

# Township of West Milford

Passaic County, New Jersey

## ~ Resolution 2019 – 179 ~

### 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 WITH THE CANNING GROUP, LLC FOR AN INTERIM TOWNSHIP ADMINISTRATOR

**WHEREAS**, the Township Administrator has become vacant and there is a need for periodic general management assistance in the Township plus assistance in recruiting a replacement Administrator for the Township; and

**WHEREAS**, prior history and experience indicates that the recruitment search for this position can take months to accomplish; and

**WHEREAS**, to facilitate a comprehensive search, provide for stability in the municipality and to provide management assistance to the Mayor and department heads the Governing Body wishes to engage the services of an experienced public administrator to assume this position in the interim period; and

**WHEREAS**, The Canning Group, LLC is an agency whose principles have a combined resume of over 100 years of municipal government experience specializing in the executive branches of municipal government; and

**WHEREAS**, The Canning Group, LLC has submitted a proposal whereby Robert F. Casey will be assigned to serve as Interim Administrator in the Township of West Milford at a rate of \$100 per hour and will oversee the day-to-day operations in the Township investing 15 to 20 hours per week to that task; and

**WHEREAS**, The Canning Group, LLC will complete both a Political Contribution Disclosure Form and a Business Entity Disclosure Certification which certifies that they have 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 Canning Group, LLC from making any reportable contributions through the term of the contract. In addition the contract with The Canning Group provides for periodic reporting to the consultant's activities and can be cancelled at any time by either party; 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.

**NOW THEREFORE, BE IT RESOLVED** by the Township Council of the Township of West Milford as follows:

1. The Mayor and Acting Township Clerk be and are hereby authorized to execute a professional services contract with *The Canning Group, LLC* of 10 Garden Street, Lincoln Park, NJ 07035 for the assignment of Robert F. Casey to serve as Interim Township Administrator in the Township of West Milford at a rate of \$100 per hour for 15 to 20 hours per week until a successor is appointed to the permanent position of Township Administrator.
2. The Chief Financial Officer has certified the availability of funds for these services, said funds to be encumbered from 01-201-20-161-450 in an amount not to exceed \$25,000 without prior written consent from the Township Council.

3. That Mr. Casey shall begin serving in the capacity of Interim Administrator as soon as practicable after the execution of the professional services contract.
4. This contract is awarded without competitive bidding as "Professional Services" pursuant to *N.J.S.A. 19:44A-20 et seq.* and the local public contracts law.
5. That a notice of this action shall be published in accordance with law, and said notice to provide that the contract awarded and this resolutions authorizing same are available for public inspection in the office of the Township Clerk.

Adopted: June 12, 2019

Adopted this 12<sup>th</sup> of June, 2019  
and certified as a true copy of an original.

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Diane Curcio, Acting Township Clerk