

RESOLUTION

No. 13-214

Date of Adoption MAY 23 2013

Approved as to Form and Legality

Factual content certified by

Cary M. Amara
City Attorney

James A. Brownlee
Title: JAMES A. BROWNLEE, DIRECTOR OF HEALTH AND HUMAN SERVICES/HEALTH OFFICER

Councilman/woman Zachary A. Chester presents the following Resolution:

RESOLUTION ACCEPTING PROPOSAL AND AWARDING A CONTRACT THROUGH A FAIR AND OPEN PROCESS IN ACCORDANCE WITH N.J.S.A. 19:44A-20.5 ET. SEQ. TO CARMEN BELFORD FOR NURSES (RN AND LPN) FOR THE CITY OF TRENTON, DEPARTMENT OF HEALTH AND HUMAN SERVICES, DIVISION OF HEALTH FOR A PERIOD OF ONE YEAR FROM DATE OF AWARD IN THE AMOUNT OF \$35.00 PER HOUR (RN); AMOUNT NOT TO EXCEED \$10,000.00 RFP2013-05

WHEREAS, seven (7) sealed proposals were received on February 28, 2013 for Nurses for the Trenton Department of Health and Human Services, Division of Health; and

WHEREAS, a notice for a request for proposals regarding the above was placed on City website on February 11, 2013 and were opened in the Division of Purchasing Office at 11:00 am on February 28, 2013; and

WHEREAS, the evaluation committee has recommended that the contract be awarded to Carmen Belford, 1816 Kuser Road #7, Hamilton, New Jersey 08690; and

WHEREAS, Carmen Belford submitted a proposal dated February 28, 2013 in the amount of \$35.00 per hour for Registered Nurse (RN); amount not to exceed \$10,000.00 for a period of one year; beginning date of award through May 8, 2014; and

WHEREAS, funds in an amount not to exceed \$10,000.00 funds have been certified to be available in account number G-FF-13-40-471B-290; contingent upon the adoption of the temporary or final budget for each year; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et. seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contracts itself must be available for public inspection.

NOW, THEREFORE, IT IS RESOLVED, by the City Council of the City of Trenton, as follows:

1. The Mayor is hereby authorized to enter into a contract with Carmen Belford for one Registered Nurse (RN) for the City of Trenton, Department of Health and Human Services, Division of Health.
2. This contract is awarded pursuant to the authority set forth in the Local Public Contracts Laws at N.J.S.A.40A:11-4-1
3. A notice of this action shall be printed once in the official newspaper for the City of Trenton and the Resolution and contract shall remain on file in the City Clerk's Office.

	Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent
BETHEA	✓				MCBRIDE	✓				HOLLY WARD	✓			
CALDWELL WILSON	✓				MUSCHAL	✓								
CHESTER	✓				REYNOLDS JACKSON	✓								

This Resolution was adopted at a Meeting of the City Council of the City of Trenton on MAY 23 2013

Phyllis Holly Ward
President of Council

[Signature]
City Clerk

PROFESSIONAL SERVICES CONTRACT
RFP# 2013-05
RESOLUTION # 13-214

THIS CONTRACT, made this 24th day of MAY, 2013 by and between the City of Trenton, a municipal corporation of the State of New Jersey, hereinafter known as the "City" and **CARMEN BELFORD, 1816 KUSER ROAD #7, HAMILTON NEW JERSEY 08690 ("CONTRACTOR")**.

WHEREAS, the City has need for **A REGISTERED NURSE (RN) FOR THE CITY OF TRENTON, DEPARTMENT OF HEALTH AND HUMAN SERVICES, DIVISION OF HEALTH.**

WHEREAS, Contractor agrees to perform **NURSING SERVICES** in terms and conditions as set forth hereinafter, and the City being agreeable thereto;

NOW THEREFORE, the parties hereto mutually agree as follows:

1. **PROFESSIONAL SERVICES.** The City agrees to retain **CARMEN BELFORD, 1816 KUSER ROAD #7, HAMILTON, NJ 08690** hereinafter set forth at the request of and under the general supervision of the Department of Health and Human Services, Division of Health.
 - To provide the care and treatment of adult and pediatric patients seen in the City of Trenton by the Health Department.

