



City of Newark

City Hall
920 Mayor Kenneth A.
Gibson Boulevard
Newark, New Jersey 07102

Legislation Text

File #: 26-0190, Version: 1

Dept/ Agency: Health and Community Wellness

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

Type of Service: Contract with Grant Sub-recipient

Purpose: To provide emergency shelter services, homelessness prevention, and/or Rapid Rehousing assistance in the City of Newark

Entity Name: Access Family Services, Inc.

Entity Address: 1 Gateway Center, Suite 2600, Newark, New Jersey 07102

Grant Amount: Not to exceed \$90,000.00

Funding Source: United States Department of Housing and Urban Development (HUD)

Account Code Line 2025 Budget/Department of Health and Community Wellness/NW051; Dept. ID G25; Project H250Q; Activity A; Account#: 72030; Budget Ref. B2025

Contract Period: January 1, 2026 through December 31, 2026

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

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

() Private Sale (X) Grant (X) Sub-recipient () N/A

Additional Information:

Funds accepted by Resolution 7R1-n adopted on November 6, 2025 (ESG Grant E25MC340111).
Budget Insertion by Resolution 7R1-c adopted on November 25, 2025.

WHEREAS, the City of Newark (hereinafter "City") desires to continue to act as the Grantee/Sub-Grantor for disbursement of funds made available by the United States Department of Housing and Urban Development (HUD), Emergency Solutions Grants (ESG) Program, to provide housing assistance and emergency shelter for persons who are homeless or at risk of homelessness; and

WHEREAS, pursuant to Resolution 7R1-n adopted on November 6, 2025, the Municipal Council authorized the Mayor the City of Newark and/or his designee, the Business Administrator, to enter into an agreement with HUD to receive and expend grant funds in the amount of Six Hundred Six Thousand Seven Hundred Three Dollars and Zero Cents (\$606,703.00) from HUD's ESG Program; and

WHEREAS, pursuant to State Local Public Contracts Law, N.J.S.A. 40A:11-4.1(b)(2), the competitive contracting process may be used for the operation, management or administration of social service programs; and

WHEREAS, on October 15, 2025, the City publicly advertised a Request for Proposal (RFP) for emergency shelter services, homelessness prevention, and/or rapid rehousing with all such proposals due on November 6, 2025; and

WHEREAS, the Municipal Council of the City previously authorized the use of competitive contracting for processing these HUD Entitlement Programs and authorized said use for the future;

and

WHEREAS, the proposal received from Access Family Services Inc., 1 Gateway Center, Suite 2600, Newark, New Jersey 07102, (hereinafter referred to as “Sub-Recipient”), was advantageous to the City of Newark based on experience and all other criteria listed in the RFP; and

WHEREAS, the Office of Homeless Services desires to enter into a contract with the Sub-Recipient, for the purpose of providing emergency shelter services and rapid rehousing to the homeless and those at risk of being homeless in the City for the contract period January 1, 2026 through December 31, 2026, for a total contract amount not to exceed Ninety Thousand Dollars and Zero Cents (\$90,000.00); and

WHEREAS, this Agreement is being awarded to the Sub-Recipient is in compliance with the State Local Public Contracts Law, N.J.S.A. 40A:11-4.1(b)(2), as well as the federal Emergency Solutions Grants (ESG) program regulations, 24 CFR 576 et seq.; and

WHEREAS, this Agreement is being awarded pursuant to the fair and open procedures of State Pay-to-Play Law (N.J.S.A. 19:44A-20.5 et seq.) and is in compliance with the City’s Ordinance on Pay-to-Play (R.O. 2:4-22C.1), reporting requirements are only applicable to business entities as defined therein and do not include non-profit organizations, and as a non-profit organization, Sub-recipient, is therefore not required to submit certain disclosure statements.

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 Director of the Department of Health and Community Wellness, are authorized to enter into and execute a contract with Access Family Services Inc., 1 Gateway Center Suite 2600 Newark, New Jersey 07102, to provide emergency shelter services and rapid rehousing to the homeless and those at risk of being homeless in the City as further described in the “Scope of Services” (attached hereto and made a part hereof) for the period January 1, 2026 through December 31, 2026.
2. The Municipal Council ratifies this Contract from January 1, 2026, through the date of adoption of this authorizing Resolution.
3. The total compensation to be paid pursuant to said contract shall not exceed **Ninety Thousand Dollars and Zero Cents (\$90,000.00)**, and shall be paid for from ESG funding.
4. The terms of the Contract may only be waived or amended in writing and signed by the parties duly authorized to execute this contract, subject to the approval of the Municipal Council by Resolution. The term of this contract may be extended for up to two (2) six (6) month periods, provided that any such extension is at no additional cost to the City, the services are being performed in an effective and efficient manner, and is in a writing signed by both parties.
5. The Municipal Council ratifies the use of competitive contracting for processing and awarding Housing and Urban Development Entitlement Programs from September 30, 2024, to the date of adoption of this authorizing Resolution and authorizes said use in the future.

6. This contract is being awarded pursuant to the Emergency Solutions Grants Program, 24 CFR 576.1 et seq., and is in compliance with the fair and open procedures of the State Pay-to-Play Law, N.J.S.A. 19:44A-20.5, State Local Public Contracts Law -- including but not limited to N.J.S.A. 40A:11-4.1(b)(2), and the City's Ordinance on Pay-to-Play, R. O. 2:4-22C.1.
7. Attached hereto is a Certification of Funds from the Municipal Comptroller of the City of Newark, which states that there are sufficient funds in the amount of **Ninety Thousand Dollars and Zero Cents (\$90,000.00)**, for the purpose set forth hereinabove. NW051; Dept. ID G25; Project H250Q; Activity A; Account#: 72030; Budget Ref. B2025.
8. The Director of the Department of Health and Community Wellness, shall file the fully executed copy of said Contract with the Office of the City Clerk and said contract shall be made available for public inspection.

STATEMENT

This Resolution authorizes and ratifies the actions taken by the Mayor and/or his designee, the Director of the Department of Health and Community Wellness, to enter into and execute a contract with Access Family Services Inc. 1 Gateway Center Suite 2600 Newark, New Jersey 07102, utilizing Emergency Solutions Grant funding, for the provision of emergency shelter services and rapid rehousing to the homeless and those at risk of being homeless in the City of Newark, for the period of January 1, 2026 through December 31, 2026, in an amount not to exceed **Ninety Thousand Dollars and Zero Cents (\$90,000.00)**.