



City of Newark

City Hall
920 Broad Street
Newark, New Jersey 07102

Legislation Text

File #: 12-0794, Version: 1

Dept/ Agency: Administration/Office of the Business Administrator

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

Type of Service: Resolution Extending Emergency Contract with Sub-recipient

Purpose: Temporary Grant Staffing

Entity Name: Axion, LLC

Entity Address: 510 Thornall Street, Suite 110, Edison, New Jersey 08837

Grant Amount: \$50,000.00

Funding Source: United States Department of Housing and Urban Development (HUD)/ Housing Opportunities for Persons with AIDS (HOPWA) funds

Contract Period: Extended an additional ninety (90) days from March 27, 2012 through June 25, 2012

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

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

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

List of Property: (Not Applicable)

(Address/Block/Lot/Ward)

Not Applicable

Additional Information:

Contract #E2011-20.

[Invitation: Business Administrator, May 15, 2012](#)

WHEREAS, the Office of the Business Administrator requests an extension of the emergency contract with Axion, LLC, 510 Thornall Street, Suite 110, Edison, New Jersey 08837 (#E2011-20) to cover the fiscal and programmatic staffing needs of the Office of Partnerships and Grants Management (PGM) until a contract has been entered into; and

WHEREAS, the primary function of PGM is to provide grant management functions to the City of Newark's Housing and Urban Development (HUD) entitlement funding for the programs under the Community Development Block Grant (CDBG), Emergency Shelter Grants (ESG), and the Housing Opportunities for Persons with AIDS (HOPWA) program; and

WHEREAS, the total funding for the three programs amounts to \$14,861,399.00 (\$7,835,598.00, \$379,213.00 and \$6,646,588.00 respectively). We are currently in danger of losing the two dedicated HOPWA staff persons who currently manage the programmatic and fiscal processes of the grant; and

WHEREAS, pursuant to N.J.S.A. 40A:11-6, it is a matter of public welfare that the emergency contract is extended because the HOPWA staff persons ensure that HOPWA funds are being expended within a stipulated time frame as mandated by the United States Department of Housing and Urban Development (HUD), and that sub-recipients receive reimbursement, submit proper

financial information and administer the program appropriately; and

WHEREAS, City Ordinance 2:5-13.2(E)(1)(b), as amended, states that Emergency Contracts shall not be for a period in excess of ninety (90) days and City Ordinance 2:5-13.2(E)(1)(c), as amended, also states that no extensions of emergency contracts shall be permitted without authorization by the Municipal Council by resolution; and

WHEREAS, pursuant to N.J.S.A. 40A:11-15, the emergency contract can be extended because the Division of Central Purchasing submitted an RFP for the above services, however, the City has been unable to enter into a contract with the vendor.

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

1. The Office of the Business Administrator requests an extension of the emergency contract with Axion, LLC, 510 Thornall Street, Suite 110, Edison, New Jersey 08837, that commenced on December 27, 2011 through March 26, 2012, for an additional ninety (90) days from March 27, 2012 through June 25, 2012.
2. This resolution is hereby ratified from March 27, 2012 through the date of adoption of this authorizing resolution.
3. This resolution is authorized from the date of Council meeting to June 25, 2012.
4. Attached hereto is a certification of funds from the Municipal Comptroller of the City of Newark which states that: there are sufficient funds for the purpose set forth hereinabove and (2) the line appropriation of the official budget which shall be charged is Business Unit 051, Department G11, Division 2H1MO, Account 71280.
5. An executed copy of said contract shall be filed with the Office of the City Clerk by the Business Administrator for the City of Newark.
6. The total amount of said contact shall not exceed \$50,000.00 and shall be paid by HOPWA funds.

STATEMENT

This resolution ratifies and authorizes the Mayor and/or his designee, the Business Administrator to extend the emergency contract award with Axion, LCC, 510 Thornall Street, Suite 110, Edison, New Jersey 08857, to provide dedicated staffing for the purpose of properly administering the Housing Opportunities for Persons with AIDS (HOPWA) program an additional ninety (90) days from March 27, 2012 through June 25, 2012.