

**A RESOLUTION OF THE SAYREVILLE ECONOMIC AND REDEVELOPMENT  
AGENCY AWARDING PROFESSIONAL SERVICE CONTRACTS  
FROM JULY 1, 2024 THROUGH JUNE 30, 2025 PURSUANT TO  
“FAIR AND OPEN PROCESS,” N.J.S.A. 19:44A-20.1**

**WHEREAS**, on June 1, 2024, the Sayreville Economic and Redevelopment Agency (the “Agency”) advertised for Requests for Qualifications (“RFQ”) for various professionals pursuant to a “Fair and Open Process,” N.J.S.A. 19:44A-20.1 et. seq.; and

**WHEREAS**, on or before June 19, 2024, the Agency received sealed proposals for the provision of professional services to the Agency; and

**WHEREAS**, in accordance with the “Fair and Open Process,” N.J.S.A. 19:44A-20.1 et. seq. and the criteria set forth in the above RFQ, the Agency commissioners evaluated the above sealed proposals by considering the following criteria: (a) experience and reputation in the field, (b) knowledge of the Agency in relation to the subject matter to be addressed under the contract; (c) availability to accommodate any required meetings; (d) number of years practicing in the field; (e) familiarity with the Agency; (f) availability of personnel, facilities, equipment and other resources; and (g) other factors to be in the Agency’s best interests; and

**WHEREAS**, after thorough analysis of the sealed proposals received, the Agency commissioners determined that the respondents listed below have satisfied the requirements of the RFQ and, therefore, recommend that said Respondents be qualified for professional services as follows:

- |                       |   |
|-----------------------|---|
| Agency Attorney:      | Hoagland Longo Moran Dunst & Doukas, LLP<br>Hibinski Law, LLC |
| Special Counsel:      | McManimon, Scotland & Baumann, LLC<br>Hibinski Law, LLC       |
| Agency Engineer:      | CME Associates<br>NSS engineering, LLC                        |
| Agency Auditor:       | Samuel Klein & Company, LLP                                   |
| Financial Consultant: | Phoenix<br>NW Capital Markets, Inc                            |
| Appraiser:            | Sockler Realty Services Group, Inc<br>Wade Appraisal, LLC     |
| Bond Counsel:         | McManimon, Scotland & Baumann, LLC                            |

Bond Underwriter: NW Capital Markets, Inc.

Agency Planner VMS Planning, LLC

**NOW, THEREFORE, BE IT RESOLVED** by the Sayreville Economic and Redevelopment Agency that, in accordance with "Fair and Open Process," N.J.S.A. 19:44A-20.1 et. seq. and the requirements set forth in the RFQ, it hereby appoints and awards one (1) year contracts (July 1, 2024 to June 30, 2025) to the following professionals as follows:

Agency Attorney: Hoagland Longo Moran Durst + Doukas LLP  
not to exceed \$25,000 (thru 12/31/2024) charged to SERA Operating Account, unless further approved by the Agency.

Special Counsel Hibinko Law, LLC,  
not to exceed \$0.00 charged to SERA Operating Account, unless further approved by the Agency. An authorization will be issued by Executive Director if service is required.

Agency Engineer: CME Associates,  
not to exceed \$25,000.00 (thru 12/31/2024) charged to SERA Operating Account, unless further approved by the Agency.

Agency Auditor: Samuel Klein + Company, LLP,  
not to exceed \$9,675.00 charged to SERA Operating Account, unless further approved by the Agency.

Financial Consultant: Phoenix,  
not to exceed \$0.00 charged to SERA Operating Account, unless further approved by the Agency. An authorization will be issued by Executive Director if service is required.

Appraiser: Soakler Realty Services,  
not to exceed \$0.00 charged to SERA Operating Account, unless further approved by the Agency. An authorization will be issued by Executive Director if service is required.

Bond Counsel: McCannimon, Scotland & Baumann, LLC  
not to exceed \$0.00 charged to SERA Operating Account, unless further approved by the Agency. An authorization will be issued by Executive Director if service is required

Bond Underwriter: NW Capital Markets, Inc,  
not to exceed \$0.00 charged to SERA Operating Account, unless further approved by the Agency. An authorization will be issued by Executive Director if service is required

Agency Planner: VMS Planning, LLC,  
 not to exceed \$9,000.00 (thru 12/31/2024) charged to SERA Operating Account, unless  
 further approved by the Agency.

**BE IT FURTHER RESOLVED**, any and all professional work billed to the Agency's Operating Account shall be authorized by Resolution and a purchase order which shall contain a *not to exceed* amount. Professional work which is be billed to redeveloper escrow accounts shall be approved through purchase order issued by the Executive Director; and

**BE IT FURTHER RESOLOVED**, If the authorized "Not to Exceed" amount is exhausted, additional authorization will be awarded by resolution; and

**BE IT FURTHER RESOLVED**, CFO & Executive director is authorized to issue same "Not to Exceed" amount of authorization from 2025 budget; and

**BE IT FURTHER RESOLOVED**, Professionals are authorized to be billed developer's escrow based on the hourly rate as submitted in the proposal; (CFO will issue a PO for each active developer project from available funds from the escrow deposit; and

**BE IT FURTHER RESOLVED**, that all professional billing shall be based on tenths of one hour as follows:

Minutes	Time
1-6	.1
7-12	.2
13-18	.3
19-24	.4
25-30	.5
31-36	.6
37-42	.7
43-48	.8
49-54	.9
55-60	1.0

[Note: Bond Counsel services related to issuance of bonds, shall be billed based on the size of the issuance of bonds. Millage rates for Bond Counsel on Bond issuances shall be as set forth in

Bond Counsel's RFQ response]

When billing reaches 80% of a professional's *not to exceed* amount, the Agency Chief Financial Officer will notify the Agency Executive Director and the designated professional so that an increase may be put before the Agency Commissioners for approval; and

**BE IT FURTHER RESOLVED**, within ninety (60) days of the date hereof, each professional shall execute an agreement, acceptable to the Agency, which shall incorporate the aforementioned terms and professional's rate schedule as same is set forth in the professionals RFQ response; and

**BE IT FURTHER RESOLVED** that the Chairperson and Agency Professionals are hereby authorized and directed to take any action and to execute any documents as may be necessary to effectuate this Resolution and the Agency Recording Secretary is authorized to publish these contract awards as required by law

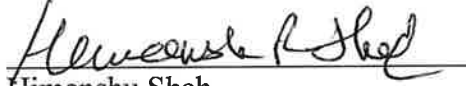
**OFFERED BY:** Ken Scott

**SECONDED BY:** Donna Roberts

**Governing Body Recorded Vote:**

<b>Members:</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
1. Robert Davis	/	—	—	—
2. Robert DeWise	/	—	—	—
3. Paula Duffy	/	—	—	—
4. Rosetta Fisher	/	—	—	—
5. Steve Grillo	/	—	—	—
6. Donna Roberts	/	—	—	—
7. Ken Scott	/	—	—	—
8. John Zebrowski	/	—	—	—
9. Trushar Parikh	/	—	—	—

I, Himanshu Shah, Secretary and certifying agent of the Sayreville Economic and Redevelopment Agency, hereby certify that the foregoing Resolution was adopted at the Reorganization meeting of the Agency held on July 18, 2024.

  
Himanshu Shah  
Secretary and Executive Director