

County of Passaic

Board of County Commissioners



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Date: Mar 26, 2024 - 5:30 PM

Agenda: RESOLUTION EXERCISING THE SECOND ONE-YEAR OPTION WITH GATEWAY MEDIA TO PROVIDE PUBLIC RELATIONS SERVICES TO THE COUNTY OF PASSAIC, PURSUANT TO N.J.S.A. 40A:11-4.1, ET SEQ. AND RFP-20-012

THIS RESOLUTION WAS REQUESTED BY:
ADMINISTRATION

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

Official Resolution#	
Meeting Date	3/26/2024
Introduced Date	3/15/2024
Adopted Date	
Agenda Item	1.
CAF#	4-01-20-103-001-233
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

RESOLUTION EXERCISING THE SECOND ONE-YEAR OPTION WITH GATEWAY MEDIA TO PROVIDE PUBLIC RELATIONS SERVICES TO THE COUNTY OF PASSAIC, PURSUANT TO N.J.S.A. 40A:11-4.1, ET SEQ. AND RFP-20-012

WHEREAS, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

WHEREAS, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

WHEREAS, N.J.S.A. 40A:11-4.1 authorizes the County to utilize competitive contracting in lieu of public bidding for procurement of specialized goods and services, the price of which exceeds the bid threshold; and

WHEREAS, N.J.S.A. 40A:11-4.1(m) specifically authorizes the County to utilize competitive contracting to procure consulting services, which encompasses public relations; and

WHEREAS, pursuant to N.J.S.A. 40A:11-4.3, on January 28, 2020, the Board approved Resolution No. R20200032, authorizing competitive contracting to retain a public relations consultant, and thereafter, the Passaic County Purchasing Agent issued RFP-20-012, Public Relations Services (“RFP-20-012”), seeking a qualified consultant to provide public relations services to the County; and

WHEREAS, pursuant to N.J.S.A. 19:44A-20.4, the County’s request for proposals is a fair and open process, specifically, the request for proposals seeking a qualified consultant to provide public relations services to the County was publicly advertised, awarded under a process that provides for public solicitation of qualifications, established the basis of an award and disclosure process documented in writing prior to any solicitation, and was publicly opened and announced when awarded; and

WHEREAS, pursuant to N.J.S.A. 40A:11-4.1, et seq., on June 16, 2020, the Board approved Resolution No. R20200451, authorizing a three (3) year contract with Gateway Media for public relations services, with the County retaining two (2) one (1) year options to renew the contract at the discretion of the Board; and

WHEREAS, on May 23, 2023, the Board passed Resolution No. R-23-0489, exercising the first one-year option with Gateway Media to provide public relations services to the County, beginning July 1, 2023 and terminating June 30, 2024, in an amount not to exceed eighty-four thousand dollars (\$84,000.00); and

WHEREAS, the Passaic County Administrator is recommending to exercise the second and final one-year option with Gateway Media for a term, commencing July 1, 2024 and expiring June 30, 2025, to provide public relations services to the County, in an amount not to exceed eighty-six thousand four hundred dollars (\$86,400.00); and

WHEREAS, pursuant to N.J.S.A. 52:32-60-1, et seq., Gateway Media executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying the vendor is not involved in prohibited activities in Russia and Belarus, and the County confirmed Gateway Media is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

WHEREAS, funds are available in Account No. 4-01-20-103-001-233, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2023 and/or subsequent County budget(s), which is attached hereto and made part of this Resolution; and

WHEREAS, this matter was discussed at the March 13, 2024 Administration and Finance Committee meeting and is being recommended to the Board for approval; and

NOW, THEREFORE, LET IT BE RESOLVED, pursuant to N.J.S.A. 40A:11-4.1, et seq., the Board of County Commissioners of the County of Passaic exercises the second and final one-year option with Gateway Media to provide public relations services to the County of Passaic for a contract term, beginning July 1, 2024 and expiring June 30, 2025, in an amount not to exceed eighty-six thousand four hundred dollars (\$86,400.00).

LET IT BE FURTHER RESOLVED, that the Clerk of the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract awarded to Gateway Media, and maintain a copy of this Resolution on file and available for public inspection in the Office of the Clerk to the Board.

LET IT BE FURTHER RESOLVED, that the Clerk of the Board, County Counsel, County Administrator, Purchasing Agent, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

SF

March 26, 2024