

Ocean County Board of Commissioners

OFFICE OF THE
OCEAN COUNTY COMMISSIONERS

Director Barbara Jo Crea
Deputy Director Gary Quinn
Commissioner Virginia E. Haines
Commissioner John P. Kelly
Commissioner Frank Sadeghi

101 Hooper Avenue
Toms River, New Jersey
08754-2191
(732)929-2005
(732)505-1918

Board Meeting Agenda

Date: May 15, 2024 - 4:00 PM
Location: Administration Building
Room 119
101 Hooper Avenue
Toms River, NJ 08754

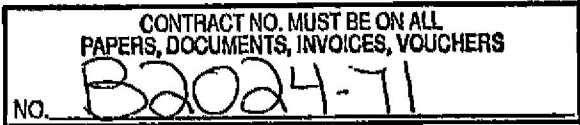
Agenda: Awarding Contracts for the furnishing and delivery of STATIONERY AND OFFICE SUPPLIES to Plastic Express, Inc.; Star Data Co.; and W.B. Mason Co., Inc., the highest qualified bidders. (B2024-71)

Official Resolution#	2024000703						
Meeting Date	05/15/2024						
Introduced Date	05/15/2024						
Adopted Date	05/15/2024						
Agenda Item	m-7						
CAF #							
Purchase Req. #	B2024-71						
Result	Adopted						
COUNTY COMMISSIONER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Crea	<				<		
Quinn	<			<	<		
Haines	<		<		<		
Kelly	<				<		
Sadeghi	<				<		

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

May 15, 2024

WHEREAS, on March 26, 2024, pursuant to legal advertisements therefor, sealed bids were received for the furnishing and delivery of STATIONERY AND OFFICE SUPPLIES for the County of Ocean; and

WHEREAS, at the advertised time, responses were received from the following bidders:

Name and Address of Bidder

Plastic Express, Inc.
667 Lehigh Avenue
Union, NJ 07083
(718) 499-1119 Ext. 8201

W.B. Mason Co., Inc.
59 Centre St.
Brockton, MA 02301
(888) 926-2766

Promo Solutions
11104 Windjammer Drive
Frisco, TX 75036
(214) 726-5838

Name and Address of Bidder

Star Data Co
PO Box 12
Hewlett, NY 11557
(201) 565-9876

Pacific Star Corporation
4350 S. Wayside Dr 106
Houston, TX 77087
(713) 527-0889

; and

WHEREAS, after the receipt and examination of same, the County Purchasing Agent has now recommended to this Board that the highest qualified bid according to specifications, in each instance, namely that of, PLASTIC EXPRESS, INC.; STAR DATA CO.; and W.B. MASON CO., INC. be accepted.

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 contracts, accepting the bids for the furnishing and delivery of Stationery and Office Supplies for the County of Ocean, for the contract period from date of award through May 14, 2025 a period of one (1) year, 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.

A. PLASTIC EXPRESS for ten (10) items, to wit:

ITEM NOS. 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10.

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

B. STAR DATA CO. for ten (10) items, to wit:

ITEM NOS. 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10.

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

D. W.B. MASON CO., INC. for ten (10) items, to wit:

ITEM NOS. 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10.

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

2. Payments for the materials to be acquired by these contracts 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 B2024-71.

BE IT FURTHER RESOLVED that certified copies of this Resolution shall be made available to the County Auditor, Department of Purchasing, Department of Finance, All County Departments, and the successful bidders.

[PLASTIC EXPRESS, INC.] RESPONSE DOCUMENT REPORT
 Bid No. TBD
 STATIONERY AND OFFICE SUPPLIES

This price list encompasses the categories as set forth in the specifications. These categories apply to both S. P. Richards and Essendant. Please indicate which Distributor your company is bidding in the Vendor Questionnaire.

