

**RESOLUTION  
KENILWORTH, N.J.**

**WHEREAS**, the Borough of Kenilworth (the “Borough”) is in need of Special Legal Tax Appeal Services (the “Professional Legal Services”); and

**WHEREAS**, the Professional Legal Services are exempt from the requirements of public bidding pursuant to the Local Public Contracts Law, more specifically, N.J.S.A. 40A:11-5(1)(a)(i); and

**WHEREAS**, the Borough wishes to enter into a Professional Services Contract with **Carlin, Ward, Ash & Heiart LLC** (“**Carlin Ward**”), with its offices located at 25B Vreeland Rd. Suite 203, Florham Park, NJ 07932 to provide the Professional Legal Services for a one (1) year term, effective January 1, 2024 through December 31, 2025, at a rate of \$225.00 per hour; and

**WHEREAS**, the Local Public Contracts Law, (N.J.S.A. 40A:11-1 et seq.) requires that notice of the award of contracts for “Professional Services” without competitive bidding must be published in a local newspaper; and

**WHEREAS**, this contract is for an amount over \$17,500.00 and is being awarded pursuant to a “Non-Fair and Open Process” pursuant to N.J.S.A. 19:44A-20.5; and

**WHEREAS, Carlin Ward**, has completed and submitted a Business Entity Disclosure Certification, which certifies that **Carlin Ward** has not made any reportable contributions to a political or a candidate committee in the Borough of Kenilworth in the previous one (1) year prior to award, and that the contract will prohibit **Carlin Ward** from making any reportable contributions through the term of the contract.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Kenilworth in the County of Union, New Jersey, that:

1. The Mayor is hereby authorized and directed on behalf of the Borough of Kenilworth to enter into and execute a contract with **Carlin, Ward, Ash & Heiart LLC** (“**Carlin Ward**”), to provide Special Legal Tax Appeal Services for the Borough for a one (1) year term, effective January 1, 2025 through December 31, 2025, at a rate of \$225.00 per hour.
2. This contract is awarded without competitive bidding as a “Professional Service” in accordance with N.J.S.A. 40A:11-5(a)(i) of the Local Public Contracts Law because the performance of the service required will be performed by a Law Firm in the State of New Jersey.
3. This contract is awarded pursuant to the Non-Fair and Open Procedures of the State Pay-to-Play Law, (N.J.S.A. 19:44A-20.5) and pursuant to the provisions of the Local Public Contracts Law, (N.J.S.A. 40A:11-5(1)(a)(i)).
4. The CFO has certified that sufficient uncommitted funds are available in the 2025 Borough of Kenilworth Temporary Budget to fund the payment of the bills associated with this professional services contract.
5. A copy of the Determination of Value letter is attached and shall be placed on file with the resolution in the Office of the Borough Clerk.

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6. **Carlin Ward** has completed and submitted a Business Entity Disclosure Certificate, which shall be placed on file with the resolution in the Office of the Borough Clerk, certifying that **Carlin Ward** has not made any reportable contributions to a political or a candidate committee in the Borough of Kenilworth in the previous one (1) year, and the contract will prohibit **Carlin Ward** from making reportable contributions through the term of the contract.
7. A copy of the fully executed contract herein authorized shall be filed in the Office of the Borough Clerk and shall be made available for public inspection.
8. There shall be no advance payments made against this contract in accordance with N.J.S.A. 40A:5-16.
9. A notice of this action shall be published in the newspaper authorized by law to publish a legal advertisement and as required by law within ten (10) days of the adoption of this resolution.

	MOVED	SECONDED	AYES	NAYS	ABSTAIN	ABSENT
Councilman Patrick Boyle			x			
Councilman Joseph Finistrella			x			
Councilwoman Toni Giordano Picerno			x			
Councilman William Mauro	x	x				
Councilman Douglas Piper			x			
Councilman Savino Scorese	x	x				
Mayor Linda Karlovitch						
ON CONSENT AGENDA	Yes	x	No			

I hereby certify that the above Resolution was adopted by the Borough Council of the Borough of Kenilworth at a Meeting held on January 2, 2025.

  
 Laura Reinertsen, Borough Clerk