

**TOWNSHIP OF VERONA  
COUNTY OF ESSEX, STATE OF NEW JERSEY  
RESOLUTION No. 2022-**

A motion was made by Deputy Mayor McGrath; seconded by Mayor Roman that the following resolution be adopted:

**AUTHORIZING A NON-FAIR AND OPEN CONTRACT WITH DMR  
ARCHITECTS FOR PROFESSIONAL PLANNING SERVICES**

**WHEREAS**, the Township has a need for a professional planner to address the Township's Fair Share Housing requirements and the settlement with Fair Share Housing; and

**WHEREAS**, the Township Manager has determined that it would be beneficial to appoint DMR Architects to provide planning services for the Township; and

**WHEREAS**, the Local Public Contracts Law (*N.J.S.A. 40A:11-5(a)(1)(i)*) permits contracts for professional services to be negotiated and awarded by the governing body without public advertising for bids and requires that the resolution authorizing the award of a contract for professional services without competitive bids and the contract itself be available for public inspection; and

**WHEREAS**, the award of the contract to DMR Architects is being made as a result of a non-fair and open process pursuant to *N.J.S.A. 19:44A-20.5*; and

**WHEREAS**, the cost for said professional services shall be set at a fixed in accordance with the attached proposal of DMR Architects, not to exceed \$25,000 for the calendar year without further authorization by the Township Council; and

**WHEREAS**, this expenditure shall be charged to Budget Account No. T-96-00-000-01, or any other account that may be deemed appropriate by the Temporary Chief Financial Officer or her designee, and the availability of funds have been certified by the Temporary Chief Financial Officer of the Township.

**THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Verona, in the County of Essex, New Jersey that DMR Architects is hereby appointed to provide planning services to the Township and shall be paid in accordance with the attached proposal, not to exceed \$25,000 for the calendar year without further authorization by the Township Council; and

**BE IT FURTHER RESOLVED** that the Determination of Value and Certification of Funds are to be placed on file with this Resolution; and

**BE IT FURTHER RESOLVED**, that the Township reserves the right to cancel this contract upon thirty (30) days' notice and DMR Architects shall only be paid for the work completed; furthermore no minimum amount of work or payment is implied or guaranteed; and

**BE IT FURTHER RESOLVED** that this contract is being awarded as a non-fair and open contract, pursuant to *N.J.S.A. 19:44A-20.5*; and

**BE IT FURTHER RESOLVED** that a notice of this action shall be published once in the Verona-Cedar Grove Times; and

**BE IT FURTHER RESOLVED** that this expenditure shall be charged to Budget Account No. T-96-00-000-01, or any other account that may be deemed appropriate by the Temporary Chief Financial Officer or her designee, and the availability of funds have been certified by the Temporary Chief Financial Officer of the Township; and

**BE IT FURTHER RESOLVED** that the Township Manager and the Township Clerk are hereby authorized to enter into an agreement for the aforementioned services a copy of which shall be available for public inspection in the Office of the Township Clerk.

**ROLL CALL:**

**AYES:** Holland, Tamburro, McEvoy, McGrath, Roman

**NAYS:**

**THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF VERONA AT THE REGULAR MEETING HELD ON JUNE 13, 2022.**

  
JENNIFER KIERNAN  
MUNICIPAL CLERK



**EXHIBIT A  
DETERMINATION OF VALUE**

**TO:** Township Council of the Township of Verona  
**FROM:** Steven Neale, Qualified Purchasing Agent  
**RE:** Professional Planner Services  
**DATE:** June 13, 2022


This memorandum is being written to request your approval of a resolution authorizing the award of a contract pursuant to *N.J.S.A. 19:44A-20.5*, for professional services.

**Contractor:** DMR Architects  
777 Terrace Avenue  
Hasbrouck Heights, New Jersey 07604

**Cost:** Not to Exceed \$25,000.00

**Purpose:** To Contract for a Professional Planner to address the Township's Fair Share Housing requirements and the settlement with Fair Share Housing

I certify that the value of the contract exceeds \$17,500.00 and is to be awarded as a Non-Fair and Open Contract, pursuant to *N.J.S.A. 19:44A-20.5*.

  
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STEVEN NEALE,  
Qualified Purchasing Agent

**EXHIBIT B**

**TO:** Township Council of the Township of Verona  
**FROM:** Jennifer Muscara, CTC, Temporary Chief Financial Officer  
**RE:** Certification of Availability of Funds  
**DATE:** June 13, 2022

This is to certify to the Township Council that funds for the above referenced contract are available.

**Contractor:** DMR Architects  
777 Terrace Avenue  
Hasbrouck Heights, New Jersey 07604

**Purpose:** To Contract for a Professional Planner to address the Township's Fair Share Housing requirements and the settlement with Fair Share Housing

<b>Budget Account No.</b>	<b>Amount</b>	<b>Account Description</b>
T-96-00-000-01	NTE \$25,000	COAH Trust Account

/s/ Jennifer Muscara  
JENNIFER MUSCARA, CTC  
TEMPORARY CHIEF FINANCIAL OFFICER