

**TOWNSHIP OF EVESHAM  
BURLINGTON COUNTY, NEW JERSEY**

**NOTICE TO BID**

**SEALED BIDS WILL BE RECEIVED BY THE TOWNSHIP OF EVESHAM FOR:**

**2026 LEAF DISPOSAL/RECYCLING WITH TRANSPORTATION (HAULING) OPTION**

And will be opened and read in public at the Municipal Complex, 984 Tuckerton Road, Marlton, New Jersey on February 4, 2026 at 10:30 AM prevailing time in Conference Room "B".

Bid specifications and proposal forms may be obtained from the Township of Evesham, Department of Finance, Municipal Complex, 984 Tuckerton Road, Marlton, New Jersey, Monday through Friday 8:30 a.m. – 4:30 p.m.

Bids must be made on the Township's proposal form and must be enclosed in a sealed envelope bearing the name and address of the bidder and the name of the project on the outside addressed to the Township of Evesham, Office of the Township Clerk, Municipal Complex, 984 Tuckerton Road, Marlton, New Jersey 08053. Bids shall be accepted no later than 10:30 AM at the Township Clerk's office, Room 201. **The bidder shall also provide an exact copy of the bid documents on a USB flash drive in the bid envelope.**

The Township will not assume responsibility for bids mailed in.

The Township reserves the right to accept or reject any or all bids, to waive technical defects and make the award to the lowest responsible bidder.

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et. seq., N.J.S.A. 17:27 (Affirmative Action), and Americans with Disabilities Act of 1990 (42 U.S.C. 12101, et.seq.).

REBECCA ANDREWS  
TOWNSHIP CLERK

Township of Evesham

Instructions to Bidders and General Specifications

for **2026 LEAF DISPOSAL AND TRANSPORTATION (HAULING)**

1. And will be opened and read in public at the Municipal Complex, 984 Tuckerton Road, Marlton, New Jersey on February 4, 2026, at 10:30 AM prevailing time in Conference Room "B".
2. Bids must be on the proposal sheet furnished by the Township and shall be enclosed in sealed envelope addressed to the Township Clerk, 984 Tuckerton Road, Marlton, NJ 08053 with the front of the envelope marked with the name and address of the bidder and the words "**2026 LEAF DISPOSAL AND TRANSPORTATION**". Bids may be mailed or hand delivered. Bids shall be accepted no later than 10:30 AM at Room 201.
3. All bidders must complete and forward with the bid a non-collusion affidavit and a corporate disclosure statement setting forth the name and address of all stockholders or partners owning 10% or more stock or interest of the bidder in a corporation or partnership. **The bidder shall also provide an exact copy of the bid documents on an USB flash drive in the bid envelope.**
4. The Township Council intends to award the contract within 60 days from the receipt of bids and reserves the right to reject any or all bids as may be in the best interest of the Township of Evesham.
5. If the bidder's specifications for furnishing products or equipment are, in any respect, not the equivalent of the detailed Township specifications, this discrepancy must specifically be called to the attention of the Township in the bidder's proposal.
6. The award shall not be binding upon the Township until the contract has been executed by the Township, nor shall any work be performed on account of the proposed contract until the contract has been duly executed and delivered.
7. All bidders shall review the requirements of "Exhibit A" "Mandatory Affirmative Action Language" N.J.S.A. 10:5-30 through 38 and P.L. 1975, C. 127 (N.J.A.C. 17.27).
8. Only manufactured and farm products of the United States, wherever available shall be used.
9. Each bid shall submit unit prices for any item listed on the bid proposal sheet and said unit prices shall cover all costs of any nature, incident to and growing out of the work, and as specified in the specifications.
10. In the event that there is a discrepancy between amounts for each item of work compared to the estimated quantity and the unit price, the unit price will govern and be used to compute the correct amount. In the event that the total amount is incorrect, the amount computed from the unit price and the total quantity will govern.
11. Within ten (10) days of the date that the Township notifies the successful bidder or bidders of acceptance of the bid, the successful bidder shall execute the contract. Failure to execute said contract and supply said performance bond within said ten (10) days shall entitle the Township to consider all of the successful bidder's rights

arising out of the Township's acceptance as abandoned. The Township reserves and shall be entitled to such other rights as may be granted by law.

