

RESOLUTION

No.

20-678

Date of Adoption November 24, 2020

Approved as to Form and Legality

JOHN MORELLI, CITY ATTORNEY

John A. Murray

Factual content certified by

ADAM E. CRUZ, ACTING DIRECTOR OF HEALTH AND HUMAN SERVICES

Councilman /woman

CALDWELL WILSON

presents the following Resolution:

RESOLUTION AWARDING A CONTRACT THROUGH A COMPETITIVE CONTRACTING PROCESS TO TRENTON HEALTH TEAM, INC. TO PROVIDE ESSENTIAL PUBLIC HEALTH SERVICES IN SUPPORT OF THE CITY'S DIVISION OF HEALTH, TO ENSURE COMPLIANCE WITH THE PUBLIC HEALTH PRACTICE STANDARDS OF PERFORMANCE FOR LOCAL BOARDS OF HEALTH IN NEW JERSEY ISSUED BY NEW JERSEY DEPARTMENT OF HEALTH IN N.J.A.C.8:52 IN AN AMOUNT NOT TO EXCEED \$600,000.00 FOR A PERIOD OF THREE (3) YEARS - CC2020-07

WHEREAS, The City has a need to provide Essential Public Health Services in support of the City's Division of Health, to ensure compliance with the Public Health Practice Standards of Performance for Local Boards of Health in New Jersey issued by New Jersey Department of Health in N.J.A.C.8:52. This contract was approved by the State of New Jersey, Division of Local Government Services (DLGS) to be awarded for a period of three (3) years with an option to extend two (2) one (1) year extensions for the City of Trenton, Department of Health and Human Services, Division of Health; and

WHEREAS, a Request for Competitive Contracting Proposal was advertised pursuant to N.J.S.A. 40A:11-4.11 through 4.5, and one (1) sealed proposal was received in the Division of Purchasing on July 23, 2020, and evaluated based on criteria that included quality of technical proposal, innovative approach to problem solving, experience, responsiveness to scope of services and proposal pricing; and

WHEREAS, the proposal of Trenton Health Team, Inc., 1 West State Street, 4th Floor, Trenton, New Jersey 08608 to Provide Essential Public Health Services for a period of three (3) years with an option to extend two (2) one (1) year extensions is deemed to include the necessary qualifications and expertise for the performance of the services at the rates listed in the proposal; and

WHEREAS, funds in an amount not to exceed \$600,000.00 for a period of three (3) years; have been certified to be available in the following account(s): 1-01-40-4023-290 (\$200,000.00), 2-01-40-4023-290 (\$200,000.00), and 3-01-40-4023-290 (\$200,000.00) from September 4, 2020 to September 3, 2023; with an option to extend two (2) additional one (1) year extensions (year 4-\$210,000.00) and (year 5-\$210,000.00); and

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 Trenton Health Team, Inc., 1 West State Street, 4th Floor, Trenton, New Jersey 08608 to Provide Essential Public Health Services 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 Law 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
BLAKELEY	✓				MUSCHAL	✓				MCBRIDE		✓		
CALDWELL WILSON	✓				RODRIGUEZ		✓							
HARRISON	✓				VAUGHN		✓							

This Resolution was adopted at a Meeting of the City Council of the City of Trenton on November 24, 2020

Kathy McBride
President of Council

Mike L
City Clerk

CONTRACT
COMPETITIVE CONTRACTING REQUEST FOR PROPOSAL
CC2020-07
RESOLUTION 20-678

THIS CONTRACT, made this 25TH day of NOVEMBER 2020 by and between the **CITY OF TRENTON, 319 EAST STATE STREET, TRENTON, NEW JERSEY 08608** a Municipal Corporation of the State of New Jersey, ("City") and **TRENTON HEALTH TEAM, INC., 1 WEST STATE STREET, 4TH FLOOR, TRENTON, NEW JERSEY 08608** ("CONTRACTOR")

WHEREAS, the City has a need TO PROVIDE ESSENTIAL PUBLIC HEALTH SERVICES IN SUPPORT OF THE CITY'S DIVISION OF HEALTH, TO ENSURE COMPLIANCE WITH THE PUBLIC HEALTH PRACTICE STANDARDS OF PERFORMANCE FOR LOCAL BOARDS OF HEALTH IN NEW JERSEY ISSUED BY NEW JERSEY DEPARTMENT OF HEALTH IN N.J.A.C.8:52 for the City of Trenton, Department of Health and Human Services, Division of Health.

WHEREAS, Contractor agrees to provide ESSENTIAL PUBLIC HEALTH SERVICES IN SUPPORT OF THE CITY'S DIVISION OF HEALTH, TO ENSURE COMPLIANCE WITH THE PUBLIC HEALTH PRACTICE STANDARDS OF PERFORMANCE FOR LOCAL BOARDS OF HEALTH IN NEW JERSEY ISSUED BY NEW JERSEY DEPARTMENT OF HEALTH IN N.J.A.C.8:52 in terms and conditions as set forth hereinafter, and the City being agreeable thereto;

NOW THEREFORE, the parties mutually agree as follows:

1. PROFESSIONAL SERVICES:

The City agrees to retain **TRENTON HEALTH TEAM, INC., 1 WEST STATE STREET, 4TH FLOOR, TRENTON, NEW JERSEY 08608** hereinafter set forth at the request of and under the general supervision for the City of Trenton, Department of Health and Human Services, Division of Health.

