



City of Newark

City Hall
920 Broad Street
Newark, New Jersey 07102

Legislation Text

File #: 16-0396, Version: 1

Dept/ Agency: Administration/Division of Central Purchasing

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

Type of Service: Bid Contract(s)

Purpose: Telephones, Equipment, Supplies and Accessories

Description: Office Equipment

Entity Name(s)/Address(s): (1) Call One, Inc., 400 Imperial Boulevard, Cape Canaveral, Florida 32920 (2) Extel Communications, Inc., 830 Belmont Avenue, North Hudson, New Jersey 07503

Contract Amount: Not to exceed \$40,000.00

Funding Source: City of Newark Budget/Department of Administration

Account Line Code(s): NW011, 030, 0308, B2016 - Administration/Office Services

Contract Period: To be established for a period not to exceed two (2) years

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

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

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

Additional Information:

Advertised Date December 22, 2015

Bids Solicited: Eight (8)

Bids Received: Two (2)

WHEREAS, on December 22, 2015, the City of Newark, through its Supervising Procurement Specialist, advertised to solicit bids for contractor(s) to provide, Telephones, Equipment, Supplies and Accessories to the Department of Administration as per the bid proposal attached hereto; and

WHEREAS, the Division of Central Purchasing distributed eight (8) bid proposal packages to prospective vendors following the date of advertisement; and

WHEREAS, on January 7, 2016, the City received two (2) bids in response to this advertisement; and

WHEREAS, the Manager of the Division of Office Services recommends a dual award be made to Call One, Inc., and Extel Communications, Inc., the only, responsive, responsible bidders; and

WHEREAS, the Supervising Procurement Specialist recommends awarding line item contracts to the responsive, responsible bidders, Call One, Inc. and Extel Communications, Inc., for the provision of various Telephones, Equipment, Supplies and Accessories to the City; and

WHEREAS, pursuant to N.J.S.A. 40A:11-24, said responsible bidders consented to hold prices until such time as an award is made, up to and including April 30, 2016; and

WHEREAS, pursuant to N.J.S.A. 19:44A-20.5 et seq., solicitations through public bidding in accordance with N.J.S.A.40A:11-1, et seq. meet the requirements of the fair and open process.

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 Supervising Procurement Specialist, are hereby authorized to enter into a contract with Call One, Inc., 400 Imperial Boulevard, Cape Canaveral, Florida 32920, for the City's purchase of various brands of Telephones, Equipment, Supplies and Accessories, line item no.'s 4, 5, 24-26 and 32-35, for year one (1) and year two (2); and with Extel Communications, Inc., 830 Belmont Avenue, North Hudson, New Jersey 07503, for the City's purchase of various brands of Telephones, Equipment, Supplies and Accessories, line item no.'s 1-3, 6-13, 17, 23, 28, 30, 31, 36 and 37, for year one (1) and year two (2), as said vendors were determined to be the only responsive, responsible bidders in accordance with the bid specifications and their respective bids were received on the advertised due date. The term of the contract will be for a period of a two (2) year term, pursuant to N.J.S.A. 40A:11-3.
2. There shall be no amendments or changes to this contract without the approval of the Municipal Council by resolution.
3. There shall be no advance payment on this contract in accordance with N.J.S.A. 40A:5-16. Pursuant to N.J.A.C. 5:30-5.5(d), funds for 2016 and subsequent years are contingent upon appropriations.
4. This is an open-ended contract to be used as needed during the term of contract. Thus, as required by N.J.A.C. 5:30-5.5(b)(2), for any and all expenditures against this contract, each time an order is placed, a certification of the availability of sufficient funds covering the amount of the order shall be executed before contractual liability is incurred for account code lines NW011, 030, 0308, 94220, B2016 - Administration/Office Services. This contract shall not exceed a total of Forty Thousand Dollars and Zero Cents (\$40,000.00) for both vendors, collectively, for the two (2) year period.
5. A duly executed copy of the contract shall be forthwith filed in the Office of the City Clerk by the Supervising Procurement Specialist.
6. If required by State Law, the City Clerk shall provide the appropriate notice of the award of this contract to the State Comptroller no later than twenty (20) business days following such award, in accordance with N.J.S.A. 52:15C-10 and the Notice of the Office of the State Comptroller dated May 7, 2008.

STATEMENT

This Resolution authorizes the Mayor and/or his designee, the Supervising Procurement Specialist, to enter a two (2) year contract with Call One, Inc. and Extel Communications, Inc., for the purchase of specific line item numbered Telephones, Equipment, Supplies and Accessories, by the City of Newark at a cost not to exceed Forty Thousand Dollars and Zero Cents (\$40,000.00) for the two (2)

year period for both vendors, collectively.