### TOWNSHIP OF VERONA COUNTY OF ESSEX, STATE OF NEW JERSEY

### **RESOLUTION No. 2025-187**

A motion was made by Deputy Mayor McEvoy; seconded by Councilwoman McGrath that the following resolution be adopted:

### AUTHORIZING A CONTRACT WITH BAKER & TAYLOR, LLC

WHEREAS, the Library purchases books or media that are accessible for use; and

WHEREAS, the Library is a temple unabridged with priceless treasure; and

**WHEREAS**, the Library Director has requested Baker & Taylor, a distributor of books and media to public libraries schools; and

**WHEREAS**, the Township Manager has determined that the value of said services has exceeded \$17,500.00; and

**WHEREAS**, \$80,000 of the services provided shall be charged to budget 5-01-29-390-281 and the availability of funds have been contingently certified by the Chief Financial Officer of the Township; and,

**WHEREAS**, the award of the contract to Becker & Taylor is being made pursuant to *N.J.S.A.* 19:44A-20.5 and the Business Entity Disclosure Certification and Political Contribution Disclosure Form completed by Becker & Taylor have been filed with the Township and are annexed to this Resolution.

**THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Verona, in the County of Essex, New Jersey that Baker & Taylor, LLC, 2810 Coliseum Centre Drive, Suite 300, Charlotte, NC 28217 is hereby awarded a contract for providing books and media not to exceed \$80,000; and

**BE IT FURTHER RESOLVED** that this contract is being awarded pursuant to *N.J.S.A.* 19:44A-20.5.

**BE IT FURTHER RESOLVED** that the Township Manager and the Municipal Clerk are hereby authorized to enter into any agreement necessary for the aforementioned services a copy of which shall be available for public inspection in the Office of the Municipal Clerk.

### **ROLL CALL:**

AYES: Holland, McGrath, Roman, McEvoy, Tamburro

NAYS:

THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF VERONA AT A REGULAR MEETING HELD ON AUGUST 4, 2025.

JENNIFÉR KIERNAN, RMC, CMC

MUNICIPAL CLERK

# TOWNSHIP OF VERONA

COUNTY OF ESSEX, NEW JERSEY



VBRONA COMMUNITY CENTER 880 BLOOMFIELD AVENUE VERONA, NEW JERSBY 07044

#### MUNICIPAL BUILDING 600 BLOOMFIELD AVENUE VERONA, NEW JERSEY 07044

(973) 239-3220 www.VeronaNJ.org DEPARTMENT OF PUBLIC WORKS
10 COMMERCE COURT
VERONA, NEW JERSEY 07044

### **REQUEST FOR RESOLUTION TO AWARD A CONTRACT**

1.	Department Library
2.	Name of Vendor Baker & Taylor LLC
3.	Description of services to be provided by the vendor
	Books
	4. Are quotes required? (Note: You should obtain 2 quotes if the Not to Exceed amount is
	greater than \$6,600 unless not required or practical (see below)
	YES – quotes are submitted with this form $\sqrt{\ \ \ \ \ \ \ \ \ \ \ }$ NO – not required* $\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \$
	*Explain why quotes are not required or not practical:
	library is exempt from bidding PL 2004 chapter 19
	NJSA 19:44A-20.4 et seq
5.	Award Amount (NTE) \$ 80,000
5.	Budget Line to be Paid From 5-01-29-390-281
7.	Form Completed By Agnieszka Brynczka
3.	Date Submitted 07/29/25
	ALL DOCUMENTATION MUST BE SUBMITTED TO THE QPA
-	AT LEAST 10 DAYS BEFORE THE NEXT COUNCIL MEETING. (N.J.S.A. 19:44A-20.26)
OR O	OFFICE:
CFC	Certification of Funds:

