

**RESOLUTION R:302-2023**

**RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MONROE  
AUTHORIZING THE SOLICITATION OF BIDS FOR WINDOW INSTALLATIONS**

**WHEREAS**, the Township of Monroe requires new windows for the Municipal Building, as detailed in the specifications provided (hereafter referred to as “Exhibit A”); and

**WHEREAS**, it is in the best interest of the Township to solicit competitive sealed bids from qualified professionals for the provision and installation of said windows in accordance with “Exhibit A”; and

**WHEREAS**, it was stipulated that the Municipal appointing authority would publicly select the professional or business entity for the advertised position, which would then be confirmed or approved as required by law; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Monroe, County of Gloucester, State of New Jersey, as follows:

1. **Solicitation of Bids:** The Township of Monroe hereby solicits sealed bids for the provision and installation of new windows for the Municipal Building, as outlined in “Exhibit A”.
2. **Bid Submission:** All bids must be sealed and submitted to and received by the Township Clerk by Tuesday, January 9, 2024 at 10:00 am prevailing time, at the Monroe Township Municipal Building, Clerk’s Office, 2<sup>nd</sup> floor, 125 Virginia Avenue, Williamstown, NJ 08094, with reference to “Exhibit A”. Late submissions shall not be considered.
3. **Bid Opening:** Sealed bids will be publicly opened and read aloud in the 2<sup>nd</sup> floor meeting room of the Monroe Township Municipal Building, 125 Virginia Avenue, Williamstown, NJ 08094.
4. **Bid Requirements:** Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq. All bids must include a completed non-collusion affidavit and meet all other statutory and regulatory requirements, as well as adhere to the specifications in “Exhibit A”.
5. **Right to Reject:** The Township reserves the right to reject any and all bids, or to accept the bid that it deems most favorable to the Township's interests, at its sole discretion, based on “Exhibit A”.
6. **Further Information:** Specifications (“Exhibit A”) and other bid information can be obtained at the Monroe Township Municipal Building, 2nd floor Clerk’s Office, between the hours of 7:00 am and 5:00 pm, Monday through Thursday.

**ADOPTED** at a meeting of the Township Council of the Township of Monroe on December 11, 2023.

**TOWNSHIP OF MONROE**

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**CNCL. PRES. CAROLANN FOX**

**ATTEST:**

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**Twp. Clerk, Aileen Chiselko, RMC  
or Deputy Clerk, Jennifer Harbison, RMC**

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**CERTIFICATION OF CLERK**

The foregoing Resolution was duly adopted at a meeting of the Township Council of the Township of Monroe, County of Gloucester, State of New Jersey, held on the 11<sup>th</sup> day of December 2023 in the Municipal Complex located at 125 Virginia Avenue, Williamstown, New Jersey.

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**Twp. Clerk, Aileen Chiselko, RMC  
or Deputy Clerk, Jennifer Harbison, RMC**

**ROLL CALL VOTE**

	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>Cncl. Adams</b>				
<b>Cncl. Garbowski</b>				
<b>Cncl. Heverly</b>				
<b>Cncl. McKinney</b>				
<b>Cncl. O'Reilly</b>				
<b>Cncl. Valcourt</b>				
<b>Cncl. Pres. Fox</b>				
<b>Tally:</b>				