

TOWNSHIP OF WYCKOFF
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION #20-05F

INTRODUCED: *Boonstra*
MEETING DATE: January 1, 2020

SECONDED: *Rubenstein*
REFERENCE: Professional Service

VOTE: BOONSTRA FISCHER MADIGAN RUBENSTEIN SHANLEY

WHEREAS, the Township of Wyckoff has a real need and requires the professional services of a professional planning firm for affordable housing administration services and administrative Agent Services for the current year and,

WHEREAS, the Township Committee has determined to appoint Community Grants, Planning and Housing (CGP&H) as its affordable housing administration professional service due to their significant housing experience with municipal affordable housing planning in New Jersey, skill and acumen as planners licensed to practice planning and compliance in New Jersey and the reference checks performed indicate they provide practical, thorough and complete planning advice; and,

WHEREAS, the Purchasing Agent and the Chief Financial Officer have determined that the cost of these services may exceed \$17,500 and believe it is prudent to anticipate the value of these services in excess of \$17,500 to ensure compliance with NJSA 19:44A-20.5 et.seq.; and,

WHEREAS, each business entity has completed and submitted a Business Entity Disclosure Certification which certifies that each business entity has not made any reportable contributions (\$300 or more) to a political or candidate committee in the Township of Wyckoff with the elected officials in the previous one year, and that the contract will prohibit each business entity from making any reportable contributions (\$300 or more) through the term of the contract; and,

WHEREAS, the Township Committee awards a one-year contract for Professional Planning Administration services in accordance with the alternate process pursuant to the provisions of NJSA 19:44A-20.5; and,

WHEREAS, the Local Public Contracts Law NJSA 40A:11-5 requires the resolution authorizing award of contracts for professional services without competitive bids and the contract itself to be made available for public inspection; and,

WHEREAS, the Chief Financial Officer, in accordance with the Local Public Contracts Law, has duly executed a Certificate of Available of Funds indicating that adequate funds have been appropriated in in the 2019 Municipal Budget when adopted for fees reasonably required in the line item, affordable housing services and costs – other expense.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Wyckoff that a one year contract for this calendar year is hereby awarded to Community Grants, Planning and Housing , 101 Interchange Plaza, Suite 301, Cranbury, New Jersey 08512-3716 for a not to exceed cost \$5,990.00 for core services and \$120.00 per hour for senior staff and \$80.00 per hour for all other staff up to \$10,000.00 per year for professional affordable housing administration services and administrative agent services when vouchers are approved by the Township Committee.

1. The Township Committee Chairman and Clerk are hereby authorized and directed to execute contracts with each of said professionals and to take all other steps necessary to carry this resolution into effect.
2. Said appointments are made without competitive bidding under the provisions of the Local Public Contracts Law which excepts from competitive bidding "Professional Services" rendered by persons authorized by law to practice a recognized profession and whose practice is regulated by law in accordance with NJSA 40A:11-1 et seq and in accordance with NJSA 19:44A-20.5 alternate process.
3. The Business Entity Disclosure Certification and the Political Contribution Disclosure Forms are in the professional services files.
4. The Municipal Clerk shall execute a public notice of said appointment in the official newspaper of the Township as required by law.

BE IT FURTHER RESOLVED that these contracts have been awarded to these contractors based on the merits and abilities of the contractors to provide the goods or services as described herein. This contract was not awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20-4 et seq. As such, the undersigned does hereby attest that these contractors, their subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of these one (1) year contracts to any political party committee in the Township of Wyckoff if a member of that political party is serving in an elective public office of the Township of Wyckoff when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the Township of Wyckoff when the contract is awarded.

CERTIFICATION

I, JOYCE C. SANTIMAURO, MUNICIPAL CLERK OF THE TOWNSHIP OF WYCKOFF, CERTIFY THE ABOVE TO BE A TRUE AND CORRECT COPY OF A RESOLUTION AS ADOPTED BY THE TOWNSHIP COMMITTEE ON JANUARY 1, 2020.


JOYCE C. SANTIMAURO
MUNICIPAL CLERK

CERTIFICATION

I, DIANA MCLEOD, CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF WYCKOFF, CERTIFY THAT ADEQUATE FUNDS HAVE BEEN APPROPRIATED IN THE "PLANNING SERVICES AND COSTS – OTHER EXPENSE AND VARIOUS DEVELOPER ESCROW ACCOUNTS" PORTIONS OF THE 2020 TEMPORARY BUDGET ACCOUNT 0-1-21-190-020 AND WILL BE APPROPRIATED IN THE 2020 MUNICIPAL BUDGET FOR THE FOLLOWING PROFESSIONAL SERVICES FOR THE CALENDAR YEAR 2020. NOT TO EXCEED THE MAXIMUM AMOUNT AS SET FORTH ABOVE.


DIANA MC LEOD
CHIEF FINANCIAL OFFICER

**TOWNSHIP OF WYCKOFF
NOTICE OF CONTRACT AWARD**

The Township of Wyckoff has awarded a contract for Professional Services in 2019 without competitive bidding as a professional service pursuant to NJSA 40A:11-5-(1)(a). The contract and the resolution authorizing the service are available for public inspection in the office of the Municipal Clerk.

Community Grants, Planning and Housing
Professional Affordable Housing Planning Administration Services
May 7, 2019 thru December 31, 2019
Up to \$5,900.00 for core services
\$120.00 per hour for senior staff
\$ 80.00 per hour other staff