



Inter-Departmental Memorandum

DATE: October 3, 2024
TO: Doreen Tucker, Human Resource Director
FROM: Kenneth Pinnock, Jr., Deputy Executive Director
Director of Procurement, Contracts & Risk Management
Morgan Austin, Assistant Purchasing Agent
SUBJECT: Public Bid Opening: Wednesday, October 2, 2024 @ 11:00 A.M.
Right to Know & PEOSH/HCS Compliance and Training,
For A Period Of Two (2) Years With Option For An Additional Two (2)
One (1) Year Increments (Second Occasion)

Please be advised that pursuant to the bid opening for Right to Know & PEOSH/HCS Compliance and Training on Wednesday, August 28, 2024, less than three (3) bids were received (contract was rebid). On Wednesday, October 2, 2024, the JCHA received a sole bid package. Attached for your review is a copy of the memo, recapitulation and sole bidder who submitted a response for service.

Table with 3 columns: NAME OF COMPANY, LUMP SUM PRICE (Years 1 & 2)*, OPTION Years. Row 1: Garden State Environmental, \$ 14,800.00, \$15,250.00

PLEASE NOTE: The last public bid for this service was held on July 23, 2020, and Garden State Environmental was the recipient of a contract order (#101435) in the amount not to exceed Fifteen Thousand Two Hundred Fifty Dollars (\$15,250.00) for a period of two (2) years with option for additional two (2) years.

Invitations were published in local newspapers on September 12 and 13th, 2024; direct invitations were sent to three (3) companies, who expressed interest in public bidding for this service. Of those, there were no Jersey City vendors. The JCHA sources for MBE's were notified, as well as the usual public works bidding journals (individual letters in Purchasing files).

Provided the above is satisfactory, this office presumes that the Department of Human Resources will forward a Resolution for Board action as appropriate.

If any further information is required, please do not hesitate to call.