

**TOWNSHIP OF HOPEWELL  
MERCER COUNTY, NEW JERSEY**

**R E S O L U T I O N #23-172**

**RESOLUTION TO AWARD PRINTING SERVICES BID #23-04 IN A FAIR  
AND OPEN MANNER**

**WHEREAS** the Township of Hopewell has a need for printing services to be bid out in accord with the New Jersey Local Public Contracts Law; and

**WHEREAS**, the Township advertised and received three (3) bids in accord with N.J.S.A. 19:44A-20.5 on April 5, 2023 at 10:00 A.M.; and

**WHEREAS**, the bid encompassed 44 items of printing categories; and

**WHEREAS**, the following bidders were the lowest responsible bidder in their respective categories:

	<b>Department &amp; Item Description</b>	<b>Bidder</b>	<b>Year 1 Price</b>	<b>Year 2 price</b>
	<b>Tax Collector</b>			
1	#10 security envelopes with window and return address	COURIER	\$0.06	\$0.06
	<b>Finance</b>			
2	#10 security envelopes with window and return address	MGX	\$0.10	\$0.10
3	Checkstock	NO BIDS		
	<b>Court</b>			
4	#10 envelopes, return address	RIDGEWOOD PRESS	\$0.09	\$0.09
	<b>Police</b>			
5	Business cards, flat lettering, Tulko	MGX	\$0.09	\$0.09
	<b>Health</b>			
6	#10 envelopes, with window and return address	MGX	\$0.08	\$0.08
7	#10 envelopes with return address	NO BID	\$	\$
8	10" x 15" Health Dept Manilla Envelopes with return address	NO BID	\$	\$
9	9" x 12" Health Dept Manilla Envelopes with return address	MGX	\$0.18	\$0.18
10	Business cards, flat lettering: Marling, Enea, Belnay, Rosner, Nurse TBD, REHS TBD	MGX	\$0.014	\$0.014
	<b>ACO</b>			
11	<b>#10 Pet License Appl Return Envelopes with red ink</b>	MGX	\$0.08	\$0.08
12	#10 Animal Control Window Envelope "non-Machinable" with Red ink Tag Stamp	NO BID	\$	\$
13	Business cards, flat lettering, Ogitis	NO BID	\$	\$
	<b>Vital Statistics</b>			
14	reserved			
15	Business cards, flat lettering, Estrada	MGX	\$0.14	\$0.14
	<b>Senior Services</b>			

16	#10 Envelopes with return address	RIDGEWOOD PRESS	\$0.09	\$0.09
17	Business cards, flat lettering, Knechel	MGX	\$0.09	\$0.09
<b>Administration</b>				
18	#10 Envelopes, with window and return address	MGX	\$0.12	\$0.12
<b>Public Works</b>				
19	#10 envelopes, with window and return address	MGX	\$0.12	\$0.12
<b>MCO</b>				
20	F-100-1 Construction Application Permit File Folder, 11.75"x17.5	MGX	\$0.21	\$0.21
21	F-222 Approval for Electrical, 4 X 4 sticker	MGX	\$0.10	\$0.10
22	F-221 Approval for Building, 4 X 4 sticker	MGX	\$0.09	\$0.09
23	F-223 Approval for Plumbing, 4 X 4 sticker	MGX	\$0.10	\$0.10
24	F-226 Approval for Mechanical 4 X 4 sticker	RIDGEWOOD PRESS	\$0.13	\$0.14
25	F-230B Not Approved, 4 x 4 sticker	RIDGEWOOD PRESS	\$0.18	\$0.20
26	#10 Envelopes, Return Address	RIDGEWOOD PRESS	\$0.09	\$0.09
27	F-224 Approval for Fire, 4X4 sticker	MGX	\$0.20	\$0.20
28	Sorry We Missed You, 4x4 sticker	MGX	\$0.20	\$0.20
29	Business cards, flat lettering, Oswald	MGX	\$0.09	\$0.09
	Business cards, flat lettering, Conley	MGX	\$0.09	\$0.09
	Business cards, flat lettering, Laird	MGX	\$0.09	\$0.09
	Business cards, flat lettering, Rose	MGX	\$0.09	\$0.09
<b>COMMUNICATIONS AND OUTREACH</b>				
30	Calendar	COURIER	\$1.02	\$1.02
31	Newsletter	COURIER	\$0.26	\$0.26
32	Business Cards, flat lettering, Holley	COURIER	\$0.08	\$0.08
<b>GENERAL</b>				
33	#10 Envelopes, return address but no window	RIDGEWOOD PRESS	\$0.09	\$0.09
34	Business cards, flat lettering, Malkiewicz	MGX	\$0.09	\$0.09
35	Senior Newsletter Printing (12 times per year)	MGX	\$0.79	\$0.79
<b>RECREATION</b>				
36	#10 Envelopes with return address	RIDGEWOOD PRESS	\$0.09	\$0.09
37	#10 envelopes, with window and return address	MGX	\$0.20	\$0.20
38	Business cards, flat lettering, Poveromo	MGX	\$0.12	\$0.12
39	Program Brochure (2 times per year) 16-28 pages		SEE BELOW	
		MGX 16 PAGES	\$3,200.00	\$3,200.00
		COURIER 20 PAGES	\$4,297.00	\$4,297.00
		COURIER 24 PAGES	\$4,957.00	\$4,957.00
		COURIER 28 PAGES	\$5,872.00	\$5,872.00
<b>ASSESSMENT</b>				
40	WD-1 Form, #20 White Bonded, 8.5x11 Double Sided	RIDGEWOOD PRESS	\$0.12	\$0.14
41	WD-1 Form, #20 White Bonded, 8.5x11 Single Side	RIDGEWOOD PRESS	\$0.10	\$0.12

