



**BOROUGH OF EDGEWATER
RESOLUTION**

COUNCILPERSON	YES	NO	ABSTAIN	ABSENT
GUTIERREZ				
LAWLOR				
MONTE				
VIDAL				
MARTIN				
BARTOLOMEO				
MAYOR				

DATE: January 05, 2026
RESOLUTION No. 2026-012
INTRODUCED BY: _____

SECOND BY: _____

PROFESSIONAL SERVICES – AFFORDABLE HOUSING ADMINISTRATIVE AGENT

WHEREAS, the Borough of Edgewater has the need to obtain the services of an Affordable Housing Administrative Agent to provide the services of annual reporting and assisting with the placement of affordable units and all other necessary affordable housing duties as designated by the Borough of Edgewater; and

WHEREAS, the Borough received an RFQ on November 25, 2025 from Community Grants Planning and Housing (CGP&H) located at 1249 S. River Rd. Suite 301, Cranbury, NJ 08512; and

WHEREAS, the annual fee for all of the day-to-day services identified in the Scope of Work in the RFQ is \$10,400.00 per year to be paid in equal monthly payments per month plus \$170.00 per hour and any direct expenses for printing and postage will be billed monthly as fees are incurred, and

WHEREAS, owners of affordable housing units are responsible for all costs associated with the placement of occupants into affordable housing units and will be responsible for all fees and costs associated with this placement and

WHEREAS, upon review by the RFQ Committee, the award by the Governing Body is based on price, experience, knowledge of community, availability, accessibility, demonstrates knowledge of New Jersey Affordable Housing Rules and Regulations; and

WHEREAS, the anticipated term of this contract is one year beginning January 1, 2026 and ending December 31, 2026.

WHEREAS, I, Joseph Iannaconi, Jr., Chief Financial Officer, hereby certify that funding for this service is available under line item 15-4000 and COAH Trust Account; and

Joseph Iannaconi, Jr., CFO

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council that the Mayor and Borough Clerk are hereby authorized and directed to sign the contract between the Borough of Edgewater and CGP&H upon satisfactory review of contract by the Borough Attorney.

BE IT FURTHER RESOLVED, that said contract shall not exceed \$100,000.

I hereby certify that the above Resolution was adopted by the Mayor and Council on January 5, 2026.

Michael J. McPartland
Mayor

Stephanie Evans, RMC
Borough Clerk