

**A RESOLUTION AUTHORIZING THE AWARD OF CONTRACT BID22009
TO RIDE ROUNDTRIP, INC.
FOR A CONCESSION AGREEMENT
UNDER THE DEPARTMENT PARKS, RECREATION & COMMUNITY SERVICES
FOR SENIOR TRANSPORTATION SERVICES**

WHEREAS, The Township of North Brunswick under the Department of Parks, Recreation and Community Services offers discounted transportation services to registered senior citizens of 62 years of age or over and handicapped residents, known as The Senior Transportation Program; and

WHEREAS, with the current agreement expiring in August 2022 and with the increase in registered participants utilizing the transportation services offered under the program, it has been deemed necessary to solicit proposals to continue to have a dedicated provider servicing The Senior Transportation Program; and

WHEREAS, pursuant to N.J.S.A. 40A:11-4.1(j) et seq. and N.J.A.C. 5:34-9.4 et seq. concession agreements are permitted as the granting of a license or right to act for or on behalf of the contracting unit; and

WHEREAS, the basis of award of the concession will be determined by the most advantageous price and other factors; and

WHEREAS, on June 27, 2022 the Township Council of the Township of North Brunswick approved Resolution #191-6.22 authorizing advertisement for the receipt of proposals for senior transportation services; and

WHEREAS, on July 19, 2022, the Municipal Clerk, witnessed the receipt of one (1) proposal submitted by Ride Roundtrip, Inc. (with offices at 441 N. 5th Street, Suite 201 Philadelphia, PA 19123); and

WHEREAS, in their proposal submission, Ride Roundtrip, Inc. failed to submit a properly executed Non-Collusion Affidavit; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposal submitted by Ride Roundtrip, Inc. and deemed it to be unresponsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey;

WHEREAS, on August 1, 2022 the Township Council of the Township of North Brunswick approved Resolution #223-8.22 authorizing re-advertisement for the receipt of proposals for senior transportation services; and

WHEREAS, on August 25, 2022, the Purchasing Agent received, and the Municipal Clerk, witnessed the receipt of one (1) proposal submitted by Ride Roundtrip, Inc. (with offices at 441 N. 5th Street Suite 201 Philadelphia, PA 19123); and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract BID22009 to Ride Roundtrip, Inc. (with offices at 441 N. 5th Street Suite 201 Philadelphia, PA 19123) for senior transportation services based on their proposal of \$625/month + the cost of transportation from the transportation vendor; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposal submitted by Ride Roundtrip, Inc. and determined it to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, that the proposal submitted by Ride Roundtrip, Inc. is hereby accepted.

BE IT FURTHER RESOLVED, on this 6th day of September 2022, that the Township of North Brunswick does hereby authorize the Mayor to execute and Township Clerk to witness an agreement with Ride Roundtrip, Inc. to provide senior transportation services with an authorization not-to-exceed \$130,000.00 and a three-year term, September 1, 2022 – August 31, 2025, with an optional two (2) one-year extensions, under contract BID22009.

CERTIFICATION

I, Cavel Gallimore, Chief Financial Officer, certify that funds in the amount of \$45,000.00 is available for this purpose in the FY2023 Budget under Senior OE Transportation Account 3-01-28-372-000-200, and the balance of funds shall be certified upon the appropriation of funds in future fiscal years. Contract BID22009.

Lou Ann Benson
Director of Parks, Recreation and
Community Services

Justine Progebin
Business Administrator

Ronald Gordon, Esq.
Township Attorney
Approved as to legal form

RECORDED VOTE:

| COUNCIL MEMBER | YES | NO | ABSTAIN | NOTES |
|-----------------------|------------|-----------|----------------|--------------|
| MEHTA | | | | |
| | | | | |
| GUADAGNINO | | | | |
| ANDREWS | | | | |
| SOCIO | | | | |
| DAVIS | | | | |
| MAYOR WOMACK | | | | |

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on September 6, 2022.

Lisa Russo
Township Clerk

RECEIPT OF BIDS

August 25, 2022

**Results from the receipt of proposals on Thursday August 25, 2022 at 11:00 a.m.,
Municipal Complex, 710 Hermann Road, North Brunswick, NJ.**

**Present: Samantha Sickles, Assistant Purchasing Agent
Lisa Russo, Municipal Clerk
Nellie Sowell, Clerk 3**

**Resolution #223-8.22 adopted on August 1, 2022 by the Township Council authorizing
receipt of bids and advertised in the Home News & Tribune as according to law.**

Ms. Sowell asked for any additional bids.

11:00 a.m. Receipt of bids is closed.

The following receipt of bids were received:

| <u>Contract BID22009</u> | <u>Bond</u> | <u>Total</u> |
|--|---------------------------------|---|
| Senior Transportation Services | NO Bid Bond Required | |
| Ride Roundtrip, Inc. 441 N. 5th Street, Suite 201 Philadelphia, PA 19123 | | Vendor Provided Fee Schedule |

**A report will be presented to the Township Council for possible awards at the next
Township Council Meeting.**

**Lisa Russo
Municipal Clerk**



TOWNSHIP OF NORTH BRUNSWICK

710 HERMANN ROAD
NORTH BRUNSWICK, NJ 08902

Tel.: (732) 247-0922
WWW.NORTHBRUNSWICKNJ.GOV

EVALUATION REPORT SENIOR TRANSPORTATION SERVICES AUGUST 25, 2022

On June 27, 2022 the Township Council passed a resolution #191-6.22 authorizing the advertisement for the receipt of proposals for Senior Transportation Services through a competitive contracting process. On July 19, 2022, one proposal was received. However, the vendor failed to submit a properly executed Non-Collusion Affidavit. On August 1, 2022 the Township Council passed resolution #223-8.22 rejecting this proposal and authorizing re-advertisement for the receipt of proposals for Senior Transportation Services through a competitive contracting process.

This process allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with “weighted” criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a four (4) person committee comprised of the following individuals:

Lou Ann Benson, Director of DPRCS
Jessica Zink, Senior Activities Supervisor
Carmella Varga, Keyboarding Clerk 3
Christine Reinson, Clerk 2

Each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict with potential vendors. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee individually reviewed the Request for Proposal. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

| | |
|---|----|
| The ability of the Respondent to provide all of the goods and services listed within the specifications based information and material provided within the RFP submission. | 20 |
| Prior experience with governmental entities | 20 |
| Reporting Abilities - The evaluation will assess the Respondent's ability to provide timely and accurate reports as detailed in the RFP as well as the quality of these reports | 40 |
| Background - Respondent's background score will be based on the respondent's experience with and demonstrated ability to provide quality service to the Participants | 20 |

Competitive contracting proposals were solicited. The following one (1) proposal was received by the submission deadline:

**Ride Roundtrip, Inc.
441 N. 5th Street, Suite 201
Philadelphia, PA 19123**

The committee members all individually reviewed each proposal.

Ride Roundtrip, Inc. scored a 400 out of a possible 400. Ride Roundtrip, Inc. was awarded an agreement with the Township in 2019 for Senior Transportation Services, and are familiar with our town. There has been little to no disruptions of service for our Senior residents who utilize this program. Therefore, the committee recommends the award of contract to Ride Roundtrip, Inc.