



## Legislation Text

File #: 14-0317, Version: 1

**Dept/ Agency:** Child and Family Well-Being

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

**Type of Service:** Professional Service Contract for Medical Director Consultant Services

**Purpose:** To provide Medical Director Consulting Services and assist in the organization and assignments of medical staff within the Division of Medical Care Services.

**Entity Name:** Forest Hill Family Health Associates, P.A. providing the services of Thomas R. Ortiz, MD

**Entity Address:** 465 Mt. Prospect Avenue, Newark, New Jersey 07104

**Contract Amount:** Not to exceed \$162,000.00

**Funding Source:** Department of Child and Family Well-Being (2014 Budget)

**Contract Period:** One (1) year upon adoption of this resolution by the Municipal Council

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

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

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

**Additional Information:**

**WHEREAS**, the City of Newark Department of Child and Family Well-Being requires a Medical Director Consultant, to assist in the organization and assignment of medical staff, in conjunction with the Clinical Director, and review the activities of the medical staff to ensure that productivity quality levels are met within the Division of Medical Care Services; and

**WHEREAS**, on October 7, 2013, the Department of Child and Family Well-Being consistent with the Fair and Open Process, *N.J.S.A. 19:44A-20.5*, advertised a Request for Proposal, (*a copy of which is attached*) with proposals due on October 22, 2013; and

**WHEREAS**, on October 22, 2013, the Department of Child and Family Well-Being received one (1) proposal, which was opened on October 22, 2013 and entered on the Bid Tabulation Sheet, (*a copy of which is attached*); and

**WHEREAS**, the proposal received from Forest Hill Family Health Associates, P.A., 465 Mt. Prospect Avenue, Newark, New Jersey 07104, was most advantageous to the City of Newark based on experience and on criteria as listed on the Request For Proposal (*a copy of which is attached*); and

**WHEREAS**, Forest Hill Family Health Associates, P.A., has represented that they are qualified by training and experience to provide the required services in the manner, terms and conditions, set forth in the proposed contract; and

**WHEREAS**, the City of Newark wishes to enter into contract with Forest Hill Family Health Associates, P.A., located at 465 Mt. Prospect Avenue, Newark, New Jersey 07104, providing the

services of Thomas R. Ortiz, MD, to act as Medical Director for the Department of Child and Family Well-Being/Medical Care Services and at the Federally Qualified Health Center (FQHC) (hereafter referred to as "Medical Director Consultant"), for a total amount not to exceed One Hundred Sixty-Two Thousand Dollars and Zero Cents (\$162,000.00); and

**WHEREAS**, the contract awarded pursuant to the Fair and Open Process, *N.J.S.A. 19:44A-20.5*, in accordance with Local Public Contracts Law *N.J.S.A. 40A:11-1, 2007*; and

**WHEREAS**, this contract shall be awarded as an open-ended contract and shall not exceed One Hundred Sixty-Two Thousand Dollars and Zero Cents (\$162,000.00), for the period of one (1) year upon adoption of this resolution by the Municipal Council.

**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 of Well-Being, are hereby authorized to enter into and execute an open-ended contract with Forest Hill Family Health Associates, P.A., 465 Mt. Prospect Avenue, Newark, New Jersey 07104, to provide the services of Thomas R. Ortiz, MD, to act as Medical Director Consultant for the Department of Child and Family Well-Being/Medical Care Services, assist in the organization and assignment of medical staff in conjunction with the Clinical Director, and review the activities of the medical staff to ensure that productivity quality levels are met within the Division of Medical Care Services, in the amount not to exceed One Hundred Sixty-Two Thousand Dollars and Zero Cents (\$162,000.00), for the period one (1) year upon adoption of this resolution.
2. The contract is awarded pursuant to the Fair and Open Process of *N.J.S.A. 19:44A-20.5* and competitive bidding contract pursuant to Local Public Contracts Law, *N.J.S.A. 40A:11-4.1*.
3. The contract is in compliance with Newark Executive Order MEO-07-0001, effective March 31, 2007.
4. The contract is further awarded as an open-ended contract pursuant to *N.J.A.C. 5:30-5.5(b) (2)*. A Certification of Funds shall be executed each time services are used and charged against this contract.
5. A notice of this action as required by law shall be published in the newspaper as a legal advertisement within ten (10) days of its passage and made available for public inspection.
6. An executed copy of the contract shall be filed in the Office of the City Clerk by the Director of the Department of Child and Family Well-Being along with this authorizing resolution.

**STATEMENT:**

This resolution hereby authorizes the Mayor and/or his designee, the Director of Child and Family Well-Being, to enter into and execute an open-ended contract with Forest Hill Family Health Associates, P.A., of 465 Mt. Prospect Avenue, Newark, New Jersey 07104, to provide the

services of Thomas R. Ortiz, MD, to act as Medical Director Consultant for the Department of Child and Family Well-Being/Medical Care Services, assist in the organization and assignment of medical staff in conjunction with the Clinical Director, and review the activities of the medical staff to ensure that productivity quality levels are met within the Division of Medical Care Services, in the amount not to exceed One Hundred Sixty-Two Thousand Dollars and Zero Cents (\$162,000.00), for the period of one (1) year. .