



Ocean County Board of Commissioners

OFFICE OF THE
OCEAN COUNTY COMMISSIONERS

Director Gary Quinn
Deputy Director Gerry P. Little
Commissioner Virginia E. Haines
Commissioner John P. Kelly
Commissioner Joseph H. Vicari

101 Hooper Avenue
Toms River, New Jersey
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Board Meeting Agenda

Date: December 15, 2021 - 4:00 PM
Location: Administration Building
Room 119
101 Hooper Avenue
Toms River, NJ 08754

Agenda: Awarding a Contract for the furnishing and delivery of SPECIALTY PAPER AND PAPER PRODUCTS NO. III to Quill LLC, the sole qualified bidder. No Bids were received for Item Nos. 1, 2, 4, 7, 10, 12, 13, 15, 16, 27, 28, 29, 36, 37, 39, 44, 47, 48, 49, 50, 51, 52, 53, 55, 56, 65, 66, 68, 70, 71, 72, 73, 74, 76, 77, 78, 80, 82, 87, 96, 97, 98, 99, 100, 101, 102, 105, 106, 107 and 108. All no bid items will be rebid. (B2021-204)

Official Resolution#	2021001743						
Meeting Date	12/15/2021						
Introduced Date	12/15/2021						
Adopted Date	12/15/2021						
Agenda Item	m-14						
CAF #							
Purchase Req. #	B2021-204						
Result	Adopted						
COUNTY COMMISSIONER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Quinn	✓				✓		
Little		✓					
Haines		✓					
Kelly	✓		✓		✓		
Vicari	✓			✓	✓		

I HEREBY CERTIFY THAT THIS DOCUMENT IS A TRUE, COMPLETE AND ACCURATE COPY OF THIS RESOLUTION, ADOPTED BY OCEAN COUNTY BOARD OF COMMISSIONERS, NJ AT THE MEETING REFERENCED THEREON

Michelle I. Gunther

Clerk Of The Board



RESOLUTION

December 15, 2021

WHEREAS, on November 16, 2021, pursuant to legal advertisements therefor, sealed bids were received for the furnishing and delivery of SPECIALTY PAPER AND PAPER PRODUCTS NO. III for the County of Ocean; and

WHEREAS, at the advertised time, one response was received from the following bidder:

Name of Bidder

Quill LLC

Address of Bidder

100 Schelter Road
Lincolnshire, IL 60069
(800) 634-4809

; and

WHEREAS, after the receipt and examination of same, the County Purchasing Agent has now recommended to this Board that the sole qualified bid, according to specifications, be accepted, namely that of, QUILL LLC. No bids were received for Item Nos. 1, 2, 4, 7, 10, 12, 13, 15, 16, 27, 28, 29, 36, 37, 39, 44, 47, 48, 49, 50, 51, 52, 53, 55, 56, 65, 66, 68, 70, 71, 72, 73, 74, 76, 77, 78, 80, 82, 87, 96, 97, 98, 99, 100, 101, 102, 105, 106, 107 and 108. All no bid items will be rebid.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF COMMISSIONERS of the COUNTY OF OCEAN, STATE OF NEW JERSEY, as follows:

1. The Director and Clerk of this Board are hereby authorized and directed to enter into a contract, accepting the bid for the furnishing and delivery of Specialty Paper and Paper Products No. III for the County of Ocean, for the contract period from date of award through May 18, 2022, OR until delivery is complete unless otherwise stated. The County reserves the right to extend the term of the contract pursuant to N.J.S.A. 40A:11-15 as follows:

QUILL LLC for twenty two (22) items, to wit:
ITEMS NO. 8, 11, 20, 23, 24, 26, 31, 38, 40, 41, 43, 58, 59, 61, 63, 64, 67, 79, 83, 84, 104
and 109.

This vendor has extended this contract to County Cooperative Contract System Participants.

