

**TOWNSHIP OF VERONA
COUNTY OF ESSEX, STATE OF NEW JERSEY**

RESOLUTION No. 2022-164

A motion was made by Councilwoman Holland; seconded by Deputy Mayor McGrath that the following resolution be adopted:

AUTHORIZING A CONTRACT WITH CALL JOE, LLC

WHEREAS, the Township of Verona contacts with cleaning service providers for Town Hall, the Community Center, the Public Works offices and the Community Pool season; and

WHEREAS, the Township has obtained two (2) quotes for such services; and

WHEREAS, the Qualified Purchasing Agent has determined that the value of said services has exceeded \$17,500.00 which is annexed this Resolution as Exhibit A; and

WHEREAS, funds are available to award contracts for the services listed shall be charged to the budget accounts or capital ordinances listed on the availability of funds, a copy of said Certification is annexed to this Resolution as Exhibit B; and

WHEREAS, the award of the contract to Call Joe LLC is being made pursuant to *N.J.S.A. 19:44A-20.5* and the Business Entity Disclosure Certification and Political Contribution Disclosure Form completed by Call Joe LLC have been filed with the Township and are annexed to this Resolution as Exhibit C; and

THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona, in the County of Essex, New Jersey that Call Joe, LLC, 13 Hamilton Road, Verona, NJ 07044 is hereby awarded a contract for cleaning services for Town Hall, the Community Center and the Community Pool season and not to exceed \$31,500; and

BE IT FURTHER RESOLVED that this contract is being awarded pursuant to *N.J.S.A. 19:44A-20.5*.

BE IT FURTHER RESOLVED that a notice of this action shall be published once in the Verona-Cedar Grove Times; and

BE IT FURTHER RESOLVED that the Township Manager and the Municipal Clerk are hereby authorized to enter into any agreement necessary for the aforementioned services a copy of which shall be available for public inspection in the Office of the Municipal Clerk.

ROLL CALL:

AYES: Holland, Tamburro, McEvoy, McGrath, Roman

NAYS:

THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF VERONA AT THE REGULAR MEETING HELD ON AUGUST 22, 2022.


JENNIFER KIERNAN
MUNICIPAL CLERK



**EXHIBIT A
DETERMINATION OF VALUE**

TO: Township Council of the Township of Verona

FROM: Steven Neale, Qualified Purchasing Agent

RE: Contract for Cleaning Services in Certain Township Owned Municipal Buildings

DATE: August 22, 2022

This memorandum is being written to request your approval of a resolution authorizing the award of a contract pursuant to *N.J.S.A. 19:44A-20.5*, for professional services.

Contractor: Call Joe, LLC
13 Hamilton Road
Verona, New Jersey 07044

Cost: Not to Exceed \$31,500.00

Purpose: Cleaning Services in Certain Township Owned Municipal Buildings

I certify that the value of the contract exceeds \$17,500.00 and is to be awarded as a Non-Fair and Open Contract, pursuant to *N.J.S.A. 19:44A-20.5*.



STEVEN NEALE,
Qualified Purchasing Agent

EXHIBIT B

TO: Township Council of the Township of Verona

FROM: Jennifer Muscara, CTC, Temporary Chief Financial Officer

RE: Certification of Availability of Funds

DATE: August 22, 2022

This is to certify to the Township Council that funds for the above referenced contract are available.

Contractor: Call Joe, LLC
13 Hamilton Road
Verona, New Jersey 07044

Purpose: Cleaning Services in Certain Township Owned Municipal Buildings

Budget Account No.	Amount	Account Description
2-01-28-370-132	NTE \$ 4,500.00	Recreation- Comm. Center Maintenance
2-45-55-502-070	NTE \$ 5,000.00	Pool - Cleaning Services
2-01-26-310-185	NTE \$16,000	B&G - Cleaning Contract
2-05-55-502-345	NTE \$ 6,000.00	Water/Sewer - Material, Supplies & Safety

/s/ Jennifer Muscara
JENNIFER MUSCARA, CTC
TEMPORARY CHIEF FINANCIAL OFFICER

PAY TO PLAY POLITICAL CONTRIBUTION DISCLOSURE

Company Name

<i>Required by Township of Verona</i>	<i>Item</i>	<i>Page</i>	<i>Initial each entry, and submit the required form if the box contains an <input checked="" type="checkbox"/></i>
<input checked="" type="checkbox"/>	Document Checklist - COMPLETE	2	<i>[Signature]</i>
<input checked="" type="checkbox"/>	Vendor Information Sheet - COMPLETE	2	<i>[Signature]</i>
<input checked="" type="checkbox"/>	Business Registration Certificate - READ AND SUBMIT	3	<i>[Signature]</i>
<input checked="" type="checkbox"/>	Business Entity Disclosure Certification - SIGN AND NOTARIZE	4-5	<i>[Signature]</i>
<input checked="" type="checkbox"/>	Political Contribution Disclosure Certification Form - SIGN	6-7	<i>[Signature]</i>
<input checked="" type="checkbox"/>	Ownership Disclosure Certification Form - SIGN AND NOTARIZE	8-11	<i>[Signature]</i>