42	Supplemental Income, #20 White Bonded, 8.5x11 Double Sided	RIDGEWOOD PRESS	\$0.12	\$0.14
43	Land Use Form, #20 White Bonded, 8.5x11 Single Side	RIDGEWOOD PRESS	\$0.08	\$0.10
44	#10 envelope, with return address	RIDGEWOOD PRESS	\$0.09	\$0.09

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Hopewell, in the County of Mercer as follows, the following bidders are awarded a two (2) year contract for the below listed items at the following rates, consistent with the tenets as found within Bid #23-04.

Printing Firm				
MGX				
PO Box 567, 45 Stouts Lane Suite 14				
Monmouth Junction, New Jersey, 08852				
United States				
Item	Description	Year 1	Year 2	
2	#10 security envelopes with window and return address	\$ .10	\$ .10	
5	Business cards, flat lettering, Tulko	\$ .09	\$ .09	
6	#10 envelopes, with window and return address	\$0.08	\$0.08	
9	9" x 12" Health Dept Manilla Envelopes with return address	\$0.18	\$0.18	
10	Business cards, flat lettering: Marling, Enea, Belnay, Rosner, Nurse TBD, REHS TBD	\$ .014	\$ .014	
11	<b>#10 Pet License Appl Return Envelopes with red ink</b>	\$0.08	\$0.08	
15	Business cards, flat lettering, Estrada	\$0.14	\$0.14	
17	Business cards, flat lettering, Knechel	\$0.09	\$0.09	
18	#10 Envelopes, with window and return address	\$0.12	\$0.12	
19	#10 envelopes, with window and return address	\$0.12	\$0.12	
20	F-100-1 Construction Application Permit File Folder, 11.75"x17.5	\$0.21	\$0.21	
21	F-222 Approval for Electrical, 4 X 4 sticker	\$0.10	\$0.10	
22	F-221 Approval for Building, 4 X 4 sticker	\$0.09	\$0.09	
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	Business cards, flat lettering, Laird	\$0.09	\$0.09	
	Business cards, flat lettering, Rose	\$0.09	\$0.09	
34	Business cards, flat lettering, Malkiewicz	\$0.09	\$0.09	
35	Senior Newsletter Printing (12 times per year)	\$0.79	\$0.79	
39	Program Brochure (2 times per year) 16-28 pages	16 pages/\$3,200.00	16 Pages/\$3,200.00	

		<b>Courier Printing Corp</b> <b>24 Laurel Bank Ave.</b> <b>Deposit, New York, 13754</b>
1	#10 security envelopes with window and return address	\$0.06
30	Calendar	\$1.02
31	Newsletter	\$0.26
32	Business Cards, flat lettering, Holley	\$0.08
<b>Program</b>	<b>COURIER 20 PAGES</b>	<b>\$4,297.00</b>
<b>Brochure (2 times per year) 16-28 pages</b>		<b>\$4,297.00</b>
	COURIER 24 PAGES	\$4,957.00
	COURIER 28 PAGES	\$5,872.00

**Ridgewood Press**  
**609 Franklin Turnpike**  
**Ridgewood, New Jersey, 07450**

4	#10 envelopes, return address	\$0.09	\$0.09
16	#10 Envelopes with return address	\$0.09	\$0.09
24	F-226 Approval for Mechanical 4 X 4 sticker	\$0.13	\$0.14
25	F-230B Not Approved, 4 x 4 sticker	\$0.18	\$0.20
26	#10 Envelopes, Return Address	\$0.09	\$0.09
40	WD-1 Form, #20 White Bonded, 8.5x11 Double Sided	\$0.12	\$0.14
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42	Supplemental Income, #20 White Bonded, 8.5x11 Double Sided	\$0.12	\$0.14
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44	#10 envelope, with return address	\$0.09	\$0.09

Date Adopted: April 17, 2023

#### **CERTIFICATION**

I, Katherine Fenton-Newman, Municipal Clerk, of the Township of Hopewell, County of Mercer, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Township Committee at the regular meeting held on the 17<sup>th</sup> day of April, 2023, in the Municipal Building Auditorium, Hopewell Township, New Jersey and via Zoom Video Communications.

*Katherine Fenton-Newman*  
Katherine Fenton-Newman, RMC, CMR  
Municipal Clerk