

**TOWNSHIP OF WARREN  
RESOLUTION NO. 2023-153  
AWARD OF CONTRACT – PRIMEPOINT HRMS & PAYROLL  
FOR PAYROLL SERVICES**

**WHEREAS**, NJSA 52:27D-20.1 and NJAC 5:30-17.1 authorize local governments to use a payroll service to prepare documentation, take possession of Township funds and make disbursements on behalf of the local government; and

**WHEREAS**, the Township of Warren adopted Ordinance No. 15-16 authorizing the Township Administrator to enter into a contract for payroll services in accordance with public contracting laws and NJAC 5:30-17; and

**WHEREAS**, the Township requested proposal on 5/26/2023 and one proposal for payroll services were submitted by PrimePoint HRMS & Payroll; and

**WHEREAS**, the Chief Financial Officer has recommended that the contract for payroll services be awarded to PrimePoint HRMS & Payroll,

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

1. The contract for payroll services is hereby awarded to PrimePoint HRMS & Payroll, 2 Springside Road, Mt Holly, NJ 08060, in the amount of \$28,370.00 for 2023 for services as described in the Request for Proposal and including but not limited to payroll processing, Third Party disbursement of tax payments to State and Federal agencies, and as further explained in the bid proposal and documents pursuant to proposal dated November 20, 2018, and other such items that may be required as determined by the Chief Financial Officer.
2. The Township Administrator is hereby authorized to enter into a Contract with PrimePoint HRMS & Payroll
3. This Contract is awarded pursuant to NJSA 52:27D-20.1 and NJAC 5:30-17.1 et seq.
4. A Certificate showing the availability of funds for the Contract authorized hereby shall be provided by the Chief Financial Officer and is attached hereto and made a part hereof, indicating that the appropriation for the within expenditure is charged to the following account number: 3-01-20-130-6102.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		CROSON	X			
	X	LONTAI	X			
		SORDILLO	X			
		LAZO	X			
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 June 15, 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 No. 3-01-20-130-6102.

Dated: June 16, 2023

Karen DeNave  
Chief Financial Officer