

**RESOLUTION NO. 2022-261**

**A RESOLUTION AUTHORIZING THE EXECUTION OF CHANGE ORDER NO. 1 TO A PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN TRIAD ASSOCIATES AND THE CITY OF VINELAND FOR GRANT WRITING AND RELATED CONSULTING SERVICES.**

**WHEREAS**, on June 22, 2021 City Council adopted Resolution 2021-296 awarding a professional services contract to Triad Associates, Vineland, New Jersey for grant writing and related consulting services; and

**WHEREAS**, the original proposal authorized said services at a cost of \$20,000.00, as a retainer plus a “blended” hourly fee of \$140.00. however, unforeseen services were requested beyond the original understanding of the award referenced in Resolution 2021-296 including completion of NJDEP Green Acres Urban Parks Application in accordance with invoice 53206, NJDCA NPP Grant Application in accordance with invoice 53250, and such other requested projects as listed on the attached document entitled “Amendment to Contract”; and

**WHEREAS**, City Council adopted Resolution 2021-296 authorizing the execution of a Professional Services Agreement with Triad in an amount not to exceed \$20,000.00 but did not consider the hourly fee or the cost for the additional requested services; and

**WHEREAS**, the cost for said requested services is \$90,000.00 per contract year, representing a yearly increase of \$80,000.00 for a total increase of \$160,000.00 representing the total contract amount of \$180,000.00 for the two year term of the contract; and

**WHEREAS**, the increase is recommended by the Director of Economic Development and Council finds it to be in the best interest of the City.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Vineland that the Mayor and Clerk are hereby authorized to execute a change order no. 1 to a Professional Services Agreement with Triad Associates for additional grant writing and related consulting services in the amount of \$80,000.00 per annum which represents a total award of \$90,000.00 inclusive of the funds available in accordance with Resolution 2021-296.

Adopted:

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President of Council

ATTEST:

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City Clerk

**AMENDMENT / CHANGE ORDER NO. 1  
TO THE AUTHORIZATION TO PROCEED AGREEMENT  
BY AND BETWEEN  
TRIAD ASSOCIATES AND CITY OF VINELAND**

**Grant Writing and Related Consulting Services – Contract No. C21-0081**

This will serve as an Amendment made May 17, 2022, to the existing Authorization to Proceed Agreement, commencing on July 1, 2021, between **TRIAD ASSOCIATES** (“Consultant”) and **CITY OF VINELAND** (“Principal”).

**PROJECT DESCRIPTION:** Grant Writing and Related Consulting Services – Contract No. C21-0081

**Whereas**, the Principal and the Consultant have entered into an Agreement dated July 1, 2021 for the Consultant to provide Grant Writing and Related Consulting Services for the period, July 1, 2021 through to June 30, 2023 for compensation of \$20,000 per Resolution 2021-296; and

**Whereas**, The Principal desires the Consultant to provide expanded services with respect to Grant Writing and Related Consulting Services for an additional compensation of \$160,000 to cover services rendered and anticipated services for the upcoming fiscal year.

**Now Therefore**, the Principal and Consultant do mutually agree to amend the existing Agreement as follows:

- To increase the existing contract budget by an additional \$160,000 for a total of \$180,000.

All other terms and conditions of the Contract will remain the same.

The parties to this agreement intend to be legally bound as of the date previously mentioned above.

**In Witness Whereof**, each of the parties hereto have caused this Amendment to be duly executed and attested as of the date first above written.

**CITY OF VINELAND**

\_\_\_\_\_  
Witness/Attest

\_\_\_\_\_  
Date:

*Monica Morris*  
\_\_\_\_\_  
Witness/Attest

**TRIAD ASSOCIATES**

*Carolyn Zumpino*  
\_\_\_\_\_  
Carolyn Zumpino  
President

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Date: May 17, 2022