



T: 973-402-9410
F: 973-316-8498
www.boonton.org

100 Washington Street
Boonton, NJ 07005

RESOLUTION 20-92

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF BOONTON, COUNTY OF MORRIS, STATE OF NEW JERSEY, APPOINTING CGP&H AS ADMINISTRATIVE AGENT FOR THE TOWN'S AFFORDABLE HOUSING PROGRAM AND AWARDING A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETATIVE BIDDING TO CGP&H

WHEREAS, the Town of Boonton's Housing Element and Fair Share Plan promotes an affordable housing program pursuant to the Fair Housing Act (N.J.S.A. 52:27D-301 et seq.) and applicable Council on Affordable Housing and Uniform Housing Affordability Controls ("UHAC") regulations; and

WHEREAS, the Town is required to appoint an Administrative Agent to perform duties set forth in the applicable UHAC regulations, including those related to affirmative marketing, household certification, affordability controls, resales and re-rentals, processing requests from unit owners, and enforcement, and in Chapter 70, Affordable Housing, of the Town Code; and

WHEREAS, Community Grants, Planning & Housing ("CGP&H") has submitted a proposal dated February 27, 2020 to provide professional administrative agent services; and

WHEREAS, the Town wishes to retain CGP&H to provide such services, as per its proposal dated February 27, 2020; and

WHEREAS, the Town's Chief Financial Officer has certified that sufficient funds are available for this purpose; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires that the resolution authorizing the award of a contract for professional services without competitive bidding, and the contract itself, be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Board of Aldermen of the Town of Boonton, County of Morris, State of New Jersey, as follows:

1. The Town hereby awards, and authorizes the Mayor and Clerk to execute, a contract with CGP&H to provide professional administrative agent services, at an hourly rate of \$130 for senior staff and \$85 per hour for all other staff, for a total not to exceed \$2,800, and reimbursement of expenses not to exceed \$200, per the proposal dated February 27, 2020.
2. The contract is awarded without competitive bidding as a professional services contract in accordance with the provision of the Local Public Contract Law because said services are performed by a person licensed under law to practice a recognized profession.
3. Notice of this action shall be published once in the Town's official newspaper as required by law.
4. A copy of this resolution shall be provided to the Town's Chief Financial Officer and CGP&H for their information and guidance.
5. This resolution shall take effect immediately.

<p>I hereby certify that funds are available in the Municipal Budget</p> <p>Account # 0-01-21-190-201</p> <p>_____</p> <p>Yolanda Dykes, CFO</p>
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I, Cynthia A. Oravits, Clerk of the Town of Boonton, County of Morris, and State of New Jersey, hereby certifies this to be a true copy of a resolution adopted by the Mayor and Board of Aldermen of the Town of Boonton on March 2, 2020.

Cynthia A. Oravits, Town Clerk