Corporate Name: Call Log LLC

Signature: *[Signature]* Date: 6/21/22

Print Name: Joseph Chmielewski Title: OWNER

RETURN COMPLETED FORMS TO:

Township Manager's Office
Township of Verona
600 Bloomfield Avenue
Verona, New Jersey 07044
(973) 239-4921

**TOWNSHIP OF VERONA, NEW JERSEY
VENDOR INFORMATION SHEET**

COMPANY NAME: CALL JOE, LLC

ADDRESS: 13 HAMILTON ROAD
VERONA, N.J. 07044

PHONE NUMBER: C-973-618-6950

FAX NUMBER: N/A

FEDERAL I.D. NUMBER: 26-2611498

NAME OF PERSON PREPARING BID: Joseph Chmielewski

PHONE NUMBER: 973-618-6950 EXT. N/A

CONTACT PERSON FOR CORRESPONDENCE REGARDING THE PROPOSAL

NAME: Joseph Chmielewski

ADDRESS: 13 HAMILTON ROAD
VERONA N.J. 07044

PHONE: 973-618-6950 FAX NUMBER: N/A

E-MAIL ADDRESS: JChim13@yahoo.com

PROJECT COORDINATOR

COMPANY NAME: SAME AS ABOVE

ADDRESS: " "

PHONE NUMBER: " "

CELL PHONE NUMBER: " "

FAX NUMBER: N/A

PERSON TO CONTACT: Joseph Chmielewski

EMAIL ADDRESS: JChim13@yahoo.com

TOWNSHIP OF VERONA, NEW JERSEY
BUSINESS ENTITY DISCLOSURE CERTIFICATION
 FOR NON-FAIR AND OPEN CONTRACTS
N.J.S.A. 19:44A-20.8

Part I – Vendor Affirmation


The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that Company Name has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding Jan 1, 2022 to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the Township of Verona or the respective Essex County political parties listed below pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

<i>Mayor Alex Roman</i>	<i>Councilman Jack McEvoy</i>
<i>Deputy Mayor Christine McGrath</i>	<i>Councilwoman Cynthia Holland</i>
<i>Essex County Republican Organization</i>	<i>Councilman Dr. Christopher Tamburro</i>
	<i>Essex County Democratic Committee</i>

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Call Spe, LLC
 Signature of Affiant: *Joseph Chmielewski* Title: OWNER
 Printed Name of Affiant: Joseph Chmielewski Date: 6/8/2022

Subscribed and sworn before me this <u>2</u> day of <u>June</u> , 2022. Notary Public Commission Expires: <u>Jan. 6 2026</u>	(Notary Stamp/Seal) 
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MICHAEL C. DeCARLO
NOTARY PUBLIC OF NEW JERSEY
 Commission ID: 50147445
 My Commission Expires Jan. 6, 2026

TOWNSHIP OF VERONA, NEW JERSEY
C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM
FOR NON-FAIR AND OPEN CONTRACTS
N.J.S.A. 19:44A-20.26

*This form or its permitted facsimile must be submitted to the local unit
No later than 10 days prior to the award of the contract.*

Part I - Vendor Information

Vendor Name:	CALL JOE LLC		
Address:	13 HAMILTON ROAD		
City:	VERONA	State:	NJ Zip: 07044

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

	<u>Joseph Chmielewski</u>	<u>OWNER</u>
Signature	Printed Name	Title

Part II - Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$

☐ Check here if the information is continued on subsequent page(s)

STATEMENT OF OWNERSHIP
OWNERSHIP DISCLOSURE CERTIFICATION FORM (CONTINUED)

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

PART III

Any Direct or Indirect Parent Entity Which is Publicly Traded:

"To comply with this section, a bidder with any direct or indirect parent entity which is publicly traded may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest."

- ☐ Pages attached with name and address of each publicly traded entity as well as the name and address of each person that holds a 10 percent or greater beneficial interest.

OR

- ☐ Submit here the links to the Websites (URLs) containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent.

AND

- ☐ Submit here the relevant page numbers of the filings containing the information on each person holding a 10 percent or greater beneficial interest.

Subscribed and sworn before me this
21 day of June, 2022.

[Signature]

Notary Public

Commission Expires: Jan. 6 2026
(Notary Stamp/Seal)

[Signature]

Affiant Signature

Joseph Chmielewski, Owner

Affiant Name and Title

(Corporate Seal, if appropriate)



END OF STATEMENT OF OWNERSHIP

MICHAEL C. DeCARLO
NOTARY PUBLIC OF NEW JERSEY
Commission ID: 50147445
My Commission Expires Jan. 6, 2026