



City of Newark

City Hall
920 Broad Street
Newark, New Jersey 07102

Legislation Text

File #: 18-0058, Version: 1

Dept/ Agency: Offices of Municipal Council/City Clerk

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

Type of Service: Professional Service Contract

Purpose: To provide legal services to the Office of the City Clerk in connection with consulting and representation, including production of records and/or documents for Federal and/or State agencies.

Entity Name: Arleo & Donohue, L.L.C.

Entity Address: 622 Eagle Rock Avenue, West Orange, New Jersey 07052

Contract Amount: Amount not to exceed \$50,000.00

Funding Source: 2018 Budget

Contract Period: For the period of one (1) year from the date of adoption by the Municipal Council

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 Office of the City Clerk has a need for legal services in connection with consulting and representation including production of records and/or documents for Federal and/or State agencies; and

WHEREAS, in order to obtain those services, the City of Newark, Office of the City Clerk, posted on the City of Newark's website, a notice of a Request for Qualifications ("RFQ") for Legal Services to the Office of the City Clerk in connection with consulting and representation including production of records and/or documents for Federal and/or State agencies; and

WHEREAS, one (1) proposal was received in response to the RFQ; and

WHEREAS, the proposal received from the law firm, Arleo & Donohue, L.L.C., 622 Eagle Rock Avenue, West Orange, New Jersey 07052, was found to be in the best interest of the City of Newark to accept, price, and other factors considered; and

WHEREAS, the City of Newark wishes to enter into a contract with Arleo & Donohue, L.L.C., 622 Eagle Rock Avenue, West Orange, New Jersey 07052, to provide legal services to the Office of the City Clerk in connection with consulting and representation including production of records and/or documents for Federal and/or State agencies, in an amount not to exceed \$50,000.00, for the period of one (1) year from the date of adoption by the Municipal Council; and

WHEREAS, the Business Entity has provided a statement that it is in compliance with the City of Newark, Contractor Pay-to-Play Reform Ordinance, 2:4-22C, et. al., which forbids, inter alia, the award of a contract to a Business Entity, as defined therein, which has made or solicited political contributions to Newark Municipal and County of Essex Candidates, office holders having ultimate

responsibility for the award of a contract; candidate committees of the aforementioned candidates; and political or political party committees of the City of Newark or County of Essex; and continuing political committees or political action committees regularly engaged in the support of the City; and certain other political party or candidate committees, in excess of certain thresholds; and

WHEREAS, this 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*.

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

1. The City Clerk is hereby authorized to enter into and execute a contract with Arleo & Donohue, L.L.C., 622 Eagle Rock Avenue, West Orange, New Jersey 07052, to provide legal services to the Office of the City Clerk in connection with consulting and representation, including production of records and/or documents for Federal and/or State agencies, in an amount not to exceed \$50,000.00, for the period of one (1) year from the date of adoption by the Municipal Council.
2. Pursuant to *N.J.A.C. 5:30-5(a)*, Temporary Budget, attached hereto is the Chief Finance Officer's Certification, which states partial funds in the amount of \$20,000.00 are available in the 2018 Temporary Budget, Business Unit NW011, Dept. 020, Div./Proj. 0201, Account# 71280, the balance to be provided in the 2018 Adopted Budget. The Certification shall be filed, along with the original resolution and the executed contract in the Office of the City Clerk.
3. The contract is awarded as a Fair and Open Contract pursuant to *N.J.S.A. 19:44A-20.5*; and is in compliance with the City of Newark, Contractor Pay-to-Play Ordinance, 2:4-22C.
4. The contract will contain language prohibiting any contributions in violation of any state or local law.
5. A copy of the executed agreement herein authorized shall be filed in the Office of the City Clerk and shall be made available for public inspection.
6. 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 its passage.
7. There shall be no amendments or changes to this contract without approval of the Municipal Council and there shall be no advance payments on this contract in accordance with *N.J.S.A. 40A:5-16*.

STATEMENT

This resolution hereby ratifies and authorizes the execution of a professional services contract between the City of Newark, Office of the City Clerk with Arleo & Donohue, L.L.C., 622 Eagle Rock Avenue, West Orange, New Jersey 07052, to provide legal services to the Office of the City Clerk in connection with consulting and representation, including production of records and/or documents for

Federal and/or State agencies, in an amount not to exceed \$50,000.00, for the period of one (1) year from the date of adoption by the Municipal Council.