2. Payments for the materials to be acquired by this contract shall be made upon the approval of vouchers submitted by the successful bidders in accordance with the requirements of the Board of Commissioners and subject to the Board of Commissioners customary procedures. Delivery shall be made upon receipt of a Purchase Order issued by the Ocean County Department of Purchase, upon which delivery locations and needed quantities shall be indicated.

3. The contract number must be placed on all papers, documents, invoices and vouchers pertaining to said contract, the number being B2021-204.

4. Be it further resolved that certified copies of this Resolution shall be made available to the County Auditor, County Department of Purchasing, Department of Finance, and Quill LLC, the successful bidder.

PROPOSAL DOCUMENT REPORT

Bid No. TBD

SPECIALTY PAPER AND PAPER PRODUCTS NO. III

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid	Brand/Packaging	Delivery, A.R.O.:	Comments
4	4 1/2" X 10 3/8", #11 Policy Envelopes, White, 2,500 Envelopes/Case	5	CASE			X			
7	5 1/2" X 7 1/2", 28 lb., Brown Kraft Open Ended Envelopes, 100 Envelopes/Box	16	BX			X			
8	9" X 9" Blank Square Envelopes, 1,000 Envelopes/Case	5	CASE	\$197.49	\$987.45		JAM #261347JAM 1,000 CASE	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
10	9 1/2" X 9 1/2" Square Envelopes, Printed on 2 Sides, 2 Colors (Red/Black) on 1 Side, 1 Color (Black) on 1 Sides, 1,000 Envelopes/Case, (See Attached Diagram)	5	CASE			X			
11	9 1/2" X 12 1/2", 28 lb., Brown Kraft, 500 Envelopes/Box	210	BX	\$94.99	\$19,947.90		JAM 24295080 PEEL N STICK 500/Pack	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
12	11 1/2" X 14 1/2", 28 lb., Kraft Interoffice Envelopes, 8 Holes with String and Button Seal, 100 Envelopes/Case, Printing on Both Sides (See Attached Diagram)	20	CASE			X			

Introduced on: December 15, 2021

Adopted on: December 15, 2021

Official Resolution: 202100143

Bid - SPECIALTY PAPER AND PAPER PRODUCTS NO. III

PROPOSAL DOCUMENT REPORT

Bid No. TBD

SPECIALTY PAPER AND PAPER PRODUCTS NO. III

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid	Brand/Packaging	Delivery, A.R.O.:	Comments
13	10" X 10" Special Window Square Envelopes, Printed on 1 Side (Black), 1,000 Envelopes/Case (See Attached Diagram)	5	CASE			X			
SECTION II - LETTER SIZED CARDSTOCK, COVER AND SPECIALTY PAPER									
15	8 1/2" X 11", 100 lb., Classic Linen Cover Paper, Avon White, 250 Sheets/Ream	20	REAM			X			
16	8 1/2" X 11", 100 lb., Lynx Cover White Paper, 200 Sheets/Ream, 8 Reams/Case	20	CASE			X			
20	8 1/2" X 11", 110 lb., Domtar White Index, 250 Sheets/Ream	15	REAM	\$24.02	\$360.30		DOMTAR EARTHCHOICE #81038QL 250/PACK	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
23	8 1/2" X 11", 24 lb., Avon Brilliant White Linen, 500 Sheets/Ream	30	REAM	\$34.18	\$1,025.40		Neenah #194740LMP 500/REAM	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
24	8 1/2" X 11", 24 lb., Baronial Ivory Linen, 500 Sheets/Ream	2	REAM	\$27.24	\$54.48		Neenah #194741LMP 500/REAM	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
26	8 1/2" X 11", 24 lb., Classic Linen White Paper, 500 Sheets/Ream	40	REAM	\$20.23	\$809.20		Neenah #508132 500/REAM	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information

