City of Brigantine

Bid

Vending Machine Installation at Brigantine Beach Community Center

Response Due: December 8, 2026

SPECIFICATIONS FOR
2026 VENDING MACHINE INSTALLATION FOR
THE CITY OF BRIGANTINE

BID DUE DATE: December 8, 2026

NOTE: ALL RESPONSES MUST BE SEALED AND RECEIVED AT THE MUNICIPAL BUILDING, 1417 W BRIGANTINE AVE, BRIGANTINE, NJ AT THE OFFICE OF THE CITY CLERK BY 10:00 A.M. ON THE ABOVE DATE.

AS USED IN THESE SPECIFICATIONS, THE TERM BIDDER SHALL ALSO INCLUDE THE TERM CONTRACTOR, BIDDER, SUCCESSFUL CANDIDATE, OR SUCCESSFUL BIDDER WHERE THE CONTEXT SO REQUIRES

NOTICE TO BIDDERS

Notice is hereby given that pursuant to the New Jersey Public Contracts Law, N.J.S.A. 40A:11-1 et seq., sealed bids will be received by the City Clerk of City of Brigantine, Atlantic County, New Jersey for a **Contract for Vending Machine Operation** opened and read in public at the Municipal Building, City of Brigantine, 1417 W. Brigantine Avenue, Brigantine, New Jersey 08203 on December 8, 2026 at 10:00 AM prevailing time.

Bid Specifications and Instructions may be inspected and obtained from 8:30 a.m. to 3:45 p.m., Monday through Friday in the Clerk's Office, 1417 W. Brigantine Avenue, Brigantine, New Jersey 08203.

Potential Bidders will be furnished with a copy of the Specifications by request. Bids must be made on the standard forms in the manner designated in the Specifications, must be enclosed in sealed envelopes bearing the name and address of the Bidder, and the name of the work on the outside; addressed to City Clerk of the City of Brigantine.

It is expected that no outlay of municipal funds will be required for all start-up costs. The right is also reserved to reject any or all Bids or to waive any informalities where such informality is not detrimental to the best interest of the City of Brigantine.

The successful Bidder shall be required to comply with the following:

A. Affirmative Action requirements (P.L. 1975, C.127, N.J.S.A. 10:5-1 et. seq.);
B. The provisions of the **New Jersey Prevailing Wage Act** (N.J.S.A. 34:11-56.25 et. seq.) if applicable;
C. Anti-Kickback Regulations under Section 2 of the Act of June 13, 1934, known as the Copeland Act;
D. Worker and Community Right-to-Know Act (N.J.S.A. 34:5A-1);
E. The Bid must be accompanied by a list of names and addresses of all stockholders owning 10% or more of the stock in accordance with the provisions of the Public Disclosure Law (P.L. 1988, C.33, N.J.S.A. 52:25-24.2);
F. Business Registration Act Registration Form;
G. Public Contractors Registration Act, if necessary; and
H. Addendum Acknowledgement.

BY ORDER OF the City Manager of the City of Brigantine**.**

Christine Murray
City Clerk

CITY OF BRIGANTINE

SECTION I

INSTRUCTIONS TO BIDDERS

Intent

The City of Brigantine (the "City") is soliciting competitive sealed bids from qualified firms/individuals (the "Bidder") to locate and operate two vending machines in either the lobby or dining room of the Brigantine Beach Community Center located at 265 42nd Street South, Brigantine, NJ 08203 for a term of five years. This contract does not give the Bidder exclusive rights at any other location in the City and the City may use other Bidders for such activities.

Contract Term

The City intends to enter a contract with this Bidder for a minimum term of five years. At the City's discretion, it may renew for one additional five-year renewal term. (10 years total).

Instructions to Potential Bidders

This specification (and any subsequent addenda) is being issued by the City. The City Purchasing Office is the sole point of contact regarding all procurement and contractual matters relating to the requirements described in this request and is the only office authorized to change, modify and clarify the provisions of this request.

