

RESOLUTION NO. 26-12

**A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS, WOODBRIDGE
TOWNSHIP FIRE DISTRICT NO. 9, MIDDLESEX COUNTY, NEW JERSEY
ADOPTING JOB ORDER CONTRACTING GOVERNANCE AND COMPLIANCE
PROCEDURES**

WHEREAS, the Board of Fire Commissioners of Woodbridge Township Fire District No. 9 ("Fire District") utilizes cooperative purchasing contracts, including Job Order Contracting ("JOC"); and

WHEREAS, the Board desires to establish uniform procedures governing the use of JOC in order to protect public funds and ensure compliance with New Jersey law; and

WHEREAS, the Board has reviewed a proposed Job Order Contracting Governance Package establishing internal procedures and compliance requirements for JOC procurements and public improvement projects; and

WHEREAS, the Board finds that adoption of such procedures is in the best interest of the Fire District and will promote consistency, transparency, and legal compliance in the administration of JOC projects.

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of Woodbridge Township Fire District No. 9, Middlesex County, New Jersey, that the Fire District hereby adopts the following Job Order Contracting governance and compliance procedures for Board use, subject to review and approval by Board Counsel, if required.

BE IT FURTHER RESOLVED that the Qualified Purchasing Agent ("QPA") shall verify that each JOC project complies with the Local Public Contracts Law, P.L. 2025, c.180, the Prevailing Wage Act, the Public Works Contractor Registration Act, and all applicable cooperative contract requirements.

BE IT FURTHER RESOLVED that, unless expressly permitted by the governing cooperative contract and approved by the Board upon advice of counsel, every JOC public improvement shall require a performance bond in favor of the Board, a payment bond in favor of the Board, and insurance meeting all contract requirements.

BE IT FURTHER RESOLVED that no Notice to Proceed shall be issued for any JOC project until all required bonds, insurance certificates, contractor registrations, prevailing wage documentation, and all other required contract documents have been received and approved.

BE IT FURTHER RESOLVED that the QPA shall maintain a complete compliance file for every JOC project undertaken by the Fire District.

BE IT FURTHER RESOLVED that any exception to these governance and compliance procedures shall require formal Board approval and review by legal counsel.

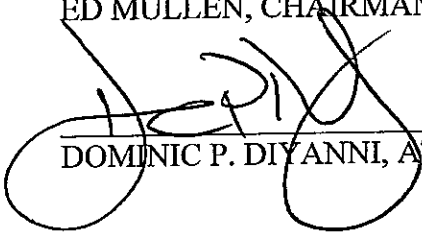
BE IT FURTHER RESOLVED that the Board hereby adopts for administrative use on JOC projects the related administrative policy and procedure, together with the JOC project compliance checklist, as set forth in the Job Order Contracting Governance Package, to be used by the Fire District in the review, award, administration, and closeout of JOC projects.

BE IT FURTHER RESOLVED that the Chairman, Administrator, and/or Qualified Purchasing Agent are hereby authorized to implement these procedures and to take such actions as may be necessary to carry out the intent of this Resolution, subject to review and approval by Board Counsel, if required.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon adoption on July 14, 2026.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION
APPROVED BY THE COMMISSIONERS OF FIRE DISTRICT NO. 9 AT ITS
MEETING HELD ON JULY 14, 2026.



ED MULLEN, CHAIRMAN

DOMINIC P. DIYANNI, ATTORNEY