

# TOWNSHIP OF MIDDLETOWN

Township Hall, One Kings Highway  
Middletown, NJ07748-2594

MIKE RIZZO, QPA  
Director of Purchasing



*Settled in 1664*

Tel: (732) 615-2092  
Fax: (732) 615-2084

[www.middletownnj.org](http://www.middletownnj.org)

TO: Anthony Mercantante – Township Administrator  
FROM: Mike Rizzo – Purchasing Officer/QPA  
DATE: July 27, 2022  
RE: AGENDA ITEM – 8/15/2022  
SUBJECT: Non-Fair and Open Contract – Recycling Center Entrance Booth

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Attached please find the draft resolution of award for a contract with Jay Henges Enterprises.

The company will be responsible for providing a Recycling Center Entrance Booth. This is being awarded as a non-fair and open contract.

Because of this, it was necessary to have them provide the Business Entity Disclosure Contribution forms, as well as the Political Contribution Disclosure form as they will receive proceeds estimated to be in excess of the Pay to Play threshold of \$17,500.00. I am recommending we engage in a contract which terminates upon delivery and acceptance of the structure, in a not to exceed amount of \$18,239.14. per Jay Henges Enterprises Inc. proposal.

Respectfully

Mike Rizzo  
Director of Purchasing