Pump Station which is approximately 37 years old was replaced in 2009 with a new Flygt Pump Station.
 - a. The Hospital Pump Station was replaced & relocated in 2019 by Kennedy (Jefferson) Hospital
7. Altair Dr. was also upgraded in 2009 to have a backup pump in the auxiliary wet well, which us an additional safeguard in preventing over flow which would affect Kandle Lake. In 2013 we added another submersible pump to the auxiliary wet well which now makes it the primary system and leave the old Cantex station as an emergency backup.
8. We initiated a pump station control upgrade program in 2010 in 3 stations. Three additional stations were done in 2011, 2012 and 2013. Three more were completed in 2015, which completed this project.
9. In 2011 we removed State permitted generators at Bells Lake P.S. and Lake Station. These were replaced with permanent emergency auxiliary backup pumps. Bells Lake P.S. was renewed/converted to a walk-up station.
10. In 2016 we replaced the Forrest Dr. pump station from a can style station to a walk-up station. The existing station was approximately 50 years old. NJ EIT Project.
11. In 2016 we replaced the water and sewer mains on Shoppers Ln. We also replaced/slip lined the sewer mains at Cricket Ln. and the Bees Branch sewer easements, which are susceptible to inflow and infiltration due to being wet lands. NJ EIT Project
12. In 2022 we will be extending the Valley Green pump station force main to Whitman Drive in order to redirect flow away from the Lake Station pump station.

EXHIBIT A - GOODS, GENERAL SERVICE AND PROFESSIONAL SERVICES CONTRACTS

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.

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, affectional 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, upgrading, 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.

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, color, 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 AA302 (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 and 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 and Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to N.J.A.C. 17:27-1 et seq.

Signature

Date

AFFIRMATIVE ACTION COMPLIANCE NOTICE
AFFIRMATIVE ACTION REGULATIONS

N.J.S.A. 10:5-31 and N.J.A.C. 17:27

The successful bidder of all procurement and service contractors will be required to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27.

The successful bidder shall submit to the public agency, after notification of award but prior to execution of goods and services contract, one of the following three documents as forms of evidence:

- a. A photocopy of a valid letter from the U.S. Department of Labor that the vendor has an existing federally-approved or sanctioned Affirmative Action Plan (good for one year from the date of the letter);
OR
- b. A photocopy of their approved Certificate of Employee Information Report, issued in accordance with N.J.A.C. 17:27-4;
OR
- c. If the Vendor cannot present “a” or “b”, the vendor is required to submit a completed Employee Information Report (Form AA302) in accordance with N.J.A.C. 17:27-4. This form can be obtained from the contracting unit during normal business hours.

The successful vendor must submit the copies of the AA302 Report to the Division of Contract Compliance and Equal Employment opportunity in Public Contract (Division). The Public Agency copy is submitted to the public agency, and the Contractor copy is retained by the vendor.

The undersigned vendor certifies that he/she is aware of the commitment to comply with requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27 and agrees to furnish the required documentation pursuant to the law.

The undersigned vendor further understands that 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.

COMPANY: _____ SIGNATURE: _____

TITLE: _____ PRINT NAME: _____

DATE: _____

STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of Organization: _____

Organization Address: _____

Part I Check the box that represents the type of business organization:

- Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- For-Profit Corporation (any type) Limited Liability Company (LLC)
- Partnership Limited Partnership Limited Liability Partnership (LLP)
- Other (be specific): _____

Part II

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. **(COMPLETE THE LIST BELOW IN THIS SECTION)**

OR

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 no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Address

Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above.** The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Address

Part IV Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the **Washington Township Municipal Utilities Authority** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with **Washington Township Municipal Utilities Authority** to notify the **Washington Township Municipal Utilities Authority** 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, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the **Washington Township Municipal Utilities Authority** , permitting the **Washington Township Municipal Utilities Authority** to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

NON-COLLUSION AFFIDAVIT

STATE OF _____ **SS**

COUNTY OF _____

I, _____ of the City of _____
(Name)

in the County of and the State of _____ of full age, being duly sworn according to law on my oath depose and say that:

I am _____, a _____
(Name) (Title, Position, etc.)

in the firm of _____ the bidder making the proposal to _____
(Name of Owner)

for work under _____
(Contract No. – Description)

and that I executed the said Proposal with full Authority to do so; that said Bidder has not, directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above-named project; and that all statements contained in said Proposal and in this Affidavit are true and correct, and made with full knowledge that the

(Name of Owner)

relies upon the truth of the statements contained in said Proposal and in the statements contained in this Affidavit in awarding the Contract for the said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for commission, percentage brokerage, or contingent fee, except Bona Fide employees of the Contractor, and as may be permitted by law.

(Also type or print name of affiant under signature).

Subscribed and Sworn to before me this _____ day of _____ 20__.
Notary Public of _____
My Commission Expires _____

AMERICANS WITH DISABILITIES ACT OF 1990
Equal Opportunity for Individuals with Disability

The contractor and the Washington Township Municipal Utilities Authority (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. § 12101* 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 employees, 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.

Date and Sign

BIDDER'S AFFIDAVIT

STATE OF _____

COUNTY OF _____

(Name)

being duly sworn, deposes and says that he resides at

and that he is the _____
(Give Title)

of _____

who signed the above Proposal or Bid, that he was duly authorized to sign and that the Bid is the true offer of the Bidder, that the seal attached is the seal of the Bidder and that all declarations and statements contained in the Bid are true to the best of his knowledge and belief.

He/She further deposes that he has submitted herewith a list of names and addresses of all stockholders and/or partners owning a 10 percent or greater interest therein in compliance with P.L. 1977, Chapter 33, effective March 8, 1977.

Affiant

Subscribed and Sworn to me this _____ day of _____, 20__.

Notary Public

My Commission Expires _____

Disclosure of Investment Activities in Iran

Person or Entity

Part 1: Certification



I certify, pursuant to Public Law 2012, c. 25, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate thereof 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"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR



I am unable to certify as above because the person or entity and/or a parent entity, subsidiary, or affiliate thereof is listed on the N.J. Department of the Treasury's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below sign and complete the Certification below.

Part 2: Additional Information

PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN.

You must provide a detailed, accurate and precise description of the activities of the person or entity, or a parent entity, subsidiary, or affiliate thereof engaging in investment activities in Iran below and, if more space is needed, on additional sheets provided by you.

Part 3: Certification of True and Complete Information

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments there to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity.

*I acknowledge that the **Washington Township Municipal Utilities Authority (WTMUA)** is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the **WTMUA** to notify the **WTMUA** in writing of any changes to the answers of information contained herein.*

*I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the **WTMUA** and that the **WTMUA** at its option may declare any contract(s) resulting from this certification void and unenforceable.*

Full Name (Print)		Title	
Signature		Date	

NEW JERSEY BUSINESS REGISTRATION CERTIFICATE	
Name of Form:	BUSINESS REGISTRATION CERTIFICATE
Statutory Reference:	<u>N.J.S.A. 52:32-44</u> (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.

Name of Form:	BUSINESS REGISTRATION CERTIFICATE
Statutory Reference:	<u>N.J.S.A. 52:32-44</u> (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/lpcl. These resources and a Frequently Asked Questions resource should be consulted when questions arise.