



# City of Newark

City Hall  
920 Broad Street  
Newark, New Jersey 07102

## Legislation Text

File #: 22-1412, Version: 1

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

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

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

**Purpose:** To provide Key Duplication and Locks.

**Entity Name(s)/Address(s):** Firstline Locksmith, LLC, 2277 Highway 33, Suite 406, Hamilton, New Jersey 08690

**Contract Amount:** Not to exceed \$100,000.00

**Funding Source:** 2022 Budget/Department of Public Works, Division of Public Buildings/NW-011-060-0604-83360-B2022/Department of Public Works, Division of Sanitation/NW-011-060-0605-B2022/Department of Water and Sewer Utilities/NW-037-750-7502-83870-B2022/Department of Public Works, Division of Motors/NW-011-060-0602-72090-B2022/Department of Public Safety, Division of Police/NW-011-190-1902-83850-B2022/Department of Public Safety, Office of Emergency Management/NW-011-190-1904-83870/Department of Public Safety, Division of Fire/NW-011-190-1903-72220-B2022/Office of the City Clerk/NW-011-020-0201-83570-B2022/Department of Economic and Housing Development, Office of Property Management/NW-011-150-1504-7128-B2022/Department of Health and Community Wellness/NW-026-46540-B2022

**Contract Period:** To be established for a period not to exceed twenty-four (24) consecutive months commencing upon fully executed contract

**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 provide key duplication and locks for various departments in the City of Newark.

Advertisement: July 28, 2021

Bid Downloaded: Eight (8)

Bid Received: One (1)

**WHEREAS**, on July 28, 2021, the City of Newark through its Purchasing Agent, QPA, advertised to solicit bids for contractors to provide Key Duplication and Locks service for Department of Public Works, Divisions of Public Buildings, Motors, and Sanitation, the Department of Water and Sewer Utilities, Department of Public Safety, Divisions of Police and Fire, and the OEM, Office of the City Clerk, Department of Economic and Housing Development, Division of Property Development, and the Department of Health and Community Wellness, as described in the attached bid proposal; and

**WHEREAS**, the Division of Central Purchasing published the Bid package on the procurement portal to provide a broader access and download capability to potential bidders; and

**WHEREAS**, on August 12, 2021, the Division of Central Purchasing received one (1) bid in response to this advertisement; and

**WHEREAS**, the Manager of the Department of Public Works, Division of Public Buildings and the Manager of the Department of Economic and Housing Development, Division of Property Management recommended that a single award be made to: Firstline Locksmith, LLC, 2277 Highway 33, Suite 406, Hamilton, New Jersey 08690 the only responsive and responsible bidder; and

**WHEREAS**, the Purchasing Agent, QPA, concurs with the recommendations that a single award be made to: Firstline Locksmith, LLC, 2277 Highway 33, Suite 406, Hamilton, New Jersey 08690; 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. 19:44A-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 of the City of Newark and/or his designee, the Business Administrator are hereby authorized to enter into and execute a contract with Firstline Locksmith, LLC, 2277 Highway 33, Suite 406, Hamilton, New Jersey 08690, to provide Key Duplication and Locks for the City of Newark, whose bid was received on the advertised due date and determined to be the only 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, at a cost not to exceed One Hundred Thousand Dollars and Zero Cents (\$100,000.00).
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. Funds for 2020 and subsequent years are contingent upon appropriations, pursuant to N.J.A.C. 5:30-5.5(d)(2).
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. 5:30-5.5(b)(2), shall be executed before a contractual liability is incurred each time an order is placed from Account Code Line: Department of Public Works, Division of Public Buildings/NW-011-060-0604-83360-B2022/Department of Public Works, Division of Sanitation/NW-011-060-0605-B2022/Department of Water and Sewer Utilities/NW-037-750-7502-83870-B2022/Department of Public Works, Division of Motors/NW-011-060-0602-72090-B2022/Department of Public Safety, Division of Police/NW-011-190-1902-83850-B2022/Department of Public Safety, Office of Emergency Management/NW-011-190-1904-83870/Department of Public Safety, Division of Fire/NW-011-190-1903-72220-B2022/Office of the City Clerk/NW-011-020-0201-83570-B2022/Department of Economic and Housing Development, Office of Property Management/NW-011-150-1504-7128-B2022/Department of Health and Community Wellness/NW-026-46540-B2022. This contract shall not exceed One

Hundred Thousand Dollars and Zero Cents (\$100,000.00) for one (1) vendor for twenty-four (24) consecutive months with start date commencing when contract is fully executed.

5. The Purchasing Agent, QPA, shall file a copy of this Resolution and the duly executed copy of the 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 designees, the Business Administrator and/or the Purchasing Agent, QPA, to enter into and execute a contract with Firstline Locksmith, LLC, 2277 Route 33, Suite 406, Hamilton, New Jersey 08690 to provide Key Duplication and Locks to the City's Departments of Public Safety, Public Works, Water and Sewer Utilities, Health and Community Wellness and the Office of the City Clerk at a cost not to exceed \$100,000.00 for a period of twenty-four (24) consecutive months upon a fully executed contract.