Introduced on: December 15, 2021

Adopted on: December 15, 2021
Official Resolution: 2021061743PROPOSAL DOCUMENT REPORT
Bid - SPECIALTY PAPER AND PAPER PRODUCTS NO. III

PROPOSAL DOCUMENT REPORT

Bid No. TBD

SPECIALTY PAPER AND PAPER PRODUCTS NO. III

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid	Brand/Packaging	Delivery, A.R.O.:	Comments
27	8 1/2" X 11", 24 lb., Domtar Colorlok White, 500 Sheets/Ream	30	REAM			X			
28	8 1/2" X 11", 24 lb., First Choice Color Copy Laser Paper, 500 Sheets/Ream	25	REAM			X			
29	8 1/2" X 11", 24 lb., Parchment Bond White Light Cockle, 500 Sheets/Ream, 10 Reams/Case	5	CASE			X			
31	8 1/2" X 11", 28 lb., Finch Color Copy Cover, 500 Sheets/Ream	10	REAM	\$13.80	\$138.00		Finch 195425LMP sold by case of 8 reams	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
36	8 1/2" X 11", 60 lb., Cardstock, White, Glossy, 250 Sheets/Ream	22	REAM			X			
37	8 1/2" X 11", 60 lb., Earth Choice HOTS Lemon Text, 500 Sheets/Ream	2	REAM			X			
38	8 1/2" X 11", 60 lb., Lynx Opaque Digital Smooth Laser, White, 500 Sheets/Ream	300	REAM	\$12.48	\$3,744.00		Domtar Lynx 194798LMP sold per case of 10 reams	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information

Introduced on: December 15, 2021

Adopted on: December 15, 2021

Official Resolution: 202100143

Bid - SPECIALTY PAPER AND PAPER PRODUCTS NO. III

PROPOSAL DOCUMENT REPORT

Bid No. TBD

SPECIALTY PAPER AND PAPER PRODUCTS NO. III

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid	Brand/Packaging	Delivery, A.R.O.:	Comments
39	8 1/2" X 11", 65 lb., Astroparche Cover Paper in Blue, Natural, Sage, and White, 250 Sheets/Ream, 8 Reams/Case	4	CASE			X			
40	8 1/2" X 11", 65 lb., Neenah Bright White Cardstock, 250 Sheets/Ream, 8 Reams/Case	5	CASE	\$85.76	\$428.80		Neenah 92904 sold per ream \$10.72	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
41	8 1/2" X 11", 65 lb., Natural White, Smooth Cover, Cougar, or Equal, 250 Sheets/Ream	24	REAM	\$26.06	\$625.44		Cougar #195489LMP sold 250 shts /Pack	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
43	8 1/2" X 11", 70 lb., Cream Paper, 500 Sheets/Ream	2	REAM	\$25.50	\$51.00		IP Springhill 195001LMP sold 500 shts/Ream	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
44	8 1/2" X 11", 70 lb., Earth Choice Opaque Grey Vellum, 500 Sheets/Ream, 8 Reams/Case	1	CASE			X			
47	8 1/2" X 11", 70 lb., Finch Opaque Smooth White Paper, 500 Sheets/Ream, 8 Reams/Case	2	CASE			X			
48	8 1/2" X 11", 70 lb., Lynx Opaque White, 500 Sheets/Ream, 8 Reams/Case	5	CASE			X			

