



City of Newark

City Hall
920 Broad Street
Newark, New Jersey 07102

Legislation Text

File #: 18-1591, Version: 1

Dept/ Agency: Administration/Division of Central Purchasing

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

Type of Service: Bid Contract(s)

Purpose: Temporary Shelter Services for Homeless Individuals and Families and Sheltering At Risk Individuals and Families during Code Blue and Code Red Weather Alerts

Entity Name(s)/Address(s):

1) The Apostle's House Inc., 513-515 Avon Avenue, Newark, New Jersey 07108

2) The H.E.L.P. Center/ 689 So. 210th Street Corp dba Emergency Housing Services, 224 Sussex Avenue, Newark, New Jersey 07103

3) Catholic Charities of the Archdiocese of Newark, 590 North 7th Street, Newark, New Jersey 07017

4) Isaiah House, 238 North Munn Avenue, East Orange, New Jersey 07017

5) Fairmount Health Services, 202 Fairmount Avenue, Newark, New Jersey 07103

6) Newly Destined Inc., 1114 Broad Street, Newark, New Jersey 07114

7) Circle of Life Shelter, 55 Tillinghast Street, Newark, New Jersey 07108

Contract Amount: Not to exceed \$2,500,000.00

Funding Source: CDBG contingent on HUD approval

Contract Period: One (1) year, with option to renew for second year, commencing on the date the Purchasing Agent, QPA, provides vendors with formal Notice To Proceed

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

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

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

Entity Name/Address:

1st Advertisement Date: July 31, 2018

2nd Advertisement Date: Addendum #1, August 10, 2018

3rd Advertisement Date: Addendum #2, August 31, 2018

Additional Information:

WHEREAS, the Department of Health and Community Wellness seeks to provide annual sheltering service capacity to Newark homeless individuals and families and sheltering services for at risk individuals and families during declared Code Blue and Code Red weather alerts; and

WHEREAS, N.J.S.A. 40:48-4 authorizes municipalities to provide, maintain and operate a facility for rendering any service or furnishing any commodity to the municipality or its inhabitants; and

WHEREAS, pursuant to N.J.S.A. 40A:11-4.1(k), competitive contracting may be used by local contracting units in lieu of public bidding for the procurement of specialized goods and services the price of which exceeds the bid threshold to provide annual sheltering service capacity to Newark Homeless individuals and families and sheltering services for at risk individuals and families during declared Code Blue and Code Red weather alerts; and

WHEREAS, On July 31, 2018, the Department of Health and Community Wellness through the Purchasing Agent for the City of Newark publicly advertised a Request For Proposals (RFPs) to procure sheltering service capacity for Newark Homeless individuals and families and sheltering services for at risk individuals and families during declared Code Blue and Code Red weather alerts pursuant to N.J.S.A. 40A:11-4.3(a); and

WHEREAS, the Municipal Council of the City of Newark hereby ratifies the use of competitive contracting for securing annual sheltering service capacity for Newark Homeless individuals and families and sheltering services for at risk individuals and families during declared Code Blue and Code Red weather alerts; and

WHEREAS, the Purchasing Agent, QPA, determined that sealed proposals scheduled to be received on August 21, 2018 for annual sheltering service capacity for Newark Homeless individuals and families and sheltering services for at risk individuals and families during declared Code Blue and Code Red weather alerts should be postponed to issue an addendum (Addendum No. 1), pursuant to N.J.S.A. 40A:11-23(c)(1), extending deadline to receive bids to August 28, 2018 (a copy of which is attached hereto and made a part hereof); and

WHEREAS, on August 10, 2018, the Purchasing Agent, QPA, advertised Addendum No. 1 to RFP for annual sheltering service capacity for Newark Homeless individuals and families and sheltering services for at risk individuals and families during declared Code Blue and Code Red weather alerts (a copy of which is attached hereto and made a part hereof); and

WHEREAS, the Purchasing Agent, QPA, determined that Addendum No. 1 should be revised for additional vendor challenges and/or requests for clarification, prior to issuance of addendum; and

WHEREAS, on August 31, 2018, the Purchasing Agent, QPA, advertised Addendum No. 2 to RFP for annual sheltering service capacity for Newark Homeless individuals and families and sheltering services for at risk individuals and families during declared Code Blue and Code Red weather alerts (Addendum No. 2), pursuant to N.J.S.A. 40A:11-23(c)(1), to amend and revise the conditions governing the proposal, and also to answer bidder submitted questions (a copy of which is attached hereto and made a part hereof); and

WHEREAS, the issuance of Addendum No. 2, postponed the deadline to receive proposals to September 13, 2018; and

WHEREAS, the Division of Central Purchasing also distributed thirty-one (31) bid proposal packages to prospective vendors; and

WHEREAS, on September 13, 2018, the Purchasing Agent, QPA, received proposals from ten (10) vendors and publicly opened and read aloud the names and addresses of the vendors who submitted a bid proposal package on the advertised deadline; and

WHEREAS, a five (5)-member evaluation committee was formed to review the bid proposals submitted by the ten (10) vendors and make a recommendation, as outlined in the Specifications to the Director of the Department of Health and Community Wellness; and

WHEREAS, the Purchasing Agent, QPA, obtained signed no conflicts letters from the

members of the evaluation committee (copies of which are attached hereto and made a part hereof) before delivering the bid proposal packages of the ten (10) vendors to review and recommend an award, as outlined in the bid proposal package to the Director of the Department of Health and Community Wellness; and