# PAY TO PLAY POLITICAL CONTRIBUTION DISCLOSURE

Baker o Taylor LLC
Company Name

Required by Township of Verona	Item	Page	Initial each entry, and submit the required form if the box contains an
$\boxtimes$	Document Checklist - COMPLETE	2	LACE
$\boxtimes$	Vendor Information Sheet - COMPLETE	2	LAN
$\boxtimes$	Business Registration Certificate – READ AND SUBMIT	3	EAR
$\boxtimes$	Business Entity Disclosure Certification - SIGN AND NOTARIZE	4-5	LA a
$\boxtimes$	Political Contribution Disclosure Certification Form - SIGN	6-7	ZAI
$\boxtimes$	Ownership Disclosure Certification Form - SIGN AND NOTARIZE	8-11	PAd

Corporate Name: Bakker + Taylor	LLC
Signature: Lee Ann Juien	Date: 6-30-2025
Print Name: Lee Ann Queen	_ Title: Director Pricing Services

# RETURN COMPLETED FORMS TO:

Agnes Brynczka, QPA Township of Verona 600 Bloomfield Avenue Verona, New Jersey 07044

ABrynczka@VeronaNJ.org

# TOWNSHIP OF VERONA, COUNTY OF ESSEX, NEW JERSEY VENDOR INFORMATION SHEET

COMPANY NAME: Baker + Taylor LLC
ADDRESS: 2810 Colisoum Centre Dr - Ste. 300
Charlotte, NC 28217
PHONE NUMBER: 754-219-4952
FAX NUMBER: 704-998-3260
FEDERAL I.D. NUMBER: 47-3179974
NAME OF PERSON PREPARING BID: Lec Ann Queen Director Pricing Services
PHONE NUMBER: 704-219-4952 EXT
CONTACT PERSON FOR CORRESPONDENCE REGARDING THE PROPOSAL
NAME: Lee Ann Queen
ADDRESS: 2810 Coliseum Centre Dr. Ste. 300
Charlotte NC 28217
PHONE: 704-219-4952 FAX NUMBER: 704-998-3260
E-MAIL ADDRESS: Queen Lo baker - taylor. com
PROJECT COORDINATOR
COMPANY NAME: Baker & Taylor LLC
COMPANY NAME: Baker & Taylor LLC  ADDRESS: 2810 Coliseum Centre Dr- Ste 300 / Charlotte NC 28217
PHONE NUMBER: 704-219-4952
CELL PHONE NUMBER:
FAX NUMBER: 704-998-3260
PERSON TO CONTACT: Lee Ann Queen
EMAIL ADDRESS: Queen L & baker #taylor.com

# TOWNSHIP OF VERONA, COUNTY OF ESSEX, NEW JERSEY NEW JERSEY BUSINESS REGISTRATION CERTIFICATE COMPLIANCE

Goods and Services Contracts (including purchase orders)

*N.J.S.A.* 52:32-44 imposes the following requirements on contractors and all subcontractors that **knowingly** provide goods or perform services for a contractor fulfilling this contract:

- 1) The contractor shall provide written notice to its subcontractors to submit proof of business registration to the contractor,
- 2) Prior to receipt of final payment from a contracting agency, a contractor must submit to the contracting agency an accurate list of all subcontractors or attest that none was used;
- 3) During the term of this contract, the contractor and its affiliates shall collect and remit, and shall notify all subcontractors and their affiliates that they must collect and remit to the Director, New Jersey Division of Taxation, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:32B-1 et seq.) on all sales of tangible personal property delivered into this State.

A contractor, subcontractor, or supplier who fails to provide proof of business registration or provides false business registration information shall be liable to a penalty of \$25 for each day of violation, not to exceed \$50,000 for each business registration not properly provided or maintained under a contract with a contracting agency. Information on the law and its requirements is available by calling (609) 292-9292.

