



# State of New Jersey

DEPARTMENT OF THE TREASURY  
DIVISION OF ADMINISTRATION  
NEW JERSEY PUBLIC BROADCASTING AUTHORITY  
P. O. Box 777  
TRENTON, NEW JERSEY 08625-0777

MIKIE SHERRILL  
*Governor*

AARON BINDER  
*State Treasurer*

DR. DALE G. CALDWELL  
*Lt. Governor*

TELEPHONE (609) 777-5000 / FACSIMILE (609) 633-2920

RICHARD WILLIAMS  
*Executive Director*

**MARCH 25, 2026**

## **NOTICE OF BID PROPOSAL**

### **NETA MEMBERSHIP SERVICES**

The New Jersey Public Broadcasting Authority (“NJPBA”) is seeking a qualified vendor to renew its annual membership with the National Educational Telecommunications Association (“NETA”).

#### **1. BACKGROUND:**

The NJPBA operates four FCC-licensed noncommercial educational television stations: WNJS (Camden), WNJN (Montclair), WNJT (Trenton), and WNJB (New Brunswick) (collectively, the “Stations”). The stations operate in concert as a single network servicing the State of New Jersey with national and local, noncommercial programming, including content provided by NETA. NJPBA seeks a vendor to secure membership with NETA to supply a portion of its programming schedule in Fiscal Year 2027.

#### **2. SCOPE OF WORK:**

NJPBA is seeking full NETA corporate membership services including, but not limited to:

- Annual enrollment/renewal for the Stations.
- Access to NETA’s Program Subscription with licensing rights for a minimum of 5% of the Stations’ programming schedule.
- Free listings on NETA Public Media Careers.
- Access to NETA Webinars – live and recorded.
- Access to all NETA courses on Public Media Learns.
- Access to NETA Peer Learning Communities.
- All other NETA Corporate Membership benefits currently offered or added throughout the year.

#### **3. TERM:**

The NJPBA’s membership shall be active and uninterrupted from July 1, 2026, through June 30, 2027, with ongoing renewal options per the current NETA membership terms. NJPBA reserves the right to review membership options and associated costs in coordination with the NJ State Treasurer's office and reduce or extend this term in accordance with the current NETA membership terms. Material changes to agreement terms will require advanced review. NJPBA's Executive

Director will serve as the primary point of contact for all membership, programming, and compliance matters.

#### **4. BID PROCESS**

Pre-bid questions should be sent to Nichol R. Gee at [nichol.gee@treas.nj.gov](mailto:nichol.gee@treas.nj.gov). All responses will be posted to our website at <http://www.state.nj.us/treasury/njpba/proposal.shtml>. Bidders are responsible for checking the website for updated information.

Bids must be submitted in the format attached. All services shall comply with the [State of New Jersey Standard Terms and Conditions](#). The following documents must be submitted with the bid proposal:

- [Ownership Disclosure form](#)
- [Political Contribution Disclosure Chapter 271 form](#)

The following documents must be submitted by vendors **prior to the issuance of a purchase order:**

- Certificate of Insurance
- Disclosure of Investigations form
- Disclosure of Investment Activities in Iran form
- MacBride Principles form
- Source Disclosure form
- Vendor Certification and Disclosure of Political Contribution Chapter 51 form
- Certification of Non-Involvement in Prohibited Activities in Russia or Belarus
- Notification of ownership [certifications](#) issued by the New Jersey Uniform Certification Service, if any.

All forms can be found here: <https://nj.gov/treasury/purchase/forms.shtml>

**Prior to issuance of a purchase order,** the vendor shall also complete a [NJSTART Profile](#), [Business Registration](#), and [Affirmative Action form](#) online.

Bids must be submitted in the format attached. All bidders shall include in their proposal a signed copy of the attached Agency RFP form and companion documentation. Bid responses are due on Wednesday, April 15, 2026, to Nichol R. Gee at [nichol.gee@treas.nj.gov](mailto:nichol.gee@treas.nj.gov). The NJPBA will award the contract to that responsible bidder whose proposal is most advantageous to the State, with price, expertise, and other factors considered.

# State of New Jersey AGENCY REQUEST FOR PROPOSAL

<b>VENDOR NAME AND ADDRESS:</b>	<b>RETURN THIS PROPOSAL TO:</b>  Nichol Gee PO Box 777 Trenton, NJ 08625 <a href="mailto:nichol.gee@treas.nj.gov">nichol.gee@treas.nj.gov</a>	<b>DELIVER TO:</b>  NJPBA PO Box 777 Trenton, NJ 08625
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**NOTE:** This proposal must be returned before the close of business on the following date: **Wednesday, March 4, 2026**

<b>AGENCY PERSON TO CONTACT:</b> Nichol Gee	<b>AGENCY REF. NO.:</b>				
<b>FISCAL YEAR</b>	<b>ACCOUNT NUMBER</b>	<b>COST CENTER</b>	<b>OBLIGATION NUMBER</b>	<b>COMMODITY CODE</b>	<b>DATE OF TYPING</b>
2026	ORG. FUND PROGRAM OBJECT				3/24/2026

**IMPORTANT INSTRUCTIONS TO BIDDERS:** Read the entire bid proposal terms and conditions, and specifications. Fill in all the information requested below. All bid prices must be typed or written in ink. Any corrections, erasures or other forms of alterations to unit and/or total prices must be initialed by the bidder. Upon completion, this proposal must be signed and returned to the address shown above. Unsigned proposals are unacceptable.  
[NOTE: THE TERMS AND CONDITIONS ARE PROVIDED UNDER A SEPARATE ATTACHMENT.](#)

ITEM NO.	QUANTITY	UNIT	DESCRIPTION (ALL ITEMS MUST BE DELIVERED F.O.B. DESTINATION)	UNIT PRICE	AMOUNT
1	1	each	Annual Membership/Subscription Fee for the Stations		

● **PRICES ARE FIRM UNTIL THE FOLLOWING DATE: July 31, 2026** ● **TOTAL: \$** \_\_\_\_\_

CASH DISCOUNT	DATE OF DELIVERY	VENDOR'S FEDERAL I.D. NUMBER	VENDOR'S TELEPHONE NO.
<b>VENDOR'S SIGNATURE (MUST BE SIGNED):</b> _____		<b>TITLE:</b> _____	<b>DATE:</b> _____