WHEREAS, the evaluation committee recommended to the Director of the Department of Health and Community Wellness that multiple awards be made to seven (7) vendors (1) The Apostle's House Inc.; (2) The H.E.L.P. Center; (3) Catholic Charities of the Archdiocese of Newark' (4) Isaiah House; (5) Fairmount Health Services; (6) Newly Destined Inc.; (7) Circle of Life, Inc., for specific locations and specific contract amounts to provide annual sheltering service capacity to Newark Homeless individuals and families and sheltering services for at risk individuals and families during declared Code Blue and Code Red weather alerts; and

WHEREAS, pursuant to N.J.A.C. 5:34-4.3(c)(3), on October 17, 2018 the evaluation committee conducted clarification interviews with the top ranked vendors, limited to clarifying specifics of vendors' bid proposals; and

WHEREAS, the evaluation committee recommended to the Director of the Department of Health and Community Wellness that two respondents be rejected as non-responsive and one respondent be rejected because its price/costs were disproportionate and outside cost estimates; and

WHEREAS, the Director of the Department of Health and Community Wellness accepted and agreed with the evaluation committee's recommendations that multiple awards be made to the seven (7) vendors identified above for specific locations and specific contract amounts; and

WHEREAS, the Purchasing Agent, QPA, accepts the recommendations of the evaluation committee and the Director of the Department of Health and Community Wellness that multiple contract awards be made to (1) The Apostle's House Inc.; (2) The H.E.L.P. Center; (3) Catholic Charities of the Archdiocese of Newark' (4) Isaiah House; (5) Fairmount Health Services; (6) Newly Destined Inc.; (7) Circle of Life, Inc.; and

WHEREAS, usage of these contracts provide for annual sheltering service capacity to Newark Homeless individuals and families and sheltering services for at risk individuals and families during declared Code Blue and Code Red weather alerts for the Department of Health and Community Wellness at an amount not to exceed Two Million, Five Hundred Thousand Dollars and Zero Cents (\$2,500,000.00); and

WHEREAS, pursuant to N.J.S.A. 19:11-24, the vendors consented to holding prices bid for consideration until such time as an award is made, as the law permits; and

WHEREAS, pursuant to N.J.S.A. 19:44A-20.5, solicitations through public bidding in accordance with N.J.S.A. 40A:11-1 et seq. meets 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 Purchasing Agent, QPA, are hereby authorized to enter

into contracts with (1) Apostle's House, 513-515 Avon Avenue, Newark, New Jersey 07108; (2) The H.E.L.P. Center, 224 Sussex Avenue, Newark, New Jersey 07103; (3) Catholic Charities of the Archdiocese of Newark, 590 North 7th Street, Newark, New Jersey 07014 (4) Isaiah House, 238 North Munn Avenue, East Orange, New Jersey 07017; (5) Fairmount Health Services, 202 Fairmount Avenue, Newark, New Jersey 07102; (6) Newly Destined Inc., 1114 Broad Street, Newark, New Jersey 07114; (7) Circle of Life, 55 Tillinghast Street, Newark, New Jersey 07108 to provide annual sheltering service capacity to Newark Homeless individuals and families and sheltering services for at risk individuals and families during declared Code Blue and Code Red weather alerts (in the manner and amounts identified by the evaluation committee based on the location groups, company overview and qualifications, approach and implementation, proposed contract cost per year, and the qualified responsive and responsible respondents. The contract term will be established for a period not to exceed two (2) years (one year with an option to extend for one additional year), unless an exception is provided for under N.J.S.A. 40A:11-15, at an amount not to exceed Two Million, Five Hundred Thousand Dollars and Zero Cents, (\$2,500,000.00).

2. The Municipal Council of the City of Newark hereby ratifies the use of competitive contracting for securing annual sheltering service capacity for Newark Homeless individuals and families and sheltering services for at risk individuals and families during declared Code Blue and Code Red weather alerts; and
3. There shall be no amendment or change of this contract without the approval of the Municipal Council by resolution.
4. There shall be no advance payment on this contract in accordance with N.J.S.A. 40A:5-16. Funds for 2018 and subsequent years are contingent upon appropriations, pursuant to N.J.A.C. 5:30-5.5(d).
5. There shall be no advance payments on this contract in accordance with N.J.S.A. 40A:5-16.
6. This is an open-ended contract to be used as needed during the term of the contract. Thus, for any and all expenditures against this contract a certification of the availability of sufficient funds, as required by N.J.A.C. 5:30-5.5(b)(2), shall be executed before a contractual liability is incurred each time an order is placed from CDBG funding covering the amount of the service. This contract shall not exceed (two million, five hundred thousand dollars and no cents, (\$2,500,000.00) for one year (with an option to extend an additional year).
7. The Purchasing Agent, QPA, shall file a duly executed copy of the contract in the Office of the City Clerk.
8. 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

These contracts are awarded to (1) Apostle's House; (2) The H.E.L.P. Center; (3) Catholic Charities of the Archdiocese of Newark' (4) Isaiah House; (5) Fairmount Health Services; (6) Newly Destined Inc.; (7) Circle of Life, Inc. to provide, to the Department of Health and Community Wellness, annual sheltering service capacity for Newark Homeless individuals and families and sheltering services for at risk individuals and families during declared Code Blue and Code Red weather alerts, at an amount not to exceed two million, five hundred thousand dollars and no cents, (\$2,500,000.00) for one year with an option to extend one additional year.