



City of Newark

City Hall
920 Broad Street
Newark, New Jersey 07102

Legislation Text

File #: 19-0357, Version: 2

Dept/ Agency: Administration/Division of Central Purchasing

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

Type of Service: Bid Contract(s)

Purpose: To provide professional video production services and technical assistance.

Description: Video Production Services

Entity Name(s)/Address(s): Interfaith Television Ministries Inc.,
1 Gateway Center, Suite 2600, Newark, New Jersey 07102

Contract Amount: \$300,000.00

Funding Source: 2019 Budget/Office of the City Clerk/ NW011-020-0201-71280-B2019

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

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: January 29, 2019

Bids Solicited: Ten (10)

Bids Received: One (1)

WHEREAS, on January 29, 2019, the City of Newark, through its Qualified Purchasing Agent, (QPA) advertised to solicit bids for contractors to provide professional video production services and technical assistance for the Office of the City Clerk, as per the bid proposal attached hereto; and

WHEREAS, the Division of Central Purchasing also distributed ten (10) bid proposal packages to prospective vendors following the date of advertisement; and

WHEREAS, on February 14, 2019 the Division of Central Purchasing received one (1) bid in response to this advertisement; and

WHEREAS, the Office of the City Clerk recommended that an award be made to Interfaith Television Ministries Inc., as the only responsive and responsible bidder; and

WHEREAS, the QPA concurred with the recommendation from the Office of the City Clerk that an award be made to Interfaith Television Ministries Inc., 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 QPA, are hereby authorized to enter into a contract with Interfaith Television Ministries Inc., 1 Gateway Center, Suite 2600, Newark, New Jersey 07102 to provide professional video production services and technical assistance to the City of Newark, Office of the City Clerk, whose bid was received on the advertised due date and determined to be only responsive and responsible bidder in accordance with the bid specifications. The term of the contract will be established for two (2) years, pursuant to N.J.S.A. 40A:11-15, at a cost not to exceed three hundred thousand dollars and zero cents (\$300,000.00) for one (1) vendor.
2. There shall be no amendment or change 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. Funds for 2019 and subsequent years are contingent upon appropriations pursuant to N.J.A.C. 5:30-5.5(d).
4. 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. 5:30-55(b)(2), shall be executed before a contractual liability is incurred each an order is placed from Account Code Line: NW011-020-0201-71280-B2019/Office of the City Clerk, covering the amount of the order. This contract shall not exceed three hundred thousand dollars (\$300,000.00) for two (2) years.
5. A duly executed copy of the contract shall be forthwith filed in the Office of the City Clerk by the QPA.
6. If required by the 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

Resolution authorizing the Mayor and/or his designee, the QPA, to enter into a contract with Interfaith Television Ministries Inc. to provide professional video production services and technical assistance to the City of Newark, Office of the City Clerk. The term of the contract will be established for a period not to exceed two (2) years at a cost not to exceed three hundred thousand dollars and zero cents (\$300,000.00) for one (1) vendor.