



**TOWNSHIP OF DOWNE
CUMBERLAND COUNTY, NEW JERSEY**

	YES	NO	ABSTAIN	ABSENT
Bart, E.	X			
Byrne, S.	X			
Jordan, L.	X			
Rothman, M.	X			
Campbell, R.	X			

Resolution Number: R-14-2025 Dated: January 7, 2025 Offered By: CAMPBELL Seconded By: BYRNE
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**AUTHORIZING PROFESSIONAL SERVICES AGREEMENT WITH JAMES
M. RUTALA ASSOCIATES, LLC. AS GRANT PROGRAM COORDINATOR
FOR A ONE (1) YEAR TERM**

WHEREAS, there exists a need to employ and contract for professional services for the year 2025; and

WHEREAS, the Township Committee of the Township of Downe desires to engage the professional services of James M. Rutala Associates, LLC to provide Grant Planning and Coordinator services for the Township of Downe.

WHEREAS, the Township shall pay the Grant Coordinator, James M. Rutala at the rate of \$160.00 an hour plus expenses for services rendered to Downe Township

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) requires that a Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract be made available for public inspection:

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Downe, County of Cumberland and State of New Jersey, as follows:

1. The Downe Township Committee hereby authorizes the Mayor and Municipal Clerk to execute a form of Agreement with James M. Rutala Associates, LLC of 717 River Drive, Linwood, New Jersey 08221 for a one (1) year term.
2. The contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5 (1)(a)(i) of the Local Public Contracts Law because the services of the provider are specialized and qualitative in nature and such services cannot be reasonably described by written

specification and extensive training and certification are required to satisfactorily provide such services pursuant to applicable New Jersey State Law.

3. A notice of this action shall be published one time in an official newspaper of the Township of Downe in accordance with N.J.S.A. 40A:11-5(1)(a)(i).

THIS RESOLUTION was adopted by the Township Committee of the Township of Downe on January 7, 2025.

ATTEST:


Nadine E. Lockley, Municipal Clerk


Michael L. Rothman, Mayor

C E R T I F I C A T I O N

I, **NADINE E. LOCKLEY, RMC, CMR**, Municipal Clerk of the Township of Downe, County of Cumberland, State of New Jersey do hereby certify the foregoing to be a true and accurate copy of the Resolution adopted by the Downe Township Committee of the Township of Downe, County of Cumberland, State of New Jersey, at their Reorganization Meeting held on January 7, 2025 at 10:00 am at the Municipal Complex.

Date

NADINE E. LOCKLEY, RMC, CMR
Municipal Clerk