Request for Information

Potential bidders are expected to exercise their best professional independent judgment in analyzing the requirements of this specification to ascertain whether additional clarification is necessary or desirable before responding. If there are any discrepancies in, or omissions to, the request, or if there are any questions as to any information provided in the specification or by any other source, a request must be submitted in writing or electronically on company letterhead to the above contact at least three business days before the due date for the bid.

ALL REQUESTS FOR INFORMATION MUST BE IN WRITING OR VIA ELECTRONIC COMMUNICATION. THE CITY WILL NOT DISCUSS ASPECTS OF THIS BID OVER THE PHONE.

If questions prompt the need for changes to the specification, the City will issue a written addendum to the original specification.

Bid Submission Instructions

Original and Copies. Bidders shall submit one (1) signed original hard copy of the bid and required documentation.

Delivery. Bid should be marked as noted above and shipped or hand delivered to:

Christine Murray, City Clerk
City of Brigantine
1417 W. Brigantine Avenue
Brigantine, New Jersey 08203

Bids received after the due date and time indicated above will not be accepted.

Addenda to Specification. If necessary, supplemental information in addenda form will be provided to all prospective bidders who have received the original Bid request. The City shall not be responsible for failure of any bidder to receive such addenda. All addenda so issued shall become part of this request. Addenda will be in writing and will only be issued by the City Purchasing Office. Addenda will be identified as such and will be sent via email, fax or mail to all bidders. Addenda withdrawing this Bid request or postponing a deadline may be issued any time prior to the submission deadline.

Each bidder shall be responsible for ascertaining, prior to submitting a Bid, that it has received all issued addenda.

Response Costs

All costs incurred in preparation and submission of the bid and related documentation will be borne by the bidder and not by the City.

Disclosure of Records and Confidentiality of Information

All information submitted as part of this Bid must be open to public inspection except items marked as trade secrets and considered trade secrets under the Open Public Records Act. Should a request be made for public information that has been designated confidential by the bidder and on that basis the City denies release, the bidder will be responsible for all legal costs necessary to defend such action if the denial is challenged in court or before the Government Records Council. Assume your entire submission is a public record subject to release.

Modification or Withdrawals

Prior to the Bid receipt date, a submitted bid may be modified or withdrawn by notice to the City at the location designated for receipt of bids. Such notice shall be in writing and in order to be effective, must be received on or before the applicable submission deadline. A withdrawn bid may be resubmitted up to the Bid opening date and time, provided it then fully complies with the requirements of this bid request.

Accuracy of Information

Neither the City, nor any of its officers, agents, or employees, shall be responsible for the accuracy of any information provided to any bidder as part of this bid request. All bidders are encouraged to independently verify the accuracy of any information provided. The use of any of this information in the preparation of a submission is at the sole risk of the bidder.

Joint or Partnering Bids

No joint or partnering bids shall be accepted.

Conflict of Interest

The Bidder agrees not to hire any officer or employee of the City to perform any service covered by this bid.

The Bidder affirms that to the best of its knowledge there exists no actual or potential conflict between Bidder's family, business, or financial interest and the service provided under this Bid request, and in the event of change in either private interests or service under this project, any question regarding possible conflict of interest which may arise as a result of such change will be raised with the City. The Bidder shall not be in a reporting relationship to a City employee who is a relative, nor shall the relative be in a decision-making position with respect to the Bidder.

Ethics

Bidders will exercise extreme care and due diligence to prevent any action or conditions which could result in conflict with the best interest of the City throughout the term of any License resulting from this Bid request. The Bidder will not accept any employment or engage in any work which creates a conflict of interest with the City or in any way compromises the work to be performed under this Bid request or any License resulting from this Bid request. Bidders and its employees will not offer gifts, entertainment, payment, loans, or other gratuities or consideration to City employees, their families, other suppliers, subcontractors, or other third parties for the purpose of influencing such persons to act contrary to the City's interest or for personal gain. Bidders will immediately notify the City of any and all such violations of this clause upon becoming aware of such violations.

