

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-074
APPROVAL OF PROFESSIONAL SERVICES CONTRACT – COMMUNITY GRANTS,
PLANNING & HOUSING FOR ADMINISTERING AFFORDABLE HOUSING UNITS
IN WARREN**

WHEREAS, the Township of Warren (“Township”) has a need for a Professional Affordable Housing Administrative Agent to administer affordable housing units in the Township (the “Administrative Agent Services”) for the 3rd Round Affordable Housing cycle (the “3rd Round”) as required by the Superior Court-approved Settlement Agreement (the “Settlement Agreement”) by and among the Township of Warren; Fair Share Housing Center; K. Hovnanian North Jersey Acquisitions, LLC; Premier Development; Chase Partners Warren, LLC and 284 King George Road LLC; American Properties at Mount Bethel Road, LLC; and North Hill Developers, Inc., and by the Warren Township Affordable Housing Ordinance; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., specifically N.J.S.A. 40A:11-5, permits the award of professional services without public advertisement as defined in N.J.S.A. 19:44A-20.7 or competitive bidding, pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the Township received a proposal from Community Grants, Planning & Housing (“CGP&H”) dated December, to provide the Administrative Agent Services for an annual not to exceed amount of Ten Thousand (\$10,000) Dollars plus reimbursable expenses not to exceed \$150, unless additional services are authorized by resolution of the Township Committee; and

WHEREAS, the Township Committee believes that it is in the best interests of the Township to enter into a Contract for Professional Services (“Contract”) with CGP&H to provide Administrative Agent Services in accordance with the terms of that Contract.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Warren, County of Somerset and State of New Jersey as follows:

1. The Mayor and Township Committee hereby authorize the execution of a Professional Services Contract with CGP&H for the 4th Round for those affordable housing developments identified in the Settlement Agreement for affordable housing Administrative Agent Services.

2. This Contract is awarded without competitive bidding as a “professional service” under the Local Public Contracts Law, more specifically N.J.S.A. 40A:11-5, which permits such work to be performed without advertising for bids.

3. The Business Disclosure Entity Certification shall be placed on file with this Resolution.

4. The Chief Financial Officer certifies that funds to pay for this Professional Services Contract at a maximum dollar amount of Ten Thousand (\$10,000) Dollars are available in Developer Fee Trust Account No. 3-03-286-56-2517. A Certification of Available Funds shall be provided by the Chief Financial Officer and is attached hereto and made a part hereof.

5. A notice of this action shall be printed in the official newspapers required by law within ten (10) days of the adoption of this Resolution.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
X		CROSON	X			
		LONTAI	X			
	X	SORDILLO	X			
		LAZO				X
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on February 16, 2023.

Cathy Reese, RMC
Township Clerk

CHIEF FINANCIAL OFFICER'S CERTIFICATION

I, Karen DeNave, Chief Financial Officer of the Township of Warren, hereby certify that adequate funds are available for the above referenced purchase. Monies are available in account #3-03-286-56-2517.

DATED: February 16, 2023

Karen DeNave
Chief Financial Officer