

**TOWNSHIP OF VERONA
COUNTY OF ESSEX, STATE OF NEW JERSEY**

RESOLUTION No. 2018-22

A motion was made by Councilman McEvoy; seconded by Councilman Roman that the following resolution be adopted:

**APPOINTMENT FOR AUDITING SERVICES TO
PKF O'CONNOR DAVIES, LLP**

WHEREAS, *N.J.S.A. 40A:5-4* requires every local unit to cause an annual audit of their books by a Registered Municipal Accountant licensed in the State of New Jersey; and

WHEREAS, the Township has received a proposal from PKF O'Connor Davies, LLP, 293 Eisenhower Parkway, Suite 270, Livingston, New Jersey 07039 to perform Auditing Services pursuant to statute; and

WHEREAS, the John Lauria, RMA, PSA, Principal of PKF O'Connor Davies, LLP, has extensive experience in the field of Municipal Accounting and a long standing history in Verona; and

WHEREAS, the Chief Financial Officer and the Township Manager have recommended that the PKF O'Connor Davies, LLP be awarded a contract to provide the aforementioned services; and

WHEREAS, the Local Public Contracts Law (*N.J.S.A. 40A:11-5(a)(1)(i)*) the Local Fiscal Affairs Law (*N.J.S.A. 40A-5-11*) permit contracts for annual audit be awarded without the advertising for bids.

WHEREAS, the award of the contract to the PKF O'Connor Davies, LLP is being made pursuant to *N.J.S.A. 19:44A-20.5*; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Verona, in the County of Essex, State of New Jersey that PKF O'Connor Davies, LLP, 293 Eisenhower Parkway, Suite 270, Livingston, New Jersey 07039 is hereby retained to provide Auditing Services for the 2018 Budget Year, in a total contract amount not to exceed \$56,100 without further authorization by the governing body; and

BE IT FURTHER RESOLVED that the Business Entity Disclosure Certification and Determination of Value are to be placed on file with this Resolution.

BE IT FURTHER RESOLVED that this contract is being awarded pursuant to *N.J.S.A. 19:44A-20.5*.

BE IT FURTHER RESOLVED this expenditure shall be charged to Budget Account Nos. 6-01-20-145-217, 6-05-55-502-278, 6-05-55-502-381 or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and have been contingently certified by the Chief Financial Officer of the Township pending approval of the 2018 Budget.

BE IT FURTHER RESOLVED that a notice of this action shall be published once in the Verona-Cedar Grove Times.

BE IT FURTHER RESOLVED that the Township Manager and the Township Clerk are hereby authorized to enter into an agreement for the aforementioned services a copy of which shall be available for public inspection in the Office of the Township Clerk.

ROLL CALL:

AYES: Roman, Giblin, McEvoy, Nochimson, Ryan

NAYS:

**THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF
A RESOLUTION ADOPTED BY THE MAYOR AND COUNCIL OF THE
TOWNSHIP OF VERONA AT THE REGULAR MEETING HELD ON JANUARY 8,
2018.**


JENNIFER KIERNAN
MUNICIPAL CLERK



DETERMINATION OF VALUE

TO: Township Council of the Township of Verona
FROM: Matthew Cavallo, Township Manager
RE: Professional Services – Annual Audit
DATE: January 5, 2018

This memorandum is being written to request your approval of a resolution authorizing the award of a contract pursuant to *N.J.S.A. 19:44A-20.5*, for professional services.

Contractor: PKF O'Connor Davies, LLP
293 Eisenhower Parkway, Suite 270
Livingston, New Jersey 07039

Cost: \$56,100

Purpose: Annual audit for the 2018 Budget Year

I certify that the value of the contract exceeds \$17,500.00 and is to be awarded as a Non-Fair and Open Contract, pursuant to *N.J.S.A. 19:44A-20.5*.



MATTHEW CAVALLO,
Township Manager

TOWNSHIP OF VERONA, NEW JERSEY
BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
N.J.S.A. 19:44A-20.8

Part I - Vendor Affirmation

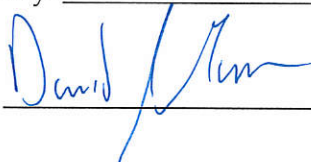
The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that PKF O'Connor Davies, LLP has not made and will not make any reportable contributions pursuant to *N.J.S.A. 19:44A-1 et seq.* that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding 1-1-2018 to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the Township of Verona or the respective Essex County political parties listed below pursuant to *N.J.S.A. 19:44A-3(p), (q) and (r)*.

