



1-888-NJ Pool 1

## New Jersey Schools Insurance Group

6000 Midlantic Drive Suite 300 North  
Mount Laurel, New Jersey 08054  
(609) 386-6060 • FAX (609) 386-8877  
[www.njsig.org](http://www.njsig.org)

**Board of Trustees Meeting of May 17, 2017**  
**Action Item**  
**Temporary Staffing Direct Hire and Recruiting**

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As a part of New Jersey Schools Insurance Group (NJSIG)'s efforts to maintain compliance with the Public School Contracts Law (PSCL), NJSIG issued requests for proposals for temporary staffing, direct hire and recruiting services. It was necessary to solicit proposals for these services because NJSIG has budgeted up to \$112,520 for temporary staffing and direct hire services, and up to \$30,670 for recruiting services for the 2017/2018 fiscal year.

As a result of this solicitation, NJSIG received proposals from qualified vendors. These proposals were evaluated by reference to price, and as to whether the proposers are responsible, and submitted responsive proposals that meet all requirements of this request. We recommend that the Board designate a Primary, Secondary and Tertiary award to the vendors identified in the attached resolution in the event that a single vendor is unable to provide a candidate as a result of a search request.

**Recommended Resolution:** to designate a Primary, Secondary and Tertiary award to the vendors identified in the attached resolution in the event that a single vendor is unable to provide a candidate as a result of a search request.

*William Mayo*

William Mayo, CPCU, ARM  
Executive Director



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### **Resolution Authorizing the Execution of Contracts Pursuant to the Public School Contracts Law**

**WHEREAS**, the New Jersey Schools Insurance Group (“NJSIG”) is authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage for its members;

**WHEREAS**, NJSIG requires temporary staffing, direct hire and recruiting services;

**WHEREAS**, NJSIG has engaged in a fair and open competitive contracting process, pursuant to which proposals were solicited; and,

**WHEREAS**, NJSIG has evaluated all proposals submitted.

**NOW THEREFORE, BE IT RESOLVED**, on this 17<sup>th</sup> day of May, 2017 that:

1) NJSIG awards the contracts for temporary staffing, direct hire and recruiting services to the following responsible proposers who have submitted responsive proposals that meet all requirements of this solicitation as to each respective area, and based on cost criteria, and:

- a. Temporary staffing and direct hire service (C-2017-0008):
  - i. Primary vendor: Noor Associates, Inc.;
  - ii. Secondary vendor: DAWG, Inc, d/b/a TheBestIRS; and,



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- iii. Tertiary vendor: CareersUSA, Inc.
- b. services (C-2017-0009):
  - i. Primary vendor: Horizon Staffing Resources Corp.;
  - ii. Secondary vendor (tie): CareersUSA, Inc.; and,
  - iii. Secondary vendor (tie): Noor Associates, Inc..
- 2) The Executive Director is hereby authorized to execute contracts with the above-referenced service providers;
- 3) This designation is in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq.;
- 4) A notice of this action shall be published once in the official newspaper designated by NJSIG, and is on file and available for public inspection at the office of NJSIG.

I certify that the foregoing is a true copy of a Resolution passed by the New Jersey Schools Insurance Group at the meeting duly held on the 17<sup>th</sup> day of May, 2017.



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### Resolution Authorizing the Execution of Contracts Pursuant to the Public School Contracts Law

New Jersey Schools Insurance Group

By: \_\_\_\_\_  
Irene Le Febvre, Chairperson

Board Secretary  
Use Only

DATE:

MOVED BY:

SECONDED BY:

VOTE: