

**BOARD OF FIRE COMMISSIONERS  
HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1**

**RESOLUTION 2015-10**

**A RESOLUTION AUTHORIZING A NON FAIR AND OPEN CONTRACT WITH BORDEN  
PERLMAN INSURANCE AGENCY, INC AS THE INSURANCE BROKER OF RECORD**

**WHEREAS**, there exists a need for professional services for the provision of insurance coverage; and

**WHEREAS**, Borden Perlman Insurance Agency, Inc. provides the service of Broker of Record; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires a resolution authorizing the award of contracts for "Professional Services" without competitive bids, and that the contract itself shall be made available for public inspection, and any contract in excess of \$17,500.00 is subject to the requirements of the New Jersey Pay to Play regulations; and

**WHEREAS**, the Board has determined that the value of the contract will exceed \$17,500.00; and

**WHEREAS**, Borden Perlman Insurance Agency, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Borden Perlman Insurance has not made any reportable contributions to a political or candidate committee in the Hopewell Township Fire District No.1, Board of Fire Commissioners in the previous year, and that the contract will prohibit Borden Perlman Insurance from making any reportable contributions through the term of the contract.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Fire Commissioners of Hopewell Township Fire District No. 1 authorizes a Non Fair and Open contract and appoints Borden Perlman Insurance Agency, Inc. to provide insurance Broker of Record services awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a) and the New Jersey Pay to Play Regulations; and

**BE IT FURTHER RESOLVED**, that the contract with Borden Perlman Insurance Agency, Inc. not exceed \$127,922.00 for the term January 1, 2015 until December 31, 2015, and be available for public inspection in the office of the Chief of Emergency Services.

**RECORD OF BOARD VOTE ON PASSAGE**

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Cseremsak	✓		✓			
Kintzel			✓			
Lenarski		✓	✓			
Lynch			✓			
Chipowsky			✓			



Mr. Donald C. Kintzel, Secretary

A CERTIFIED COPY  
January 22, 2015

**BUSINESS ENTITY DISCLOSURE CERTIFICATION**  
**FOR NON-FAIR AND OPEN CONTRACTS**  
 Required Pursuant To N.J.S.A. 19:44A-20.8  
**HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1**

**Part I – Vendor Affirmation**

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that \_\_\_\_\_ 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 *January 1, 2010 through December 31, 2010* to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the *Hopewell Township Fire District No. 1* as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

Michael Chipowsky, Chairman	
Joseph Lenarski, Vice Chairman	
Michael Cseremsak, Treasurer	
Donald Kintzel, Secretary	
Timothy Lynch, Commissioner	

**Part II – Ownership Disclosure Certification**

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

- Partnership     
  Corporation     
  Sole Proprietorship     
  Subchapter S Corporation  
 Limited Partnership     
  Limited Liability Corporation     
  Limited Liability Partnership

Name of Stock or Shareholder	Home Address
Douglas Borden	245 Lambertville-HQ Rd, Stockton, NJ 08559
Jeffrey Perlman	67 Lafayette Rd, Princeton, NJ 08540

**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: Borden Perlman Insurance Agency, Inc

Signature of Affiant: \_\_\_\_\_ Title: President

Printed Name of Affiant: Douglas Borden Date: 12/23/14

Subscribed and sworn before me this 23 day of  
December, 2014.

Sharyn T. Thompson  
 (Witnessed or attested by)

My Commission expires: \_\_\_\_\_ (Seal)

**SHARYN T. THOMPSON**  
**NOTARY PUBLIC OF NEW JERSEY**  
**I.D. # 2431655**  
**My Commission Expires 3/25/2018**



**STOCKHOLDER DISCLOSURE CERTIFICATION**

**Name of Business:**

- I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

**OR**

- I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

**Check the box that represents the type of business organization:**

- Partnership
- Corporation
- Sole Proprietorship
- Limited Partnership
- Limited Liability Corporation
- Limited Liability Partnership
- Subchapter S Corporation

**Sign and notarize the form below, and, if necessary, complete the stockholder list below.**

Stockholders:

Name: Douglas Borden	Name: Jeffrey F. Perlman
Home Address: 245 Lambertville-HQ Rd Stockton, NJ 08559	Home Address: 67 Lafayette Rd Princeton, NJ 08540
Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:

Subscribed and sworn before me this 23 day of December, 2014

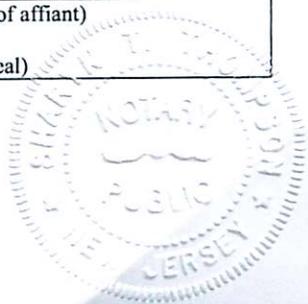
(Notary Public) *Sharyn T. Thompson*

My Commission expires: 3/25/18

  
\_\_\_\_\_  
(Affiant)  
**Douglas Borden, President**  
\_\_\_\_\_  
(Print name & title of affiant)

(Corporate Seal)

**SHARYN T. THOMPSON**  
**NOTARY PUBLIC OF NEW JERSEY**  
**I.D. # 2431655**  
**My Commission Expires 3/25/2018**







## HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1

### Board of Fire Commissioners

Mercer County

201 Washington Crossing-Pennington Road

Titusville, New Jersey 08560-1410

### Certification of Estimated Contract Award Amount

Pursuant to P.L. 2004, c.19, the Commissioners of Fire District No. 1 in the Township of Hopewell, County of Mercer anticipates that the following non-fair and open contract award will be in excess of \$17,500:

Business Entity Name: Borden Perlman Salisbury & Kelly – First Responders Joint Insurance Fund

Contracted Item or Service: Provision of Insurance & Insurance Broker of Record

Estimated Contract Award: \$127,922.00

Term of Contract: 1-1-15 through 12-31-15

I, Matthew G. Martin, certify that the above non-fair and open contract to be considered by the Commissioners of Fire District No. 1, in the Township of Hopewell, County of Mercer is anticipated to exceed \$17,500. The estimated contract award amount is based on the value of the full contract life, and not the amount spent annually.

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Matthew G. Martin, Chief Administrative Officer

**NOTICE IS HEREBY GIVEN** that the Board of Fire Commissioners of Hopewell Twp. Fire District No. 1, at a meeting held on January 22, 2015, passed the following resolutions awarding contracts as provided for under N.J.S.A. 40A:11-5 of the Local Public Contracts Law and the NJ Pay to Play laws:

**PAY TO PLAY RESOLUTION 2015-10**

**AWARDED TO:** Borden Perlman  
**SERVICES:** Insurance Broker of Record  
**TIME PERIOD:** January 1, 2015 to December 31, 2015  
**CONTRACT AMOUNT:** Not to exceed \$127,922.00

**PAY TO PLAY RESOLUTION 2015-11**

**AWARDED TO:** Bowman & Company LLP  
**SERVICES:** Financial Auditing Services, Review of Length of Service Award Program, and Management of Section 125 Cafeteria Plan  
**TIME PERIOD:** January 1, 2015 to December 31, 2015  
**CONTRACT AMOUNT:** Not to exceed \$38,000.00

The resolutions and contracts are available for public inspection in the office of the Chief of Emergency Services.

Donald C. Kintzel  
Secretary  
Hopewell Township Board of Fire Commissioners