DURATION OF THE CONTRACT: This contract shall remain in full force effective for a period of one year beginning MAY 25, 2013 through MAY 24, 2014 in the amount @ \$35.00 per hour in the amount not to exceed \$10,000.00.

2. **COMPENSATION:**

- (a) All work performed by Contractor according to the attached scope of services shall not exceed at the rates listed in the proposal.
- (b) Contractor shall submit monthly bills complete with appropriate support documentation to justify said billing;
- (c) In no event during the terms of this Contract, Contractor's billings shall hereunder exceed the amount set forth in **Resolution No. 13-214** is incorporated herein by reference. In the event Contractor anticipates exceeding the aforesaid contract amount, the Independent Contractor, shall give prior written notice to the City of Trenton, Department of Health and Human Services, Division of Health

approximately billing cycle in which the contract amount is expected to be exhausted.

3. **STATUS OF CONTRACTOR:** It is expressly understood by and between the parties hereto that the status of the Contractor retained to carry out the services set forth in this agreement is that of an Independent Contractor. It is further understood by and between the parties that is not intended nor shall it be construed, that the contractor is an agent, employee, or officer of the City of Trenton.
4. **NOTICES:** Any notices required to be delivered to either party pursuant to this Contract shall be in writing to their respective addresses. The parties shall be responsible for notifying each other of any change of address.
5. **INTEGRATION:** This contract constitutes the entire agreement between the parties and any representation that may have been made prior to the execution of this Contract are nonbonding, void, and of no effect and neither party has relied on any such prior representations in entering into this Contract.
6. **ENFORCEABILITY:** If any term or condition of this Contract or its application to any party or circumstances shall be deemed invalid or unenforceable, the remainder of the Contract and its application to other parties and circumstances shall be affected.
7. **GOVERNING LAW:** This Contract shall be governed by the laws of the State of New Jersey.
10. **MISCELLANEOUS PROVISIONS:**

Contractor, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional or sexual orientation, disability or nationality . Contractor will take affirmative action to ensure that such applicants are recruited and employed and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, sex, affectional, gender identity or expression, sexual orientation. Such action shall include, but is not limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause;

Contractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age,

race, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional or sexual orientation. Contractor, where applicable, agrees to comply with the regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the American with Disabilities Act.

Contractor, where applicable, agrees to attempt to schedule minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2, amended and supplemented from time to time.

Contractor, where applicable, agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional, sexual orientation, disability or nationality and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.


Contractor, where applicable, agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional, sexual orientation, disability or nationality and conform to the applicable employment goals, consistent with statutes and court decisions of the State of New Jersey, and applicable Federal law and Federal court decisions.

Contractor, where applicable, shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (N.J.A.C. 17:27).

Contractor, shall submit along with the signed contract one of the following as evidence of compliance with N.J.A.C. 17-27:

1. Appropriate evidence that the Independent contractor is operating under an existing Federally approved or sanctioned affirmative action program.
2. A certificate of employee information report approval issued in accordance with N.J.A.C. 17:27-4.

3. An initial employee information report (Form AA#302) provided by the Affirmative Action Office and completed by the contractor in accordance with N.J.A.C. 17:27-4



CARMEN BELFORD
1816 KUSER ROAD #7
HAMILTON, NJ 08690

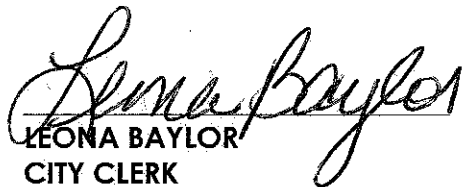
Seal

Attest:

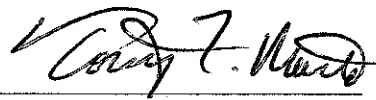
IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year above written.

ATTEST:

CITY OF TRENTON



LEONA BAYLOR
CITY CLERK



HONORABLE TONY F. MACK
MAYOR