Construction Contracts (including public works related purchase orders)

*N.J.S.A.* 52:32-44 imposes the following requirements on contractors and all subcontractors that **knowingly** provide goods or perform services for a contractor fulfilling this contract:

- 1) The contractor shall provide written notice to its subcontractors and suppliers to submit proof of business registration to the contractor;
- 2) Subcontractors through all tiers of a project must provide written notice to their subcontractors and suppliers to submit proof of business registration and subcontractors shall collect such proofs of business registration and maintain them on file;
- 3) Prior to receipt of final payment from a contracting agency, a contractor must submit to the contacting agency an accurate list of all subcontractors and suppliers or attest that none was used; and,
- 4) During the term of this contract, the contractor and its affiliates shall collect and remit, and shall notify all subcontractors and their affiliates that they must collect and remit, to the Director, New Jersey Division of Taxation, the use tax due pursuant to the Sales and Use Tax Act, (*N.J.S.A.* 54:32B-1 et seq.) on all sales of tangible personal property delivered into this State.

A contractor, subcontractor, or supplier who fails to provide proof of business registration or provides false business registration information shall be liable to a penalty of \$25 for each day of violation, not to exceed \$50,000 for each business registration copy not properly provided or maintained under a contract with a contracting agency. Information on the law and its requirements are available by calling (609) 292-9292.

2 March 2025

# TOWNSHIP OF VERONA, COUNTY OF ESSEX, NEW JERSEY BUSINESS ENTITY DISCLOSURE CERTIFICATION

FOR NON-FAIR AND OPEN CONTRACTS N.J.S.A. 19:44A-20.8

The following is statutory text related to the terms and citations used in the Business Entity Disclosure Certification form.

"Local Unit Pay-To-Play Law" (P.L. 2004, c.19, as amended by P.L. 2005, c.51)

### 19:44A-20.6 - Certain contributions deemed as contributions by business entity.

5. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

### 19:44A-20.7 - Definitions relative to certain campaign contributions.

6. As used in sections 2 through 12 of this act:

"Business entity" means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"Interest" means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate;

### Temporary and Executing

12. Nothing contained in this act shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

The New Jersey Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1 et seq.)

#### 19:44A-3 - Definitions. In pertinent part

p. The term "political party committee" means the State committee of a political party, as organized pursuant to R.S.19:5-4, any county committee of a political party, as organized pursuant to R.S.19:5-3, or any municipal committee of a political party, as organized pursuant to R.S.19:5-2.

q. The term "candidate committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) for the purpose of receiving contributions and making expenditures.

r. the term "joint candidates committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) by at least two candidates for the same elective public offices in the same election in a legislative district, county, municipality or school district, but not more candidates than the total number of the same elective public offices to be filled in that election, for the purpose of receiving contributions and making expenditures. For the purpose of this subsection: ...; the offices of member of the board of chosen freeholders and county executive shall be deemed to be the same elective public offices in a county; and the offices of mayor and member of the municipal governing body shall be deemed to be the same elective public offices in a municipality.

### 19:44A-8 and 16 - Contributions, expenditures, reports, requirements.

While the provisions of this section are too extensive to reprint here, the following is deemed to be the pertinent part affecting amounts of contributions:

"The \$200 limit established in this subsection shall remain as stated in this subsection without further adjustment by the commission in the manner prescribed by section 22 of P.L.1993, c.65 (C.19:44A-8)

March 2025

# TOWNSHIP OF VERONA, COUNTY OF ESSEX, NEW JERSEY BUSINESS ENTITY DISCLOSURE CERTIFICATION

FOR NON-FAIR AND OPEN CONTRACTS N.J.S.A. 19:44A-20.8

P	art	I	_ 1	V	endo	r A	ffii	rmati	on

The undersigned, being authorized and knowledgeable of the circumstances, does hereby				
certify that Baker + Taylor LLC (company name)				
has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-20.26				
that would bar the award of this contract in the one year period preceding Jan 1, 2025 to any of				
the following named any candidate committee of a candidate for, or holder of, an elective office				
for the following public entities pursuant to N.J.S.A. 19:44A-20.26.				

