

**TOWNSHIP OF VERONA  
COUNTY OF ESSEX, STATE OF NEW JERSEY**

**RESOLUTION No. 2023-173**

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

**AUTHORIZING EXECUTION OF A PROFESSIONAL SERVICE  
AGREEMENT FOR PLANNING SERVICES WITH H2M ASSOCIATES, INC.**

**WHEREAS**, the Township requires a qualified firm or individual to provide professional Planning services; and,

**WHEREAS**, Township advertised an RFP and reviewed the proposals received; and;

**WHEREAS**, the proposals were evaluated and the Planners were interviewed; and

**WHEREAS**, it was determined that H2M Associates, Inc., having its principal office at 119 Cherry Hill Road, Ste. 110 Parsippany, NJ 07054 (hereinafter "Planner") is qualified to provide the necessary Planning services; and,

**WHEREAS**, the Council approved Planner to provide the required services; and

**WHEREAS**, the Township has the need for the Planner to review the Master Plan and recommend the necessary and appropriate changes to the Township's zoning ordinances; and

**WHEREAS**, the Planner has submitted the attached proposal to perform the required services; and

**WHEREAS**, the Administration recommends retaining the Planner to perform the services described in the attached proposal for an amount not to exceed \$44,000 for calendar year 2023 and expenditures shall be charged to Ordinance 2021-18.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Verona that the Township Manager, or his designee, is authorized to execute a contract with H2M Associates, Inc., in accordance with the attached RFP submission and subject to the following:

1. The award of this contract is subject to finalization of the contract terms which shall include a clause that it may be terminated by the Township at any time and the Planner shall only be paid for the work performed up to the date of termination.
2. Any contract amendments or change orders which may become necessary shall be subject to the Township's ability to appropriate sufficient funds, which appropriation shall be at the sole discretion of the Township Council.
3. The Council hereby authorizes the Manager, or his designee, to execute any and all documents and take any and all actions necessary to complete and realize the intent and purpose of this resolution.
4. The Township is in receipt of the vendor's Contribution Disclosure and Stockholder Disclosure Certification.
5. Planner may be paid upon passage and certification of this resolution, and for a period of ninety (90) days thereafter, before the final execution of a contractual agreement. Said payments shall be in accordance with this resolution and the RFP as is fully delineated herein. If a finalized contract is not entered within ninety (90) days following the date of the herein resolution, all work and payments will be put on hold until the contract is finalized. The vendor shall be entitled to payment upon submission of an appropriate invoice for all work authorized and performed during the ninety (90) day period but not for any work performed thereafter until and unless the contract is finalized and fully executed by both parties.

6. The Manager, or his designee, is hereby authorized to execute an agreement as outlined herein with H2M Associates, Inc.

**ROLL CALL:**

**AYES: Roman, McEvoy, Tamburro**

**NAYS: McGrath, Holland**

**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 OCTOBER 16, 2023.**



**JENNIFER KIERNAN  
MUNICIPAL CLERK**