2. SCOPE OF SERVICES

SEE SCOPE OF SERVICES SECTION IN THE DOUCMENT ENTITLED "PROVISIONS OF COMPREHENSIVE"

3. DURATION OF THE CONTRACT:

This contract shall remain in full force and effect for a period of period three (3) years from November 25, 2020 to November 24, 2023 in an amount not to exceed \$600,000.00 (year 1-\$200,000.00), (year 2-\$200,000.00) and (year 3-\$200,000.00); with an option to extend two (2) additional one (1)-year extensions (year 4- \$210,000.00 and year 5- \$210,000.00).

- (a) All work performed by the must be continuous with no interruption in services to complete the project.
- (b) The Contractor shall submit monthly bills complete with appropriate support documentation to justify said billing.

4. 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.

5. **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.
6. **INTEGRATION:** Resolution #20-678 and 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 with the City of Trenton, Department of Health and Human Services.
7. **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 not be affected.
8. **GOVERNING LAW:** This Contract shall be governed by the laws of the State of New Jersey.
9. **MISCELLANEOUS PROVISIONS:**
 - a. 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;
 - b. 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.
 - c. 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.
 - d. 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.

- e. Contractor, where applicable, agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies,
- f. 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.
- g. 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. Contractor will conform these employment goals consistent with statutes and court decisions of the State of New Jersey, and applicable Federal law and Federal court decisions.
- h. 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. Contractor 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).
- i. 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



TRENTON HEALTH TEAM, INC.,
1 WEST STATE STREET, 4TH FLOOR
TRENTON, NEW JERSEY 08608

Seal: 

DATE

1/29/21

Attest:

ATTEST:



MATTHEW H. CONLON, RMC
MUNICIPAL CLERK

DATE

2/17/2021

CITY OF TRENTON



W. REED GUSCIORA
MAYOR

DATE

2/10/2021

8. Ensure a competent local public health system and assure a competent personal health care workforce as set forth at N.J.A.C. 8:52-8. This service includes:

- Assessing existing and needed competencies at the community and organizational levels pursuant to N.J.A.C. 8:52-4.2;
- Establishing standards for public health professionals;
- Evaluating job performance;
- Requiring continuing education; and
- Training management and leadership;

9. Evaluate the effectiveness, accessibility, and quality of personal and population-based health services as set forth at N.J.A.C. 8:52-16. This service includes:

- Evaluating the effectiveness, accessibility, and quality of personal and population-based health services;
- Developing objectives and measurements and collecting and analyzing data and information which are used to compare performance with agreed upon standards;
- Determining the success or failure of a program or activity; and iv. Recommending for improvement, expansion or termination a program or activity; and

10. Research for innovative solutions to health problems as set forth at N.J.A.C. 8:52-15. This service includes:

- The continuous linkage between the practice of public health and academic and research institutions;
- The capacity to perform timely epidemiological and economic analyses;
- The ability to conduct health services and health practice research; and iv. The appropriate utilization of research findings.

The purpose and intent of this Request for Proposals is to identify a vendor that can provide several essential public health services, identified below, to the Department of Health and Human Services.

2.0 Scope of Work

The successful organization shall be required to perform the following tasks:

1. Monitor health status to identify community health problems in the city of Trenton, including collecting, compiling, and reporting statistics and health status measures of populations and sub-populations, assessing health service needs, and monitoring utilization of, quality of, and outcomes of personal health care services.

3. Inform, educate and empower residents regarding health issues, including marketing and public media and social media communications, providing accessible health information resources, collaborating with providers to reinforce health promotion, and initiating health education programs in the community.

4. Mobilize community partnerships to identify and solve health problems, and to facilitate disease prevention, screening, rehabilitation and support activities, and to support the goals and activities of the local public health system through coalition building.

7. Link people to needed health services and increase access to health care, including providing or making referrals to culturally and linguistically appropriate materials, care management services to high-acuity patients, transportation services, health information specifically targeted to high risk groups.

9. Evaluate the effectiveness, accessibility, and quality of personal and population-based health services, including developing, collecting and analyzing quality metrics data, evaluate success or failure of a program or activity, and making recommendations for program improvement.

In addition to these essential public health services, the successful vendor will:

- Maintain an office in the City of Trenton;
- Maintain access to, and regularly leverage aggregate data from a database that collects patient data from all of the regional healthcare organizations (hospitals, clinics, physicians' practices, etc.), and make these data available to the City for purposes that include compliance with the City's requirements for federal and state reporting responsibilities.
- Document the regular and substantive engagement of area stakeholders.
- Conduct media campaigns, health education initiatives, and education and support group activities on an annual basis; and disseminate health promotion materials to area residents.
- Work collaboratively with the City Health Officer on local public health requirements, including community needs assessments, health improvement planning, and facilitate stakeholder input on health and wellness-related policies.
- Provide direct care management services, as appropriate.

Term of the contract: for a period of three (3) years; with an option to extend the contract for two (2) additional years.