State of New Jersey:	Essex County (continued):		
State Senator Kristin M. Corrado – District 40	County Surrogate Alturrick Kenney		
Assemblyman Christopher P. DePhillips – District 40	County Sheriff Amir D. Jones		
Assemblyman Al Barlas – District 40	County Register of Deeds Juan M. Rivera, Jr.		
Essex County:	Verona Township Council:		
County Democratic Committee	Mayor Dr. Christopher Tamburro		
County Republican Committee	Deputy Mayor Jack McEvoy		
Commissioner Patricia Sebold	Councilman Alex Roman		
Commissioner Wayne L. Richardson	Councilwoman Christine McGrath		
Commissioner Romaine Sermons	Councilwoman Cynthia Holland		
Commissioner Brendan W. Gill			
Commissioner Leonard Luciano	Verona Township Board of Education:		
County Executive Joseph DiVincenzo	Pamela Priscoe		
County Clerk Christopher Durkin	Denise Verzella		
	Diana Ferrera		
Any other municipality within Essex County	Christopher Wacha		
	Michael Boone		

# 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:	Baker + Tay	lor LLC	
, –			

Signature of Affiant: Lee Ann Queen	Title: Director Pricing Servi
Subscribed and sworn before me this 30 day of JUM , 2025.  Notary Public  Commission Expires: JUM 17, 2034	NOTARY  PUBLIC  OUTH CAROLINA  ONE SOLON EXPIRES JUNE  PUBLIC  ONE SOLON EXPIRES JUNE  ONE SOLON EXPIRES JUNE

# TOWNSHIP OF VERONA, COUNTY OF ESSEX, NEW JERSEY C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

FOR NON-FAIR AND OPEN CONTRACTS N.J.S.A. 19:44A-20.26

	tted facsimile must be submitte 10 days prior to the award of th		unit
2 2			
Part I – Vendor Informatio			
Vendor Name: Baker	+ Taylor LLC in Centre Pr- Stc. 30		
Address: 2810 Coliscu	m Centre Dr Ste. 32	00	
City: Charlotte	State: N C Zip: 28	217	
e undersigned being authorized	to cortify horoby cortifies that	tho cubmiccio	on provided herein
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tructions accompanying this form		7.20 and as 1	epresented by the
A A O	1		
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ignature	Printed Name		Title Sern?
abmission to the committees of the nit.  Check here if disclosure is prov		tne form prov	vided by the local
Contributor Name	Recipient Name	Date	Dollar
			Amount
NONE			\$
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			\$

Check here if the information is continued on subsequent page(s)

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# TOWNSHIP OF VERONA, COUNTY OF ESSEX, NEW JERSEY C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

# FOR NON-FAIR AND OPEN CONTRACTS N.J.S.A. 19:44A-20.26

Page	of
Vendor Name	2:

Contributor Name	Recipient Name	Date	Dollar Amount
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# STATEMENT OF OWNERSHIP (OWNERSHIP DISCLOSURE CERTIFICATION FORM)

Required pursuant to N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This Statement Shall Be Included with All Bid and Proposal Submissions

Name of Business:	Baker	+ Taylor	LLC		
				Ar-St	300
Address of Business: 2810 Colivery Centre Dr Stc. 300  Charlotte NC 28217  Name of person completing this form: Lee Ann Queen					
Name of person comp	leting this	form:	Lee Ar	in Queen	

### N.J.S.A. 52:25-24.2:

"No corporation, partnership, or limited liability company shall be awarded any contract nor shall any agreement be entered into for the performance of any work or the furnishing of any materials or supplies, unless prior to the receipt of the bid or proposal, or accompanying the bid or proposal of said corporation, said partnership, or said limited liability company there is submitted a statement setting forth the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be.

If one or more such stockholder or partner or member is itself a corporation or partnership or limited liability company, the stockholders holding 10 percent or more of that corporation's stock, or the individual partners owning 10 percent or greater interest in that partnership, or the members owning 10 percent or greater interest in that limited liability company, as the case may be, shall also be listed. The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member, exceeding the 10 percent ownership criteria established in this act, has been listed.

