

RESOLUTION 119 – 2022

**RESOLUTION AWARDING AND CONFIRMING
EMERGENCY CONTRACT AWARD FOR SERVICES TO
THE BOROUGH OF WOODBURY HEIGHTS BY ALL RISK,
INC.**

WHEREAS, the Local Public Contracts Law permits the award of emergency contracts pursuant to *N.J.S.A.* 40A:11-6 subject to certain criteria; and

WHEREAS, a water leak at the Borough Hall revealed building damage and mold that was necessary to be remediated and repaired; and

WHEREAS, the Principal Public Works Manager as the respective department head of the Borough of Woodbury Heights has certified an emergency existed and remedial action was/is required by law; and

WHEREAS, the emergency services are set forth on Schedule A and were utilized for such building repairs;

NOW, THEREFORE, be it resolved by the governing body of the Borough of Woodbury Heights, with the Mayor concurring, to approve and confirm the contract award for emergency services per *N.J.S.A.* 40A:11-6 as attached as Schedule A.

BOROUGH OF WOODBURY HEIGHTS

BY: 
WILLIAM C. PACKER, MAYOR

ATTEST:


SHANNON ELTON, MUNICIPAL CLERK

The foregoing Resolution was duly adopted by the Borough Council of the Borough of Woodbury Heights at the regular meeting held on the 21st day of December, 2022.



SHANNON ELTON, MUNICIPAL CLERK

N.J. Division of Local Government Services

EMERGENCY PROCUREMENT REPORT

This report is to be filed by the contracting agent of the public agency with the Director of the Division of Local Government Services within 30 days of the date the emergency contract was issued. Please provide the necessary information to satisfactorily complete the report. Refer to the Instructions accompanying this form and the statutory and regulatory citations on the reverse of this form.

This form is designed to be completed using Microsoft Word; if not completed that way, please print it out.

1. Name of Public Agency:	Borough of Woodbury Heights	County:	Gloucester
2. Date Emergency occurred:	09/27/22	Time emergency occurred:	9:00 AM
3. Date emergency declared:	09/28/22	Time emergency declared:	10:00 AM
4. Agency/department responsible for determining there was an emergency:	Buildings and Grounds		
5. Name and title of the official in charge of that agency:	Ryan Wells, PPWM		
6. Describe the condition or circumstance pertaining to the emergency (attach additional sheets if necessary): Borough Hall developed a strong odor that was traced to a leaking toilet in the bathroom. Upon investigation, mold was found and needed to be remediated along with damage that occurred. A restoration/mold company was brought in to facilitate			
7. Name and title of the individual who determined the matter was an emergency and authorized award of contract(s):	Victoria Holmstrom, QPA		
8. The total (or estimated) cost of providing the goods or performing services was:	\$30,000		
9. List the names the contractors/suppliers receiving 25% or more of the contracts awarded under the emergency:			
All-Risk			
10. When was the notification reduced to writing and filed with the purchasing agent?	10/03/22		
11. Has the public agency adopted a "chain of command" procedure pursuant to N.J.A.C.5:34-6.1?	Yes		
This report was completed by (name and title):	Victoria Holmstrom, QPA, CFO		
Name and Address of agency contact person:	Victoria Holmstrom, 500 Elm Avenue, Woodbury Heights, NJ 08097		
Signature:			Date: 11/28/2022

Submit by mail or fax to:
 Director, Division of Local Government Services
 P.O. Box 803
 Trenton, New Jersey 08625-0803
 Fax: 609-633-6243