12. The Township reserves the right to select different vendors for specific items that would be in the best interest of the Township of Evesham.
13. Purchases shall be on an **as-needed basis** with no aggregate requirement to be purchased by the Township of Evesham.
14. All bids shall comply with the requirements of N.J.S.A. 40A:11-1 et seq.
15. If you have any questions, please contact **Dave Pfeiffer** at (856) 983-2798.
16. The Township reserves the right to terminate the contract upon fourteen (14) days written notice.
17. **The contract will be awarded for a period of one year from the date of award. The Township may, however, extend the contract(s) for one additional year upon mutual agreement of both parties. In the event the Township extends the contract(s), the successful bidder(s) must maintain the unit price bid.**

**Township of Evesham**  
**BID DOCUMENT CHECKLIST\***

Required by owner	Submission Requirement	Initial each required entry and if required submit the item
<input checked="" type="checkbox"/>	Stockholder Disclosure Certification	
<input checked="" type="checkbox"/>	Non-Collusion Affidavit	
<input checked="" type="checkbox"/>	Bid Proposal Form	
<input checked="" type="checkbox"/>	References	
<input checked="" type="checkbox"/>	Copy of DEP Operating Permit	
<input checked="" type="checkbox"/>	Exact Copy of Bid Documents on USB Flash Drive	
<input type="checkbox"/>	Bid Guarantee (with Power of Attorney for full amount of <i>Bid</i> Bond)	
<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"/>	Mandatory Affirmative Action Language READ ONLY	
<input type="checkbox"/>	Prevailing Wage	
<input checked="" type="checkbox"/>	Americans with Disabilities Act of 1990 Language READ ONLY	
<input checked="" type="checkbox"/>	Proof of Business Registration (See Attached Sample)	
<input checked="" type="checkbox"/>	W-9	
<input checked="" type="checkbox"/>	Investment in Iran, Russia or Belarus Disclosure Forms	

\*This form need not be submitted. It is provided for bidder's use in assuring compliance with all required documentation.

**STOCKHOLDER DISCLOSURE CERTIFICATION**

**N.J.S.A 52:25-24.2 (P.L. 1977 c33)**

Failure of the bidder/respondent to submit the required information is cause for automatic rejection

**Legal Name of Bidder:** \_\_\_\_\_

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

**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

Complete if the bidder/respondent is one of the 3 types of Corporations:

Date Incorporated: \_\_\_\_\_ Where Incorporated: \_\_\_\_\_

**Business Address:**

<b>Street Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Telephone #</b>		<b>Fax #</b>	

Listed below are the names and addresses of all stockholders, partners or individuals who own ten (10) percent or more of its stock of any classes, or who owns ten (10) percent or greater interest therein. Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Home Address: \_\_\_\_\_ Home Address: \_\_\_\_\_

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Home Address: \_\_\_\_\_ Home Address: \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_ day of \_\_\_\_\_, 2\_\_.

(Notary Public)

My Commission expires:

\_\_\_\_\_  
(Affiant)

\_\_\_\_\_  
(Print name & title of affiant)  
(Corporate Seal)

**NON-COLLUSION AFFIDAVIT**

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

I am \_\_\_\_\_ of the firm of \_\_\_\_\_ the vendor making the Proposal for the above named project, and that I executed the said Proposal with full authority so to do; that said vendor 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 Township relies upon the truth of the statements contained in said Proposal and in the statements contained in this affidavit in awarding the contract for 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 of understanding for a commission, percentage, brokerage or contingent fee, except bonafide employees or bonafide established commercial or selling agencies maintained by \_\_\_\_\_  
*(Name of Contractor)* (N.J.S.A. § 52:34-15).