OSHA and Board of Health Requirements

Successful Bidder warrants and represents that any equipment shall conform to all applicable standards and requirements of the New Jersey Occupational Safety and Health Act and the Atlantic County Board of Health.

Insurance Requirements

Upon contract award, successful Bidder(s) shall furnish a certificate of insurance acceptable to the City. All certificates shall name City of Brigantine as an additional insured. The certificate must be submitted to the City prior to Contract Award. The successful Bidder shall, during the term hereof, obtain, maintain, and keep in full force and effect, with City named as additional insured, Commercial General Liability insurance applying to the use and operation of the Project, and the operations of the successful Bidder on the City's premises in the following amounts:

(i) Commercial General Liability
Limits: 2,000,000 General Aggregate
1,000,000 Products & Completed Operations Aggregate
1,000,000 Each occurrence
1,000,000 Personal Injury (Advertising Injury excluded)
50,000 Fire Damage, Any One Fire
5,000 Medical Payments, Each Person

(ii) Excess Liability

Limits: 5,000,000 Aggregate

Indemnification

Successful bidder will indemnify and hold harmless the City from all claims, suits or actions and damages or costs of every name and description to which the City may be subjected or put by reason of injury to the person or property of another, or the property of the City, resulting from negligent acts or omissions on the part of the bidder, the bidder's agents, servants or subcontractors in the delivery of materials and supplies, or in the performance of the work under this award. **Vendor shall be required to install machines in such a professional manner to prevent the possibility of tipping. Upon removal of the contract, vendor shall restore the area to its original condition, normal wear and tear excepted.**

Acceptance and Exceptions

Please indicate any exceptions to the Bid request documents, including all exhibits. Also, please confirm acceptance of all remaining portions of the Bid request including all exhibits not identified as an exception.

Please indicate any known City employees or near relatives that own or control more than a ten percent (10%) interest in Bidder's organization. If there are none, provide a writing on letterhead to that effect.

SCOPE

General Overview

It is the City's intent to contract with a vending machine operator to exclusively provide two vending machines, one supplying non-alcoholic beverages and the other packaged goods, in Brigantine's Community Center. Both machines will be located in either the lobby or dining room of the facility. This exclusive contract does not cover any other areas of the the City.

Such services shall include installing the machines and stocking them with products that are popular with the general public.

For the right to operate, the Bidder shall provide a bid with **a minimum annual fee of $200** and a minimum annual escalation of 3% (rounded up to the nearest five dollars).

Bid Security

The following provisions if indicated by an (X), shall be applicable to this bid and be made a part of the bidding documents:

A. [X] BID MINIMUM

Bidder shall submit a bid of a minimum of two hundred dollars ($200) per year. Minimum escalation will be 3% rounded up to the nearest five dollars.

B. [ ] BID GUARANTEE

Bidder shall submit with the bid a certified check, cashier's check or bid bond in the amount of 10% of the bid, not in excess of $20,000.00, payable unconditionally to the City. When submitting a Bid Bond, it shall contain Power of Attorney for the full amount of the Bid and bond from a surety company authorized to do business in the State of New Jersey and acceptable to the City Solicitor. The check or bond of the unsuccessful Bidders shall be returned as prescribed by law. The check or bond of the bidder to whom the License is awarded shall be retained until an License agreement is executed and the required performance bond or other security is submitted. The check or bond of the successful bidder shall be forfeited if the bidder fails to enter into an License pursuant to N.J.S.A. 40A: 11-21.

Preparation of Bids

A. The City is exempt from any local, state or federal sales use or excise tax. Bidder shall be responsible for applicable taxes on employees and sales.

B. Successful bidder shall be responsible for obtaining any applicable permits or Licenses from any government entity that has jurisdiction to require the same, including, but not limited to, the Board of Health. All bids submitted shall include this cost in the bid price.

