

# Township of West Milford

Passaic County, New Jersey

~ Resolution 2014 - 300 ~

**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 SERVICE CONTRACT TO PHOENIX CONSULTING GROUP, LLC FOR BUDGET CONSULTING SERVICES AND USE OF PROPRIETARY SOFTWARE**

**WHEREAS**, the Township of West Milford has a need to engage the services of a budget consultant for the 2015 budget as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5 as appropriate*; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et. seq.) requires that the Resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be available for public inspection; and

**WHEREAS**, Phoenix Consulting Group, LLC has submitted a Business Entity Disclosure Certification which certifies that this firm has not made any reportable contributions to a political or candidate committee in the Township of West Milford with the elected officials in the previous one year, and that the contract will prohibit the firm of Phoenix Consulting Group, LLC from making any reportable contributions through the term of the contract, and

**WHEREAS**, the Chief Financial Officer has certified as to the availability of funds said funds to be encumbered from account #04-215-55-818-005; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of West Milford, County of Passaic and State of New Jersey as follows:

1. The Township of West Milford hereby awards and authorizes the Mayor and Township Clerk to execute an agreement with Phoenix Consulting Group, LLC, with offices located at 10 Kentwood road, Succasunna, NJ 07876 to serve as a budget consultant, to make available to the Township related proprietary software in furtherance of the budget process, and to work with the Township Administrator and the Township CFO on the budget document.
2. Phoenix Consulting Group, LLC shall provide budget consulting services and shall provide the initial setup and installation of the budget model proprietary software in an amount not to exceed \$7,500 in accordance with their proposal dated September 1, 2014.
3. The total fee authorized for this contract shall not exceed \$7,500.00 without the prior written approval of the Township Council.
4. Notice of this action shall be published once in the Township's official newspaper as required by law.

Adopted: September 17, 2014

Adopted this 17<sup>th</sup> day of September 2014  
and certified as a true copy of an original.

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Antoinette Battaglia, Township Clerk