\_\_\_\_\_  
*Print name of affiant under signature*

Subscribed and sworn to before me  
this \_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public of

My commission expires \_\_\_\_\_

## FORM OF PROPOSAL

In compliance with the foregoing invitation for bids, and subject to all the conditions thereof, the undersigned offers and agrees, after having carefully examined the specifications, if this bid be accepted within a reasonable time from the date of the opening, to furnish any or all the items upon which prices are quoted, in accordance with the specifications applying, at the price set opposite each item.

The Legal Advertisement, Instructions to Bidders & General Specifications and Specifications and Plans applying form a part of this proposal.

Delivery, to destination as shown, on any or all of the items, to be completed within \_\_\_\_\_ days from receipt of order.

**IMPORTANT: AS DELIVERY MAY BE A DECIDING FACTOR IN THE AWARD OF AN ORDER OF CONTRACT, IT IS IMPORTANT THAT BIDDERS FURNISH THE INFORMATION REQUESTED ABOVE.**

The undersigned is a Partnership ( )  
Corporation ( )  
Individual ( ) under the laws of the State  
Of \_\_\_\_\_ having principal offices at:

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Dated: \_\_\_\_\_

Signature(s) and title(s) of person(s) authorized to sign.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IMPORTANT: A MEMBER OF FIRM OR A PERSON AUTHORIZED TO SIGN BIDS FOR A CORPORATION MUST SIGN PROPOSAL.**



## **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**

### **GOODS, PROFESSIONAL SERVICE 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 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, 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 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 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.

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

Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Div. of Contract Compliance & EEO 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 Div. of Contract Compliance & EEO for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

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

The contractor and the Township of Evesham, (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. S121 01 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.

**PROOF OF BUSINESS REGISTRATION:** N.J.S.A. 52:32-44 requires that each bidder (contractor) submit proof of business registration with the bid proposal. Proof of registration shall be a copy of the bidder's Business Registration Certificate (BRC). A BRC is obtained from the New Jersey Division of Revenue. Information on obtaining a BRC is available on the internet at [www.nj.gov/njbgs](http://www.nj.gov/njbgs) or by phone at (609) 292-1730. 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 and suppliers 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 were 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.54:32B-1 et seq.) on all sales of tangible personal property delivered into this State.

A contractor, subcontractor or supplier who fails to provide proof of business registration or provides false business registration information shall be liable to a penalty of \$25 for each day of violation, not to exceed \$50,000 for each business registration not properly provided or maintained under a contract with a contracting agency. Information on the law and its requirements is available by calling (609) 292-9292. A sample of acceptable forms of business registration certificates is provided with these specifications.

# Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

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

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1	Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)		
	2	Business name/disregarded entity name, if different from above.		
	3a	Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.		<b>4 Exemptions</b> (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____  <i>(Applies to accounts maintained outside the United States.)</i>
	<input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate  <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . . <b>Note:</b> Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.  <input type="checkbox"/> Other (see instructions) _____			
	<b>3b</b> If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . <input type="checkbox"/>			
	5	Address (number, street, and apt. or suite no.). See instructions.		Requester's name and address (optional)
	6	City, state, and ZIP code		
7	List account number(s) here (optional)			

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

<b>Social security number</b>											
				-			-				
<b>or</b>											
<b>Employer identification number</b>											
				-							

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

## Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**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 for Part II, later.

<b>Sign Here</b>	Signature of U.S. person	Date
------------------	--------------------------	------

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



# DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

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

BID SOLICITATION # AND TITLE: \_\_\_\_\_

VENDOR NAME: \_\_\_\_\_

Pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4) any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must certify that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the New Jersey 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 <https://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Vendors/Bidders must review this list prior to completing the below certification. 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

I certify, pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4), that neither the Vendor/Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List of entities determined to be engaged in prohibited activities in Iran.

OR

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 New Jersey Department of the Treasury's Chapter 25 List. I will provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, has engaged in regarding investment activities in Iran by completing the information requested below.

