

**RESOLUTION 2023-156**

*Borough of Metuchen  
County of Middlesex  
State of New Jersey*

**RESOLUTION AUTHORIZING THE AWARD AND EXECUTION OF A  
CONTRACT FOR CONSULTANT SERVICES**

**WHEREAS**, the Borough of Metuchen has determined that it is necessary to procure recruitment and general management consultant services for the Borough of Metuchen; and

**WHEREAS**, the Local Public Contracts Law, *N.J.S.A. 40A:11-4.1 et seq.*, provides for the utilization of a process called competitive contracting in lieu of public bidding for granting of a competitive contract for consulting services; and

**WHEREAS**, pursuant to *N.J.S.A. 11-4-3(a)*, by way of Resolution No. 2023-117, the Borough Council authorized the use of competitive contracting for the granting of a contract for recruitment and general management consultant services for the Borough of Metuchen; and

**WHEREAS**, the Borough of Metuchen prepared, issued, and publicly advertised a Notice of a Request for Proposals for the provision of granting a competitive contract for recruitment and general management consultant services for the Borough of Metuchen; and

**WHEREAS**, the Borough received two (2) proposals for a competitive contract for recruitment and general management consultant services for the Borough of Metuchen; and

**WHEREAS**, Metuchen through a Committee comprised of the Borough Administrator or designee, the Director of Economic Development and the QPA evaluated the proposals submitted based upon the criteria set forth in the RFP and have determined and recommended the award of contract to Jersey Professional Management for the provision of 2023 Consultant Services–Recruitment and General Management Consultant Services in the total amount not to exceed One Hundred Ten Thousand dollars (\$110,000.00) for Recruitment and General Management Consultant Services; and

**WHEREAS**, the maximum amount approved for the provision of Recruitment and General Management Consultant Services for the Borough of Metuchen is \$110,000.00 and funds are available in the 2023 Temporary and 2023 Adopted Budget, Account Public Works Administration, Professional Services 3-01-26-764-028 in the amount of \$100,000.00 and from Administrative and Executive Professional Services 3-01-20-701-028 in the amount of \$10,000.00 as certified by the Chief Financial Officer and that there are sufficient funds for such award in the amount of \$110,000.00: and

**WHEREAS**, the Mayor and Council of the Borough of Metuchen have determined that it to be in the best interest of Metuchen to authorize the contract for the 2023 Consultant Services–Recruitment and General Management Consultant Services to Jersey Professional Management.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Metuchen that it hereby authorizes the award of contract for the 2023 Consultant Services–Recruitment and General Management Consultant Services to Jersey Professional Management.

**BE IT FURTHER RESOLVED** by the Council of the Borough of Metuchen that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement, with Jersey Professional Management, 16 Pearl Street, Suite 210, Metuchen, NJ 08840, consistent with the terms of the within Resolution, the RFP and the proposal submitted to the Borough; and

**BE IT FURTHER RESOLVED** that the Borough Administrator, and other officials and employees are hereby authorized to take all necessary actions in order to effectuate the terms and provisions of this Resolution and the award and implementation of the contract awarded herein; and

**BE IT FURTHER RESOLVED** that the within contract was awarded pursuant to a “Fair and Open Process” pursuant to New Jersey Local Unit Pay-To-Play Law (N.J.S.A. 19:44A-20.4, et. seq.).

| COUNCILMEMBER      | YES   | NO         | NV | AB | COUNCILMEMBER  | YES       | NO | NV | AB |
|--------------------|-------|------------|----|----|----------------|-----------|----|----|----|
| BRANCH             | X     |            |    |    | HYMAN          | X         |    |    |    |
| DELIA              | X     |            |    |    | KANDEL         |           |    |    | X  |
| HIRSCH             | X     |            |    |    | RASMUSSEN      | X         |    |    |    |
| MOTION             | DELIA |            |    |    | SECOND         | RASMUSSEN |    |    |    |
| X – INDICATES VOTE |       | AB- ABSENT |    |    | NV- NOT VOTING |           |    |    |    |

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council of the Borough of Metuchen, Middlesex County, New Jersey at a regular meeting held on May 22, 2023.



*Deborah Zupan*  
 Deborah Zupan, RMC  
 Borough Clerk