

## **The Town of Upper Marlboro**

RESOLUTION: 2023-09

SESSION: Regular Town Meeting

DATED: April 25, 2023

A RESOLUTION OF THE TOWN BOARD OF COMMISSIONERS OF THE TOWN OF UPPER MARLBORO APPROVING THE AGREEMENT WITH X X X X X TO PROVIDE HUMAN RESOURCES SERVICES TO THE TOWN OF UPPER MARLBORO.

**WHEREAS**, the Board of Commissioners for the Town of Upper Marlboro has authority pursuant to §82-56 of the Town Charter, and Ordinance 2011-02 to enter into professional services contracts; and

**WHEREAS**, pursuant to Town's Charter, Section 82-56 (Purchasing and Contracts), all expenditures for contracts and purchases with an anticipated cost of more than ten thousand dollars (\$10,000) shall be subject to competitive sealed bidding unless the Board, by unanimous vote of the full Board, finds another method of procurement to be more advantageous; and

**WHEREAS**, the Board of Town Commissioners waived the formal request for bids process and alternatively released RFP #UM 2023-01 soliciting proposals, and thereby published said request for proposals for at least 15 days to seek interested applicants during the period from March 7, 2023, through April 3, 2023; and

**WHEREAS**, the Town Board of Commissioners hereby finds that sufficient funds have been appropriated and that XXXXXXXX is a responsible offeror or interested business whose proposal is the most advantageous to the Town taking into consideration price and the evaluation factors set forth in the request for proposals.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners for The Town of Upper Marlboro, sitting in regular session this 25th day of April 2023, that the Town Board of Commissioners hereby approves and further authorizes the President to sign, on behalf of the Town, the contract, as a 24-month duration contract beginning May 1, 2023, and ending on July 1<sup>st</sup>, 2025.

**AND BE IT FURTHER RESOLVED**, that prior to the President's/Mayor's execution of said proposal/contract, the Town Administrator shall ensure that the vendor is in good standing with the State and supplies adequate proof of insurance and executes a reasonable waiver of liability agreement or release form with the Town to protect it from mishaps, accidents and injuries arising from the vendor's potential negligence while working on Town property.

**AND BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately upon passage and that the President/Mayor is authorized to execute the subject contract or proposal totaling

Resolution 2023-09 Human Resources Firm Contract

\$XXXXXXX with the subject Human Resources Company trading as or having the legal name of XXXXX, and any related indemnification forms, addenda, schedules, exhibits or change orders thereto pertaining not exceeding the authority of said official pursuant to Town law and this Resolution.

ATTEST:

THE TOWN OF UPPER MARLBORO

\_\_\_\_\_  
John Hoatson, Town Clerk

\_\_\_\_\_  
Sarah Franklin, President

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

\_\_\_\_\_  
Charles Colbert, Commissioner

\_\_\_\_\_  
Thomas Hanchett, Commissioner

\_\_\_\_\_  
Karen Lott, Commissioner

CERTIFICATION

I, the undersigned, hereby certify that I am the Town Clerk of the Town of Upper Marlboro and that the Board of Town Commissioners of the Town of Upper Marlboro at a public meeting at which a quorum was present adopted this Ordinance, and that said Ordinance is in full force and effect and has not been amended or repealed.

In witness whereof, I have hereunto set my hand and seal of the municipal corporation, this 25th day of April, 2023.

\_\_\_\_\_  
John Hoatson, Town Clerk

ATTACHMENT A- Human Resources Firm Proposal