

**WEST DEPTFORD TOWNSHIP**

**RESOLUTION 2018- 148**

**RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD AUTHORIZING A FAIR AND OPEN PROCESS FOR THE AWARDING OF 2018 PROFESSIONAL SERVICE CONTRACT FOR WEST DEPTFORD TOWNSHIP**

**WHEREAS**, West Deptford Township requires the services of an Insurance Broker and

**WHEREAS**, West Deptford Township will advertise, receive and open Proposals for Professional Service for the calendar year 2018 on June 18, 2018; and

**WHEREAS**, the retaining the services of qualified professionals for such positions has long been exempt from "public bidding" by N.J.S.A. 40A:11-5(a) due to the important policy consideration of allowing a public body to appoint candidates they deem to be most qualified and advantageous to the needs and goals of the public body; and

**WHEREAS**, N.J.S.A. 19:44A-20.7 permits West Deptford Township to establish a "fair and open process" that allows for public solicitation of qualifications of persons interested in providing such services; and

**WHEREAS**, West Deptford Township has determined that establishing such a process protects its right to appoint the most qualified candidates while making the process more open and competitive.

**NOW THEREFORE BE IT HEREBY RESOLVED** by the West Deptford Township Committee as follows:

1. There is hereby established a "Fair and Open Process" for the awarding of Professional Services contracts for the position of Insurance Broker and may be expected to exceed \$17,500.00;
2. The Fair and Open Process shall be as follows:
  - a. West Deptford Township shall cause to be advertised a notice of solicitation of qualifications for such positions in a form substantially similar to Exhibit "A" attached hereto. Said notice shall be published at least 10 calendar days in advance of the date set forth therein as the deadline to submit proposals.
  - b. West Deptford Township shall make the necessary arrangements to publicly open and announce all proposals received. West Deptford Township shall forthwith thereafter review all proposals received and transmit them to the West Deptford Township Committee members with a summary report and recommendations.
  - c. Award of any contracts based on the submissions received shall be made by Resolution of West Deptford Township at an open public meeting, after receipt of the materials from the West Deptford Township Purchasing Agent.

**ADOPTED** at a meeting of the Township Committee of the Township of West Deptford held Wednesday, June 6, 2018.

**TOWNSHIP OF WEST DEPTFORD**

  
DENICE DICARLO, MAYOR

**ATTEST:**

  
Lee Ann DeHart, Registered Municipal Clerk

**CERTIFICATION**

I, Lee Ann DeHart, Registered Municipal Clerk, of the Township of West Deptford, in the County of Gloucester, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting of the Township of West Deptford held on June 6, 2018.

  
LEE ANN DEHART, Registered Municipal Clerk