

RESOLUTION NO. 2016-345

A RESOLUTION AUTHORIZING AN AGREEMENT FOR PROFESSIONAL SERVICES WITH PROFESSIONAL PROPERTY APPRAISERS INC., DELRAN, NJ, FOR INSPECTION AND CALCULATION OF ADDED ASSESSMENTS, IN AN AMOUNT NOT TO EXCEED \$20,000.00.

WHEREAS, there exists a need for professional services for Inspections and Calculation of Added Assessments; and

WHEREAS, the City of Vineland has a need to acquire such professional services as a Non-Fair and Open Contract pursuant to N.J.S.A. 19:44A-20.5; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of said services will exceed \$17,500.00; and

WHEREAS, Professional Appraisers Inc., Delran, NJ has submitted a proposal indicating they will provide the professional services for a period beginning November 1, 2016 through October 31, 2017; and

WHEREAS, the maximum amount authorized for said services is in an amount not to exceed \$20,000.00; and

WHEREAS, Professional Appraisers Inc., Delran, NJ has completed and submitted a Business Entity Disclosure Certification for Non-Fair and Open Contract which certifies that Professional Appraisers Inc., Delran, NJ has not made any reportable contributions to a political or candidate committee in the City of Vineland in the previous one year and that the contract will prohibit Professional Appraisers Inc., Delran, NJ from making any reportable contributions through the term of the contract to a political or candidate committee in the City of Vineland; and

WHEREAS, the availability of funds for said Professional Services Contract to be awarded herein have been certified by the City Comptroller; and

WHEREAS, the Local Public Contract Law (N.J.S.A. 40A:11-1, et seq) requires that the Resolution authorizing the award of contract for Professional Services without competitive bidding and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Vineland as follows:

1. That the Mayor and Clerk are hereby authorized and directed to execute a Non-Fair and Open Agreement pursuant to N.J.S.A. 19:44A-20.5 with Professional Appraisers Inc., Delran, NJ, for Professional Services for Inspections and Calculation of Added Assessments in an amount not to exceed \$20,000.00.
2. That this Agreement is awarded without competitive bidding as a Professional Services in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because said services to be rendered or performed require knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction distinguished from general academic instruction or apprenticeship and training.
3. That the Business Disclosure Entity Certification, the Political Contribution Disclosure Form and the Determination of Value be placed on file with the Resolution.
4. That a Notice of this action shall be printed once in the Daily Journal.

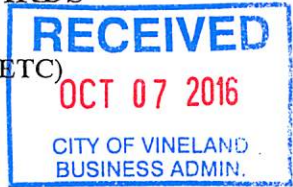
Adopted:

President of Council

ATTEST:

City Clerk

REQUEST FOR RESOLUTION FOR CONTRACT AWARDS
UNDER 40A:11-5 EXCEPTIONS
(PROFESSIONAL SERVICES, EUS, SOFTWARE MAINTENANCE, ETC)



10/6/2016
(DATE)

1. Service (detailed description): Professional Services for Inspection and Calculation of Added Assessments (2016)
 2. Amount to be Awarded: \$ 20,000.00
 Encumber Total Award
 Encumber by Supplemental Release
 3. Amount Budgeted: \$ 20,000.00
 4. Budgeted: By Ordinance No. _____
Or Grant: Title & Year _____
 5. **Account Number to be Charged: _____
 6. Contract Period: 11/01/2016 to ~~11/30/2017~~ 10-31-17
 7. Date To Be Awarded: _____
 8. Recommended Vendor and Address: Professional Property Appraisers Inc.
P.O. Box 905, Delran, NJ 08075
 9. Justification for Vendor Recommendation:(attach additional information for Council review)
See attached letter. Professional Property Appraisers Inc. provides an efficient and cost effective service for the inspection and calculation of new construction (added assessemnts) for adding value to our ratable base.
 Non-Fair & Open (Pay-to-Play documents required)
 Fair & Open: How was RFP advertised? _____
 10. Evaluation Performed by: Brian F. Conover, CTA BFC 10/16/2016
 11. Approved by: _____

 12. Attachments:
 Awarding Proposal
 Other: _____
- Send copies to:
Purchasing Division
Business Administration *(BFC)*

** If more than one account #, provide break down



Professional Property Appraisers, Inc.

PO Box 905
Delran, NJ 08075
(856) 764-6500

October 6, 2016

Mr. Brian Conover
Tax Assessor
City of Vineland
640 E. Wood Street
Vineland, NJ 08362

RE: Residential Inspection and Measurement Service

Dear Mr. Conover:

Responding to your request we are pleased to submit the following for your consideration.

We propose to measure and inspect all new residential construction. We will also encode and maintain your current file for a fee of \$30.00 per parcel, minimum assignment 15 parcels per assignment. Where entry cannot be made, we will estimate according to the area and our experience.

Any commercial new construction we will measure and inspect and price using Marshall & Swift for a fee of \$100.00 per parcel.

We will measure and inspect any condominiums for a fee of \$18.00 per parcel.

For inspection of new construction to existing parcels, we will measure, inspect and encode for a fee of \$15.00 per parcel. While doing additions to existing construction we will verify the accuracy of the information on your existing records.

Thank you for considering this proposal.

Very truly yours,

A handwritten signature in black ink, appearing to read "Brian Schneider", written over a horizontal line.

Brian Schneider, SLREA, CTA
Vice President