

TOWNSHIP OF JEFFERSON
COUNTY OF MORRIS, NJ

CONSENT AGENDA RESOLUTION #17-116

**“RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE TOWNSHIP OF JEFFERSON AND APPRAISAL SYSTEMS, INC.”**

WHEREAS, there exists the need for the Township of Jefferson to obtain appraisal services in connection with added assessments for the 2017 calendar year; and

WHEREAS, it is agreed that **Appraisal Systems, Inc.** will provide the inspection of all open permits by a qualified field representative, data entry into the Township’s CAMA system (if applicable) and the appraisal of all completed work by a supervising appraiser; and

WHEREAS, the maximum amount of the contract is in an amount not to exceed \$15,000.00; and

WHEREAS, the Township’s Chief Financial Officer has certified that funds are available for this purpose; 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 and the contract itself must be available for public inspection.


NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris, and State of New Jersey, as follows:

1. The appropriate municipal officials are hereby authorized and directed to execute an agreement with **Appraisal Systems, Inc.** for appraisal services in connection with added assessments in an amount not to exceed \$15,000.00.
2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
3. A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.

ATTEST:

COUNCIL OF THE TOWNSHIP OF JEFFERSON


MICHELE REILLY, TOWNSHIP CLERK


DEBI MERZ, PRESIDENT

Dated: May 17, 2017

CERTIFICATION: I, Michele Reilly, Clerk of the Township of Jefferson, County of Morris, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution adopted by the Jefferson Township Council at a meeting held on May 17, 2017.


Michele Reilly, RMC, Township Clerk

NAME	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
Birmingham						X
Finnegan	X		X			
Smith			X			
Dunham		X	X			
Merz			X			

Certification Of Availability of Funds

This is to certify to the TOWNSHIP COUNCIL of the TOWNSHIP OF JEFFERSON that funds for the following resolutions are available.

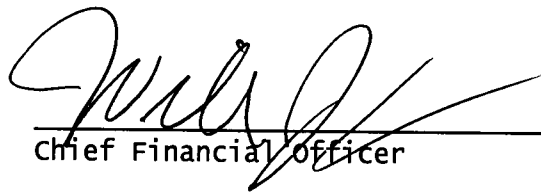
Contract Amount: 15,000.00
Resolution Date: 05/17/17
Resolution Number: 05-17-17

Vendor: APPRAISO APPRAISAL SYSTEMS, INC.
264 SOUTH STREET
BUILDING 2- SUITE 1B
MORRISTOWN, NJ 07960

Contract: C7-00031 2017 ADDED/OMITTED ASSESSMENTS

Account Number	Amount	Account Description
7-01-20-150-150-235	15,000.00	ASSESSMENTS Spec.Consultant
Total	15,000.00	

Only amounts for the 2017 Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.



Chief Financial Officer



APPRAISAL SYSTEMS, INC.

REAL ESTATE APPRAISAL SERVICES

WHIPPANY OFFICE
110 S. JEFFERSON ROAD - SUITE 300
WHIPPANY NJ 07981
PHONE: (973) 386-1111

GLEN ROCK OFFICE
266 HARRISTOWN ROAD - SUITE 302
GLEN ROCK NJ 07452
PHONE: (201) 493-8530

May 10, 2017

Via Email: shopkins@jeffersontownship.net

SHAWN HOPKINS, CTA
Tax Assessor
Jefferson Township
1033 Weldon Road
Lake Hopatcong, New Jersey 07849-2332

Re: *Contract for 2017 Added Assessments for the Township of Jefferson*

Dear Mr. Hopkins:

In accordance with your request, I am submitting a signed contract for your review to provide the Township of Jefferson with appraisal services relating to the added assessments for the 2017 Tax Year.

Appraisal Systems Inc.'s fee includes the inspection of all open permits by a qualified field representative, data entry into the Township's CAMA system (if applicable), and the appraisal of all completed work by a supervising appraiser.

Thank you for considering Appraisal Systems Inc., should you have any questions regarding our contract do not hesitate to call.

Respectfully submitted,

APPRAISAL SYSTEMS, INC.

ERNEST F. DEL GUERCIO
CEO

TOWNSHIP APPRAISAL SERVICES AGREEMENT

THIS CONTRACT, made and entered into as of the 19th day of May, 2017, by and between Appraisal Systems, with offices located at 110 South Jefferson Road, Whippany, New Jersey (herein called "Appraiser"), and the Township of Jefferson, County of Morris and State of New Jersey (herein called "Township").

