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Chapter 11

CONTRACTS

ARTICLE I
Professional Service Agreements

§ 11-1. Prohibition awarding certain public contracts.

§ 11-2. Fair and open process.

[HISTORY: Adopted by the Township Committee of the Township of Woolwich as indicated in article histories. Amendments noted where applicable.]

ARTICLE I
Professional Service Agreements
[Adopted 12-5-2005 by Ord. No. 2005-38]

§ 11-1. Prohibition awarding certain public contracts.

A. Any other provision of the law to the contrary notwithstanding, the Township, or any agency or instrumentality thereof, shall not enter into a contract having an anticipated value in excess of $17,500 as determined in advance and certified in writing by the Township, agency or instrumentality with a business entity that has made a political contribution that is reportable by the receipt under N.J.S.A. 19:44A-1 et seq. to any municipal committee of a political party in that municipality if a member of that political party is serving in an elective public office of that municipality when the contract is awarded or to any candidate committee of any person serving in an elective public office of that municipality when the contract is awarded; and

B. A business entity that has entered into a contract having an anticipated value in excess of $17,500 with the Township or any agency or instrumentality thereof, except a contract that is awarded pursuant to a fair open process, shall not make such a contribution reportable by the recipient under N.J.S.A. 19:44A-1 et seq. to any municipal committee of a political party in the Township if a member of that political party is serving in an elective public office of the Township when the contract is awarded or to any candidate committee of any person serving in an elective public office of the Township when the contract is awarded, during the term of that contract.

§ 11-2. Fair and open process.

A. Any professional service entity or other business entity providing services to the Township of Woolwich shall be subject to a fair and open process for selection. That fair and open process shall be set forth in Subsection B below which shall establish a criteria for the fair and open process.

B. The fair and open process established by the Township of Woolwich shall require the following:

(1) Any professional position or service contract not subject to bidding that shall expire as of December 31 of that calendar year shall be advertised by the Mayor's office, appointing authority or board as the case may be, in the official newspaper of the Township of Woolwich for publication of notices, and published on the Township's website, not later than December 10. The published notice shall set forth the name of the position or contract which is to become open and set forth the criteria to be considered and materials required to be submitted by the applicant.

(2) Should the applicant be a professional acquiring licensure in the State of New Jersey, said applicant shall be licensed for a period not less than five years.

(3) The applicant shall submit a certificate of good standing or other similar document evidencing that the professional's license is not presently suspended or revoked.

(4) The applicant shall submit a resume which shall set forth information, including but not limited to the following (as applicable to a business entity or individual professional):

(a) Full name and business address.

(b) A listing of all post-high-school education of the applicant.

(c) Dates of licensure in the State of New Jersey and any other state.

(d) A listing of any professional affiliations or memberships in any professional societies or organizations, with an indication as to any offices held therein.

(e) The number of licensed professionals employed by/affiliated with the business entity or the business entity which employs the applicant.

(f) A listing of all special accreditations held by the individual licensed professional or business entity.

(g) A listing of all previous public entities served by the business entity or licensed professional, indicating the dates of services and position held.

C. The Mayor, appointing authority or board shall thereafter select the professional or business entity for the position so advertised which shall thereafter be confirmed or approved as required by law or ordinance.