

12/20/23

**CONTRACT  
BETWEEN THE  
COUNTY OF GLOUCESTER  
AND  
NAP, INC. t/a MAYFAIR MOTEL**

**THIS CONTRACT** is made effective the 20<sup>th</sup> day of December, 2023, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate, with administrative offices at 2 South Broad Street, Woodbury, NJ 08096, hereinafter referred to as "County", and **NAP, INC. t/a MAYFAIR MOTEL**, with an address of 2941 Blackhorse Pike, Sicklerville, NJ 08081, hereinafter referred to as "Contractor".

**RECITALS**

**WHEREAS**, the County requires the provision of emergency shelter for individuals identified by the Division of Social Services as in need of motel/hotel placements during severe weather conditions and/or Code Blue declarations, as set forth in RFP-24-009.

**WHEREAS**, the Contractor represents that it is qualified to provide said goods and services and desires to so perform pursuant to the terms and provisions of this Contract.

**NOW, THEREFORE**, in consideration of the mutual promises, agreements and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

1. **TERM.** This Contract shall be effective for a term of one (1) year from January 1, 2024 to December 31, 2024.
2. **COMPENSATION.** Contractor shall be compensated in a total amount not to exceed \$70,000.00.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for the provision of emergency shelter for individuals identified by the Division of Social Services as in need of motel/hotel placements during severe weather conditions and/or Code Blue declarations, as set forth in RFP-24-009, and Attachment A, which is annexed hereto and incorporated herein.

Contractor agrees that it has or will comply with, and where applicable shall continue throughout the period of this contract to comply with, all of the requirements of the bid documents and/or in the request for proposals, if any, as the case may be.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Vendor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the vendor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING AND PERMITTING.** If the Contractor or any of its agents is required to maintain a license, or to maintain in force and effect any permits issued by any governmental or quasi-governmental entity in order to perform the services which are the subject of this Contract,

then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to County a copy of its current license and permits required to operate in the State of New Jersey, which license and permits shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor or its agents.

6. **TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in County Bid Specifications or Requests for Proposal, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

7. **PROPERTY OF THE COUNTY.** All materials developed, prepared, completed, or acquired by Contractor during the performance of the services specified by this Contract, including, but not limited to, all finished or unfinished documents, data, studies, surveys, drawings, maps,

models, photographs, and reports, shall become the property of the County, except as may otherwise be stipulated in a written statement by the County.

8. **NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County and no obligation on the County's part to the assignee shall arise, unless the County shall elect to accept and to consent to such assignment or subcontract.

9. **INDEMNIFICATION.** The Contractor shall be responsible for, shall keep, save and hold the County of Gloucester harmless from, shall indemnify and shall defend the County of Gloucester against any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disabilities, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any acts or omissions, including negligence or malpractice, of any of its officers, directors, employees, agents, servants or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract. The Contractor's liability under this agreement shall continue after the termination of this agreement with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination.

10. **INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builder's insurance, and Workers' Compensation insurance in amounts, for the coverages, and with companies deemed satisfactory by County, and which shall be in compliance with any applicable requirements of the State of New Jersey. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming County as an additional insured.

If Contractor is a member of a profession that is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. The Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract. The County shall review the certificate for sufficiency and compliance with this paragraph, and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

11. **SET-OFF.** Should Contractor either refuse or neglect to perform the service that Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expense shall be

deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.

12. **PREVENTION OF PERFORMANCE BY COUNTY.** In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

13. **METHODS OF WORK.** Contractor agrees that in performing its work, it shall employ such methods or means as will not cause any interruption or interference with the operations of County or infringe on the rights of the public.

14. **NONWAIVER.** The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement.

15. **PARTIAL INVALIDITY.** In the event that any provision of this Contract shall be or become invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provision of this Contract.

16. **CHANGES.** This Contract may be modified by approved change orders, consistent with applicable laws, rules and regulations. The County, without invalidating this Contract, may order changes consisting of additions, deletions, and/or modifications, and the contract sum shall be adjusted accordingly. This Contract and the contract terms may be changed only by change order. The cost or credit to the County from change in this Contract shall be determined by mutual agreement before executing the change involved.

17. **NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

18. **GOVERNING LAW, JURISDICTION AND VENUE.** This agreement and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non conveniens.

19. **INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor and is not an agent of the County.

20. **CONFLICT OF INTEREST.** Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services pursuant to this Contract. The Company further covenants that in the performance of this Contract, no person having any such interest shall be employed.

21. **CONFIDENTIALITY.** Contractor agrees not to divulge or release any information, reports, or recommendations developed or obtained in connection with the performance of this Contract, during the term of this Contract, except to authorized County personnel or upon prior approval of the County.