<i>Mayor Kevin J. Ryan</i>	<i>Deputy Mayor Michael P. Nochimson</i>
<i>Councilman Jack McEvoy</i>	<i>Councilman Edward (Ted) Giblin</i>
<i>Councilman Alex Roman</i>	
<i>Essex County Republican Organization</i>	<i>Essex County Democratic Committee</i>

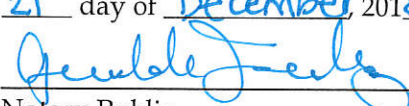

Part 3 - Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: PKF O'Connor Davies, LLP


Signature of Affiant:  Title: Partner

Printed Name of Affiant: David J. Gannon Date: 12-21-2017

<i>(Notary Stamp/Seal)</i>	
Subscribed and sworn before me this	
<u>21</u> day of <u>December</u> , 201 <u>8</u> .	
	 GERALDINE FERNANDEZ NOTARY PUBLIC OF NEW JERSEY My Commission Expires 9/24/2018
Notary Public	
Commission Expires: <u>9/24/2018</u>	

This form or its permitted facsimile must be submitted to the local unit
no later than 10 days prior to the award of the contract.

Vendor Name:	PKF O'Connor Davies, LLP		
Address:	20 Commerce Drive, Suite 301		
City:	Cranford	State: NJ	Zip: 07016

	David J. Gannon	Partner
Signature	Printed Name	Title

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

[illegible]

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STATEMENT OF OWNERSHIP
(OWNERSHIP DISCLOSURE CERTIFICATION FORM)
Required pursuant to N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This Statement Shall Be Included with All Bid and Proposal Submissions

Name of Business: PKF O'Connor Davies, LLP

Address of Business: 20 Commerce Drive, Suite 301, Cranford, NJ 07016

Name of person completing this form: David J. Gannon, Partner

N.J.S.A. 52:25-24.2:

"No corporation, partnership, or limited liability company shall be awarded any contract nor shall any agreement be entered into for the performance of any work or the furnishing of any materials or supplies, unless prior to the receipt of the bid or proposal, or accompanying the bid or proposal of said corporation, said partnership, or said limited liability company there is submitted a statement setting forth the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be.

If one or more such stockholder or partner or member is itself a corporation or partnership or limited liability company, the stockholders holding 10 percent or more of that corporation's stock, or the individual partners owning 10 percent or greater interest in that partnership, or the members owning 10 percent or greater interest in that limited liability company, as the case may be, shall also be listed. The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member, exceeding the 10 percent ownership criteria established in this act, has been listed.

To comply with this section, a bidder with any direct or indirect parent entity which is publicly traded may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest."

The Attorney General has advised that the provisions of N.J.S.A. 52:25-24.2, which refer to corporations and partnerships apply to limited partnerships, limited liability partnerships, and Subchapter S corporations.

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STATEMENT OF OWNERSHIP
OWNERSHIP DISCLOSURE CERTIFICATION FORM (CONTINUED)

Required pursuant to N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This Ownership Disclosure Certification form shall be completed, signed and notarized.

Failure of the bidder/proposer to submit the required information is cause for automatic rejection of the bid or proposal

PART I

Check the box that represents the type of business organization:

- ☐ Sole Proprietorship (skip Parts II and III, sign and notarize at the end)
- ☐ Non-Profit Corporation (skip Parts II and III, sign and notarize at the end)
- ☐ Partnership ☐ Limited Partnership ☒ Limited Liability Partnership
- ☐ Limited Liability Company
- ☐ For-profit Corporation (including Subchapters C and S or Professional Corporation)
- ☐ Other (be specific): _____

PART II

- ☐ I certify that the list on the next page contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be.

OR

- ☒ I certify that no one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or that no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be.

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STATEMENT OF OWNERSHIP
OWNERSHIP DISCLOSURE CERTIFICATION FORM (CONTINUED)

Required pursuant to N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

Sign and notarize the form below, and, if necessary, complete the list below. (Please attach additional sheets if more space is needed):

Name: N/A - None

Home Address: _____

Name: _____

Home Address: _____

Name: _____

Home Address: _____

Name: _____

Home Address: _____

Name: _____

Home Address: _____

Name: _____

Home Address: _____

Name: _____

Home Address: _____

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Name: _____

Home Address: _____

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STATEMENT OF OWNERSHIP
OWNERSHIP DISCLOSURE CERTIFICATION FORM (CONTINUED)

Required pursuant to N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

PART III

Any Direct or Indirect Parent Entity Which is Publicly Traded:

"To comply with this section, a bidder with any direct or indirect parent entity which is publicly traded may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest."

- ☐ Pages attached with name and address of each publicly traded entity as well as the name and address of each person that holds a 10 percent or greater beneficial interest.

OR

- ☐ Submit here the links to the Websites (URLs) containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent.

N/A - None

AND

- ☐ Submit here the relevant page numbers of the filings containing the information on each person holding a 10 percent or greater beneficial interest.

N/A - None

Subscribed and sworn before me this
21 day of December, 2016

Geraldine Fernandez
Notary Public

Commission Expires: 9/24/2018
(Notary Stamp/Seal)

David J. Gannon

Affiant Signature

David J. Gannon

Affiant Name and Title

END OF STATEMENT OF OWNERSHIP

Geraldine Fernandez
GERALDINE FERNANDEZ
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires 9/24/2018