

RESOLUTION OF THE TOWNSHIP OF IRVINGTON, NJ

No. **OCDP 17-0228-1**

Date of Adoption **FEBRUARY 28, 2017**

APPROVED AS TO FORM AND LEGALITY ON THE BASIS OF FACTS SET FORTH BY

[Signature]
Legislative Research Officer

PRESENTED BY COUNCIL MEMBER **JONES**

SECONDED BY **LYONS**

INCREASING THE NOT TO EXCEED AMOUNT FOR IDIS CONSULTING SERVICES

WHEREAS, resolution number OCDP 16-0517-9 was approved by the Municipal Council on May 17, 2016 for IDIS consulting services; and

WHEREAS, the Director of Community Development and Planning has advised that additional support is needed to reconcile CDBG accounts and project activities; and

WHEREAS, it was determined that an additional \$8,000.00 is needed to complete the required work until the contract expires on April 16, 2017; and

THEREFORE, BE IT RESOLVED, that the contract for IDIS service is hereby amended to an amount not to exceed \$26,000.00 to Ron Allen Consulting, 15439 Reprise Ter, Rockville, MD, 20850; and,

BE IT RESOLVED, that the Mayor be and is hereby authorized to execute an amended contract for this service with Ron Allen Consulting, 15439 Reprise Ter, Rockville, MD, 20850, increasing the total contract amount to \$26,000.00

BE IT RESOLVED, that Certification of Funds number C7-00196 has been obtained from the Chief Financial Officers for the total sum of \$8,000.00 charged to account number T-21-41-850-16B-802.

RECORD OF COUNCIL VOTE

X = Indicates Vote N.V. = No Vote A.B. = Absent

COUNCIL MEMBER	YES	NO	N.V.	A.B.	COUNCIL MEMBER	YES	NO	N.V.	A.B.
BURGESS, 1ST VICE PRESIDENT	X				INMAN	X			
COX				X	JONES, 2ND VICEPRESIDENT	X			
FREDERIC	X				LYONS, PRESIDENT	X			
DR. HUDLEY				X					

PRESIDENT OF COUNCIL *[Signature]* MUNICIPAL CLERK *[Signature]* DATE **FEBRUARY 28, 2017**

I hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Municipal Council. In witness whereof I have hereunto set my hand and the Corporate Seal of the Township of Irvington.

MUNICIPAL CLERK *[Signature]*

DATE **FEB 28 2017**

ADMINISTRATOR ☐ ASSESSOR ☐ BLDG ☐ CFO ☒ COLLECTOR ☐ COURT ☐ EDG ☒ ENGINEER ☐ FIRE ☒ HEALTH ☐ HOUSING ☐ INIC ☐ JUDGE ☐ LEGAL ☒ LIBR ☐ LICEN ☐ MAYOR ☐ NPP ☐ OCDP ☒ PARKS ☐ PAYROLL ☐ PUBLIC SAFETY ☒ DIR ☐ PUBLIC WORKS ☐ PURCHASING ☒ SEC~PB/ZBA ☐ TRAFFIC ☐ ZONING~OFF ☐ DLGS ☐ GNCD ☐ OTHER(S): _____

Certification Of Availability of Funds

This is to certify to the of the Township of Irvington that funds for the following resolutions are available.

Resolution Date: 02/16/17

Resolution Number: C7-00196

Vendor: ALLENR01 RONALD L. ALLEN
RON ALLEN CONSULTING
15439 REPRISE TERRACE
ROCKVILLE, MD 20850

Contract: C7-00196 IDIS CONSULTING, IDIS DATA
ENTRY MANAGEMENT, IDIS
TRAINING

Account Number	Amount	Department Description
T-21-41-850-16B-802	8,000.00	HUD GRANTS
Total	8,000.00	

Only amounts for the 2017 Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.



Chief Financial Officer



DEPARTMENT OF ECONOMIC DEVELOPMENT AND GRANTS OVERSIGHT

Irvington Township Municipal Building

1 Civic Square, Room 102

Honorable Tony Vauss
Mayor

Irvington, New Jersey 07111

P. 973.399.6658 | F. 973.399.5433

gphilip@irvingtonnj.org | www.irvington.net

Genia C. Philip, Esq.
Director

TO: Council President, David Lyons
From: Genia C. Philip, Esq.
Re: Increased Contract Amount for CDBG/HOME Grant Consultant
Date: February, 28, 2017

There are numerous activities occurring simultaneously that requires, for this limited time period, an increase in the time that the Grant Consultant, Mr. Ron Allen, needs to spend working with the Township as we implement our HOME and CDBG Programs.

A) Implementation of two program years - 2016/17 and 2017/18

Typically, the grant consultant works with one department to facilitate implementation of the current program year. However this year, due to a delay in approval of the 2016/17 program year, we are implementing two program years simultaneously. As such, Mr. Allen is assisting us with setting up programs and facilitating draws for both years in IDIS. In essence he is working double time as each program year must be implemented separately.

B. Assistance to two Department

Per a directive by the Business Administrator, beginning with the 2016/17 program year, the Department of Economic Development and Grants Oversight assumed responsibility for implementing the Annual Action Plan and the CDBG and HOME programs. The Department of Community Development and Planning retains responsibility for implementing 2015/16 and the preceding 8 prior program years. As a result, the consultant has and will continue to work with staff from both departments to facilitate program implement for a span of the past 8 program years.



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Mayor

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Director

C. Fast Track of prior year's close out as a result of the retirement of Wayne Bradley

To ensure that there are no lingering programs and potential program implementation issues the Department of Community Development and Planning has been working expeditiously to close out as many of the old program years as possible prior to Mr. Bradley's departure. Mr. Bradley has invaluable institutional knowledge needed to facilitate close out of these programs. His departure on March 31st provides a very short timeframe to close out as many of these older programs as possible.

D. Assistance implementing Grants Oversight

To ensure that the Township does not have a repeat of the Brand New Day and ECDC HOME Funding, issue, Mr. Allen has over the course of the past year, been working with the Department of Economic Development and Grants Oversight to identify areas that required attention and resolution. This was necessary to build out the Grants Oversight component of the Department of Economic Development and Grants Oversight.

As a result of the above, the current contract award was exhausted as it was used to pay for the regular and additional work performed by Mr. Allen over the past year. Additionally, since we are still in the process of working on all of these overlapping activities, Mr. Allen will continue, once we can resume working with him, to provide consulting services in all of the areas detailed above. We anticipate not needing the added activities and resuming to the regular contract implementation with the new contract that will begin in April.