

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT dated the 2nd day of January, 2025,

BETWEEN: **TOWNSHIP OF BERKELEY**, a municipal corporation of the State of New Jersey, having its principal offices located at 627 Pinewald-Keswick Road, Bayville, NJ 08721 (hereinafter referred to as "Township")

AND: **BRUNO ASSOCIATES INC.**, having offices located at 1373 Broad Street, Suite 304, Clifton, NJ 07013 (hereinafter referred to as "Grant Writer").

WHEREAS, the Township has solicited a Professional Services Contract for Grant Writer services pursuant to the requirements of a fair and open process under N.J.S.A. 19:44A-20.4 et seq. and

WHEREAS, all proposals were to be submitted to the Office of the Township Purchasing Agent; and

WHEREAS, the Reviewing Committee has reviewed the proposals submitted and recommended Bruno Associates, Inc; and

WHEREAS, Bruno Associates, Inc. is duly qualified to serve as Grant Writer; and

WHEREAS, the Mayor has appointed with the consent of the Township Council, Bruno Associates, Inc. as Grant Writer for the Township of Berkeley; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., authorizes the award of contracts for "Professional Services" and requires that the resolution and contract be made available for public inspection; and

WHEREAS, pursuant to law, the parties hereto wish to enter into an agreement for Grant Writer Services.

NOW, THEREFORE, the parties hereunder do agree as follows:

1. The Grant Writer is hereby appointed and designated as Grant Writer for a term of one year, commencing on the date of the above agreement.

2. The Grant Writer shall be paid in accordance with the fee schedule submitted in its response, attached hereto as Exhibit B.

3. The Grant Writer shall provide all services required, necessary and set forth in the Scope of Work provided with the proposal (attached hereto as Exhibit B)

4. The parties to this contract agree to incorporate into this contract the mandatory language of subsection 3.5(a) of the Regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the contractor or subcontractor agrees to comply fully with the terms, provisions, and obligations of said subsection 3.5(a).

5. The parties to this contract agree to incorporate into this contract the mandatory language of section 3.7 of the Regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the contractor or subcontractor agrees to comply fully with the terms, provisions, and obligations of said section 3.7.

6. The Grant Writer shall execute the Affirmative Action Agreement, Exhibit A attached hereto, which shall be incorporated herein by reference.

7. The Grant Writer shall submit a copy of the Certificate of Employee Information Report, or a copy of letter of Federal approval, or Form AA-302 (Initial Employee Information Report) prior to execution of this Agreement.

8. The Grant Writer shall provide written notice to its subcontractors of the responsibility to submit proof of business registration to the Business Administrator.

Before final payment on the contract is made by the Township, the Grant Writer shall submit an accurate list and the proof of business registration of each subcontractor or supplier used in the fulfillment of the contract, or shall attest that no subcontractors were used.

For the term of the contract, the Grant Writer and each of its affiliates and a subcontractor and each of its affiliates [N.J.S.A. 52:32-44(g)(3)] shall collect and remit to the Director, New Jersey Division of Taxation, the use tax due pursuant to the Sales and Use Tax Act on all sales of

tangible personal property delivered into this State, regardless of whether the tangible personal property is intended for a contract with a contracting agency.

A business organization that fails to provide a copy of a business registration as required pursuant to section 1 of P.L. 2001, c. 134 (C.52:32-44 et al.) or subsection e. or f. of section 92 of P.L. 1977, c.110 (C.5:12-92), or that provides false business registration information under the requirements of either of those sections, shall be liable for a penalty of \$25 for each day of violation, not to exceed \$50,000 for each business registration copy not properly provided under a contract with a contracting agency.

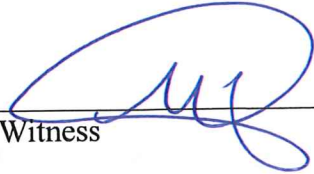
9. The Township and Grant Writer for themselves, their heirs, executors, administrators, successors or assigns, hereby agree to the full performance of the covenants herein contained.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

WITNESS & ATTEST:



KAREN STALLINGS, RMC
Township Clerk
(Seal)



Witness

MELISSA GREBOWIEC
NOTARY PUBLIC
STATE OF NEW JERSEY
MY COMMISSION EXPIRES 07/12/2027

TOWNSHIP OF BERKELEY

By



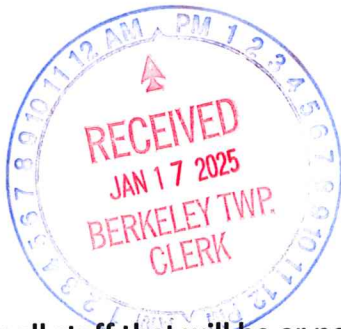
JOHN A. BACCHIONE, Mayor

BRUNO ASSOCIATES, INC.

By



	Chief Executive Officer	\$175.00 Per Hour
Bruno Associates	Senior Director	\$155.00 Per Hour
1373 Broad Street	Director	\$145.00 Per Hour
suite 203B	Senior Associate	\$135.00 Per Hour
Clifton, NJ 07013	Associate	\$125.00 Per Hour
973-249-6225 x210	Paraprofessional/Intern	\$75.00 Per Hour
973-249-6301		
john.bruno@brunoassociatesinc.com		



1373 Broad Street, Suite 203B
Clifton, NJ 07013
Tel: 973-249-6225
Fax: 973-249-6301

9) Detailed hourly rates for all staff that will be or potentially could be assigned and any other "charges" for extra services not included in the hourly rates.

BAI' Grant Consulting and Writing Services are all-inclusive and are based on the services proposed herein. Bruno Associates, Inc. proposes an annual rate of **\$55,000.00** to be paid in equal monthly installments of **\$4,583.33**. The below chart identifies the firms' hourly rates.

PROFESSIONAL SERVICE FEES	RATE PER HOUR
Chief Executive Officer	\$175.00
Senior Director	\$155.00
Director	\$145.00
Senior Associate	\$135.00
Associate	\$125.00
Paraprofessional/Intern	\$75.00