

**TOWNSHIP OF UPPER DEERFIELD**

**RESOLUTION 11-45**

**AUTHORIZING PROFESSIONAL SERVICE AGREEMENT WITH  
RALPH BROWNLEE FOR HUMAN RESOURCES SERVICES**

**WHEREAS**, there exists a need for professional services to provide professional human resources services in Upper Deerfield Township regarding the review and revision of job descriptions, personnel policies and employee performance evaluations; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bids must be publicly advertised, and the contract itself, must be available for public inspection;

**WHEREAS**, Ralph Brownlee, has completed and submitted a Business Entity Disclosure Certification which certifies that Ralph Brownlee will not make any reportable contributions pursuant to N.J.S.A.19:44A-1 commencing January 1, 2011 to any political committee or candidate through the term of this contract;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Upper Deerfield as follows:

1. That the allegations of the preamble hereto are incorporated herein as if fully set forth.
2. That Ralph Brownlee of Vineland, New Jersey, a human resource specialist, be appointed Human Resource Specialist for Upper Deerfield Township for the year 2011 to perform professional services ordinarily provided by a human resource specialist, and shall receive compensation in accordance with terms of the contract on file in the clerk’s office.
3. That the aforesaid contract is awarded without competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law because N.J.S.A.40A:11-5 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law.
4. The Business Entity Disclosure Certification shall be placed on file with this Resolution.
5. The professional fees contained within the aforementioned contract will be included within the adopted 2011 budget to be certified by the Chief Financial Officer upon adoption of the 2011 budget.
6. That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the News of Cumberland County as required by law within ten (10) days of the Resolution authorizing same.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk be and are hereby authorized to enter into a contract with Ralph Brownlee in a form satisfactory to the Township Solicitor of the Township of Upper Deerfield; and

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Upper Deerfield that this professional service agreement is awarded pursuant to and in compliance with the provisions of Pay to Play legislation, N.J.S.A. 19:44A-20.4, et seq.

Moved By: Bruce Peterson

Seconded By: John Daddario

VOTING  
James P. Crilley  
John L. Daddario  
John T. O'Neill, Sr.  
Bruce T. Peterson  
Scott Smith

<u>In Favor</u>	<u>Against</u>	<u>Abstain</u>	<u>Absent</u>
X			
X			
X			
X			
X			

CERTIFICATION

I hereby certify that the foregoing is a true copy of Resolution adopted by the Township Committee of the Township of Upper Deerfield, in the County of Cumberland, at a meeting thereof held January 6, 2011

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Roy J. Spoltore, Township Clerk