



City of Newark

City Hall
920 Broad Street
Newark, New Jersey 07102

Legislation Text

File #: 12-1274, Version: 1

Dept/ Agency: Child and Family Well-Being

Action: (x) Ratifying (X) Authorizing () Amending

Type of Service: Contract with Vendor

Purpose: To provide Grant Writing & Quality Management Services for the Newark Eligible Metropolitan Area, Ryan White Program.

Entity Name: Robert M. Saunders CPA, LLC

Entity Address: 241 North Avenue West, Westfield, New Jersey 07090

Grant Amount: \$384,608.00

Funding Source: United States Department of Health and Human Services, Health Resources & Services Administration

Contract Period: March 1, 2012 through February 28, 2013

Contract Basis: () Bid () State Vendor (X) Prof. Ser. () EUS

(X) Fair & Open () No Reportable Contributions (x) RFP () RFQ

() Private Sale (x) Grant () Sub-recipient/Vendor () n/a

Additional Information:

Certification of funds in the amount of \$384,608.00 from Ryan White funds accepted by Resolution #7R2-a(AS) 041812. Amount not to exceed \$534,608.00

WHEREAS, the City of Newark desires to continue to provide HIV/AIDS healthcare, supportive and related services to infected and affected residents of the Newark Eligible Metropolitan Area (EMA) which is comprised of Essex, Union, Morris, Warren and Sussex Counties; and

WHEREAS, pursuant to Resolution, #7R2a(AS)041812, the Municipal Council of the City of Newark authorized the Mayor and the Director of the Department of Child and Family Well-Being to apply for funds from the United States Department of Health and Human Services, Health Resources and Services Administration, 5600 Fishers Lane, Rockville, Maryland 20857, pursuant to the Ryan White HIV/AIDS Treatment Extension Act of 2009, for the provision of HIV/AIDS healthcare, supportive and related services to infected and affected individuals and families in the Newark Eligible Metropolitan Area (EMA); and

WHEREAS, pursuant to Resolution, #7R2a(AS)041812, the Municipal Council authorized the Mayor and the Director of the Department of Child and Family Well-Being to accept funds in the amount of \$14,134,006.00 from the United States Department of Health and Human Services through the Ryan White HIV/AIDS Treatment Extension Act of 2009; and

WHEREAS, the Mayor and the Director of the Department of Child and Family Well-Being desire to accept additional funds as they may become available from the United States Department of Health and Human Services under the Ryan White HIV/AIDS Treatment Extension Act of 2009; and

WHEREAS, the Ryan White HIV/AIDS Treatment Extension Act of 2009 requires that the City of Newark, which is the lead agency for the Newark EMA, provide funding for HIV/AIDS related health and support services for people living with HIV and AIDS in the Newark Eligible Metropolitan Area (EMA); and

WHEREAS, pursuant to this requirement, the City of Newark established the Newark EMA Ryan White Continuum of Care; and

WHEREAS, the City of Newark through the Department of Child and Family Well-Being, Division of Health Planning/Ryan White Unit, publicly advertised a Request For Proposals (RFPs) for medical, social service, quality management, professional and fiduciary services (“Ryan White eligible services”) from November 29, 2011 through December 2, 2011, and received forty-six (46) proposals on January 12, 2012; and

WHEREAS, the proposal submitted by the Robert M. Saunders CPA, LLC, 241 North Avenue West, Westfield, New Jersey 07090, was determined to be most advantageous to the City of Newark, based on experience and criteria listed on the RFP; and

WHEREAS, the Vendor, Robert M. Saunders CPA, LLC, 241 North Avenue West, Westfield, New Jersey 07090,, has demonstrated that they have the expertise to provide fiduciary services for the Newark EMA HIV Health Services Planning Council; and

WHEREAS, the City of Newark, Department of Child and Family Well-Being desires to enter into an Agreement with the Robert M. Saunders CPA, LLC, hereinafter referred to as “Vendor,” to provide fiduciary services to the Newark EMA HIV Health Services Planning Council, which is more specifically described in the “Scope of Services” attached hereto and made a part hereof, for the period commencing on March 1, 2012 and terminating on February 28, 2013, for an amount of \$384,608.00 not to exceed \$534,608.00; and

WHEREAS, in order to accomplish the foregoing, the Mayor and/or his designee, the Director of the Department of Child and Family Well-Being, may desire to amend the terms of the existing Agreement between the City of Newark and the Vendor to increase the contract amount by an additional \$150,000.00, for a total contract amount not to exceed \$534,608.00; and

WHEREAS, the Federal Health Insurance Portability and Accountability Act (HIPAA) of 1995 requires that all Service Providers complete a formalized Business Associate Agreement to protect clients health information and insure the privacy of that information; and