Entity Engaged in Investment Activities  
Relationship to Vendor/ Bidder  
Description of Activities

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Duration of Engagement  
Anticipated Cessation Date

\_\_\_\_\_  
\_\_\_\_\_

*\*Attach Additional Sheets If Necessary.*

### CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor, 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 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 may be subject to criminal prosecution under the law, and it will constitute a material breach of my contract(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title



## CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the Department of the Treasury finds that a Vendor has made a certification in violation of the law, it shall take any 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.

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

*(Check the Appropriate Box)*

A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

*OR*

B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

*OR*

C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

---

---

---

---

---

---

---

---

*(Attach Additional Sheets If Necessary.)*

\_\_\_\_\_  
Signature of Vendor's Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title of Vendor's Authorized Representative

\_\_\_\_\_  
Vendor's FEIN

\_\_\_\_\_  
Vendor's Name

\_\_\_\_\_  
Vendor's Phone Number

\_\_\_\_\_  
Vendor's Address (Street Address)

\_\_\_\_\_  
Vendor's Fax Number

\_\_\_\_\_  
Vendor's Address (City/State/Zip Code)

\_\_\_\_\_  
Vendor's Email Address

<sup>1</sup> Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

## **LEAF DISPOSAL/RECYCLING WITH TRANSPORTATION & HAULING**

### **INTENT**

The main intent is to have a licensed and qualified contractor transport leaves from a central township location staging area(s) to the contracted disposal facility. During the Spring and Fall seasons, leaves are delivered to the staging area(s) in large quantities which then need to be hauled and permanently disposed of. The intension is to keep the cubic yard volume at the staging area to a minimum during collection period. In the event the township is unable to provide a staging area, the vendor's proposal must include the ability for the township to directly transport all collected leaves to the vendor's site. The facility shall be located within 15 miles of the Township Public Works garage and have all necessary state and local permits to accept said waste.

### **PERMIT/LICENSE REQUIREMENTS**

The successful bidder must have all required New Jersey Department of Environmental Protection permits and/or any additional necessary permits, licenses, registrations or reports required for a leaf disposal site to operate. Contractor must also have the appropriate capacity to handle the quantity of leaves generated from the Township of Evesham. A copy of the operating permit for the facility must be included with the bid proposal.

### **ESTIMATED LEAF VOLUME/QUANTITIES**

Estimated leaf amounts not to exceed 25,000 cubic yards of non-compacted leaves per year. The quantities noted are based on an average of three years. No minimum quantity is guaranteed. Changes in quantities will not result in changes in unit prices submitted by the lowest responsible bidder(s) awarded this contract.

### **WORK SCHEDULE**

The bidder's work schedule shall not interfere with the normal operation at the Township's facility. Normal daily work schedule shall be Monday through Friday, 7:00am till 3:00pm. There will also be work scheduled on Saturdays during the fall collection on dates to be determined.

### **TIME AND PAYMENT**

Leaf material will be measured by cubic yard. Payment will be made for cubic yards actually disposed of at the unit price bid for each individual item.

### **POINT OF CONTACT**

David Pfeiffer – Superintendent of Public Works, (856) 985-2798.

### QUALIFICATIONS

Bidders must be qualified and experienced in similar work. Bidders must provide a minimum of three (3) references where they have provided similar services as outlined in these bid specifications.

### PRICES

Bidders must submit a unit price per cubic yard and a total projected price (price per cubic yard multiplied by quantity). Bidders, please ensure that both unit prices per cubic yard and total projected prices for each item are included on the price sheet.

### BID AWARD

The Township will award a contract to the successful bidder(s) based on the unit price proposed. The Township reserves the right to select the bid(s) which, in its sole discretion, is in the Township's best interest.

### CONTRACT PERIOD

Contract will be awarded for a period of one year from date of award. The Township may, however, extend the contract(s) for one additional year. In the event the Township extends the contract(s) the successful bidder(s) must maintain the unit price bid.

### REFERENCES

All bidders are required to list at least three (3) references.

