



Board of County Commissioners

Resolution No. 2022 – 130

ADMINISTRATIVE COMMITTEE

**RESOLUTION AWARDING A NON-FAIR AND OPEN CONTRACT FOR
PHYSICIAN ASSISTANT FOR THE
SALEM COUNTY CORRECTIONAL FACILITY**

WHEREAS, the County of Salem has the need to acquire the professional services of a Physician Assistant for the Salem County Correctional Facility; and

WHEREAS, the value of said contract will not exceed the Local Public Contracts Law bid threshold for Professional Services of \$17,500.00 (Seventeen Thousand Five Hundred Dollars and Zero Cents); and

WHEREAS, N.J.S.A. 40A:11-5(a) permits such professional service contracts to not have been subject to public bidding; and

WHEREAS, the anticipated term of this contract is ten (10) months, commencing retroactively from March 1, 2022 and terminating on December 31, 2022; and

WHEREAS, it has been determined that **Gretchen Amrien, PA-C** has substantially met the necessary qualifications for the fulfillment of this contract, and further has provided the documentation necessary to successfully fulfill the requirements of the County of Salem; and

WHEREAS, pursuant to the New Jersey State Local Public Contracts Law, N.J.S.A. 19:44A-20.7, the County of Salem did not utilize a "fair and open" process in the selection of this entity, hence Gretchen Amrien, PA-C, has completed a Business Entity Disclosure Certificate and Political Contribution Disclosure Form stating that she has not made any reportable contributions to a political or candidate committee in the County of Salem in the previous year, and that the contract will prohibit her from making any contributions through the term of this agreement; and

WHEREAS, the Salem County Treasurer has certified that funding for this contract shall be encumbered in accordance with N.J.A.C. 5:30-5.4 and this agreement shall further be contingent upon the availability and appropriation of sufficient funds contained in the temporary and final 2022 Budget of the County of Salem.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of the County of Salem as follows:

1. The Board of County Commissioners of the County of Salem awards a non-fair and open contract for the provision of Physician Assistant for the County of Salem, subject to the approval of the County Solicitor, to **Gretchen Amrien, PA-C** at a rate of \$125.00 per hour in the total amount not to exceed (Fourteen Thousand Five Hundred Eighty-three Dollars and Thirty-three Cents (\$14,583.33)).

2. The contract commencing, retroactively, March 1, 2022 and terminating December 31, 2022, shall be completed in full accordance with the terms and conditions of the contract.
3. The County Commissioners Director and the Clerk of the Board shall be authorized to execute said contract.
4. Notice of award of said contract shall be published in the "South Jersey Times" as required by law.



 BENJAMIN H. LAURY, Director of the
 Board of County Commissioners

I hereby certify the foregoing to be a true resolution adopted by the Salem County Board of County Commissioners at its regular meeting held on March 16, 2022.



 STACY L. PENNINGTON
 Clerk of the Board

RECORD OF VOTE

COMMISSIONER	RESOLUTION MOVED	RESOLUTION SECOND	AYE	NAY	ABSTAIN	ABSENT
G. Ostrum, Jr.	✓		✓			
E. Ramsay			✓			
L. Ware		✓	✓			
R.S. Griscom			✓			
B. Laury			✓			

✓ Indicates Vote

Department Initials kah

I, **Kelly A. Hannigan, CFO/Treasurer** of the County of Salem, hereby certify in accordance with **Section 5:34-5 of the Local Public Contracts Guidelines and Local Public Contracts Regulations** that adequate funds for the contract listed below are available and are contained in the **OFFICIAL BUDGET** of the County of Salem.



Kelly A. Hannigan, CFO/Treasurer

AMOUNT: not to exceed \$14,583.33	DATE: March 16, 2022
ACCOUNT # and NAME: Inmate Medical 2-01-25-280-700-218	
FOR: Physician Assistant	
VENDOR: Gretchen Amrien, PA-C	