

**FORM NO. 29**

**RESOLUTION AUTHORIZING CONTRACT WITH \_\_\_\_\_, INC., FOR  
PROFESSIONAL SERVICES**

WHEREAS, there exists a need for the retention of a firm of [eg. planning] consultants to render professional advice to the planning board on planning problems and to review applications for development, and

WHEREAS, the maximum amount of the contract is \_\_\_\_\_ Dollars (\$\_\_\_\_\_) with provision for reimbursement for additional work required by the planning board at the rate of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) per hour, which may exceed \_\_\_\_\_ Dollars (\$\_\_\_\_\_) but will not exceed \_\_\_\_\_ Dollars (\$\_\_\_\_\_), and funds are available in the appropriation to the planning board, and have been certified by the Local Finance Officer, and

WHEREAS, the Local Public Contracts Law (N.J.S. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "professional services" without competitive bids on the contract itself must be available for public inspection;

NOW THEREFORE BE IT RESOLVED by the planning board of the Township of \_\_\_\_\_ as follows:

1. The chairman and secretary of the planning board are hereby authorized and directed to execute the attached agreement with \_\_\_\_\_, Inc.

2. This contract is awarded without competitive bidding as a "professional service" in accordance with N.J.S. 40A:11-5(a)(a) of the Local Public Contracts Law because \_\_\_\_\_, Inc., having served as the township [eg. planners] for a number of years have special knowledge as to planning problems and conditions in the township, which knowledge is particularly valuable to the planning board.

3. A notice of this action shall be printed once in the official newspaper of the Township of \_\_\_\_\_.

**NOTICE OF CONTRACT AWARDED**

The planning board of the Township of \_\_\_\_\_ has awarded a contract without competitive bidding as a professional service pursuant to N.J.S. 40A:11-5(1)(a) to \_\_\_\_\_, Inc., professional \_\_\_\_\_ consultants. This contract and the resolution authorizing it are available for public inspection in the office of the municipal clerk.

Awarded to: \_\_\_\_\_, Inc.

Services: \_\_\_\_\_ consultations and services.

Time period: \_\_\_\_\_ months.

Cost: \$\_\_\_\_\_ with provision for additional work at \$\_\_\_\_\_ per hour, not to exceed a total of \$\_\_\_\_\_.

(Note that all contractors must disclose political contributions as required by P.L. 2004, c.19 as amended by P.L. 2005, c.51.)