

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK  
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH  
SCHAFFER SHAIN PC TO SERVE AS  
TAX APPEAL COUNSEL**

**WHEREAS**, the Township of North Brunswick has a need to acquire professional services for Tax Appeal Counsel for calendar year 2024; and

**WHEREAS**, the Purchasing Agent has determined and certified that the value of the acquisition will exceed \$17,500; and,

**WHEREAS**, the anticipated term of this contract is one year, January 1, 2024 – December 31, 2024; and

**WHEREAS**, the Purchasing Agent and Legal Counsel have reviewed the prior contract history provided by Schaffer Shain PC and determined the firm qualified for the position; and

**HEREAS**, such services shall be provided by Schaffer Shain PC (150 Morristown Road, Suite 105 Bernardsville, NJ 07924), to serve as of Tax Appeal Counsel for calendar year 2024; and,

**WHEREAS**, the Qualified Purchasing Agent has determined and certified that the contract value shall exceed the statutory Pay-to-Play threshold of \$17,500.00 and shall be awarded under a non-fair and open process in compliance with said laws; and,

**WHEREAS**, Schaffer Shain PC shall be compensated for these services at a blended hourly rate of \$120.00 for partners and associates, a blended hourly rate of \$75.00 for law clerks and paralegals, and reimbursable expenses in an amount not-to-exceed \$25,000.00; and

**WHEREAS**, Schaffer Shain PC has completed and submitted a Business Entity Disclosure Certification which certifies that Schaffer Shain PC has not made any reportable contributions to a candidate committee in the Township of North Brunswick in the previous one year period, and that Schaffer Shain PC shall be prohibited from making any reportable political contributions during the term of the contract outlined under N.J.S.A. 19:44A-20.8 et seq.

**WHEREAS**, certification of the availability of funds has been provided herein by the Chief Financial Officer in accordance with New Jersey Administrative Code, Title 5-Community Affairs under N.J.A.C. 5:30-5.5; and,

**WHEREAS**, the Chief Financial Officer has certified that \$10,000.00 is available for this purpose in account 4-01-20-150-000-181 for services ending June 30, 2024 and the balance of funds shall be certified upon the appropriation of funds in FY2025.

**NOW, THEREFORE, BE IT RESOLVED** on this 16<sup>th</sup> day of January 2024 that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Schaffer Shain PC to serve as Tax

Appeal Counsel, with an authorization not-to-exceed \$25,000.00 for calendar year 2024, in accordance with RFP PRO24012.

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and,

**BE IT FURTHER RESOLVED** notice of this action shall be published in the Home News & Tribune as required by law within 20 calendar days after its passage.

**CERTIFICATION**

I, Cavel Gallimore, Chief Financial Officer, hereby certify that \$10,000.00 is available for this purpose in account 4-01-20-150-000-181 for services ending June 30, 2024 and the balance of funds shall be certified upon the appropriation of funds in FY2025. Contract PRO24012

\_\_\_\_\_  
Cavel Gallimore  
Chief Financial Officer

\_\_\_\_\_  
Justine Progebin  
Business Administrator

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Ronald Gordon, Esq.  
Township Attorney  
Approved as to legal form

**RECORDED VOTE:**

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
MEHTA				
GUADAGNINO				
ANDREWS				
DAVIS				
SOCIO				
HUTCHINSON				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on January 16, 2024.

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Lisa Russo  
Township Clerk