Line Item	Description	Unit of Measure	Percentage Discount Off (NOT LESS THAN)	Delivery, A.R.O.:	Comments
SECTION I - ITEM #1 - OFFICE SUPPLIES, GENERAL, AS SPECIFIED					
✓ 1	Discount Percentage (%) for Stationery and Office Supplies, As Specified (BASIS OF AWARD)	%	50%		
SECTION II - ITEM #'S 2-10, SPECIALTY CATEGORIES, AS SPECIFIED					
✓ 2	Batteries	%	25%		
✓ 3	Boards, Rails & Easels (excluding interactive white boards)	%	20%		
✓ 4	Calendars	%	25%		
✓ 5	Chairs/Floor Mats	%	26%		
✓ 6	Clocks	%	25%		
✓ 7	Envelopes	%	25%		
✓ 8	Paper (Business/Fine/Specialty Stationery)	%	21%		
✓ 9	Shredders (excluding supplies)	%	22%		
✓ 10	Step Ladders/Step Stools	%	22%		

Introduced on: May 15, 2024

Adopted on: May 15, 2024

Official Response of [PLASTIC EXPRESS, INC.] RESPONSE DOCUMENT REPORT

Bid - STATIONERY AND OFFICE SUPPLIES

[PLASTIC EXPRESS, INC.] RESPONSE DOCUMENT REPORT
Bid No. TBD
STATIONERY AND OFFICE SUPPLIES

8. BIDDER'S ALLOWABLE PRICING ADJUSTMENTS

Vendors shall be allowed to adjust list pricing on a quarterly basis based on the following dates:

July 1, 2024

October 1, 2024

January 1, 2025

April 1, 2025

Should the actual price adjustment dates be different than above, indicate your company's quarterly dates here:

No response submitted

9. Current List Price Website Address*

Please submit your company's website address to be used for pricing for the term of the contract. If this address should change over the course of the contract, it is the responsibility of the vendor to notify the County of the change. The website must have locked in pricing at the time bids are received. Vendor must be able to create designated website for Ocean County.

ocbids.plex247.com

10. Delivery*

Bidder understands the following:

*Delivery shall be FOB destination. The vendor shall be responsible for the delivery of all material ordered in first class condition and in accordance with good commercial practice.

*Delivery shall be made within two (2) working days after receipt of order (A.R.O.) for 90% of ordered items with the exception of special orders or backorders.

*In the event delivery is not made within two (2) days, the County may purchase the required material from any available source, the difference in price, if any, to be paid by the contractor failing to meet the two-day delivery requirement.

Confirmed

Introduced on: May 15, 2024
Adopted on: May 15, 2024

Official Resolution # 2024-0003 [PLASTIC EXPRESS, INC.] RESPONSE DOCUMENT REPORT

Bid - STATIONERY AND OFFICE SUPPLIES

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[STAR DATA CO] RESPONSE DOCUMENT REPORT
 Bid No. TBD
 STATIONERY AND OFFICE SUPPLIES

PRICE TABLES

STATIONERY AND OFFICE SUPPLIES

This price list encompasses the categories as set forth in the specifications. These categories apply to both S. P. Richards and Essendant. Please indicate which Distributor your company is bidding in the Vendor Questionnaire.

Line Item	Description	Unit of Measure	Percentage Discount Off (NOT LESS THAN)	Delivery, A.R.O.:	Comments
SECTION I - ITEM #1 - OFFICE SUPPLIES, GENERAL, AS SPECIFIED					
✓ 1	Discount Percentage (%) for Stationery and Office Supplies, As Specified (BASIS OF AWARD)	%	54%	3-5	
SECTION II - ITEM #'S 2-10, SPECIALTY CATEGORIES, AS SPECIFIED					
✓ 2	Batteries	%	38%	3-5	
✓ 3	Boards, Rails & Easels (excluding interactive white boards)	%	36%	3-5	
✓ 4	Calendars	%	41%	3-5	
✓ 5	Chairs/Floor Mats	%	39%	3-5	
✓ 6	Clocks	%	35%	3-5	
✓ 7	Envelopes	%	46%	3-5	
✓ 8	Paper (Business/Fine/Specialty Stationery)	%	40%	3-5	
✓ 9	Shredders (excluding supplies)	%	39%	3-5	
✓ 10	Step Ladders/Step Stools	%	35%		

