

STATE OF NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION
DIVISION OF FISH AND WILDLIFE

FARM LEASE AND SERVICE AGREEMENT AUCTION

AUCTION RULES

1. **Times and Dates of Auctions**

The Division of Fish and Wildlife will hold live auctions for Farm Lease and Service Agreements on various parcels of land on wildlife management areas:

- **July 21, 2009** at Pequest Hatchery for parcels on wildlife management areas in Hunterdon, Sussex, and Warren Counties.
- **July 22, 2009** at Assunpink Wildlife Management Area for parcels on wildlife management areas in Burlington, Ocean and Monmouth Counties.
- **July 23, 2009** at the Salem County Extension Office, 51 Cheney Rd., Woodstown, New Jersey for parcels on wildlife management areas in Cape May, Cumberland, Gloucester and Salem Counties.

2. **Obtaining Bid Packages**

Bid packages for each leased parcel to be auctioned are available at <http://www.nj.gov/dep/fgw/wmaleases.htm> or by contacting:

- **Pequest Trout Hatchery** (for parcels in Hunterdon, Sussex, and Warren Counties)

Miriam Dunne
605 Pequest Road
Oxford, New Jersey 07863
(908) 637-4125 (phone)
(908) 637-6735 (fax)

- **Assunpink Wildlife Management Area** (for parcels on wildlife management areas in Burlington, Ocean and Monmouth Counties)

Dan Ferrigno
One Eldridge Road
Robbinsville, New Jersey 08691
(609) 259-2132 (phone)
(609) 259-8155 (fax)

- **Millville (Bevans) Wildlife Management Area** (for parcels in Cape May, Cumberland, Gloucester and Salem Counties)

Laurie Pettigrew
Lee Widjeskog
8747 Ferry Road
Millville, New Jersey 08332
(856) 785-0455 (phone)
(856) 785-0670 (fax)

Note: The July 23, 2009 auction for parcels in the southern region of the State is NOT occurring at this location. Information related to this office is being provided for contact purposes only.

3. **Bid Packages**

Bid packages include:

- draft Farm Lease and Service Agreement
- information sheet containing minimum bid and value of annual in-kind services
- map of the leased parcel and any other necessary additional information about the parcel
- auction rules
- bidder registration form
- authorization to bid form

4. **Minimum Bid**

Each lease parcel to be auctioned will have a separate minimum bid, which will be set forth in the bid package for that parcel.

The “adjusted minimum bid” on the information sheet in the bid packages shall be the minimum bid at auction.

If the Department does not receive the minimum bid, it will end the auction of that parcel.

5. **Farm Lease and Service Agreement**

The Farm Lease and Service Agreement will include a five-year farm lease with an option to renew for an additional five years. A sample agreement is included in the bid package.

The highest bidders will be required to sign a lease and service agreement with the Department of Environmental Protection. The agreement is subject to approval by the Fish and Game Council and the State House Commission and the requirements of the “Pay to Play” law N.J.S.A. 19:44A-20.13 et seq., if applicable, and won't be signed until such approvals have been granted.

6. **In-kind Services**

The Farm Lease and Service Agreements will also include a contractual obligation by the tenant to perform an annual **in-kind service** (such as mowing, planting, or plowing) on a separate parcel of State-owned land located within 2.5 miles of the leased parcel. **The Division of Fish and Wildlife will reduce the tenant's annual rent by the value of the in-kind services.** Information about the in-kind services, including the annual value of the services, is included in the bid package.

Bidders are notified that tenants will be responsible for providing all equipment necessary to perform the in-kind services required by the Farm Lease and Service Agreement.

7. **Site-visits**

If potential bidders are interested in visiting any of the parcels prior to the auction, they should contact the individuals listed in #2 above to arrange for a site visit.

8. **Questions about Auction Process**

All questions related to the **auction process** should be directed to Marci Green, Administrator of the Office of Leases, Department of Environmental Protection, by telephone (609-633-7575) or fax (609-984-0836). The cut-off date for the submission of questions about the auction process is July 17, 2009 at 5:00 p.m. Any clarifications regarding the auction process will be posted on <http://www.nj.gov/dep/fqw/wmaleases.htm>.

9. **Registration**

Only bidders who have registered to bid may participate in the auction. **The deadline for registration is 5:00 p.m. the day before the scheduled auction. Bid registration forms must be received by the appropriate office listed in #2 above by 5:00 p.m. the day before the scheduled auction.**

10. **Authorization to Bid Form**

A bidder may act on behalf of another person or company only if he/she submitted an Authorization to Bid form to the appropriate individual listed in #2 above prior to the auction. Forms are available as part of the bid package at <http://www.nj.gov/dep/fqw/wmaleases.htm> or by contacting the appropriate individual listed in #6 above.

11. **Bidding Increments**

Bidding increments shall be \$100. The Division of Fish and Wildlife reserves the right to reject any and all bids. The Farm Lease and Service Agreement is subject to the Division accepting the highest bid.

12. **Auction-Day Rules**

- Bidders will be required to sign in at the auction.
- Bidders will be assigned bidding numbers at the auction. Bidders are required to utilize their assigned numbers when making a bid.
- Bidders may not leave the room following sign-in.
- Conversation between bidders during the auction is not permitted.
- Bidders arriving while the auction is in session will be allowed to participate but without benefit of hearing these rules read aloud.