To comply with this section, a bidder with any direct or indirect parent entity which is publicly traded may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest."

The Attorney General has advised that the provisions of N.J.S.A. 52:25-24.2, which refer to corporations and partnerships apply to limited partnerships, limited liability partnerships, and Subchapter S corporations.

#### CONTINUED ON NEXT PAGE

# STATEMENT OF OWNERSHIP OWNERSHIP DISCLOSURE CERTIFICATION FORM (CONTINUED)

Required pursuant to N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This Ownership Disclosure Certification form shall be completed, signed and notarized.

Failure of the bidder/proposer to submit the required information is cause for automatic rejection of the bid or proposal

# PART I Check the box that represents the type of business organization: Sole Proprietorship (skip Parts II and III, sign and notarize at the end) Non-Profit Corporation (skip Parts II and III, sign and notarize at the end) Partnership Limited Partnership Limited Liability Partnership Limited Liability Company For-profit Corporation (including Subchapters C and S or Professional Corporation) Other (be specific): \_ PART II I certify that the list on the next page contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. OR I certify that no one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or that no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be.

CONTINUED ON NEXT PAGE

# STATEMENT OF OWNERSHIP OWNERSHIP DISCLOSURE CERTIFICATION FORM (CONTINUED) Required pursuant to N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

Sign and notarize the form below, and, if necessary, complete the list below. (Please attach additional sheets if more space is needed):

Name: Please see the attached	Name:
Home Address:page	Home Address:
Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:

**CONTINUED ON NEXT PAGE** 

# STATEMENT OF OWNERSHIP OWNERSHIP DISCLOSURE CERTIFICATION FORM (CONTINUED)

Required pursuant to N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

### PART III

### Any Direct or Indirect Parent Entity Which is Publicly Traded:

"To comply with this section, a bidder with any direct or indirect parent entity which is publicly traded may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest."

Pages attached with name and address of each person that holds a 10 OR	1 1 1 0 11 1 Traded				
Submit here the links to the Websites (URLs) containing the last annual filings with					
the federal Securities and Exchange Comm					
ANI	)				
Submit here the relevant page numbers of the filings containing the information on each person holding a 10 percent or greater beneficial interest.  N-A Wot Publicly Traded					
Subscribed and sworn before me this day of June , 2025.  Notary Public	Lee Ann Queen Director Pricing Affiant Name and Title Services				
Commission Expires: Two 17, 2034 (Notary Stamp/Seal)	(Corporate Seal, if appropriate)  NONE				
END OF STATEMENT	T OF OWNERSHIP				

PUBLIC PUBLIC ON EXPIRES JUNE 17 200

### Baker & Taylor, LLC Ownership Information

BTAC Holding Corp.\* owns 100 % of Baker & Taylor, LLC\*

BTAC Acquisition Holdings, LLC\* owns 100 % of BTAC Holding Corp.\*

BTAC United Acquisition Holding Company\* owns 100 % of BTAC Acquisition Holdings, LLC\*

Amandeep Kochar\*, Chief Executive Officer and President of Baker & Taylor, LLC, owns a 10% or greater Interest in BTAC United Acquisition Holding Company.

<u>Contact Information</u> \* 2810 Coliseum Centre Drive-Ste, 300 Charlotte, NC 28217



# STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name:

BAKER & TAYLOR, LLC

Trade Name:

Address:

2810 COLISEUM CENTRE DR., STE. 300

CHARLOTTE, NC 28217

Certificate Number:

1949426

Effective Date:

April 28, 2015

Date of Issuance:

January 02, 2025

For Office Use Only:

20250102212328084

## CERTIFICATE OF EMPLOYEE INFORMATION REPORT RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of 15-Sep-2024 to 15-Sep-2027

BAKER & TAYLOR, LLC 501 ROUTE 22 WEST BRIDGEWATER

NJ 08807

Sleep M. Muser ELIZABETH MAHER MUOIO

State Treasurer