

RESOLUTION NO. 2018-30

A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH CLARK CATON HINTZ, TRENTON, NJ, FOR PROFESSIONAL PLANNING SERVICES, IN AN AMOUNT NOT TO EXCEED \$20,000.00.

WHEREAS, the City of Vineland has heretofore advertised for proposals for Professional Planning Services to be used on an as need basis; and

WHEREAS, the Requests were published on the City of Vineland's official newspaper and the City's website; and

WHEREAS, three (3) proposals were received and referred to the City's Supervising Planner and City Engineer for tabulation, evaluation and recommendation; and

WHEREAS, it has been recommended that a contract for the required services be awarded to Clark Caton Hintz, Trenton, NJ based upon the proposal received, pursuant to a fair and open process, in the amount not to exceed \$20,000.00, for the period February 1, 2018 through January 31, 2019; and

WHEREAS, the availability of funds for said Professional Services Contract to be awarded herein have been certified by the Chief Financial Officer; 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 that said contract for Professional Planning Services, be awarded to Clark Caton Hintz, Trenton, NJ, based upon the proposal received, pursuant to a fair and open process, in the amount not to exceed \$20,000.00, for the period February 1, 2018 through January 31, 2019.

Adopted:

---

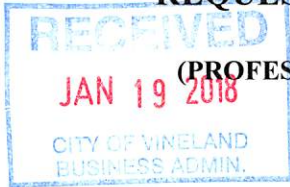
President of Council

ATTEST:

---

City Clerk

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



January 19, 2018  
\_\_\_\_\_  
(DATE)

1. Service (detailed description): Professional planning services

2. Amount to be Awarded: \$ 20,000

- Encumber Total Award
- Encumber by Supplemental Release

3. Amount Budgeted: \$ 20,000

4. Budgeted: By Ordinance No. \_\_\_\_\_  
Or Grant: Title & Year \_\_\_\_\_

5. \*\*Account Number to be Charged: 001-0-13-30-3003-5023044

6. Contract Period: February 1, 2018 - January 31, 2019

7. Date To Be Awarded: January 23, 2018

8. Recommended Vendor and Address: Clarke Caton Hintz  
100 Barrack Street Trenton, NJ 08608


9. Justification for Vendor Recommendation:(attach additional information for Council review)  
3 proposals received  
CCH planning firm - other 2 multi discipline engineering firms  
CCH has 9 licensed planners, all nationally certified (AICP)

- Non-Fair & Open (Pay-to-Play documents required)
- Fair & Open: How was RFP advertised? Newspaper & website

10. Evaluation Performed by: Kathleen Hicks Kathleen Hicks

11. Approved by: Brian Myers 

12. Attachments:  
 Awarding Proposal  
 Other: \_\_\_\_\_

- **Send copies to:**  
**Purchasing Division**  
**Business Administration** 

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