C. Submission of a bid, Bid or other offer or submission constitutes the Bidder's License agreement to all of the terms, conditions and provisions of the bid or Bid package, or other

solicitation documents. In addition, submission of a Bid constitutes a waiver of any claim to confidentiality, or any protest based on such a claim. By the submission of any Bid, the Bidder represents that the matters stated therein are true and correct.

Required Bidder Qualifications

A. All Bidders shall demonstrate possession of board of health approval for the machines used in delivering this service.
B. Electronic payment. Bidders must be able to accept electronic payment from customers in addition to cash.

CITY OF BRIGANTINE

SECTION II

BID DOCUMENTS

ITEM #: **EXCEPTIONS/ADDITIONAL INFORMATION:**

BIDDERS CHECKLIST

THIS BIDDER'S CHECKLIST MUST BE COMPLETED, INITIALED AND SUBMITTED WITH YOUR BID PACKAGE:

A BID SUBMITTED WITHOUT THE FOLLOWING DOCUMENTS OR ACKNOWLEDGEMENT OF UNDERSTANDING IS CAUSE FOR REFUSAL.

		INITIAL BELOW
A.	Instructions to Bidders.	
B.	Bid Deposit in the Form of Certified Check, Cashier's Check or Bid Bond.	n/a
C.	Bid Response Cover Sheet	
D.	Stockholder Disclosure	
E.	Non-Collusion Affidavit	
F.	Business Registration Questionnaire	
G.	Affirmative Action Compliance Affidavit	
H.	Mandatory Equal Employment Opportunity Certification	
I.	Disclosure of Investment Activities in Iran	
J.	Acknowledgment of Receipt of Addenda	
K.	Bid Proposal Form	

ATTACHMENT 1
Bid Response Cover Sheet
Bid for Exclusive Vending Machine Operator at
Brigantine Beach Community Center

Use this address for US Postal Service or Express courier:
To: City of Brigantine
Attn: City Clerk
1417 W. Brigantine Avenue
Brigantine, NJ 08203

The undersigned, having carefully read the bid specification, does hereby offer to perform such services on behalf of the City, in the manner described and subject to the terms and conditions set forth in the attached Bid.

BIDDER
Company Name:
_____
Doing business as: ( ) an individual ( ) a partnership ( ) a corporation ( ) a limited liability company (mark appropriate box), duly organized under the laws of the State of _____

BY:_____ _____
(Signature of authorized representative) (Please Print or Type Name)

Principal Office Address:

Street Address
_____

City:_____ County _____

State:_____ Zip Code_____

Email:_____

Phone:_____

STOCKHOLDER DISCLOSURE CERTIFICATION

N.J.S.A 52:25-24.2 (P.L. 1977 c33)

Failure of the bidder/respondent to submit the required information is cause for automatic rejection

Legal Name of Bidder: _____

☐ 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.

☐ 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

Complete if the bidder/respondent is one of the 3 types of Corporations:
Date Incorporated: _____ Where Incorporated: _____

Business Address:

_____

Street Address City State Zip

_____

Telephone # Fax #

Listed below are the names and addresses of all stockholders, partners or individuals who own ten (10) percent or more of its stock of any classes, or who owns ten (10) percent or greater interest therein. Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

Name: _____

Home Address: _____
_____

Name: _____

Home Address: _____
_____

Name: _____

Home Address: _____
_____

Name: _____

Home Address: _____
_____

Subscribed and sworn before me this ___ day of _____, 20__

(Notary Public)

My Commission expires:

_____
(Affiant)

_____
(Print name & title of affiant)

(Corporate Seal)

NON-COLLUSION AFFIDAVIT

STATE OF :
:
COUNTY OF :

I, _____of the City of _____in the

County of _____and the State of _____being duly sworn

according to the law on my oath depose and say that:

I am _____ of the firm of _____

The bidder making the Bid herein submitted, and that I executed the said Bid with full authority so to do; that the said bidder has not, directly or indirectly, entered into any License, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the City of Brigantine advertised solicitation of bids and that all statements contained in said Bid and in this affidavit are true and correct, and made with full knowledge that the City of Brigantine relies upon the truth of the statements contained in said Bid and in the statements contained in this affidavit in awarding the License for the said purchase.

