

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

RESOLUTION No. 2023-091

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

AUTHORIZING A CONTRACT WITH BAKER & TAYLOR, LLC

WHEREAS, the Library purchases books or media that are accessible for use; and

WHEREAS, the Library is a temple unabridged with priceless treasure; and

WHEREAS, the Library Director has requested Baker & Taylor, a distributor of books and media to public libraries schools; and

WHEREAS, the Qualified Purchasing Agent has determined that the value of said services has exceeded \$17,500.00; and

WHEREAS, \$66,000.00 of the services provided shall be charged to the budget account 3-01-29-390-281 and \$6,500.00 of the services provided shall be charged to the budget account 3-01-29-390-282; and

WHEREAS, the award of the contract to Becker & Taylor 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 Becker & Taylor have been filed with the Township and are annexed to this Resolution.

THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona, in the County of Essex, New Jersey that Baker & Taylor, LLC, 2810 Coliseum Centre Drive, Suite 300, Charlotte, NC 28217 is hereby awarded a contract for providing books and media not to exceed \$72,500; 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 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, McGrath, Roman

NAYS:

ABSENT: McEvoy

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 MAY 1, 2023.


JENNIFER KIERNAN
MUNICIPAL CLERK



PAY TO PLAY POLITICAL CONTRIBUTION DISCLOSURE

Company Name: Baker + Taylor LLC

<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	1	<i>Lsq</i>
<input checked="" type="checkbox"/>	Vendor Information Sheet - COMPLETE	2	<i>Lsq</i>
<input checked="" type="checkbox"/>	Business Registration Certificate - READ AND SUBMIT	3	<i>Lsq</i>
<input checked="" type="checkbox"/>	Business Entity Disclosure Certification - SIGN AND NOTARIZE	4-5	<i>Lsq</i>
<input checked="" type="checkbox"/>	Political Contribution Disclosure Certification Form - SIGN	6-7	<i>Lsq</i>
<input checked="" type="checkbox"/>	Ownership Disclosure Certification Form - SIGN AND NOTARIZE	8-11	<i>Lsq</i>
<input checked="" type="checkbox"/>	Prohibited Activities in Russia-Belarus & Investment Activities in Iran - COMPLETE	12-14	<i>Lsq</i>

Corporate Name: Baker + Taylor, LLC

Signature: Lee Ann Queen Date: 4-22-2023

Print Name: Lee Ann Queen Title: Director Pricing Services

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: Baker + Taylor LLC

ADDRESS: 2810 Coliseum Centre Dr - Ste 300
Charlotte NC 28217

PHONE NUMBER: 800-775-7930

FAX NUMBER: 704-998-3260

FEDERAL I.D. NUMBER: 47-3179974

NAME OF PERSON PREPARING BID: Lee Ann Queen

PHONE NUMBER: 704-219-4952 EXT. _____

CONTACT PERSON FOR CORRESPONDENCE REGARDING THE PROPOSAL

NAME: Lee Ann Queen Director Pricing Services

ADDRESS: 2810 Coliseum Centre Dr - Ste 300
Charlotte NC 28217

PHONE: 704-219-4952 FAX NUMBER: 704-998-3260

E-MAIL ADDRESS: bids@baker-taylor.com

PROJECT COORDINATOR

COMPANY NAME: Baker + Taylor LLC

ADDRESS: 2810 Coliseum Centre Dr Ste 300
Charlotte NC 28217

PHONE NUMBER: 704-219-4952

CELL PHONE NUMBER: 704-219-4952

FAX NUMBER: 704-998-3260

PERSON TO CONTACT: Lee Ann Queen Director Pricing Services

EMAIL ADDRESS: bids@baker-taylor.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 Baker & Taylor LLC (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, 2023 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>Councilman Dr. Christopher Tamburro</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: Baker & Taylor LLC

Signature of Affiant: Lee Ann Queen

Title: Director Pricing Services

Printed Name of Affiant: Lee Ann Queen

Date: 4-22-2023

(Notary Stamp/Seal)

Subscribed and sworn before me this

22 day of April, 2023.

Quenela K. Mulliken

Notary Public

Commission Expires: 04-11-29

Notary Public
State of South Carolina

**STATEMENT OF OWNERSHIP
(OWNERSHIP DISCLOSURE CERTIFICATION FORM)**

Required pursuant to 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 Included with All Bid and Proposal Submissions

Name of Business: Baker + Taylor LLC

Address of Business: 2810 Coliseum Centre Dr-Sk 300

Name of person completing this form: Charlotte, NC 28217
Lee Ann Queen Director-Pricing Services

N.J.S.A. 52:25-24.2:

"No corporation, partnership, or limited liability company shall be awarded any contract nor shall any agreement be entered into for the performance of any work or the furnishing of any materials or supplies, unless prior to the receipt of the bid or proposal, or accompanying the bid or proposal of said corporation, said partnership, or said limited liability company there is submitted a statement setting forth 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.

If one or more such stockholder or partner or member is itself a corporation or partnership or limited liability company, the stockholders holding 10 percent or more of that corporation's stock, or the individual partners owning 10 percent or greater interest in that partnership, or the members owning 10 percent or greater interest in that limited liability company, as the case may be, shall also be listed. 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 in this act, has been listed.

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."

The Attorney General has advised that the provisions of N.J.S.A. 52:25-24.2, which refer to corporations and partnerships apply to limited partnerships, limited liability partnerships, and Subchapter S corporations.

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**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)

This Ownership Disclosure Certification form shall be completed, signed and notarized.

Failure of the bidder/proposer to submit the required information is cause for automatic rejection of the bid or proposal

PART I

Check the box that represents the type of business organization:

- ☐ Sole Proprietorship (skip Parts II and III, sign and notarize at the end)
- ☐ Non-Profit Corporation (skip Parts II and III, sign and notarize at the end)
- ☐ Partnership ☐ Limited Partnership ☐ Limited Liability Partnership
- ☒ Limited Liability Company
- ☐ For-profit Corporation (including Subchapters C and S or Professional Corporation)
- ☐ Other (be specific): _____

PART II

- ☒ I certify that the list on the next page 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.

OR

- ☐ I certify that 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 that no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be.

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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)

Sign and notarize the form below, and, if necessary, complete the list below. (Please attach additional sheets if more space is needed):

Name: <u>Please see the attached page</u>	Name: _____
Address: _____	Address: _____
_____	_____
 Name: _____	 Name: _____
Address: _____	Address: _____
_____	_____
 Name: _____	 Name: _____
Address: _____	Address: _____
_____	_____
 Name: _____	 Name: _____
Address: _____	Address: _____
_____	_____
 Name: _____	 Name: _____
Address: _____	Address: _____
_____	_____
 Name: _____	 Name: _____
Address: _____	Address: _____
_____	_____

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**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.

* No entities are publicly traded. Please
see the attached page for ownership information

Subscribed and sworn before me this
22 day of April, 2023.

Quenda K. Muller
Notary Public

Commission Expires: 04-11-29
(Notary Stamp/Seal)

Notary Public
State of South Carolina

Lee Ann Queen
Affiant Signature

Lee Ann Queen Director
Affiant Name and Title Pricing Services

(Corporate Seal, if appropriate)
NONE

END OF STATEMENT OF OWNERSHIP