



City of Newark

City Hall
920 Broad Street
Newark, New Jersey 07102

Legislation Text

File #: 24-0122, Version: 1

Dept/ Agency: Economic and Housing Development

Action: Ratifying Authorizing Amending

Type of Service: Professional Services Contract

Purpose: To provide Planning Consultant Services.

Entity Name: Clarke Caton Hintz, PC

Entity Address: 100 Barrack Street, 3rd Floor, Trenton, New Jersey 08608

Contract Amount: Not to exceed \$35,000.00

Funding Source: 2024 Budget/Community and Economic Development Trust Fund

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

Contract Basis: Bid State Vendor Prof. Ser. EUS

Fair & Open No Reportable Contributions RFP RFQ

Private Sale Grant Sub-recipient n/a

Additional Information:

WHEREAS, the City's Department of Economic and Housing Development (the "City") is involved in ongoing redevelopment and urban planning matters and therefore has a need to acquire Planning Consultant Services; and

WHEREAS, Planning Consultant 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 caused to be published, on the City of Newark's website, a Notice of Request for Qualifications ("RFQ") for Planning Consultant Services on or about October 3, 2023; and

WHEREAS, the City received a total of three (3) proposals in response to its request with a due date of October 17, 2023; and

WHEREAS, Clarke Caton Hintz, PC, 100 Barrack Street, 3rd Floor, Trenton, New Jersey 08608 ("the Firm"), 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 to accept the proposal for the purpose of providing Planning Consultant Services; and

WHEREAS, the City wishes to enter into a contract with Clarke Caton Hintz, PC, to provide Planning Consultant Services in an amount not to exceed Thirty-Five Thousand Dollars and Zero Cents (\$35,000.00), for the period of January 1, 2024 through December 31, 2024; and

WHEREAS, 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 Seventeen Thousand Five Hundred Dollars and Zero Cents (\$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; and

WHEREAS, pursuant to City of Newark Municipal Code 41:15-12.3, as amended by the Municipal Council through Ordinance 6PS-b, adopted on April 3, 2019, the land use board fees will be paid from an escrow account, wherein developers will fund and make deposits into the escrow account based on their specific projects; and

WHEREAS, the City wishes to engage Clarke Caton Hintz, PC, to serve as Planning Consultants.

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 and execute a contract with Clarke Caton Hintz, PC, 100 Barrack Street, 3rd Floor, Trenton, New Jersey 08608, to provide Planning Consultant Services, in an amount not to exceed Thirty-Five Thousand Dollars and Zero Cents (\$35,000.00), for the period of January 1, 2024 through December 31, 2024.
2. The term of this contract shall be January 1, 2024 through December 31, 2024.
3. This contract is ratified from January 1, 2024, to the date of adoption of this Resolution by the Municipal Council.
4. 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 the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)(i)) and is in compliance with the City's Pay-to-Play Ordinance.
5. Attached are Certification of Funds from the Director of Finance stating that there are available, sufficient and appropriated funds in the amount of Thirty-Five Thousand Dollars and Zero Cents (\$35,000.00) for the purposes set herein and the line appropriations which shall be charged are as follows:

Bus. Unit	Acct.#	Budget Ref.
NW026	32100	B2024

6. There shall be no advance payment pursuant to N.J.S.A. 40A:5-16.
7. There shall be no amendments or changes to this contract without approval of the Municipal Council.
8. The Deputy Mayor/Director of the Department of Economic and Housing Development shall file a copy of the executed agreement in the Office of the City Clerk and shall be made available for public inspection.

9. A notice of the award 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 and execute a contract for Planning Consultant Services with Clarke Caton Hintz, PC, 100 Barrack Street, 3rd Floor, Trenton, New Jersey 08608, for an amount not to exceed Thirty-Five Thousand Dollars and Zero Cents (\$35,000.00), for the period of January 1, 2024 through December 31, 2024.