

RESOLUTION 22-xxx

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR 2022 EVENT
PLANNER**

WHEREAS, the Township advertised for and received quotes via a fair and open process for an Event Planner in accordance with N.J.S.A. 19:44A-20.5 et seq.; and

WHEREAS, two proposals were received and publicly opened on March 25th 2022 at 10:00 a.m.; and

WHEREAS, after review per the selection criteria included in the request for quotes the Township Administrator and the Communications Director have recommended that the award of the contract for 2022 Event Planner be awarded to Strategic Visions Unlimited, LLC, 97 Laurel Ave., Hazlet Township, NJ 07734 with their price of \$15,000.00; and

WHEREAS, the Chief Financial Officer for the Township of Middletown has certified that free and unencumbered funds in the amount of \$3,750.00 are available for this purpose in account/line-item number(s) 2-01-20-100-100-217. Availability of funds for the remaining balance of the contract amount is contingent upon the necessary funds being appropriated by the governing body in the 2022 Municipal Budget, inclusive of amount appropriated in the temporary budget as required by N.J. A.C. 5:34-5.3 (a). A copy of the said certification is attached hereto and made part hereof.

THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middletown that the award for 2022 Event Planner be awarded to Strategic Visions Unlimited, LLC pursuant to the terms of their quote at the above prices, and that the appropriate officials be and are hereby authorized to execute the contract with the contractor.