

# Township of West Milford

Passaic County, New Jersey

## ~ Resolution 2013 – 126 ~

### **RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN PROFESSIONAL SERVICES CONTRACT TO CHARLES SCHAFFER ASSOCIATES LLC FOR THE REVIEW AND ANALYSIS OF PUBLIC FACILITIES**

**WHEREAS**, the Township Council has determined there is a need for the review and analysis of all existing departments and spaces for current and future use; and

**WHEREAS**, the Township Council has requested professional guidance in the planning of floor layout for the new library structure, the existing library facility, the Hillcrest facility and the relocation of departments in the existing municipal building which also includes the analysis of possible Code issues; and

**WHEREAS**, Charles Schaffer Associates LLC has submitted a proposal for the review and analysis of all existing departments and spaces for current and future use and in the planning of floor layout for the new library structure, the existing library facility, the Hillcrest facility and the relocation of departments in the existing municipal building which also includes the analysis of possible Code issues in an amount not to exceed \$9,475; and

**WHEREAS**, the Chief Financial Officer has certified as to the availability of funds, said funds to be encumbered from account number: 04-215-55-809-000 captioned facilities fund.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of West Milford in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

1. The Township of West Milford hereby authorizes the Mayor and Township Clerk to execute a professional services contract with Charles Schaffer Associates LLC, 288 Newton-Sparta Road, Newton, NJ 07860, for the above referenced purposes in an amount not to exceed \$9,475.00.
2. This contract is approved as a "Professional Services" in accordance with the provisions of the Local Public Contracts Law.
3. The total fee authorized for this contract shall not exceed \$9,475.00 without prior written approval of the Township Council.
4. That notice of this action shall be published in accordance with law and said notice to provide that the contract and this resolution authorizing same are available for public inspection in the office of the Township Clerk.

Adopted: April 17, 2013

Adopted this 17<sup>th</sup> day of April, 2013  
and certified as a true copy of an original.

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Antoinette Battaglia, Township Clerk