

County of Passaic

Board of County Commissioners



OFFICE OF COUNTY COMMISSIONERS

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Date: Jan 21, 2025 - 5:30 PM

Agenda: RESOLUTION QUALIFYING VARIOUS VENDORS; AND AWARDED A CONTRACT TO INTERVENTION STRATEGIES INTERNATIONAL, INC. FOR IMPLEMENTATION OF THE PASSAIC COUNTY EMPLOYEE ASSISTANCE AND WELLNESS PROGRAM FOR CALENDAR YEAR 2025, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ. AND RFQ-25-038

THIS RESOLUTION WAS REQUESTED BY:
 HUMAN RESOURCES

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

Official Resolution#	
Meeting Date	1/21/2025
Introduced Date	1/14/2025
Adopted Date	
Agenda Item	13.
CAF#	5-01-20-106-001-217
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

RESOLUTION QUALIFYING VARIOUS VENDORS; AND AWARDING A CONTRACT TO INTERVENTION STRATEGIES INTERNATIONAL, INC. FOR IMPLEMENTATION OF THE PASSAIC COUNTY EMPLOYEE ASSISTANCE AND WELLNESS PROGRAM FOR CALENDAR YEAR 2025, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ. AND RFQ-25-038

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, the County requires qualified professionals to provide employee assistance and wellness program services to County employees during calendar year 2025; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5, et seq., on October 4, 2024, the Passaic County Purchasing Agent issued RFQ-25-038, Employee Assistance & Wellness Program for Passaic County Departments and Institutions (“RFQ-25-038”), seeking professionals to provide on-site and off-site mental health training and seminars to County employees, as needed during calendar year 2025; and

WHEREAS, pursuant to N.J.S.A. 19:44A-20.7, the County’s request for qualifications is a fair and open process, specifically, the qualification for the pool of professionals to provide employee assistance and wellness program services for calendar year 2025 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 October 22, 2024, the Purchasing Agent opened proposals responsive to RFQ-24-046 and documented same in the tally sheet, attached hereto and made part of this Resolution; and

WHEREAS, the Director of Human Resources is recommending to qualify Intervention Strategies International, Inc. to provide employee assistance and wellness program services to County employees, as needed during calendar year 2025; and

WHEREAS, the Director of Human Resources is further recommending to award a contract to Intervention Strategies International, Inc. to provide employee assistance and wellness program services to County employees, as needed during calendar year 2025, in an amount not to exceed forty thousand dollars (\$40,000.00); and

WHEREAS, pursuant to N.J.S.A. 52:32-60.1, et seq., Intervention Strategies International, Inc. executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying it is not involved in prohibited activities in Russia and Belarus, and the County confirmed that said vendor 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. 5-01-20-106-001-217 or any other account 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 2025 and/or subsequent County Budget(s), which is attached to and made part of this Resolution; and

WHEREAS, this matter was discussed at the January 15, 2025 Administration and Finance Committee meeting, and is being recommended to the Board for approval.

NOW, THEREFORE, LET IT BE RESOLVED, pursuant to N.J.S.A. 40A:11-5, et seq., the Board of County Commissioners of the County of Passaic qualifies Intervention Strategies International, Inc. to provide employee assistance and wellness program services to the County of Passaic, as needed during calendar year 2025, pursuant to RFQ-25-038, Employee Assistance & Wellness Program for Passaic County Departments and Institutions, and the vendor’s RFQ response.

LET IT BE FURTHER RESOLVED, that the Board of County Commissioners of the County of Passaic awards a contract to Intervention Strategies International, Inc. to provide employee assistance and wellness program services to the County of Passaic, as needed during calendar year 2025, in an amount not to exceed forty thousand dollars (\$40,000.00), in accordance with the vendor's response to RFQ-25-038.

LET IT BE FURTHER RESOLVED, that the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract awarded herein 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 to the Board, County Counsel, Director of Human Resources and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

NB

January 21, 2025