



# BOROUGH OF RIVERDALE NEW JERSEY



Resolution No: 08-2016

Date of Adoption: January 1, 2016

**TITLE:**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR BOROUGH SPECIAL LEGAL SERVICES FOR THE CALENDAR YEAR 2016**

**WHEREAS**, the Borough of Riverdale has a need to acquire Borough Special Legal services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

**WHEREAS**, the value of the contract will not exceed \$17,500; and,

**WHEREAS**, the anticipated term of this contract is 1 year from January 1, 2016 to December 31, 2016; and,

**WHEREAS**, Richard Clemack has submitted a proposal indicating he will provide Special Legal services for an hourly fee of \$168.00; and

**WHEREAS**, Richard Clemack has completed and submitted a Business Entity Disclosure Certification which certifies that neither he has not made any reportable contributions to a candidate or candidate committee in the Borough of Riverdale in the previous one-year, and that this contract will prohibit him from making any reportable contributions through the term of the contract; and

**WHEREAS**, the governing body of the Borough of Riverdale pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer.

**NOW THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Riverdale authorizes the Mayor to enter into a contract with Richard Clemack as described herein; and,

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification be placed on file with this resolution.

### RECORD OF COUNCIL VOTE

Motion – by Councilman: \_\_\_\_\_ Second - by Councilman: \_\_\_\_\_

COUNCILMAN Yes No Absent Abstain COUNCILMAN Yes No Absent Abstain

Astarita						Pellegrini				
Revis						Desai				
Clinton						Oswald				

\_\_\_\_\_  
A.J. Jalloh, Borough Clerk

\_\_\_\_\_  
Paul M. Carelli, Mayor

This resolution, when adopted, must remain in the possession of the Borough Clerk. Certified copies are available.

RETAINER AGREEMENT

Agreement made this            day of JANUARY, 2016, between: the BOROUGH of RIVERDALE, a Municipal Corporation of the State of New Jersey, with offices at: 91 Newark-Pompton Turnpike, Riverdale, New Jersey; and RICHARD J. CLEMACK, an Attorney-at-Law of New Jersey, with offices at: 124 Main Street, P. O. Box 136, Bloomingdale, New Jersey.

1. The BOROUGH OF RIVERDALE does hereby retain and designate RICHARD J. CLEMACK, as Special Real Property Tax Appeal Counsel for the year 2016.

2. The rate of compensation shall be as follows:  
ONE HUNDRED SIXTY-EIGHT - (\$168.00) - DOLLARS per hour plus reimbursement for out-of-pocket expenses.

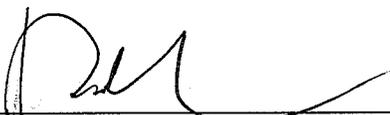
3. Attached hereto and made a part hereof are the following:
- a. Business Entity Disclosure Certification;
  - b. Chapter 271 Political Contribution Disclosure Form;
  - c. Stockholder Disclosure Certification;
  - d. Affirmative Action Statement;
  - e. Certificate of Employee Information Report; and
  - f. Copy of Business Registration Certificate

BOROUGH OF RIVERDALE

By: \_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Municipal Clerk

  
\_\_\_\_\_  
RICHARD J. CLEMACK

**BUSINESS ENTITY DISCLOSURE CERTIFICATION**  
**FOR NON-FAIR AND OPEN CONTRACTS**  
 Required Pursuant To N.J.S.A. 19:44A-20.8  
**BOROUGH OF RIVERDALE**

**Part I – Vendor Affirmation**

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that Richard J. Clemack has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract, to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the Borough of Riverdale as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

Mayor Paul M. Carelli	Councilman Dave Desai
Councilman Garrett Astarita	Councilman Steven Revis
Councilman Bradley Clinton	Councilman Matt Oswald
Councilman Vincent Pellegrini	

**Part II – Ownership Disclosure Certification**

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned. *N/A*

**Check the box that represents the type of business entity:**

- Partnership       Corporation       Sole Proprietorship       Subchapter S Corporation  
 Limited Partnership       Limited Liability Corporation       Limited Liability Partnership

Name of Stock or Shareholder	Home Address

**Part 3 – Signature and Attestation:**

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity:

Signed: [Signature] Title: Attorney  
 Print Name: Richard J. Clemack Date: 12-29-15

Subscribed and sworn before me this 29 day of Dec, 2015

My Commission expires:

Agnes Faye Crammond  
 (Affiant)  
**AGNES FAYE CRAMMOND**  
 A Notary Public of New Jersey  
 (Print name & title of affiant) (Seal)  
 My Commission Expires October 29, 2017

AFFIRANT: Richard J. Clemack  
[Signature]



**List of Agencies with Elected Officials Required for Political Contribution Disclosure**  
**N.J.S.A. 19:44A-20.26**

**County Name:** MORRIS  
**Borough:** Riverdale

**Legislative District 40:**

Senator: Kevin J. O'Toole  
Assemblyman: Scott T. Rumana  
Assemblyman: David C. Russo

**County Morris:**

Freeholder Director: Kathryn DeFillippo  
Freeholder: John Cesaro  
Freeholder: Douglas R. Cabana  
Freeholder: Thomas Mastrangelo  
Freeholder: Hank Lyon  
Freeholder-Elect: Christine Myers  
Freeholder-Elect: Deborah Smith

County Clerk: Ann Grossi  
Sheriff: Edward Rochford  
Surrogate: John Pecoraro

**Municipalities:** Borough of Riverdale

Mayor: Paul M. Carelli

Councilman: Garrett Astarita  
Stephen Revis  
Bradley Clinton  
Vincent Pellegrini  
Dave Desai  
Matt Oswald

**STOCKHOLDER DISCLOSURE CERTIFICATION**  
**This Statement Shall Be Included with Bid Submission**

**Name of Business** \_\_\_\_\_

I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

**OR**

I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

If a corporation owns all or part of the stock of the corporation or partnership submitting the bid, then the statement shall include a list of the stockholders who own 10% or more of the stock of any class of that owning corporation. If no one owns 10% or more stock, attest to that.

**Check the box that represents the type of business organization:**

Partnership

Corporation

Sole Proprietorship

Limited Partnership

Limited Liability Corporation

Limited Liability Partnership

Subchapter S Corporation

**Sign and notarize the form below, and, if necessary, complete the stockholder list below.**

Stockholders:

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_ day of

\_\_\_\_\_, 20\_\_

(Notary Public) *Agnes Faye Crammond*

My Commission expires:

*[Signature]*

(Affiant)

*Richard J. Crammond*

(Print name & title of affiant)

(Corporate Seal)

**AGNES FAYE CRAMMOND**  
**A Notary Public of New Jersey**  
**My Commission Expires October 29, 2017**