



New Jersey Schools Insurance Group

6000 Midlantic Drive, Suite 300 North
Mount Laurel, New Jersey 08054
(609) 386-6060 • FAX (609) 386-8877
www.njsig.org

Board of Trustees Meeting of September 20, 2017 **Action Item** **Contracting** **Office Supplies**

As a part of NJSIG's efforts to maintain compliance with the PSCL, NJSIG investigated participating in a State cooperative purchasing contract for the procurement of office supplies. As a result of this process, NJSIG determined that participation in State of New Jersey, cooperative purchasing contract number 15-x-23609, index number T0052, for "office supplies & recycled copy paper statewide" through W.B. Mason Company, Inc. would result in cost savings. Thus, it is proposed that NJSIG be authorized to participate in the above-referenced cooperative purchasing contract for the procurement of office supplies.

Recommended Resolution: to approve NJSIG be authorized to participate in State of New Jersey, cooperative purchasing contract number 15-x-23609, index number T0052, for the procurement of office supplies through W.B. Mason Company, Inc.

William Mayo

William Mayo, CPCU, ARM
Executive Director



New Jersey Schools Insurance Group

6000 Midlantic Drive, Suite 300 North
Mount Laurel, New Jersey 08054
(609) 386-6060 • FAX (609) 386-8877
www.njsig.org

Resolution Authorizing the Execution of a Contract Pursuant to the Public School Contracts Law

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage for its members;

WHEREAS, NJSIG requires office supplies;

WHEREAS, these goods and services can be purchased through the State of New Jersey, cooperative purchasing contract number 15-x-23609, index number T0052, for “office supplies & recycled copy paper statewide” through W.B. Mason Company, Inc.; and,

WHEREAS, the Public School Contracts Law, N.J.S.A. 18A:18A-10 allows for the purchase any goods or services pursuant to a contract for such goods or services entered into on behalf of the State by the Division of Purchase and Property;

NOW THEREFORE, BE IT RESOLVED, on this 20th day of September, 2017 that:

- 1) NJSIG authorizes the use of State of New Jersey, cooperative purchasing contract number 15-x-23609, index number T0052 for the purchase of office supplies for “office supplies & recycled copy paper statewide” through W.B. Mason Company, Inc.;



New Jersey Schools Insurance Group

6000 Midlantic Drive, Suite 300 North
Mount Laurel, New Jersey 08054
(609) 386-6060 • FAX (609) 386-8877
www.njsig.org

Resolution Authorizing the Execution of a Contract Pursuant to the Public School Contracts Law

- 2) The Executive Director is hereby authorized to execute a contract and/or purchase orders as necessary with the above-referenced provider;
- 3) This designation is in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq.;
- 4) A notice of this action shall be published once in the official newspaper designated by NJSIG, and is on file and available for public inspection at the office of NJSIG.

I certify that the foregoing is a true copy of a Resolution passed by the New Jersey Schools Insurance Group at the meeting duly held on the 20th day of September, 2017.



New Jersey Schools Insurance Group

6000 Midlantic Drive, Suite 300 North
Mount Laurel, New Jersey 08054
(609) 386-6060 • FAX (609) 386-8877
www.njsig.org

Resolution Authorizing the Execution of a Contract Pursuant to the Public School Contracts Law

New Jersey Schools Insurance Group

By: _____

Irene Le Febvre, Chairperson

Board Secretary
Use Only

DATE:

MOVED BY:

SECONDED BY:

VOTE: