

TOWNSHIP OF JEFFERSON
COUNTY OF MORRIS, NJ

CONSENT AGENDA RESOLUTION #18-31

**"RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT
FOR RISK MANAGEMENT SERVICES AND APPOINTING THE RISK MANAGEMENT CONSULTANT –
WILLIS OF NEW JERSEY, INC. - FOR PERIOD ENDING DECEMBER 31, 2018"**

WHEREAS, the Township of Jefferson has joined the **Statewide Insurance Fund** (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

WHEREAS, the bylaws of the Fund require participating members to appoint a Risk Management Consultant; and

WHEREAS, the Township of Jefferson therefore has a need for professional **Risk Management** services; and

WHEREAS, the Township of Jefferson has decided to award the contract for this service as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, **Willis of New Jersey, Inc.** has submitted a proposal indicating that **Risk Management** services will be provided for an annual fee as set by the Fund, **not to exceed six percent (6%) of worker's compensation, seven and one half percent (7.5%) of all lines assessment, and ten percent (10%) of selective umbrella assessment;** and

WHEREAS, **Willis of New Jersey, Inc.** has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate, committee or employee for those positions listed on the Business Entity Disclosure Certification Form in the previous one year, and that the contract will prohibit **Willis of New Jersey, Inc.** from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer (CFO) of the Township has determined and certified in writing that, although the vendor receives no direct payments for rendering services from the Township, it is expected that the vendor may earn in **excess of \$17,500** from insurance commissions; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and **totaling \$62,000.00.**

8-01-23-220-220-200

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey that this professional contract is hereby authorized and approved by the Township Council.

BE IT ALSO RESOLVED that John Moore of **Willis of New Jersey, Inc.** is hereby appointed as the **Risk Management Consultant for 2018.**

BE IT ALSO RESOLVED:

- Section 1. The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with **Willis of New Jersey, Inc., 150 John F. Kennedy Parkway, Suite 520, Short Hills, New Jersey, 07078** for **Risk Management** services to the Township of Jefferson.
- Section 2. This contract is awarded 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.
- Section 3. The term of this agreement shall be for one year, from **January 1, 2018 through December 31, 2018.**
- Section 4. A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 5. The resolution authorizing the award of contract for "Professional Services" and the contract itself must be available for public inspection per the requirement of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)
- Section 6. The Business Entity Disclosure Certification and the Determinations of Value be placed on file with this resolution.

ATTEST:

COUNCIL OF THE TOWNSHIP OF JEFFERSON:

Michele Reilly
MICHELE REILLY, TOWNSHIP CLERK
Dated: January 3, 2018

Debi Merz
DEBI MERZ, COUNCIL PRESIDENT

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 January 3, 2018.

Michele Reilly
Michele Reilly, RMC, Township Clerk

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