22. **BINDING EFFECT.** This Contract shall be binding on the undersigned and their successors and assigns.

23. **CONTRACT PARTS.** This Contract consists of this Contract document, the specifications identified as **RFP-24-009**, and Attachment A annexed hereto.

THIS CONTRACT is made effective the 20<sup>th</sup> day of December, 2023.

IN WITNESS WHEREOF, the County has caused this instrument to be signed by its Director and attested by its Clerk, pursuant to a Resolution passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

ATTEST:

Laurie Burns  
LAURIE J. BURNS,  
CLERK OF THE BOARD

COUNTY OF GLOUCESTER

Frank J. DiMarco, DIRECTOR

ATTEST:

harry vankawala

NAP, INC. t/a MAYFAIR MOTEL

H. Vankawala  
By: HARRY VANKAWALA  
Title: OWNER

**ATTACHMENT A**

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There exists a need during the 2024 calendar year for the County to contract for emergency shelter through motel/hotel placement for individuals that are homeless as determined by the Gloucester County Division of Social Services for nights that a Code Blue Emergency or Heat Advisory has been designated, for after-hour placements by 211, and for other conditions including, but not limited to, those qualifying under the Social Services for Homeless grant and when the mass shelters are full. The County is seeking a qualified vendor to provide hotel/motel placement.

When temperatures drop below freezing, and conditions pose a threat to individuals who are homeless, the Gloucester County Office of Emergency Management will initiate and communicate a Code Blue Alert which enables authorities to make shelter arrangements for homeless individuals. Conversely, a Heat Advisory means that a period of hot temperatures and high humidity are expected and these conditions combine to create a situation in which heat illnesses are possible. Under these conditions, the Gloucester County Office of Emergency Management will initiate and communicate a Heat Advisory which enables authorities to make shelter arrangements for homeless individuals.

Gloucester County Office of Emergency Management will activate Code Blue 24 - 48 hours before weather temperatures are predicted to reach 32 degrees or lower, when wind chill temperatures will be zero degrees or less for a period of two hours or more and/or when there are extenuating winter weather conditions which would make it unsafe for people to be exposed to the elements.

Furthermore, Gloucester County Office of Emergency Management will activate a Heat Advisory 24-48 hours before a period of hot temperatures and high humidity is expected, where heat index values are expected to be 100 or greater. Notification of Code Blue and Heat Advisory will occur through e-mail blasts, press releases, text messaging, and other means of social media.

Individuals identified in need of placement are preliminary screened by the Gloucester County Division of Social Services and/or 2-1-1. Following this screening process, individuals are placed into shelter for the duration of the weather conditions which necessitated a Code Blue or Heat Advisory activation. As a result, placements may encompass multiple days/nights in certain instances.

The County agrees to compensate the Vendor as shelter placements are needed, in accordance with the below approved per diem rate payments for emergency housing provided in hotels and motels below:

**Emergency Assistance Code Blue Placement rates per day:**

1 Person/ 1 room	\$62.00
2 Persons/ 1 room	\$72.00
3 Persons/ 1 room	\$87.00
4 Persons/ 1 room	\$87.00
4 Persons/ 2 rooms	\$117.00
5 Persons/ 1 room	\$97.00
5 Persons/ 2 rooms	\$117.00

In addition to the above detailed Code Blue and Heat Advisory placements, the Vendor agrees to provide emergency shelter as requested by the Gloucester County Division of Social Services and/or 2-1-1 under the Social Service for the Homeless (SSH) program which assists qualifying families and individuals who are experiencing homelessness or are at imminent risk of becoming homeless. The program provides for emergency shelter, among other services, on a 24-hour emergency basis. Furthermore, the Vendor agrees to provide emergency shelter as requested by the Gloucester County Division of Social Services for other designated times as determined by the County such as but not limited to when the mass shelters are full.

Vendor Name: MAP INC T/A. MAYFAIR MOTEL  
Owner Name: HARRY VANCAVALA  
Address: 2941. BLACK HORSE PIKE.  
SICKLERYVILLE N.J. 08081  
Telephone #: 656-629-4703. CELL# 609-820-5907  
Fax #: 856-875-7036.  
Email Address: mayfair@mayfair.com

Vendor agrees to previously outlined Emergency Assistance Code Blue Placement rates per day:

YES ✓

NO \_\_\_\_\_

Vendor would like to receive Code Blue Alerts by way of:

Email: monreale.a.mctel.(at)gmail.com.

Phone Call (to number listed): 850-629-4703

Text Message (to number listed): 609-820-5907