

Board of Chosen Freeholders County of Burlington



OFFICE OF THE
BURLINGTON COUNTY FREEHOLDERS

Tom Pullion
Balvir Singh
Felicia Hopson
Daniel J. O'Connell
Latham Tiver

P.O. BOX 6000
MOUNT HOLLY, New Jersey
08060-6000

EVE A. CULLINAN
County Administrator

Erin M. Kelly
Clerk of the Board
609-265-5020
Fax: 609-702-7000

AGENDA, REGULAR MEETING, BOARD OF CHOSEN FREEHOLDERS, COUNTY OF BURLINGTON

Date: Jun 12, 2019 - 7:00 PM
Location: County Administration Building
Freeholder's Board Room
49 Rancocas Road
Mt. Holly, NJ 08060

Agenda: AUTHORIZATION OF THE AWARD OF OPTION YEAR TWO (2) FOR THE CONTRACT TITLED "ONE-STOP OPERATOR MANAGEMENT SERVICES" (RFP-17-0033A), WITH AMERICA WORKS OF NEW JERSEY, INC., FOR THE PERIOD JULY 1, 2019 THROUGH JUNE 30, 2020, FOR AN AMOUNT NOT TO EXCEED \$86,198.13, FOR THE DEPARTMENT OF HUMAN SERVICES, DIVISION OF WORKFORCE DEVELOPMENT BOARD

Official Resolution#	2019-00268							
Meeting Date	06/12/2019							
Introduced Date	06/12/2019							
Adopted Date	06/12/2019							
Agenda Item	h-27							
CAF #								
Purchase Req. #								
Result	Adopted							
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.	RECU.
Pullion	✓				✓			
Singh	✓			✓	✓			
Hopson	✓		✓		✓			
O'Connell	✓				✓			
Tiver	✓				✓			

I HEREBY CERTIFY THAT THIS DOCUMENT IS A TRUE, COMPLETE AND ACCURATE COPY OF THIS RESOLUTION, ADOPTED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF BURLINGTON, NJ AT THE MEETING REFERENCED THEREON

Erin M. Kelly

CLERK OF THE BOARD

Agenda Item# h.27-1

WHEREAS, after the solicitation of competitive proposals for "ONE-STOP OPERATOR MANAGEMENT SERVICES" (RFP-17-0033A), the Board of Chosen Freeholders of the County of Burlington, awarded a contract, per Resolution #2017-00393 dated August 9, 2017, to America Works of New Jersey, Inc., 790 Woodland Road, Suites 7 & 8, Westampton, NJ 08060, for an amount not to exceed \$65,708.63, for a ten month term to begin on September 1, 2017 through June 30, 2018, with two one-year options beginning July 1, 2018 and expiring June 30, 2020, for the Department of Human Services, Division of Workforce Development Board; and

WHEREAS, the First Option Year to the contract titled "ONE-STOP OPERATOR MANAGEMENT SERVICES" (RFP-17-0033A), was authorized by the Board of Chosen Freeholders of the County of Burlington, per Resolution #2018-00259 dated June 13, 2018, with America Works of New Jersey, Inc., 790 Woodland Road, Suites 7 & 8, Westampton, NJ 08060, for the contract period July 1, 2018 through June 30, 2019; and

WHEREAS, the Department of Human Services, Division of Workforce Development Board recommends exercising the Second Option Year for the contract titled "ONE-STOP OPERATOR MANAGEMENT SERVICES" (RFP-17-0033A), with America Works of New Jersey, Inc., 790 Woodland Road, Suites 7 & 8, Westampton, NJ 08060, for an amount not to exceed \$86,198.13, for the contract period July 1, 2019 through June 30, 2020, contingent upon the availability and appropriation of funds; and

WHEREAS, the contract shall be charged to the proper account numbers, contingent upon appropriation of sufficient funds in the 2019 and 2020 temporary and permanent budgets, and the certification of availability of funds will be issued as needed, but prior to services being provided by the Burlington County Treasurer or Chief Financial Officer; now, therefore, be it

