



Legislation Text

File #: 17-0840, Version: 1

Dept/ Agency: One Stop Career Center-NewarkWORKS

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

Type of Service: Professional Service Contract

Purpose: Office Administration Training

Entity Name: Bright Horizon Institute

Entity Address: 24 Commerce Street, 13th Fl., Suite 525, Newark, New Jersey 07102

Contract Amount: \$30,000.00

Funding Source: State of New Jersey Department of Labor and Workforce Development

Contract Period: July 1, 2016 through June 30, 2017

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

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

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

Additional Information:

Grant funds to be fully expended by June 30, 2017.

WHEREAS, on September 21, 2016 through Resolution 7R3-a , the Municipal Council authorized the Mayor to accept the following WIOA-TANF (\$756,755.00), WIOA-GA/SNAP (\$585,653.00) Workforce Innovation and Opportunity Act (WIOA) grant funds (formerly Workforce Investment Act), that was signed into law on July 1, 2014 for Program Year 2016 (July 1, 2016 through June 30, 2017), which must be fully expended by no later than June 30, 2018 for a combined funding total of \$1,342,408,00; and

WHEREAS, there exists a need for NewarkWORKS to enter into a contract with an entity that can provide educational Services to Ten (10)WIOA- TANF-GA/SNAP clients in the area of "Office Administration", training pursuant to the provisions of the WFNJ for the 2016-2017 Program Year July 1, 2016 through June 30, 2017; and

WHEREAS, on May 13, 2016, NewarkWORKS advertised a Request for Proposal, returnable on June 17, 2016 for educational and training services under the provisions of the WIOA for Program Year 2016-2017 (a copy of the Request for Proposal is attached hereto and made part thereof); and

WHEREAS, on June 17, 2016, NewarkWORKS received sixty (60) proposals which were opened on the same day and entered on a tabulation bid sheet, a copy of which is attached; and

WHEREAS, the proposal received from Bright Horizon Institute, 24 Commerce Street, 13th Floor, Newark, New Jersey 07102, was reviewed by a selection committee and approved by the Newark Workforce Investment Board and was found to be one of the most advantageous to the City of Newark based upon price, experience and all other criteria listed in the Request for Proposal; and

WHEREAS, NewarkWORKS wishes to enter into a one (1) year contract with Bright Horizon Institute to provide "Office Administration" training pursuant to the WIOA for Ten (10) WIOA-TANF - GA/SNAP clients, in an amount not to exceed \$30,000,00, for Program Year 2016-2017. All grant

funds from Program Year 2016-2017 must be fully expended no later than June 30, 2017; and

WHEREAS, the Municipal Council of the City of Newark wishes to authorize and ratify the use of competitive contracting for processing these WIOA Programs from January 1, 2016 to the date of adoption of this resolution and authorizes the use in the future; and

WHEREAS, this contract is being awarded pursuant to State and 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 educational services to N.J.S.A. 40A:11-5(1) (q) (as applicable), and the WIOA and WFNJ; and

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

WHEREAS, the Municipal Council adopted the Contractor Pay-to-Play Reform Ordinance, R.O. 2:4-22C, which forbids the award of a contract to a Business Entity, as defined therein, which has made or solicited political contributions to Newark Municipal Candidates, office holders having ultimate responsibility for the award of a contract; candidate committees of the aforementioned candidates; and political or political party committees of the City of Newark or County of Essex; and continuing political committees or political action committees regularly engaged in the support of the City of Newark municipal or County of Essex elections; and certain other political party or candidate committees, in excess of certain thresholds.

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

1. The Mayor, Deputy Mayor for Workforce Development and Director of Newark One Stop Career Center/NewarkWORKS are hereby authorized to enter into and execute a one year contract with Bright Horizon Institute, 24 Commerce Street, 13th Floor, Newark, New Jersey 07102, to provide training to Ten (10) WIOA-TANF-GA/SNAP

Clients in the area of "Office Administration)" training and follow up services under WIOA for Program Year 2016-2017. The contract shall be established during the period commencing July 1, 2016 and terminating on June 30, 2017, for an amount not to exceed \$30,000.00. The term of the contract will be established for a one (1) year term.

2. This contract between the City of Newark and Bright Horizon Institute is hereby ratified from January 1, 2016, to the date of adoption of the authorizing resolution.
3. The Municipal Council of the City of Newark hereby authorizes and ratifies the use of competitive contracting for processing and awarding these WIOA Programs from January 1, 2016, to the date of adoption of this resolution and authorizes its use in the future.

4. The contract is subject to availability of funds from the United States Department of

Labor, Employment and Training Administration, Workforce Innovation and Opportunity Act of July 1, 2016 and Work First New Jersey Allotments through the New Jersey Department of Labor and Workforce Development.

5. Attached hereto is Certification of Funds from the Municipal Comptroller of the City of Newark, which states (1) that there are sufficient funds, in the amount of \$30,000.00, for the purpose set forth hereinabove and (2) that the line appropriation of the official budget which shall be charged is Business Unit NW051, Department ID G16, Div./Proj. M16R0, Activity A, Account #72060, Budget Reference B2016.
6. There shall be no advance payment on this contract in accordance with N.J.S.A.40A:5-16.
7. There shall be no amendment or changes to this contract without approval of the Municipal Council of the City of Newark.
8. The Director of NewarkWORKS shall file forthwith a copy of the fully executed contract with the Office of the City Clerk and shall be made available for public inspection.
9. This contract is being awarded to a non-profit organization and as such is not governed by the State-Pay-to-Play Law, N.J.S.A. 19:44A-20-5,

STATEMENT

This resolution ratifies and authorizes the Mayor, Deputy Mayor for Workforce Development, and Director of Newark One Stop Career Center/NewarkWORKS to enter into and execute a one (1) year contract with the Bright Horizon Institute, 24 Commerce Street, 13th Fl., Suite525,, Newark, New Jersey 07102, pursuant to the provisions of WIOA, to provide training services in the area of "Office Administration" training to Ten (10) WIOA-TANF-GA/SNAP clients, for a total not to exceed \$30,000.00 for program year 2016-2017 (July 1, 2016 through June 30, 2017). Grant funds must be fully expended by no later than June 30, 2017.