Introduced on: December 15, 2021

Adopted on: December 15, 2021

Official Resolution: 2021001743

Bid - SPECIALTY PAPER AND PAPER PRODUCTS NO. III

PROPOSAL DOCUMENT REPORT

Bid No. TBD

SPECIALTY PAPER AND PAPER PRODUCTS NO. III

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid	Brand/Packaging	Delivery, A.R.O.:	Comments
49	8 1/2" X 11", 70 lb., Husky Opaque Offset, Smooth White, 500 Sheets/Ream	5	REAM			X			
50	8 1/2" X 11", 80 lb., Avon Classic Linen Cover Brilliant White Paper, 250 Sheets/Ream	5	REAM			X			
51	8 1/2" x 11", 80 lb., Classic Ivory Crest, 250 Sheets/Ream	5	REAM			X			
52	8 1/2" X 11", 80 lb., Coated Glossy Cover White Paper, 250 Sheets/Ream, 8 Reams/Case	5	CASE			X			
53	8 1/2" X 11", 80 lb., Finch Color Copy Cover, 250 Sheets/Ream	10	REAM			X			
55	8 1/2" X 11", 100 lb., Glossy Text Paper, 500 Sheets/Ream, 4 Reams/Case	2	CASE			X			
56	8 1/2" X 11", Kromekote C1S, 10 pt., White, 200 Sheets/Ream	32	REAM			X			
SECTION III - LEGAL SIZED CARDSTOCK, SPECIALTY BUSINESS, COLOR, AND INDEX PAPER									
58	8 1/2" X 14", 20 lb., Blue Paper, 1,000 Sheets/Case	3	CASE	\$60.00	\$180.00		"Quill 720573 sold per 500 sht/ream \$6.00	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information

Introduced on: December 15, 2021

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Bid - SPECIALTY PAPER AND PAPER PRODUCTS NO. III

PROPOSAL DOCUMENT REPORT

Bid No. TBD

SPECIALTY PAPER AND PAPER PRODUCTS NO. III

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid	Brand/Packaging	Delivery, A.R.O.:	Comments
59	8 1/2" X 14", 20 lb., Cream Paper, 1,000 Sheets/Case	2	CASE	\$255.00	\$510.00		Hammermill 195526LMP sold per 500 sht/ream \$25.50 RM	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
61	8 1/2" X 14", 20 lb., Southworth Red Ruled Business Paper, 25% Recycled Content, 500 Sheets/Box	6	BX	\$25.39	\$152.34		Southworth #403ER 500 shts/bx	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
63	8 1/2" X 14", 20 lb., Canary Paper, 500 Sheets/Ream	12	REAM	\$6.03	\$72.36		Quill 720577 sold per 500 shts /Ream	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
64	8 1/2" X 14", 24 lb., White Paper, 5,000 Sheets/Case	5	CASE	\$91.10	\$455.50		Hammermill 104612CT sold per Case	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
65	8 1/2" X 14", 28 lb., White Domtar Ledger, 500 Sheets/Ream	7	REAM			X			
66	8 1/2" X 14", 60 lb., Natural Parchment Text Paper, 600 Sheets/Ream	12	REAM			X			
67	8 1/2" X 14", 60 lb., Domtar Opaque Blue, 500 Sheets/Ream, 10 Reams/Case	1	CASE	\$305.30	\$305.30		IP Springhill 195003LMPsold per 500 sheet ream \$30.53	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
68	8 1/2" X 14", 70 lb., Classic Crest, Natural White, 500 Sheets/Ream, 5 Reams/Case	2	CASE			X			

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Official Resolution: 202100143

