TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #17-263

A RESOLUTION AWARDING A CONTRACT FOR ADMINISTRATION AND CLAIMS PROCESSING

WHEREAS, the Township of Raritan has a need to acquire health insurance services, including the alternative of a self-insured program requiring administration and claims processing to be rendered to the Township of Raritan as a non-fair and open contract pursuant to the provisions of P.L. 2004, c.19 (N.J.S.A. 19:44A-20.5 et seq.); and

WHEREAS, an outline of the Township's self insurance plan is attached as Exhibit "A;" and

WHEREAS, the procurement of health insurance services, including administration and claims processing, is an exception to public bidding pursuant to N.J.S.A. 40A:11-5(1) (m); and

WHEREAS, such insurance services are a statutory extraordinary unspecifiable service pursuant to N.J.S.A. 40A:11-5(1) (m) and Local Finance Notice 2002-2 and the Township Administrator has filed a certificate with the Township Committee pursuant to N.J.A.C. 5:34-2(b) stating same; and

WHEREAS, the Township Administrator has determined and certified in writing that the value of these services will exceed $17,500; and

WHEREAS, the Township's Health Insurance Broker issued a Request for Proposals to parties interested in administration and claims processing services; and

WHEREAS, the Township Administrator has reviewed the proposals received, and the quotes contained therein pursuant to N.J.S.A. 40A:11-6.1, and recommends that a one-year contract be awarded to Meritain Health of 300 Corporate Parkway, Amherst, New York, 14226 to provide administrative services as a Third-Party Agent (TPA) processor for the Township's Limited Self-Insured Health Benefit Program; and

WHEREAS, the Township's Chief Financial Officer has certified that funds are available through Certification of Availability of Funds # 17-16; and

WHEREAS, the term of the contract shall be from January 1, 2018 through December 31, 2018; and

WHEREAS, Meritain Health shall complete and submit a Business Entity Disclosure Certification at least ten (10) days prior to the execution of its contract, which Certification provides that no reportable contributions have been made that would bar the award of this Agreement pursuant to P.L. 2004, c. 19; and

WHEREAS, Meritain Health will complete and submit a c.271 Political Contribution Disclosure Form, which provides that no reportable political contributions (more than $300 per election cycle) were made over the 12 months prior to submission to the committees of the government entities listed on the form prior to execution of the contract.

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey as follows:

1. The Township of Raritan hereby awards, and the Mayor and the Township Administrator are hereby authorized to execute a contract between the Township of Raritan and Meritain Health of 300 Corporate Parkway, Amherst, New York, 14226 for the provision of administrative and claims processing services in connection with the Township's employee health plans as required by the Township, all in accordance with the contract, which is on file in the office of the Township Clerk, no sooner than ten (10) days following the submission of a Business Entity Disclosure Certification and subject to approval by the Township Attorney and Risk Manager; and

2. This contract shall be awarded through a non-fair and open process and without a competitive bid pursuant to N.J.S.A. 19:44A-20.5 and as an exception pursuant to N.J.S.A. 40A:11-5(1)(m), the procurement of which shall comply with N.J.S.A. 40A:11-5(1)(a)(ii); and

3. The extraordinary unspecifiable service certification, certification of value, quotes, Business Entity Disclosure Certificate, c.271 Political Contribution Disclosure Form and certification of available funds shall be kept on file with this resolution; and

4. A notice of this action shall be printed once in the legal newspaper of the Township of Raritan.

ATTEST:

Lisa Fania

Lisa Fania, RMC
Township Clerk

TOWNSHIP COMMITTTE OF THE TOWNSHIP OF RARITAN

Karen Gilbert
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on October 24, 2017.

Lisa Fania

Lisa Fania, RMC
Township Clerk