

Introduced by: Mr. Smiley, Mr. Cartier
Date of introduction: December 8, 2020

RESOLUTION NO. 20-229

**AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER
CONTRACT FOR HERSA HOSPITALITY MANAGEMENT, LP FOR MANAGEMENT
OF THE NEW HOMELESS SHELTER FOR THE DEPARTMENT OF COMMUNITY
SERVICES IN THE AMOUNT OF \$2,536,600.00**

WHEREAS, *New Castle County Code* § 2.02.004 requires that all contracts involving expenditures of funds in excess of \$50,000.00 in aggregate to one vendor in a fiscal year, which are not competitively bid, be approved by Resolution of County Council; and

WHEREAS, this contract for \$2,536,600.00 is to provide funding for the management of the new homeless shelter; and

WHEREAS, this funding will ensure safe and professional operations of the new homeless shelter.

NOW, THEREFORE, BE IT RESOLVED by and for the County Council of New Castle County that County Council hereby approves the contract listed on the attached Exhibit "A," entitled "Purchasing System Transaction Summary," as a valid contract in excess of \$50,000.00 pursuant to *New Castle County Code* § 2.02.004.

Adopted by County Council of
New Castle County on: 12/8/20

President of County Council
of New Castle County

SYNOPSIS: This Resolution approves the execution of the listed contract.

Department of Community Services

Hersa Hospitality Management, LP \$2,536,600.00

FISCAL IMPACT: This Resolution authorizes the execution of one purchase order contract totaling \$2,536,600.00. Funding is included in the FY2021 Approved Grant Budget in the 2021 Homeless Shelter Grant.

Michael Smith
Chief Financial Officer

**NEW CASTLE COUNTY
PURCHASE REQUISITION / JUSTIFICATION FORM**



EXHIBIT A

Please complete all the blue highlighted fields. If the total is greater than \$50,000 (Non-Bid only); or if the purchase, for this vendor, in aggregate for the fiscal year exceeds \$50,000 (Non-Bid only), you must also complete items I-VI in the lower half of the form.

REQUISITIONER INFORMATION			FISCAL YR	VENDOR INFORMATION			
NAME	Carrie Casey		2021	NAME	Hersa Hospitality Management, LP		
DEPARTMENT	COMMUNITY_SERVICES_40		FUND	ADDRESS	44 Hersa Drive		
ORGANIZATION					Harrisburg, PA 17102		
PHONE	302 395 5616		110 GRANTS	CONTACT NAME	Kristen Gluch		
DELIVERY LOCATION				PHONE	717-412-5500	EXT	1374
SEND VENDOR PO	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO		EMAIL	kristen.gluch@hhmlp.com	FAX #	
CURRENT VENDOR	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO		VENDOR #	107474		

ITEM#	QTY	DESCRIPTION	UNIT PRICE	TOTAL	OBJ LEVEL	GRANT or PROJECT #/ DETAIL / LOCATION
1	1	Homeless Shelter management	2,536,600.00	\$2,536,600.00	55406	
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
			TOTAL	\$2,536,600.00		

ADDITIONAL NOTES	
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PURCHASES > \$50,000 (Non-Bid) OR IF THE FY AGGREGATE FOR THIS VENDOR > \$50,000 (Non-Bid), PLEASE COMPLETE THE SECTION BELOW.

I. What is the purpose of the requisition or advice of change?
To provide funding for the management of the new homeless shelter.

II. Why is it needed?
To ensure safe and professional operations of the new homeless shelter.

III. What will the impact (cost) be to New Castle County if the requisition or advice of change is not processed?
The shelter will not be able to open.

IV. IS THIS A SOLE SOURCE CONTRACT? YES NO

V. IS THIS A PASS THROUGH GRANT? YES NO IF YES, AGENCY _____

VI. OTHER, PLEASE EXPLAIN

SIGNATURE	<i>Michael J. King</i>	DATE	11/30/2020
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