

October 10, 2023

RESOLUTION

WHEREAS, on August 15, 2017, the Township Council adopted Resolution #176-17 authorizing the use of competitive contracting pursuant to N.J.S.A. § 40A:11-4.3 of the Local Public Contracts Law (“LPCL”) for the procurement of a Contract for Extra Duty Management Services for the West Orange Police Department; and

WHEREAS, N.J.S.A. § 40A:11-4.3(a) of the LPCL provides that Resolution #176-17 remains effective for purposes of procuring the present Contract for Extra Duty Management Services for the West Orange Police Department; and

WHEREAS, on August 3, 2023, the Township issued and advertised a Request for Competitive Contracting Proposals for Extra Duty Management Services (the “RFP”); and

WHEREAS, on or about August 23, 2023, the Township received three proposals in response to the RFP, including a proposal from Hart Halsey, LLC, doing business as Extra Duty Solutions (“EDS”) with offices at 1 Waterview Dr., Suite 101, Shelton CT 06484 in response to the RFP (the “EDS Proposal”); and

WHEREAS, pursuant to the LPCL and the New Jersey Administrative Code, the Township formed an evaluation committee (the “Evaluation Committee”) to review and score the proposals; and

WHEREAS, one of the three proposals was rejected pursuant to N.J.S.A. § 40A:11-23.2 due to a fatal, non-waivable defect in that proposal, namely the failure to properly complete a mandatory form required by the RFP; and

WHEREAS, the EDS Proposal was complete and responsive to the RFP and demonstrated a clear understanding of the scope of the work and the Township’s objectives; and

WHEREAS, EDS has performed in a satisfactory manner over the past five years while providing the same services to the Township; and

WHEREAS, the EDS Proposal provided for EDS’s administrative fee to be charged to vendors/parties utilizing extra duty services from the West Orange Police Department, at a flat fee rate of 5% of the officers’ gross pay for all extra duty work and cruiser fees; and

WHEREAS, the EDS Proposal also provides that customers paying by credit card will be charged an additional 3.0% fee, and customers who have previously paid invoices late (past

30 days) or choose to not fund an escrow account, will be charged the current EDS administrative fees (as set forth in EDS's prior contract with the Township and repeated in the EDS Proposal) rather than the 5% flat fee; and

WHEREAS, the Evaluation Committee has issued a report scoring the proposals with respect to technical, management and cost criteria and recommending that the Township award the Contract for Extra Duty Management Services to EDS as set forth within its Evaluation Report; and

WHEREAS, EDS has agreed to the terms set forth in this proposed Agreement annexed hereto as Exhibit "A."

NOW, BE IT HEREBY RESOLVED, by the Township Council of the Township of West Orange that the Mayor be and is hereby authorized to execute the Contract for Extra Duty Management Services for the West Orange Police Department annexed hereto as Exhibit "A;" and

BE IT FURTHER RESOLVED that the Clerk be and is hereby authorized to attest to the Mayor's signature; and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be made available during normal business hours in the Clerk's Office.

Karen J. Carnevale, R.M.C.
Municipal Clerk

Tammy Williams,
Council President