RESOLVED, by the Burlington County Board of Chosen Freeholders that a contract for the proposal titled "ONE-STOP OPERATOR MANAGEMENT SERVICES" (RFP-17-0033A), be awarded for the Second Option Year to America Works of New Jersey, Inc., 790 Woodland Road, Suites 7 & 8, Westampton, NJ 08060, for an amount not to exceed \$86,198.13, for the contract period July 1, 2019 through June 30, 2020, contingent upon the availability and appropriation of funds, for the Department of Human Services, Division of Workforce Development Board, to be executed, sealed, and attested in accordance with the Rules of the Board; and, be it

Introduced on: June 12, 2019
Adopted on: June 12, 2019
Official Resolution#: 2019-00268

FURTHER RESOLVED, that the Burlington County Purchasing Agent shall publish a notice in the official newspaper of the Board of Chosen Freeholders summarizing the award of contract, which shall include, but not be limited to, the nature, duration and amount of the contract, the name of the vendor and a statement that this Resolution and the contract is on file and available for public inspection in the Division of Purchase Office of the County of Burlington. Funding for this contract is contingent upon the availability and appropriation of funds.

Introduced on: June 12, 2019
Adopted on: June 12, 2019
Official Resolution#: 2019-00268

Agenda Item# h.27-3

State of New Jersey
County of Burlington

} SS.

BURL CO PURCHASING
49 RANCOCAS RD, RM 104
MT HOLLY, NJ 08060

NOTICE
ADVERTISEMENT
FOR PROPOSALS

the County to do so.

Adv. Fee: \$60.26
BCT: March 31, 2017
Aff. Chg.: \$20.00

7096137

Notice is hereby given that sealed bids will be received by the Division of Purchase, for the Board of Chosen Freeholders of the County of Burlington, in the Freeholder's Conference Room "B" of the County Administration Office Building, First Floor; 49 Rancocas Road, Mount Holly, New Jersey 08060, on TUESDAY, MAY 2, 2017 at 10:30 a.m. at which time sealed bids will be publicly opened and read aloud for the following solicitation:

ONE-STOP OPERATOR
MANAGEMENT SERVICES
(RFP-17-0033)

Instructions, specifications, and bid forms are available online at the County of Burlington Web Site: www.co.burlington.nj.us/purchasing.

or a CD may be obtained during regular office hours (8:00 a.m. to 5:00 p.m.) from the County Department of Finance/Division of Purchase, County Office Building, 49 Rancocas Road, Mount Holly, New Jersey 08060. Phone: (609) 265 5012.

In order to maintain a current list of potential bidders and to receive information regarding upcoming solicitations NEW BIDDERS MUST complete the registration form provided on the website. Please complete all fields as requested. It is recommended bidders use their email address as their login.

All bidders registered prior to May 13, 2013, must update their commodity preferences in order to receive future emails and addenda regarding upcoming solicitations by logging onto Bid Solicitation and selecting UPDATE SUBSCRIBER PREFERENCES. Please check all categories that apply.

Bids must be made on standard bid forms in the manner designated therein and required by the specifications; must be enclosed in sealed envelopes bearing the name and address of the bidder and solicitation identification on outside; addressed to the Department of Finance/Division of Purchase, County Office Building, 49 Rancocas Road, Mount Holly, New Jersey 08060.

Late bids will not be accepted or considered. The County assumes no responsibility for bids mailed or misdirected in delivery.

PRE-PROPOSAL; will be held in the Freeholders Board Room, on THURSDAY, APRIL 6, 2017 at 10:00 a.m., local prevailing time.

AFFIRMATIVE ACTION; Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27.

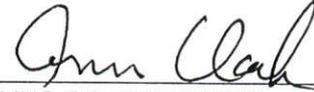
The Board reserves the right to accept or reject any or all bids and waive any immaterial defects or informality in any bid or in the bidding should it be in the best interest of

2-021012003
0007096137-01

Ann Clark being duly sworn or affirmed according to law, deposes and says that she is the Legal Billing Coordinator of the BURLINGTON TIMES, INC. Publisher of the "Burlington County Times" and that a copy of a notice published in such paper on

March 31, 2017

appears hereto, exactly as published in said newspaper



LEGAL BILLING CO-ORDINATOR

Sworn and subscribed to before me this 31st day of March 2017 A.D.



P. Vigneau
My Commission expires on
November 17, 2018

State of New Jersey
County of Burlington

} SS.

BURL CO PURCHASING
49 RANCOCAS RD, RM 104
MT HOLLY, NJ 08060

NOTICE
RE-ADVERTISEMENT
FOR PROPOSALS

should it be in the best interest of
the County to do so.