WHEREAS, this Agreement is being awarded pursuant to the fair and open procedures of State Pay-to-Play Law (N.J.S.A. 19:44A-20.5); and

WHEREAS, this Agreement is being awarded pursuant to State Local Public Contracts Law, including N.J.S.A. 40A:11-4.1(b)(2) and/or N.J.S.A. 40A:11-5 and/or as a Professional Service pursuant to N.J.S.A. 40A:11-5(1)(a)(i) (where applicable), and the Ryan White HIV/AIDS Treatment Extension Act of 2009; and

WHEREAS, the Mayor of the City of Newark signed into law Executive Order Number MEO-07-0001 (hereinafter “Pay-to-Play Executive Order”), which requires reporting of political

contributions to Newark Municipal Candidates and prohibits certain political contributions during the duration of the contract.

NOW, THEREFORE, BE IT RESOLVED BY THE MUNICIPAL COUNCIL OF THE CITY OF NEWARK, NEW JERSEY, THAT:

1. The Mayor and/or his designee, the Director of the Department of Child and Family Well-Being, are hereby Robert M. Saunders CPA, LLC, 241 North Avenue West, Westfield, New Jersey 07090, for the provision of Ryan White eligible services to the Newark EMA, which is more specifically described in the "Scope of Services" attached hereto and made a part hereof, for the period commencing on March 1, 2012 and terminating on February 28, 2013, for an amount of \$348,608.00 not to exceed \$534,608.00.
2. The Mayor and/or his designee, the Director of the Department of Child and Family Well-Being, are hereby authorized to accept and expend additional funds as they become available from the United States Department of Health and Human Services, Health Resources and Services Administration, pursuant to the Ryan White Treatment Extension Act of 2009, for the period commencing on March 1, 2012 and terminating on February 28, 2013.
3. Attached hereto is a certification of funds in the amount of \$384,608.00 from the Municipal Comptroller of the City of Newark and that the line appropriation of the official budget which shall be charged is Business Unit 051; Dept. ID G12; Division 2H260; Account 72090.
4. In the event additional monies become available the department shall secure a certification of funds for the additional funds to be added to this contract prior to authorizing the Vendor to proceed.
5. The Municipal Council of the City of Newark hereby ratifies the use of competitive contracting for processing agreements under the Ryan White HIV/AIDS Treatment Act of 2009 from November 29, 2011 to the date of adoption and authorizes its use in the futures.
6. This Agreement is hereby ratified from March 1, 2012 through the date of adoption of this authorizing resolution.
7. The Vendor shall not proceed with the provision of any services beyond the twelve(12) month period of March 1, 2012 through February 28, 2013 until the issuance of a Notice to Proceed/Award Letter by the Director of the Department of Child and Family Well-Being.
8. The Vendor shall execute and formalize a Business Associate Agreement with the City of Newark to protect clients' health information and ensure the privacy of that information, in accordance with the Federal Health Insurance Portability and Accountability Act (HIPAA) of 1995 (a copy is attached hereto).
9. This Agreement was procured and awarded pursuant to the fair and open procedures of the State Pay-to-Play Law (N.J.S.A. 19:44A-20.5), State Local Public Contracts Law, including N.J.S.A. 40A:11-4.1(b)(2) and/or N.J.S.A. 40A:11-5 and/or as a Professional Service pursuant to N.J.S.A. 40A:11-5(1)(a)(i) (where applicable), the Ryan White HIV/AIDS Treatment

Extension Act of 2009, and is in compliance with Newark Executive Order MEO-07-0001, effective March 31, 2007.

10. The Director of the Department of Child and Family Well-Being shall file a fully executed copy of said Agreement with the Office of the City Clerk.

STATEMENT

This resolution ratifies and authorizes the Mayor and/or his designee, the Director of the Department of Child and Family Well-Being, to enter into and execute an Agreement with Robert M. Saunders CPA, LLC, 241 North Avenue West, Westfield, New Jersey 07090, to provide Ryan White eligible services to the Newark EMA, which is more specifically described in the "Scope of Services" attached hereto and made a part hereof, for the period commencing on March 1, 2012 and terminating on February 28, 2013, for an amount of \$384,608.00 not to exceed \$534,608.00. This Agreement was procured and awarded pursuant to the fair and open procedures of the State Pay-to-Play Law (N.J.S.A. 19:44A-20.5), State Local Public Contracts Law, including N.J.S.A. 40A:11-4.1(b)(2) and/or N.J.S.A. 40A:11-5 and/or as a Professional Service pursuant to N.J.S.A. 40A:11-5(1)(a)(i) (where applicable), the Ryan White HIV/AIDS Treatment Extension Act of 2009, and is in compliance with Newark Executive Order MEO-07-0001, effective March 31, 2007.