

# County of Passaic

## Board of County Commissioners



### OFFICE OF COUNTY COMMISSIONERS

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Administrator  
Nadege D. Allwaters, Esq.  
County Counsel  
Louis E. Imhof, RMC  
Clerk Of The Board

Date: Mar 26, 2024 - 5:30 PM

Agenda: RESOLUTION QUALIFYING FOUNDATION RISK PARTNERS, CORP. D/B/A FAIRVIEW INSURANCE AGENCY ASSOCIATES AND ALAMO INSURANCE GROUP, INC., PURSUANT TO RFQ-24-064; AND AUTHORIZING A CONTRACT AWARD TO FAIRVIEW TO PROVIDE INSURANCE CONSULTING SERVICES TO THE COUNTY OF PASSAIC, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-24-064

THIS RESOLUTION WAS REQUESTED BY:  
ADMINISTRATION

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	3/26/2024
Introduced Date	3/22/2024
Adopted Date	
Agenda Item	10.
CAF#	4-01-20-120-001-213
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION QUALIFYING FOUNDATION RISK PARTNERS, CORP. D/B/A FAIRVIEW INSURANCE AGENCY ASSOCIATES AND ALAMO INSURANCE GROUP, INC., PURSUANT TO RFQ-24-064; AND AUTHORIZING A CONTRACT AWARD TO FAIRVIEW TO PROVIDE INSURANCE CONSULTING SERVICES TO THE COUNTY OF PASSAIC, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-24-064**

**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**, pursuant to N.J.S.A. 40A:11-5(m), any contract the amount of which exceeds the bid threshold may be negotiated and awarded by the Board without public advertising for bids and bidding thereof, if it is for insurance, including the purchase of insurance coverage and consultant services; and

**WHEREAS**, N.J.S.A. 40A:11-15(6) authorizes the County to enter into a three (3) year agreement for insurance consulting or administrative services; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, et seq., on February 21, 2024, the Passaic County Purchasing Agent issued RFQ-24-064, Insurance Consultant Health Benefits (“RFQ-24-064”), seeking qualifications for an insurance consultant for the County; and

**WHEREAS**, pursuant to N.J.S.A. 19:44A-20.4, the County’s request for qualifications is a fair and open process, specifically, the request for proposals seeking an insurance consultant is 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 is publicly opened and announced when awarded; and

**WHEREAS**, on March 5, 2024, the Purchasing Agent unsealed proposals responsive to RFQ-24-064, documented in the tally sheet, attached hereto and made part of this Resolution, which were subsequently reviewed by the Office of the Passaic County Administrator; and

**WHEREAS**, the Passaic County Administrator is recommending to qualify Foundation Risk Partners, Corp. d/b/a Fairview Insurance Agency Associates and Alamo Insurance Group, Inc., pursuant to RFQ-24-064; and to make a contract award to Foundation Risk Partners, Corp. d/b/a Fairview Insurance Agency Associates to provide insurance consulting services to the County for a three (3) year term, commencing June 1, 2024 and expiring May 31, 2027, in an amount not to exceed six hundred fifty-seven thousand dollars (\$657,000.00); and

**WHEREAS**, pursuant to N.J.S.A. 52:32-60-1, et seq., Foundation Risk Partners, Corp. d/b/a Fairview Insurance Agency Associates 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 Foundation Risk Partners, Corp. d/b/a Fairview Insurance Agency Associates 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. 4-01-20-120-001-213, 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 2024 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:11-5, the Board of County Commissioners of the County of Passaic qualifies Foundation Risk Partners, Corp. d/b/a Fairview Insurance Agency Associates and Alamo Insurance Group, Inc., pursuant to

RFQ-24-064; and authorizes a contract award to Foundation Risk Partners, Corp. d/b/a Fairview Insurance Agency Associates to provide insurance consulting services to the County of Passaic for a three (3) year term, commencing June 1, 2024 and expiring May 31, 2027, in an amount not to exceed six hundred fifty-seven thousand dollars (\$657,000.00), in accordance with the terms and conditions set forth in RFQ-24-064 and the vendor's RFQ proposal, as follows:

First Contract Year	June 1, 2024 - May 31, 2025	\$210,000.00
Second Contract Year	June 1, 2025 - May 31, 2026	\$219,000.00
Third Contract Year	June 1, 2026 - May 31, 2027	\$228,000.00
	<b>TOTAL</b>	<b>\$657,000.00</b>

**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 Foundation Risk Partners, Corp. d/b/a Fairview Insurance Agency Associates, 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