

## RESOLUTION R:140-2024

### RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF MONROE AUTHORIZING THE REQUEST FOR PROPOSALS (RFP) FOR DEVELOPMENT COUNSEL FOR THE REMAINDER OF 2024

**WHEREAS**, the Township of Monroe recognizes the need for specialized legal services to support its development initiatives and to ensure compliance with federal, state, and local laws; and

**WHEREAS**, it is in the best interest of the Township of Monroe to engage a qualified Development Counsel to provide legal expertise in the areas of land use, planning, zoning, environmental law, and real estate development; and

**WHEREAS**, the procurement of such professional services must be conducted in a fair and open process in accordance with N.J.S.A. 19:44A-20.5 (the New Jersey Pay-to-Play Law) and the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., which requires the solicitation of competitive proposals for professional services.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Monroe as follows:

1. **Approval of RFP Issuance:** The Township Council hereby approves the issuance of a Request for Proposals (RFP) for Development Counsel professional services for the Township of Monroe.
2. **Scope of Service, Including but not Limited to:**
  - a. Provide legal advice on matters related to land development, planning, and zoning.
  - b. Assist in the negotiation and drafting of development agreements and other related legal documents.
  - c. Represent the Township in matters before planning boards, zoning boards, and other regulatory bodies.
  - d. Ensure compliance with all applicable environmental laws.
3. **Contract Period:** The services shall be contracted from on or about May 2024, through December 31, 2024.
4. **Billing and Payment:** The selected service provider will be compensated on a monthly billing cycle, as detailed in the RFP.
5. **Proposal Evaluation:** Proposals received in response to the RFP will be evaluated on the basis of cost-effectiveness, experience, compliance with service requirements, and quality of references. At the very least, proposals must include the firm's qualifications, experience in similar projects, a list of key personnel, and a detailed fee structure.
6. **Authority to Execute:** The Township Clerk and other appropriate officials are hereby authorized and directed to take all steps necessary to issue the RFP and to conduct all procedures related to the selection of a firm.

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7. **Compliance with Laws:** All respondents must comply with N.J.S.A. 10:5-31 et seq. (New Jersey Law Against Discrimination) and N.J.A.C. 17:27 (Affirmative Action Rules).
8. If any part of this Resolution shall be deemed invalid, such parts shall be severed and the invalidity thereby shall not affect the remaining parts of this Resolution.
9. This Resolution shall take effect immediately and a copy shall be made available for public inspection at the offices of the Township Clerk.

**ADOPTED** at a meeting of the Township Council of the Township of Monroe on April 24, 2024.

**TOWNSHIP OF MONROE**

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**CNCL. PRES. CHELSEA VALCOURT**

**ATTEST:**

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**Twp. Clerk, Aileen Chiselko, RMC  
or Deputy Clerk, Jennifer Harbison, RMC**

**CERTIFICATION OF CLERK**

The foregoing Resolution was duly adopted at a meeting of the Township Council of the Township of Monroe, County of Gloucester, State of New Jersey, held on the 24<sup>th</sup> day of April 2024 in the Municipal Complex located at 125 Virginia Avenue, Williamstown, New Jersey.

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**Twp. Clerk, Aileen Chiselko, RMC  
or Deputy Clerk, Jennifer Harbison, RMC**

**ROLL CALL VOTE**

	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>Cncl. Adams</b>				
<b>Cncl. Fox</b>				
<b>Cncl. Garbowski</b>				
<b>Cncl. Heverly</b>				
<b>Cncl. McKinney</b>				
<b>Cncl. O'Reilly</b>				
<b>Cncl. Pres. Valcourt</b>				
<b>Tally:</b>				