### SCHEDULING OF TRUCKS

Under the direction of the Superintendent of Public Works, or his designee, and based on the daily need the successful bidder must supply the sufficient amount of trucks and/or tractor trailers to transport leaves from the staging area to the contracted disposal facility as needed to keep the cubic yard volume at the staging area to a minimum. The daily range of leaves to be hauled shall be based on 300 to 1000 cubic yards in any one day as needed.

### LOADING OF TRUCKS

All trucks will be loaded by the contractor utilizing their loading equipment and equipment operator.

### TRANSPORTATION RATES

Transportation costs will be based on cubic yards, disposal and hauling combined. The township has the right to request a log for each truckload being removed from the township and must be kept and authorized by a representative of the Township. The authorized representative will keep a copy of this log for the Township records. The successful bidder shall use this log to invoice the Township.

### ESTIMATED LEAF VOLUME/QUANTITIES

Estimated total leaf amounts for one spring and fall season shall not to exceed 25,000 cubic yards of non-compacted leaves. No minimum amount.

### TIME AND PAYMENT

Leaf material will be measured by cubic yard. Payment will be made for cubic yards actually disposed of and transported at the unit price bid for each individual item.

### INSURANCE REQUIREMENTS

The vendor shall indemnify and hold harmless the Township of Evesham from any and all liability, claims, costs and attorney's fees due to injuries, accidents or damages of any character whatsoever, against the Township arising out of any hauling services by the contractor or its subcontractors where any such damage is the result of any act or omission by the contractor or its subcontractor, his agents or employees in or due to the execution for the work called for under this contract.

The contractor shall carry workman's compensation insurance in accordance with the requirements of New Jersey state law including employer's liability limits of \$1,000,000.

The contractor shall also carry general liability insurance with limits of not less than \$1,000,000 combined single limit/\$2,000,000 general aggregate for personal injury and property damage combined. The contractor shall also carry vehicle liability insurance with limits of not less than \$1,000,000.00 each accident combined single limit for bodily injury and property damage liability. Such policies shall contain the provision that 30 days' notice of change or cancellation be given to the Township by the insurance company.

The contractor shall carry a liability umbrella policy in the amount of \$5,000,000 per occurrence/\$5,000,000 general aggregate for general, auto and employer liability.

The contractor shall provide to the Township's Purchasing Agent prior to commencement of the work, certificates of insurance showing that Township of Evesham are named as additional insured, in conformance with the above subject to the approval of the Township solicitor.

**PROPOSAL PAGE FOR LEAF DISPOSAL/RECYCLING  
WITH TRANSPORTATION (HAULING)**

The undersigned hereby declares that they have fully examined the advertisement, conditions, instructions and specifications attached to this Proposal Form for leaf disposal for Evesham and submits the proposal as listed below:

Name of Bidder: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Signature: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Fully comply with bid specifications:     YES         NO

Comment: \_\_\_\_\_  
\_\_\_\_\_

Note to Bidders: The Township will award a contract to the lowest responsible bidder(s) for the unit prices. The quantities listed below are based on a three-year average of materials removed for bid comparison only. Quantities are estimated only and no minimum quantity is guaranteed. Changes in quantities will not result in changes in unit prices submitted by bidders.

**DISPOSAL INCLUDING TRANSPORTATION & HAULING**

Price per cubic yard must include the disposal with the transportation and all related costs

<u>Item</u>	<u>Description</u>	<u>Quantity</u> ( <u>Cubic Yards</u> )	<u>Price</u> <u>Cubic Yard</u>	<u>Projected</u> <u>Total</u>
DISPOSAL & TRANSPORTATION		10,000	\$ _____	\$ _____

**DISPOSAL ONLY WHEN SPECIFIED (Township delivers to facility)**

<u>Item</u>	<u>Description</u>	<u>Quantity</u> ( <u>Cubic Yards</u> )	<u>Price</u> <u>Cubic Yard</u>	<u>Projected</u> <u>Total</u>
DISPOSAL ONLY		15,000	\$ _____	\$ _____