WHEREAS, Appraiser agrees to provide professional appraisal services relating to added inspections, and

WHEREAS, funds are or will be available for this purpose in accordance with a duly adopted budget of the Township.

NOW, THEREFORE, the parties hereto do agree as follows:

1. Appraiser agrees to provide the Township with appraisal services with the consent of the appropriate officials of the Township, relating to all Added Assessments:
 - (a) Preparation of appraisal reports regarding all added assessment tax appeals before the Morris County Board of Taxation and the Tax Court of New Jersey related to Added Assessment appeals.
 - (b) Appearances for purposes of testifying at hearings and/or trials before the Morris County Board of Taxation and the Tax Court of New Jersey.
 - (c) Appraisal work necessary to prepare added assessments for the Township Assessor's office.
 - (d) All completed inspections will be entered into the townships CAMA system within six weeks of the final inspection date.
 - (e) Finished Basements will be entered on the sketch screen in the townships CAMA program and decks/patios will be sketched in the townships CAMA program.
2. The Contract shall be for a period commencing on June 1, 2017 and expiring December 31, 2017, and for any extended period authorized by the Township.
3. For services performed by Appraiser for the Township relative to tax appeals related to the Firm's values for Added Assessments, the fees shall be \$125.00 per hour for all County Board and State Tax Court appearances. Added assessments shall be compensated at the rates as set forth in the following schedule:

Class 2 Properties:

Decks, Porches, CAC, Siding/Windows,
Bath/Kitchen Renovations, Finished
Basement & all other misc.: \$45.00

Additions: \$65.00
Additions over 1,000 SF: \$80.00
New construction: \$85.00
New Construction over 5,000 SF:..... \$95.00

Class 4A Properties:

up to \$250,000 value added (improvement).....\$300
\$250,000 to \$500,000 value added: \$350
\$500,000 to \$1,000,000 value added: \$400
\$1,000,000 to \$5,000,000 value added: \$500
over \$5,000,000: \$1,000

Class 4B Properties:

up to \$250,000 value added (improvement) .. \$300
\$250,000 to \$500,000 value added:\$350
\$500,000 to \$1,000,000 value added:\$400
\$1,000,000 to \$5,000,000 value added:..... \$500
over \$5,000,000: \$1,000

Class 4C Properties:

4 to 8 units: \$200
9 to 16 units: \$350
17 to 32 units: \$400
33 to 64 units: \$450
over 64 units: \$500

Class 15 Properties:

All Types: \$150

Updates on permits in progress:

All Types:.....\$35

DIGITAL PHOTOGRAPHS (\$3.00 per line item if requested)

4. Appraiser shall periodically submit completed work in a timely fashion in order for the assessor to have an appropriate timeframe in which to review and approve said work.
5. Appraiser shall submit to the Township itemized vouchers indicating the specifics of the work performed at such time as fees for services hereof and reimbursements become due. Appraiser agrees to submit periodic bills as requested by the Mayor, Administrator, Chief Financial Officer or other appropriate representative of the Township.

- 6. The Township agrees that it will solicit the cooperation of all Township officials and give access to its records so as to allow Appraiser to collect such data and information as may be necessary in order to perform the services described herein.
- 7. It is hereby agreed between the parties that subsequent to the performance of services of a nature authorized by this Contract and submission of vouchers in proper form, Appraiser shall be entitled to payment within thirty (30) days of the presentation of the voucher unless a legitimate, good faith challenge by the Mayor, Administrator, appropriate Board Chairperson, Chief Financial Officer and/or a majority of the members of the governing body is made.
- 8. During the performance of this Contract, Appraiser agrees as follows:
 - (a) Appraiser, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status or sex. The Appraiser will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment without regard to their age, race, creed, color, national origin, ancestry, marital status or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals or caused these presents to be signed by their proper officers and their seal to be hereto affixed, the day and year first above written.

SIGNED, Sealed and Delivered in the presence of or Attested by:

ATTEST:

[SEAL]

APPRAISAL SYSTEMS

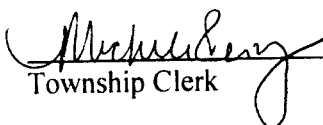
Secretary

By: _____
ERNEST F DEL GUERCIO, SR.
CEO

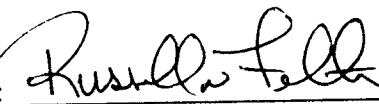
Attest:

[SEAL]

TOWNSHIP OF JEFFERSON



Township Clerk

By: 

Mayor