PROPOSAL DOCUMENT REPORT
Bid - SPECIALTY PAPER AND PAPER PRODUCTS NO. III

PROPOSAL DOCUMENT REPORT

Bid No. TBD

SPECIALTY PAPER AND PAPER PRODUCTS NO. III

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid	Brand/Packaging	Delivery, A.R.O.:	Comments
79	11" X 17", 70 lb., Husky Opaque White, 500 Sheets/Ream	2	REAM	\$36.48	\$72.96		IP Accent® Opaque 194909LMP	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
80	11" X 17", 67 lb., Bright White Bristol Vellum, 250 Sheets/Ream	2	REAM			X			
82	11 x 17 Domtar Earth Choice Vellum Bristol Cover, 67lb - Gray, 250 Sheets/Ream, 4 Reams/Case	16	CASE			X			
83	11" X 17", 65 lb., Lynx White Cover, 250 Sheets/Ream	2	REAM	\$38.35	\$76.70		Lynx 194793LMP 250 Sht/Pack	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
84	11" X 17", 60 lb., Blue Paper, 2,500 Sheets/Case	2	CASE	\$143.13	\$286.26		IP Springhill® Opaque 40861LMP 2,500/CS	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
87	11" X 17", 100 lb., Futura Gloss Cover, 1,250 Sheets/Case	2	CASE			X			
SECTION VI - NCR PAPER									
96	8 1/2" X 11", 80 GSM, 2-Part Reverse, Canary/White, NCR Paper, Pre-Collated, 2,500 Sets/Case	20	CASE			X			

Introduced on: December 15, 2021

Adopted on: December 15, 2021

Official Resolution 2021-00111

Bid - SPECIALTY PAPER AND PAPER PRODUCTS NO. III

PROPOSAL DOCUMENT REPORT

Bid No. TBD

SPECIALTY PAPER AND PAPER PRODUCTS NO. III

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid	Brand/Packaging	Delivery, A.R.O.:	Comments
97	8 1/2" X 11", 80 GSM, 3-Part Reverse, Pink/Canary/White, NCR Paper, Pre-Collated, 1,670 Sets/Case	20	CASE			X			
98	8 1/2" X 11", 80 GSM, 4-Part Reverse, Goldenrod/Pink/Canary/White, NCR Paper, Pre-Collated, 1,250 Sets/Case	10	CASE			X			
99	8 1/2" X 14", 3-Part, Pink/White/Canary, Pre-Collated, 1,670 Sets/Case	10	CASE			X			
100	8 1/2" X 14", Nekoosa U20, Blue Carbonless CB Paper, 500 Sheets/Ream	10	REAM			X			
101	8 1/2" X 14", Nekoosa U20, White Carbonless CFB, 500 Sheets/Ream	10	REAM			X			
102	8 1/2" X 14", Nekoosa U20, Pink Carbonless CFB, 500 Sheets/Ream	10	REAM			X			
SECTION VII - MAP, WIDE FORMAT, AND THERMAL PAPER									
104	36" X 100', Satin White Wide Format Paper, Sold by the Roll	11	ROLL	\$92.30	\$1,015.30		HP 2707219	1-2 BUSINESS DAYS ARO	See Delivery Policy for additional information
SECTION VIII - BOXES, CHIPBOARD, TAG									

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Adopted on: December 15, 2021

Official Resolution #: 2021001743

PROPOSAL DOCUMENT REPORT
Bid - SPECIALTY PAPER AND PAPER PRODUCTS NO. III

PROPOSAL DOCUMENT REPORT

Bid No. TBD

SPECIALTY PAPER AND PAPER PRODUCTS NO. III

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid	Brand/Packaging	Delivery, A.R.O.:	Comments
105	8 1/2" X 14", Nekoosa U20, Manila Tag CF, 250 Sheets/Ream	10	REAM			X			
106	8 1/2" X 22", EarthChoice Smooth L Manila Tag, 100 Sheets/Pack	10	SHT			X			
107	18 1/2" X 6", 125 lb., Manila Tag, 100 Sheets/Pack	2	PACK			X			
SECTION IX - MISCELLANEOUS									
108	8 1/2" X 14", White Laser Labels with Split on Backside, 1,000 Sheets/Package	50	PKG			X			

SPECIALTY PAPER AND PAPER PRODUCTS NO. III - SECTION X - DISCOUNT RATE FOR ITEMS NOT LISTED HEREIN

Line Item	Description	Unit of Measure	Unit Cost
✓ 109	Discount Percentage (%) for Specialty Paper and Paper Products (NOT LESS THAN), As Specified	%	\$10.00

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Official Resolution: 2021001743

PROPOSAL DOCUMENT REPORT

Bid - SPECIALTY PAPER AND PAPER PRODUCTS NO. III