Sworn and Subscribed before me
This day of , 2026

_____
Officer's Signature

Notary Public of
My commission expires

BUSINESS REGISTRATION CERTIFICATE

Contractors and Subcontractors shall be registered with the New Jersey Department of Treasury, Division of Revenue as applicable pursuant to the provisions of P.L. 2004, c.57 known as "Business Registration of Public Contractors" effective September 1, 2004 including all amendments thereto. A copy of the Contractor's Business Registration Certificate shall be submitted accompanying the bid. Whenever a bid requires the listing of (named) Subcontractors, the Business Registration Certificate of the named Subcontractors must also be provided accompanying the bid, along with the Business Registration Certificate of the Contractor.

In submitting this bid, the undersigned hereby acknowledges the requirements of Public Laws governing "Business Registration of Public Contractors" and hereby certifies that the Contractor and all listed Subcontractors are registered with the New Jersey Department of Treasury, Division of Revenue, and that proof of Business Registration is provided herewith.

_____

Name of Bidder

_____

By Authorized Representative (Name and Title)

_____

Signature

_____

Date

CITY OF BRIGANTINE, NEW JERSEY
EEO/AFFIRMATIVE ACTION COMPLIANCE NOTICE
N.J.S.A. 10:5-31 and N.J.A.C. 17:27
GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

All successful bidders/respondents are required to submit evidence of appropriate affirmative action compliance to the City and Division of Public Contracts Equal Employment Opportunity Compliance. During a review, Division representatives will review the City files to determine whether the affirmative action evidence has been submitted by the Bidder/contractor. Specifically, each Bidder/contractor shall submit to the City, prior to execution of the contract, one of the following documents:

Goods and General Service Bidders

1. Letter of Federal Approval indicating that the Bidder is under an existing federally approved or sanctioned affirmative action program. A copy of the approval letter is to be provided by the Bidder to the City and the Division. This approval letter is valid for one year from the date of issuance.

Do you have a federally-approved or sanctioned EEO/AA program? Yes ☐ No ☐
If yes, please submit a photo static copy of such approval.

2. A Certificate of Employee Information Report (hereafter "Certificate"), issued in accordance with N.J.A.C. 17:27-1.1 et seq. The Bidder must provide a copy of the Certificate to the City as evidence of its compliance with the regulations. The Certificate represents the review and approval of the Bidder's Employee Information Report, Form AA-302 by the Division. The period of validity of the Certificate is indicated on its face. Certificates must be renewed prior to their expiration date in order to remain valid.

Do you have a State Certificate of Employee Information Report Approval? Yes ☐
No ☐
If yes, please submit a photo static copy of such approval.

3. The successful Bidder shall complete an Initial Employee Report, Form AA-302 and submit it to the Division with $150.00 Fee and forward a copy of the Form to the City. Upon submission and review by the Division, this report shall constitute evidence of compliance with the regulations. Prior to execution of the contract, the EEO/AA evidence must be submitted.

The successful Bidder may obtain the Affirmative Action Employee Information Report (AA302) on the Division website www.state.nj.us/treasury/contract_compliance.

The successful Bidder(s) must submit the AA302 Report to the Division of Public Contracts Equal Employment Opportunity Compliance, with a copy to Public Agency.

The undersigned Bidder certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27 and agrees to furnish the required forms of evidence.

The undersigned Bidder further understands that his/her bid shall be rejected as non-responsive if said contractor fails to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27.

