



**OFFICE OF THE STATE COMPTROLLER**  
**CONTRACT COMPLIANCE FORM C1**  
**PRE-ADVERTISEMENT NOTICE FOR CONTRACTS UNDER EXECUTIVE ORDER 125**  
**(SANDY-FEDERAL RECONSTRUCTION FUNDS)**

*Submit to [contracts@osc.nj.gov](mailto:contracts@osc.nj.gov) prior to proposed advertisement date*

<b>Proposed Advertisement Date:</b> _____	<b>Estimated Contract/Purchase Amount:</b> _____
<b>State Department or Authority:</b> _____	
<b>Today's Date:</b> _____	
<b>Contract Title and Description:</b> _____ _____	
<b>Government Unit Contract, Bid, RFP or Tracking #:</b> _____	
<b>Anticipated Source(s) of Federal Funding:</b> Specify Source e.g. CDBG-DR, FEMA, FTA and any other funding source: _____ _____	
<b>Contract Type:</b> <input type="checkbox"/> Construction <input type="checkbox"/> Professional Services <input type="checkbox"/> Goods <input type="checkbox"/> Services (other than Professional Services) <input type="checkbox"/> Other: _____	
<b>Contract Term (describe in months or years):</b> _____ <input type="checkbox"/> New Contract <input type="checkbox"/> Renewal <input type="checkbox"/> Amendment <input type="checkbox"/> Extension	
<b>Procurement Method:</b> <input type="checkbox"/> Invitation to Bid (low bid) <input type="checkbox"/> Delegated Purchasing Authority <input type="checkbox"/> Request for Proposals <input type="checkbox"/> Telephone Quotes <input type="checkbox"/> Request for Qualifications <input type="checkbox"/> Exempt from Advertisement <input type="checkbox"/> Other: _____	
<b>Statutory Authority:</b> <input type="checkbox"/> State Procurement Law (N.J.S.A. 52:34-6 et seq./N.J.S.A. 52:32-2) <input type="checkbox"/> Executive Order 37 <input type="checkbox"/> Other: (Cite statute, administrative code or internal procurement policy): _____	
<b>Submission includes: (Check all that apply)</b> <input type="checkbox"/> Bid/RFP in final form with all attachments ( <b>Do NOT submit Drawings/Plans</b> ) <input type="checkbox"/> Any required published notices, such as Notice to Bidders <input type="checkbox"/> Documents explaining or approving a waiver from bidding <input type="checkbox"/> Resolution(s) by the Board or Commission authorizing the advertisement and procurement	
<b>Accountability Officer Contact information (individual responsible for submission to OSC):</b> <b>Name:</b> _____ <b>Phone Number:</b> _____ <b>Email Address:</b> _____	

*Pursuant to N.J.S.A. 52:15C-14, all government units shall provide full assistance and cooperation to the New Jersey Office of the State Comptroller (OSC) with any contract review and shall provide additional documents when requested.*