

RESOLUTION NO. 2021- 84

A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH CLARK CATON HINTZ, TRENTON, NJ, FOR PLANNING SERVICES/AFFORDABLE HOUSING, IN AN AMOUNT NOT TO EXCEED \$10,000.00.

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 Request was published on the City of Vineland's official newspaper and the City's website; and

WHEREAS, one proposal was received and referred to the City's Supervising Planner and Director of Economic Development for evaluation and recommendation; and

WHEREAS, the Director of Economic Development has been recommended that a contract for Planning Services/Affordable Housing 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 \$10,000.00, for the period beginning from date of award through January 31, 2022; 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 Professional Services for Planning Services/Affordable Housing, 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 \$10,000.00, for the period beginning from date of award through January 31, 2022.

Adopted:

President of Council

ATTEST:

City Clerk

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

2-1-2021

(DATE)

1. Service (detailed description): Planning Services/Affordable Housing
2. Amount to be Awarded: \$ 10,000.00
- 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: T-23-00-00-0000-85701
6. Contract Period: 1 Year (February 2021 - January 2022)
7. Date To Be Awarded: _____
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)
Consultant recently completed amendment to master plan housing element and fair share plan. In addition to affordable housing ordinance, next step is working with attorney to present documents for court approval.

- Non-Fair & Open (Pay-to-Play documents required)
 Fair & Open: How was RFP advertised? Local Newspaper/City Website

10. Evaluation Performed by: Sandra Forosisky
11. Approved by: *Sandra Forosisky*
Sandra Forosisky, Director

12. Attachments:
- Awarding Proposal
 Other: _____

- Send copies to:
Purchasing Division
Business Administration

SN

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