Company: _____ Title: _____

Print Name: _____ Signature: _____

Date: _____

CITY OF BRIGANTINE, NEW JERSEY
EXHIBIT A
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-36 et seq. (P.L. 1975, C. 127) and N.J.A.C. 17:27 et seq.
Goods, Professional Service and General Service Contracts

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining License, a notice, to be provided by the agency contracting officer advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A.10:5-31 et seq. as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted City employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure

that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decision

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval;

Certificate of Employee Information Report; and

Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

Submitted by:_____
(Name of the Firm)

Name: _____
(Please print or Type)

Signature: _____

Title: _____

Dated: _____

CITY OF BRIGANTINE, NEW JERSEY

AMERICANS WITH DISABILITIES ACT OF 1990
Equal Opportunity for Individuals with Disability

The Contractor and the Owner, do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") *(42 U.S.C. S121 01* et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim, If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this License. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this License, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the License or otherwise at law.

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN

Project Name:_____
Bidder Name:_____

PART 1: CERTIFICATION
BIDDERS MUST COMPLETE PART 1 BY CHECKING EITHER BOX

FAILURE TO CHECK ONE OF THE BOXES WILL RENDER THE PROPOSAL NON-RESPONSIVE

Pursuant to Public Law 2012, c.25 any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that NEITHER the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at http:www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf. Bidders **must** review this list prior to completing the below certification. **Failure to complete the certification will render a bidder's proposal non-responsive.** If the New Jersey Director of the Division of Purchase and Property finds a person or entity to be in violation of law, he/she shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking suspension of the party.

PLEASE CHECK THE APPROPRIATE BOX:

☐ **I certify, pursuant to Public Law 2012, c.25, that neither the bidder listed above nor any of the bidder's parents, subsidiaries, or affiliates listed** on the N.J Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c.25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. **I will skip part 2 and sign and complete the Certification below: OR**

☐ **I am unable to certify as above because the bidder and/or one of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 List. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the certification below.** Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/ or sanctions will be assessed as provided by law.

PART 2: PLEASE PROVIDE FURTHUR INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN.
You must provide a detailed, accurate and precise description of the activities of the bidding person/ entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the boxes below.

PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION. IF YOU NEED ADDITIONAL ROOM, ADD ADDITIONAL PAGES.

Name_____
Relationship to Bidder/Owner_____

Description of Activities_____
Duration of Engagement_____Anticipated Cessation Date_____

Bidder/Offeror Contact
Name_____

Certification: I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity. I acknowledged that the State of New Jersey and the Owner of the project are relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the State of New Jersey and the Owner to notify the State of New Jersey and the Owner in writing of any changes to the answers of information contained herein. I acknowledge that I am aware of that it is criminal offense to make a false statement or misrepresentation in the certification, and if I do so, I recognize that I am subject to a criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the State of New Jersey and/or the Owner and that the State and/ or the Owner at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):_____ Signature_____

Title:_____ Date:_____

CITY OF BRIGANTINE
ACKNOWLEDGMENT OF RECEIPT OF ADDENDA

The undersigned Bidder hereby acknowledges receipt of the following Addenda:

Addendum Number	Dated
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

No Addendum Received	Dated
_____	_____

Acknowledged for:

_____
(Print or Type Name of Bidder)

By: _____
(Print or Type Name of Authorized Individual)

Signature: _____

Title: _____

PROPOSAL FORM

Proposal for the City of Brigantine:

I or We _____

of _____

(Address) _____

(City, State, Zip) _____

hereby agree to provide and perform completely in accordance with the Contract and Specifications for the Proposal according to the price submitted.

Vending Machine Installation

Proposed Annual Fee: (Minimum $200 per year)_____

Proposed Annual Escalation: (Minimum 3% per year, round up to nearest $5.00)_____

SEALED PROPOSALS ADDRESSED TO CHRISTINE MURRAY, CITY CLERK, WILL BE RECEIVED UP TO 10:00 A.M. PREVAILING TIME ON December 8, 2026 AT WHICH TIME THEY WILL BE PUBLICLY OPENED AND READ AT THE MUNICIPAL BUILDING LOCATED AT 1417 W. BRIGANTINE AVENUE, BRIGANTINE, NJ.

THE APPLICANT/PROPOSER SHALL SUBMIT ONE (1) ORIGINAL WITH ORIGINAL SIGNATURES MARKED “ORIGINAL”.