

RESOLUTION NO. 2021- 101

A RESOLUTION AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH THE LAW FIRM OF DECOTIIS, FITZPATRICK, COLE AND GIBLIN, LLP, PARAMUS, NEW JERSEY FOR ENVIRONMENTAL LEGAL SERVICES.

WHEREAS, the City of Vineland has heretofore advertised for proposals for Professional Services for Environmental Law matters for the City of Vineland; and

WHEREAS, the Requests were published in the City's official newspaper and the City's website; and

WHEREAS, two (2) proposals were received and referred to the City Solicitor and Business Administrator for evaluation and recommendation; and

WHEREAS, it has been recommended that a contract for the required services be awarded to DeCotiis, Fitzpatrick, Cole and Giblin, LLP, Paramus, New Jersey for a contract period of February 1, 2021 through January 31, 2022, based upon the proposals received, pursuant to a fair and open process; and

WHEREAS this contract is awarded in an amount not to exceed \$195.00 per hour for all services performed for all attorney time, including travel plus disbursements. All services performed by law clerks to be billed at a rate of \$125.00 per hour. All legal services provided by paralegals and legal assistant to be provided at a rate of \$95.00 per hour. Travel time during which legal work is being undertaken on behalf of the City to be billed at normal hourly rate(s) and other travel time to be billed at \$100.00 per hour; plus allowable reimbursable expenses; and

WHEREAS, the availability of funds for said Professional Services Contract to be awarded herein have been certified by the Chief Financial Officer; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Vineland that said contract for Professional Services for Environmental Law Services, be awarded to DeCotiis, Fitzpatrick, Cole and Giblin, Paramus, New Jersey, based upon the proposals received, pursuant to a fair and open process, at the rate stated above, for a contract period of February 1, 2021 through January 31, 2022.

Adopted:

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President of Council

ATTEST:

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City Clerk

**Cost Proposal**

If selected for this engagement, we propose the following rate set forth below, we will, however, be more than willing to work with the City to arrive at a mutually agreeable fee arrangement.

**Hourly Rate:** We propose an hourly rate of One Hundred Ninety-Five Dollars (\$195.00) per hour for all services performed for all attorney time, including travel plus disbursements. All services performed by law clerks will be billed at a rate of One Hundred Twenty-Five Dollars (\$125.00) per hour, and all legal services provided by paralegals and legal assistant will be provided at a rate of Ninety-Five Dollars (\$95.00) per hour.

**Travel Time:** Travel time during which legal work is being undertaken on behalf of the client will be billed at our normal hourly rate(s). Other travel time will be billed at One Hundred Dollars (\$100.00) per hour.

**Mileage, Tolls and Parking:** We propose that mileage will be reimbursed at the prevailing IRS reimbursement rate, and the cost of tolls and parking shall be reimbursed at cost.

**Reimbursable Expenses:**

Photocopies	\$.30 per page;	Faxes	\$.25 per page
Printing	\$.10 per page;	Color Copies	\$.65 per page
CD Copy	\$5.00;	DVD Copy	\$10.00

Any additional reimbursable expenses will be subject to the approval of the City.

**Invoices and Payment:** Invoices are sent on a monthly basis and payment is due within 30 days thereafter.

**Required Forms**

Pursuant to the RFP, attached under **Exhibit C** please find the following required forms: (1) Proposal Checklist; (2) Proposal Document; (3) Statement of Ownership Disclosure; (4) EEO/Affirmative Action Compliance Notice; (5) Mandatory Equal Employment Opportunity Language; (6) Certificate of Employee Information Report; (7) Americans with Disabilities Act Mandatory Language; (8) Acknowledgment of Receipt of Addenda; (9) Disclosure of Investment Activities in Iran; (10) Business Registration Certificate; and (11) a Certificate of Insurance detailing our firm's coverages, if selected for this engagement, the City will be added as an additional insured.