



New Jersey Schools Insurance Group  
6000 Midlantic Drive, Suite 300 North  
Mount Laurel, New Jersey 08054  
www.njsig.org

**Board of Trustees Meeting September 20, 2023**  
**Action Item**  
**Procurements using electronic procurement process**  
**NJSIG No. 0923-3**

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In response to the COVID-19 crisis, the State promulgated regulations to allow for procurements using an electronic procurement process, at N.J.A.C. 5:34-1 et. seq. NJSIG would like to take advantage of an electronic procurement process, to allow for ease of administration and paperless processing of procurement documentation.

As part of NJSIG's efforts to maintain compliance with the PSCL, NJSIG has appointed a Qualified Purchasing Agent (QPA) in accordance with N.J.S.A. 40A:11-9. NJSIG's designated QPA, Sean P. Canning, of The Canning Group LLC, has recommended the use of Bidnet Direct software, an electronic procurement platform, which complies with all provisions of the administrative code. This electronic procurement platform is available to other officials as required to virtually observe bid openings in a transparent manner and provide for bids available for public inspection. There is no cost to NJSIG or to the vendors wishing to conduct business with NJSIG via this electronic procurement platform.

Recommended Resolution: It is proposed that Sean P. Canning, QPA be authorized to conduct bid openings and procurement for NJSIG, in accordance with N.J.S.A. 40A:11-9, through an electronic procurement platform, in accordance with N.J.A.C. 5:34-1 et. seq., and specifically through Bidnet Direct, which is at no cost to NJSIG or to the vendors providing bid responses thereon.



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**Resolution Authorizing the Execution of  
Contracts Pursuant to the Public School Contracts Law**

**NJSIG No. 0923-3**

**WHEREAS**, the New Jersey Schools Insurance Group (“NJSIG”) is authorized by N.J.S.A. 18A:18B-1, et seq. to provide risk transfer mechanisms for its members;

**WHEREAS**, NJSIG has appointed a Qualified Purchasing Agent (QPA) in accordance with N.J.S.A. 40A:11-9;

**WHEREAS**, the State of New Jersey, in response to the COVID-19 crisis, has promulgated regulations in the Administrative Code to allow for procurements using an electronic procurement process, including electronic receipt of bids, at N.J.A.C. 5:34-1 et. seq., and

**WHEREAS**, Sean P. Canning, NJSIG’s designated QPA, has recommended the use of Bidnet Direct software, an electronic procurement platform, which complies with all the administrative rules as required by the New Jersey Administrative Code, and;

**WHEREAS**, this electronic procurement platform is available to other officials as required to virtually observe bid openings in a transparent manner and provide for bids available for public inspection; and

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**WHEREAS**, there is no cost to NJSIG or to the vendors wishing to conduct business with NJSIG via this electronic procurement platform.

**NOW THEREFORE, BE IT RESOLVED**, that:

- 1) Sean P. Canning, QPA of The Canning Group LLC, is hereby authorized to conduct bid openings and procurement for NJSIG, in accordance with N.J.S.A. 40A:11-9, through an electronic procurement platform, in accordance with N.J.A.C. 5:34-1 et. seq., and specifically through Bidnet Direct, which is at no cost to NJSIG or to the vendors providing bid responses thereon; and
- 2) This is in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq.

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I certify that the foregoing is a true copy of a Resolution passed by the New Jersey Schools Insurance Group at the meeting duly held on the 20<sup>th</sup> day of September, 2023.

New Jersey Schools Insurance Group

By: \_\_\_\_\_  
Christopher Russo, Ed.D., Chairperson

Board Secretary  
Use Only

DATE:

MOVED BY:

SECONDED BY:

VOTE: