



PLAINFIELD MUNICIPAL UTILITIES AUTHORITY

127 ROOSEVELT AVENUE • P.O. BOX 5110
 PLAINFIELD, N.J. 07061-5110
 TEL (908) 226-2518 • FAX (908) 226-2561

PURCHASE ORDER
THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKING SLIPS, CORRESPONDENCE, ETC.

No. 11-00643
 ORDER DATE: 05/04/11
 REQUISITION NO:
 DELIVERY DATE:
 STATE CONTRACT NO:
 F.O.B. TERMS:
 IRS #22-3419364 TAX EXEMPT UNDER PROVISIONS OF N.J. SALES & USE TAX ACT (CHAPTER 30, LAW OF 1966).
 CHECK NO. 1592
 CHECK DATE 5/20/11

Pg. **SHIP TO**
 P.M.U.A.
 127 ROOSEVELT AVE.
 PLAINFIELD, NJ 07060

VENDOR
 VENDOR # TH102
 THIRD POWER MARKET DEVELOPMENT
 100 BAYARD STREET - SUITE 311
 NEW BRUNSWICK NJ 08901

QUANTITY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	CONSULTING SERVICES	1-07-25-300-327	6,000.0000	6,000.00
1.00	PMUA FOCUS GROUP ACTIVITIES	1-09-25-300-327	6,000.0000	6,000.00
	INVOICE NUMBERS: 6163, 6166 & 6169			
	ADMINISTRATION			
			TOTAL	12,000.00

Received
 MAY - 5 2011
 Purchasing Agent

VOUCHER COPY - SIGN AT X AND RETURN WITH INVOICE FOR PAYMENT

VENDOR'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

X

CLAIMANT _____ DATE _____

DEPARTMENT CERTIFICATION

I, having knowledge of the facts; certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

 SIGNATURE DATE

VENDOR: DO NOT ACCEPT THIS ORDER UNLESS SIGNED BY PURCHASING AGENT

REQUISITION APPROVAL

 DEPARTMENT HEAD DATE

NOTICE TO VENDOR OR CONTRACTOR

- ORDER NOT VALID WITHOUT AUTHORIZED SIGNATURE.
- SHIPPING STATEMENT OR BILL OF LADING MUST ACCOMPANY SHIPMENT.
- NO CHARGES OTHER THAN THOSE SPECIFIED WILL BE ALLOWED WITHOUT APPROVAL OF THE ISSUING DEPARTMENT.
- INVOICE MUST BE FOWARDED TO ORIGINATING DEPARTMENT WITH SIGNED VOUCHER.

PAYMENT APPROVAL

 SIGNATURE DATE

PURCHASE ORDER APPROVAL

 PURCHASING AGENT SIGNATURE
 5/5/2011
 DATE

VOUCHER COPY - SIGN AT X AND RETURN WITH INVOICE FOR PAYMENT



PLAINFIELD MUNICIPAL UTILITIES AUTHORITY

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PURCHASE ORDER
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No. 11-00643

Pg. **S H I P T O**

V E N D O R

P.M.U.A.
127 ROOSEVELT AVE.
PLAINFIELD, NJ 07060

VENDOR # TH102

THIRD POWER MARKET DEVELOPMENT
100 BAYARD STREET - SUITE 311
NEW BRUNSWICK NJ 08901

ORDER DATE: 05/04/11
REQUISITION NO:
DELIVERY DATE:
STATE CONTRACT NO:
F.O.B. TERMS:

IRS #22-3419364 TAX EXEMPT UNDER PROVISIONS OF
N.J. SALES & USE TAX ACT (CHAPTER 30, LAW OF 1966).

CHECK NO. 51592
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1.00	PMUA FOCUS GROUP ACTIVITIES	1-09-25-300-327	6,000.0000	6,000.00
	INVOICE NUMBERS: 6163, 6166 & 6189			
	ADMINISTRATION			
			TOTAL	12,000.00

RECEIVING COPY MUST BE FORWARDED TO PURCHASING AS SOON AS ORDER IS RECEIVED.

I HEREBY CERTIFY THAT THE ARTICLES ABOVE SPECIFIED HAVE BEEN RECEIVED OR THE SERVICES PERFORMED, THAT THE QUANTITY NOTED IS CORRECT, AND THE QUALITY IS AS SPECIFIED, EXCEPT AS NOTED.

[Signature]
RECEIVED BY - FULL SIGNATURE

[Signature]
DATE RECEIVED

Partial Complete

NOTES:

VENDOR: DO NOT ACCEPT THIS ORDER UNLESS SIGNED BY PURCHASING AGENT

REQUISITION APPROVAL
[Signature]
DEPARTMENT HEAD DATE

PURCHASE ORDER APPROVAL
[Signature]
PURCHASING AGENT SIGNATURE
DATE 5/5/2011



TH102
11-00643

Invoice

100 Bayard Street
Suite 311
New Brunswick, NJ 08901

Date	Invoice #
9/15/2010	6163

Bill To
Plainfield Municipal Utilities Authority 127 Roosevelt Avenue Plainfield, NJ 07061-5110 Attn: David Ervin