[STAR DATA CO] RESPONSE DOCUMENT REPORT
 Bid No. TBD
 STATIONERY AND OFFICE SUPPLIES

8. BIDDER'S ALLOWABLE PRICING ADJUSTMENTS

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July 1, 2024

October 1, 2024

January 1, 2025

April 1, 2025

Should the actual price adjustment dates be different than above, indicate your company's quarterly dates here:

JULY 1 2024

JAN 1 2025

APR 1 2025

9. Current List Price Website Address*

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BIGGESTBOOK.COM

10. Delivery*

Bidder understands the following:

*Delivery shall be FOB destination. The vendor shall be responsible for the delivery of all material ordered in first class condition and in accordance with good commercial practice.

*Delivery shall be made within two (2) working days after receipt of order (A.R.O.) for 90% of ordered items with the exception of special orders or backorders.

Introduced by: May 15, 2024
 Adopted on: May 15, 2024

Official [STAR DATA CO] RESPONSE DOCUMENT REPORT

Bid - STATIONERY AND OFFICE SUPPLIES

Page 5

[WB MASON] RESPONSE DOCUMENT REPORT
 Bid No. TBD
 STATIONERY AND OFFICE SUPPLIES

This price list encompasses the categories as set forth in the specifications. These categories apply to both S. P. Richards and Essendant. Please indicate which Distributor your company is bidding in the Vendor Questionnaire.

Line Item	Description	Unit of Measure	Percentage Discount Off (NOT LESS THAN)	Delivery, A.R.O.:	Comments
SECTION I - ITEM #1 - OFFICE SUPPLIES, GENERAL, AS SPECIFIED					
✓ 1	Discount Percentage (%) for Stationery and Office Supplies, As Specified (BASIS OF AWARD)	%	55.6%		
SECTION II - ITEM #'S 2-10, SPECIALTY CATEGORIES, AS SPECIFIED					
✓ 2	Batteries	%	46.2%		
✓ 3	Boards, Rails & Easels (excluding interactive white boards)	%	39.6%		
✓ 4	Calendars	%	55.6%		
✓ 5	Chairs/Floor Mats	%	41.3%		
✓ 6	Clocks	%	36.2%		
✓ 7	Envelopes	%	55.6%		
✓ 8	Paper (Business/Fine/Specialty Stationery)	%	55.6%		
✓ 9	Shredders (excluding supplies)	%	33.2%		
✓ 10	Step Ladders/Step Stools	%	33.2%		

Introduced on: May 15, 2024

Adopted on: May 15, 2024

Official [WB MASON] RESPONSE DOCUMENT REPORT

Bid - STATIONERY AND OFFICE SUPPLIES

[WB MASON] RESPONSE DOCUMENT REPORT
 Bid No. TBD
 STATIONERY AND OFFICE SUPPLIES

8. BIDDER'S ALLOWABLE PRICING ADJUSTMENTS

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July 1, 2024

October 1, 2024

January 1, 2025


April 1, 2025

Should the actual price adjustment dates be different than above, indicate your company's quarterly dates here:

No response submitted

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 ~~www.wbmason.com~~ www.iteminfo.com

10. Delivery*

Bidder understands the following:

*Delivery shall be FOB destination. The vendor shall be responsible for the delivery of all material ordered in first class condition and in accordance with good commercial practice.

*Delivery shall be made within two (2) working days after receipt of order (A.R.O.) for 90% of ordered items with the exception of special orders or backorders.

*In the event delivery is not made within two (2) days, the County may purchase the required material from any available source, the difference in price, if any, to be paid by the contractor failing to meet the two-day delivery requirement.

Confirmed

Introduced on: May 15, 2024

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Official [WB MASON] RESPONSE DOCUMENT REPORT

Bid - STATIONERY AND OFFICE SUPPLIES

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