Legislation Text

File #: 22-1016, **Version:** 1

Dept/ Agency: Administration/Division of Central Purchasing
Action: ( ) Ratifying (X) Authorizing ( ) Amending
Type of Service: Bid Contract(s)
Purpose: To provide for Per Diem Staffing.
Entity Name(s)/Address(s): Homecare Therapies, LLC dba Horizon Healthcare Staffing, 198 Route 9 North, Suite 107, Manalapan, New Jersey 07726
Contract Amount: Not to exceed $1,200,000.00
Funding Source: 2021 Budget/Department of Health and Community Wellness, Division of Medical Care Services/NW-051-G21-2H21S-71280-B2021/HRSA American Rescue Plan Grant 051-G21-2H21S
Contract Period: To be established for a period not to exceed twenty-four (24) consecutive months
Contract Basis: (X) Bid ( ) State Vendor ( ) Prof. Ser. ( ) EUS
( ) Fair & Open ( ) No Reportable Contributions ( ) RFP ( ) RFQ
( ) Private Sale ( ) Grant ( ) Sub-recipient ( ) n/a
Additional Information:
This contract will be used to provide Per Diem Staffing for the City's Department of Health and Community Wellness, Division of Medical Care Services.

Advertisement: May 18, 2022
Bid Downloaded: Forty (40)
Bid Received: Four (4)

WHEREAS, on May 18, 2022, the City of Newark through its Purchasing Agent, QPA (the "City"), advertised to solicit bids for contractors to provide Per Diem Staffing for the Department of Health and Community Wellness, Division of Medical Care Services, as described in the attached bid proposal; and

WHEREAS, the Department of Administration, Division of Central Purchasing published the bid package on the City of Newark's electronic procurement portal to provide a broader access and download capability to potential bidders; and

WHEREAS, via the Procurement Portal, forty (40) bid proposal packages were downloaded by prospective vendors following the date of advertisement; and

WHEREAS, on June 2, 2022, the Division of Central Purchasing received four (4) bids in response to this advertisement; and

WHEREAS, Compu-Vision Consulting, Inc. was deemed non-responsive for failure to submit a consent of surety and a bid bond; and

WHEREAS, the remaining bid results were shared with the user agency and the recommendation to award was received from the Acting Director of the Department of Health and Community Wellness, Division of Medical Care Services, that a single award be made to Homecare Therapies LLC dba Horizon Healthcare Staffing, 198 Route 9 North, Suite 107, Manalapan, New Jersey 07726, as the lowest responsive and responsible bidder; and

WHEREAS, the Purchasing Agent, QPA, concurs with the recommendation to award Homecare Therapies LLC dba Horizon Healthcare Staffing, 198 Route 9 North, Suite 107, Manalapan, New Jersey 07726; and

WHEREAS, pursuant to N.J.S.A. 40A:11-24, the recommended bidder consented to holding their prices beyond sixty (60) days; and

WHEREAS, pursuant to N.J.S.A. 19:44A20.5 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 of the City of Newark and/or his designee, the Business Administrator, are hereby authorized to enter into and execute a contract with Homecare Therapies LLC dba Horizon Healthcare Staffing, 198 Route 9 North, Suite 7, Manalapan, New Jersey 07726 to provide Per Diem Staffing for the City's Department of Health and Community Wellness, Division of Medical Care Services, whose bid was received on the advertised due date and determined to be the lowest, responsive and responsible bidder in accordance with the bid specifications. The term of the contract will be established for twenty-four (24) consecutive months, pursuant to N.J.S.A. 40A:11-15; to commence upon a fully executed contract

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. Grant Funds for 2020 and 2021 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 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 Account Code Line: Department of Health and Community Wellness, Division of Medical Care Services, NW-051-G21-2H21S-71280, HRSA American Rescue Plan Grant, 051-G21-2H21S. This contract shall not exceed One Million Two Hundred Thousand Dollars and Zero Cents ($1,200,000.00) for one (1) vendor for twenty-four (24) consecutive months with the start date commencing when the contract is fully executed.

5. The Purchasing Agent, QPA, shall file a copy of the Resolution and the duly executed copy of this contract in the Office of the City Clerk.

6. If required by State Law, the Acting 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

This Resolution authorizes the Mayor of the City of Newark and/or his designee, the Business Administrator, to enter into and execute a contract with Homecare Therapies LLC dba Horizon Healthcare Staffing, 198 Route 9 North, Suite 107, Manalapan, New Jersey 07726 to provide Per Diem Staffing to the City of Newark, at an amount not to exceed $1,200,000.00 for a period to be established and not to exceed twenty-four (24) consecutive months for one (1) vendor with the start date commencing upon full execution of the contract.

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