Description	Amount
<p>OBJECTIVE: To greatly expand the education/knowledge of the community to the benefits of the Authority and</p> <p>OBJECTIVE: To establish an image of the Authority as efficient, well managed, cost effective and a regional model.</p> <p>ACTIVITIES FOR August 2010</p> <p>Communicated with PMUA Staff to review and approve the following tasks/jobs: 8/10/10 and 8/16/10 - Teleconferences with Erin Donnelly</p> <p>Developed and emailed the PMUA Focus Group Topic Guide (the written description of the focus group process, for public consumption) for Executive Approval</p> <p>Scheduled 1st Focus Group with Erin Donnelly and contracted with Marge Woods (TP Consultant) to Moderate 3 to 4 PMUA Focus Groups</p> <ul style="list-style-type: none"> · <input type="checkbox"/> Dr. McCombs crafted the major description parts of the invite letter · <input type="checkbox"/> Suggest recruitment tracking log be kept on the follow up calls (confirm name, address, gender, home/rent, Spanish speaking persons who also speak/read English)-progress to be shared weekly with Third Power · <input type="checkbox"/> Suggest follow up call to the recipients of the invite letter-offering personal invitation · <input type="checkbox"/> Strongly suggest groups offer some level of simple refreshments and state such in letter and phone calls · <input type="checkbox"/> Suggested follow up call the week of the event to confirm attendance · <input type="checkbox"/> Suggested some notification of upcoming focus groups be published in news letter · <input type="checkbox"/> Confirmed with Erin Donnelly that there should be 15 persons for each group 	4,000.00
Total	\$4,000.00

Thank You! Please make all checks payable to Third Power Market Development, Inc.

Phone #	Fax #	E-mail
(732) 246-3533	(732) 246-3553	administrator@thirdpower.net

RECEIVED

MAY 02 2011

Finance Department



Invoice

100 Bayard Street
 Suite 311
 New Brunswick, NJ 08901

Date	Invoice #
10/13/2010	6166

Bill To
Plainfield Municipal Utilities Authority 127 Roosevelt Avenue Plainfield, NJ 07061-5110

Description	Amount
<p>OBJECTIVE: To greatly expand the education/knowledge of the community to the benefits of the Authority and</p> <p>OBJECTIVE: To establish an image of the Authority as efficient, well managed, cost effective and a regional model.</p> <p>ACTIVITIES FOR September 2010</p> <p>9/1/10 - Pre-Focus Group Meeting with Moderator 9/8/10 - Conducted 1st PMUA Focus Group 9/10/10 - Post Focus Group Meeting with Moderator 9/17/10 - Post Focus Group Meeting with Erin Donnelly and Dave Ervin 9/29/10 - Meeting with Focus Group Moderator to discuss upcoming PMUA Focus Groups</p> <p>Continued to instill focus preparation with PMUA Staff as follows:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Suggest recruitment tracking log be kept on the follow up calls (confirm name, address, gender, home/rent, Spanish speaking persons who also speak/read English)-progress to be shared weekly with Third Power <input type="checkbox"/> Suggest follow up call to the recipients of the invite letter-offering personal invitation <input type="checkbox"/> Strongly suggest groups offer some level of simple refreshments and state such in letter and phone calls <input type="checkbox"/> Suggested follow up call the week of the event to confirm attendance <input type="checkbox"/> Suggested some notification of upcoming focus groups be published in news letter <input type="checkbox"/> Confirmed with Erin Donnelly that there should be 15 persons for each group 	4,000.00
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[Handwritten Signature]

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 MAY 02 2011

Finance Department

Invoice

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Date	Invoice #
11/1/2010	6169

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Description	Amount
<p>OBJECTIVE: To greatly expand the education/knowledge of the community to the benefits of the Authority and OBJECTIVE: To establish an image of the Authority as efficient, well managed, cost effective and a regional model.</p> <p>ACTIVITIES FOR October 2010 During the month of October Third Power was in contact with PMUA twice a week; and Dr. McCombs and Third Power personnel were on site at PMUA 4 times during the month of October in addition to the following:</p> <p>Pre-Focus Group Meetings with Moderator Drafted Focus Group Questionnaire 10/12/10 - Discussed combining 2 focus Groups due to lack of response with PMUA Team (combined focus groups for 10/13/10 and 10/20/10) 10/20/10 - Conducted 2nd PMUA Focus Group 10/27/10 - Conducted 3rd PMUA Focus Group 10/28/10 - Conducted PMUA Power Focus Group</p> <p>Continued to instill focus preparation with PMUA Staff as follows: · Discussed the importance of: Recruitment tracking log be kept on the follow up calls (confirm name, address, gender, home/rent, Spanish speaking persons who also speak/read English)-progress to be shared weekly with Third Power · Ffollow up call to the recipients of the invite letter-offering personal invitation</p>	4,000.00
Total	

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Invoice

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Date	Invoice #
11/1/2010	6169

Bill To
Plainfield Municipal Utilities Authority 127 Roosevelt Avenue Plainfield, NJ 07061-5110

Description	Amount
<ul style="list-style-type: none"> · Follow up call the week of the event to confirm attendance · Notification of upcoming focus groups be published in news letter · Confirmed with Erin Donnelly, Deborah Kane, and Henry Simpson that there should be 15 persons for each group 	
Total	

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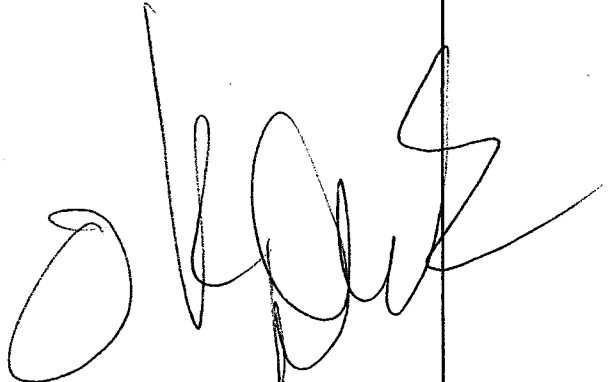
Third Power Market Development, Inc.

Invoice

100 Bayard Street
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Date	Invoice #
11/1/2010	6169

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Description	Amount
	
Total	\$4,000.00

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