

RESOLUTION NO. 2020-380

A RESOLUTION AUTHORIZING THE ISSUANCE OF AN AMENDATORY SUPPLEMENTAL CHANGE ORDER NO. 1, IN THE AMOUNT OF \$10,000.00 TO PROFESSIONAL SERVICES CONTRACT NO. C20-0006, ISSUED TO CLARKE CATON HINTZ, TRENTON, NJ.

WHEREAS, the City Council of the City of Vineland, on January 28, 2020, adopted Resolution No. 2020-42, entitled "A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH CLARK CATON HINTZ, TRENTON, NJ, FOR PROFESSIONAL PLANNING SERVICES, IN AN AMOUNT NOT TO EXCEED \$10,000.00"; and

WHEREAS, the City Planner has requested that an amendment be made to contract awarded to Clark Caton Hintz, Trenton, NJ, for Professional Planning Services, as authorized by Resolution No. 2020-42; by change order to Contract No. C20-0006 because the COAH spending plan is being amended to insure the required expenditure of funds. An amendment of the Housing Element and Fair Share Plan (Master Plan) will be required; and

WHEREAS, the Chief Financial Officer has certified that funds for the amendment requested herein are available; now, therefore,

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

1. THAT Resolution No. 2020-42, entitled "A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH CLARK CATON HINTZ, TRENTON, NJ, FOR PROFESSIONAL PLANNING SERVICES, IN AN AMOUNT NOT TO EXCEED \$10,000.00"; be and the same is hereby amended and supplemented to increase maximum amount of the contract by \$10,000.00.

2. THAT the Purchasing Agent be and the same is hereby authorized to issue an amendatory supplemental change order #1 to Contract No. C20-0006, in the amount of \$10,000.00.

Adopted:

President of Council

ATTEST:

City Clerk



September 15, 2020

REPORT

TO: THE MAYOR AND COUNCIL

Amendatory Supplemental Change Order No. 1
Contract No. C20-0006
Professional Planning Services
Clark Caton Hintz, Trenton, NJ

We are requesting that an amendatory supplemental change order be issued to Contract No. C20-0006, to Clark Caton Hintz, Trenton, NJ, for Professional Planning Services. This contract was authorized by Resolution No. 2020-42, adopted by City Council on January 28, 2020.

The COAH spending plan is being amended to insure the required expenditure of funds. An amendment of the Housing Element and Fair Share Plan (Master Plan) will be required. The change order is requested in the amount of \$10,000.00. This change increases the original contract amount from \$10,000.00 to \$20,000.00.

The amendatory supplemental change order for which authorization is herein requested may be authorized in accordance with N.J.A.C. 5:34-4.1 et seq.

Sincerely,

A handwritten signature in blue ink, appearing to read "Robert Dickenson", is written over the typed name.

Robert Dickenson
Business Administrator

RD/wr

REQUEST FOR CHANGE ORDER



FOR:

Professional Planning Services

PROJECT NAME

TO: BUSINESS ADMINISTRATION

DEPARTMENT: Administration-Planning FROM: Kathleen Hicks

This is a request for change order # 1 to Contract # C20-0006 for:

Project Name Professional Planning Services

Name/Address of

Contractor: Clarke Caton Hintz 100 Barrack Street Trenton, NJ 08608

The change order is necessary because: (use additional pages if necessary to explain your reason and you must attach *documentation to support the necessity of this change order.
*(Documentation from contractor, engineer, etc.)

COAH spending plan is being amended to insure required expenditure of funds.

Amendment of Housing Element & Fair Share Plan (Master Plan) will be required.

Original Contract Amount:	\$ <u>10,000</u>
Amount of this change order:	\$ <u>10,000</u>
Previous Change Orders:	\$ _____
Total Revised Amount:	\$ <u>20,000</u>

APPROVED BY: Kathleen M. Hicks
Print/type

Kathleen M. Hicks
Signature

NOTE:
CHANGE ORDERS CANNOT EXCEED 20% OF THE ORIGINAL CONTRACT AMOUNT

Please provide the account number that the change order will be charged to:

Account # 0-01-20-180-1110-23044

CC: Purchasing Division