



# City of Newark

City Hall  
920 Broad Street  
Newark, New Jersey 07102

## Legislation Text

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**File #:** 18-1405, **Version:** 1

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**Dept/ Agency:** Administration/Division of Central Purchasing

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

**Type of Service:** Bid Contract(s)

**Purpose:** To purchase Furniture and Construction Services

**Description:** Furniture for Comstat and War Rooms and Construction and Installation for Comstat and War Rooms

**Entity Name(s)/Address(s):** Atlas Desk and Office Equipment Corp., 191 Central Avenue, Newark, New Jersey 07103

**Contract Amount:** \$200,000.00

**Funding Source:** 2018 Budget/Department of Public Safety/Police Division

**Account Code Line:**

NW011-190-1902-94010-B2018/ Public Safety/Police Division

**Contract Period:** To be established upon complete delivery

**Contract Basis:** (X) Bid ( ) State Vendor ( ) Prof. Ser. ( ) EUS  
(X ) Fair & Open ( ) No Reportable Contributions ( ) RFP ( ) RFQ  
( ) Private Sale ( ) Grant ( ) Sub-recipient ( ) n/a

**Additional Information:**

Advertisement Date: April 24, 2018

Number of Bids Solicited: Twenty-one (21)

Number of Bids Received: Zero (0)

Re- Advertisement Date: June 19, 2018

Number of Bids Solicited: Twenty-one (21)

Number of Bids Received: One (1)

**WHEREAS**, on April 24, 2018 the City of Newark through its Supervising Procurement Specialist, QPA, advertised to solicit bids for contractors to provide to the City of Newark Furniture for Comstat and War Rooms and Construction and Installation Service for Comstat and War Rooms, as per the bid proposal attached hereto; and

**WHEREAS**, the Division of Central Purchasing also distributed twenty-one (21) bid proposal packages to prospective vendors following the date of advertisement; and

**WHEREAS**, on May 9, 2018 the Bids had to be postponed due to error on price schedule; and

**WHEREAS**, the Supervising Procurement Specialist, QPA, determined that a re- bid and re-advertisement was warranted, so it was re-advertised: and

**WHEREAS**, on June 19, 2018 the City of Newark through its Supervising Procurement Specialist, QPA, re-advertised to solicit bids for Furniture for Comstat and War Rooms and Construction and Installation Service for Comstat and War Rooms, which the contractor will provide to the City of

Newark, for the Department of Public Safety Division of Police; and

**WHEREAS**, the Division of Central Purchasing also distributed twenty-one (21) bid proposal packages to prospective vendors following the date of advertisement; and

**WHEREAS**, on July 12, 2018 one (1) bid was received in response to this advertisement; and

**WHEREAS**, the Director of the Department of Public Safety/Division of Police, recommends that an award be made to Atlas Desk & Office Equipment Corp., the only responsive and responsible bidder; and

**WHEREAS**, the Supervising Procurement Specialist, QPA, concurs with the recommendation from the Director of the Department of Public Safety/Division of Police that an award be made to Atlas Desk, the only responsive and responsible bidder; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-24, the bidder 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 et seq., 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 Supervising Procurement Specialist, QPA, are hereby authorized to enter into a contract with Atlas Desk & Office Equipment Corp., 191 Central Avenue Newark, New Jersey 07103, to provide Furniture for Comstat and War Rooms and Construction and Installation Service for Comstat and War Rooms, to the City, whose bid was received on the advertised due date and determined to be the only responsive responsible bidder, in accordance with the bid specifications. The term of the contract will be established upon complete delivery, pursuant to N.J.S.A.40A:11-3.
2. There shall be no amendment or change of 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.
4. Funds for this requisition are encumbered on PO# Business Unit NW011, Dept. 190, Div./Proj.1902, Account# 94010 Budget Ref.B2018 Public Safety/Division of Police, covering the amount of the order. This contract shall not exceed \$200,000.00 upon complete delivery.
5. A duly executed copy of the Purchase order and resolution shall be forthwith filed in the Office of the City Clerk by the Supervising Procurement Specialist, QPA.
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 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 contract is awarded to Atlas Desk & Office Equipment Corp., to provide furniture for Comstat and War Rooms and Construction and Installation Service for Comstat and War Rooms to the City of Newark at a cost not to exceed \$200,000.00, upon complete delivery.