Adv. Fee: \$61.18
BCT: May 29, 2017
Aff. Chg.: \$20.00

7122189

Notice is hereby given that sealed bids will be received, for the second time, by the Division of Purchase, for the Board of Chosen Freeholders of the County of Burlington, in the Freeholder's Conference Room "B" of the County Administration Office Building, First Floor; 49 Rancocas Road, Mount Holly, New Jersey 08060, on **TUESDAY, JUNE 27, 2017 at 10:30 a.m.** at which time sealed bids will be publicly opened and read aloud for the following solicitation:

**ONE-STOP OPERATOR
MANAGEMENT SERVICES
(RFP-17-0033A)**

Instructions, specifications, and bid forms are available online at the **County of Burlington Web Site: www.co.burlington.nj.us/purchasing**,

or a CD may be obtained during regular office hours (8:00 a.m. to 5:00 p.m.) from the County Department of Finance/Division of Purchase, County Office Building, 49 Rancocas Road, Mount Holly, New Jersey 08060. Phone: (609) 265 5012.

In order to maintain a current list of potential bidders and to receive information regarding upcoming solicitations **NEW BIDDERS MUST** complete the registration form provided on the website. **Please complete all fields as requested.** It is recommended bidders use their email address as their login.

All bidders registered prior to **May 13, 2013**, must update their commodity preferences in order to receive future emails and addenda regarding upcoming solicitations by logging onto Bid Solicitation and selecting **UPDATE SUBSCRIBER PREFERENCES.** Please check all categories that apply.

Bids must be made on standard bid forms in the manner designated therein and required by the specifications; must be enclosed in sealed envelopes bearing the name and address of the bidder and solicitation identification on outside; addressed to the Department of Finance/Division of Purchase, County Office Building, 49 Rancocas Road, Mount Holly, New Jersey 08060.

Late bids will not be accepted or considered. The County assumes no responsibility for bids mailed or misdirected in delivery.

PRE-PROPOSAL; will be held in the Freeholders Board Room, on **THURSDAY, JUNE 8 2017 at 10:00 a.m.,** local prevailing time.

AFFIRMATIVE ACTION; Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27.

The Board reserves the right to accept or reject any or all bids and waive any immaterial defects or informality in any bid or in the bidding

2-021012003
0007122189-01

Pat Vigneau being duly sworn or affirmed according to law, deposes and says that she is the Legal Billing Coordinator of the **BURLINGTON TIMES, INC.** Publisher of the "Burlington County Times" and that a copy of a notice published in such paper on

.....
May 29, 2017
.....

appears hereto, exactly as published in said newspaper


LEGAL BILLING CO-ORDINATOR

Sworn and subscribed to before me this 29th day of May 2017 A.D.


Ann Clark
My Commission expires on
May 04, 2020

State of New Jersey
County of Burlington

} SS.

BURL CO PURCHASING
49 RANCOCAS RD, RM 104
MT HOLLY, NJ 08060

NOTICE OF ADDENDUM
FOR ADVERTISEMENT FOR BIDS

In compliance with N.J.S.A. 40A:11
23, notice is hereby given that the
County of Burlington has issued
ADDENDUM #1 to the following so-
licitation:

ONE-STOP OPERATOR
MANAGEMENT SERVICES
(RFP-17-0033A)

Copies of addendum have been
provided to all prospective bidders
of record by certified mail or by cer-
tified facsimile transmission.

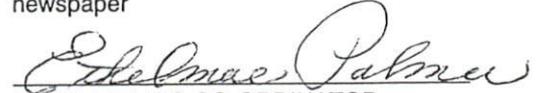
Adv. Fee: \$ 13.34
BCT: June 16, 2017
Aff. Chg.: \$20.00 7129943

2-021012003
0007129943-01

Ethelmae Palmer being duly sworn or affirmed
according to law, deposes and says that she
is the Legal Billing Coordinator of the
BURLINGTON TIMES, INC. Publisher of the
"Burlington County Times" and that a copy of
a notice published in such paper on

.....
June 16, 2017
.....

appears hereto, exactly as published in said
newspaper


LEGAL BILLING CO-ORDINATOR

Sworn and subscribed to before me this 16th
day of June 2017 A.D.


P. Vigneau
My Commission expires on
November 17, 2018