

Township of West Milford

Passaic County, New Jersey

~ Resolution 2018 – 146~

RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO DIEDRE ELLIS FOR VITAL STATISTICS SERVICES IN THE TOWNSHIP'S HEALTH DEPARTMENT IN AN AMOUNT NOT TO EXCEED \$5,500 PER YEAR

WHEREAS, the Township of West Milford has a need for services in the Office of Vital Statistics 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 Chief Financial Officer has determined and certified that the amount will not exceed \$5,500.00 annually; 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, the term of a contract for this service shall be for the 2018 calendar year; and

WHEREAS, Diedre Ellis will provide services as sought by the Township of West Milford and outlined in a contract on file in the Office of the Township Clerk in an amount not to exceed \$140.00 per week; and

WHEREAS, Diedre Ellis has completed and submitted a Business Entity Disclosure Certification which certifies that the 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 him 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 pursuant to *N.J.A.C. 5:30-5.4*, said funds to be encumbered from account number 01-201-27-331-450.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Township Council of the Township of West Milford, County of Passaic, State of New Jersey authorizes the Mayor and the Municipal Clerk to enter into a contract with Diedre Ellis as described herein to the satisfaction of the Township Administrator; and,

BE IT FURTHER RESOLVED that the contract, resolution and all other pertinent documents shall remain on file in the office of the Township Clerk; and

BE IT FURTHER RESOLVED that a notice of this action shall be printed once in the Township's legal newspaper.

Adopted: May 23, 2018

Adopted this 23rd day of May, 2018
and certified as a true copy of an original

Antoinette Battaglia, Township Clerk