



City of Newark

City Hall
920 Broad Street
Newark, New Jersey 07102

Legislation Text

File #: 24-0114, Version: 1

Dept/ Agency: Economic and Housing Development

Action: (X) Ratifying (X) Authorizing () Amending

Type of Service: Professional Services Contract

Purpose: To provide Real Estate Appraisal Services.

Entity Name: Hendricks Appraisal Company, LLC

Entity Address: West Orange, New Jersey 07052

Contract Amount: Not to exceed \$20,000.00

Funding Source: 2024 Budget/Department of Economic and Housing Development/NW026, Account #32100, B2024

Contract Period: January 1, 2024 through December 31, 2024

Contract Basis: () Bid () State Vendor (X) Prof. Ser. () EUS

(X) Fair & Open () No Reportable Contributions () RFP (X) RFQ

() Private Sale () Grant () Sub-recipient () n/a

Additional Information:

WHEREAS, the City of Newark, Department of Economic and Housing Development (“City”) has determined that there is a need for professional services contracts for the Real Estate Appraisal Services; and

WHEREAS, real estate appraisal services are professional services, exempt from the requirement for public bidding, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the City of Newark caused to be published a Notice of Request for Qualifications (RFQ) for Real Estate Appraisal Services on or about October 27, 2023; and

WHEREAS, the City received a total of three (3) proposals in response to its request by the RFP due date on November 14, 2023; and

WHEREAS, Hendricks Appraisal Company, LLC, 7 Hutton Avenue, West Orange, New Jersey 07052 submitted a proposal in response to the RFQ and it was found, based upon price and other factors, to be in the best interest of the City of Newark to accept the proposal for the purpose of providing Real Estate Appraisal Services ; and

WHEREAS, the City of Newark wishes to enter into a new contract with Hendricks Appraisal Company, LLC, 7 Hutton Avenue, West Orange, New Jersey 07052, to provide Real Estate Appraisal Services in an amount not to exceed Twenty Thousand Dollars and Zero Cents (\$20,000.00) for the period of January 1, 2024 through December 31, 2024, which shall cover all matters handled by Hendricks Appraisal Company, LLC that may arise during the contract term; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that notice of

the award of contracts for “Professional Services” without competitive bidding must be published in a local newspaper; and

WHEREAS, the contract is for an amount over \$17,500.00 and is being awarded as a Fair and Open Contract pursuant to N.J.S.A. 19:44A-20.5 and is in compliance with the State Pay-to-Play Law and the City’s Pay-to-Play Ordinance.

NOW, THEREFORE, BE IT RESOLVED BY THE MUNICIPAL COUNCIL OF THE CITY OF NEWARK, NEW JERSEY, THAT:

1. The Mayor and/or his designee, the Deputy Mayor/Director of the Department of Economic and Housing Development, are hereby authorized to enter into a contract with Hendricks Appraisal Company, LLC, 7 Hutton Avenue, West Orange, New Jersey 07052, to provide Real Estate Appraisal Services (an amount not to exceed), for the period of January 1, 2024 through December 31, 2024, which shall cover all projects that may arise during the contract term.
2. The contract between the City of Newark and Hendricks Appraisal Company, LLC, is hereby ratified from January 1, 2024 to the date of adoption of this authorizing resolution.
3. This contract is being awarded pursuant to the fair and open procedures of the State Pay-to-Play Law (N.J.S.A. 19:44A-20.5) and pursuant to the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)(i)).
4. Attached is a Certification of Funds from the Director of Finance which states (1) that there are sufficient and appropriated funds, in the amount of, for the purposes stated herein and (2) that the line appropriation of the official budget which shall be charged is: Business Unit: NW026; Account #: 32100; Budget Ref.: B2024.
5. There shall be no advance payment pursuant to N.J.S.A. 40A:5-16.
6. There shall be no amendments or changes to this contract without approval of the Municipal Council of the City of Newark.
7. A copy of the executed agreement authorized shall be filed by the Deputy Mayor/Director of the Department of Economic and Housing Development in the Office of the City Clerk and shall be made available for public inspection.
8. A notice of this action shall be published in the newspaper authorized by law to publish a legal advertisement and as required by law within ten (10) days of the adoption of this Resolution.

STATEMENT

This resolution ratifies and authorizes the Mayor and/or his designee, the Deputy Mayor/Director of the Department of Economic and Housing Development, to enter into a contract for Real Estate Appraisal Services with Hendricks Appraisal Company, LLC, 7 Hutton Avenue, West Orange, New Jersey 07052, in an amount not to exceed Twenty Thousand Dollars and Zero Cents (\$20,000.00) for

the period of January 1, 2024 through December 31, 2024.