

**BOROUGH OF RED BANK  
COUNTY OF MONMOUTH  
RESOLUTION NO. 21-119**

**A RESOLUTION AWARDING A PROFESSIONAL SERVICES CONTRACT TO  
THE CANNING GROUP, LLC FOR EXECUTIVE SEARCH SERVICES TO  
FIND AND RECRUIT A NEW BOROUGH BUSINESS ADMINISTRATOR**

**WHEREAS**, the Borough of Red Bank requires a Business Administrator to coordinate the activities of the Borough’s various departments for their efficient and economical operation and to assist the Mayor & Council in the continued efficient operation of the Borough; and

**WHEREAS**, the current Business Administrator has submitted his resignation and his last work day will be May 6, 2021; and

**WHEREAS**, an Interim Business Administrator has been appointed during the time period that a search for a permanent replacement is conducted; and

**WHEREAS**, the Borough obtained proposals from three (3) different consultants to perform executive search services to find and recruit a new Business Administrator; and

**WHEREAS**, after reviewing all proposals, and price and other factors considered, the Borough desires to retain The Canning Group, LLC, according to its Proposal attached hereto as Exhibit A; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40 A: 11-5(1)(a)(i), requires the public advertisement of notice with respect to contracts for professional services awarded without competitive bids; and

**WHEREAS**, The Canning Group, LLC shall be required to complete and submit a Business Entity Disclosure Certification which certifies that The Canning Group, LLC has not made any reportable contributions to a political or candidate committee in the Borough in the previous one year, and that the contract will prohibit The Canning Group, LLC from making any reportable contributions during the term of the contract; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor & Council of the Borough of Red Bank hereby authorizes the Mayor and Borough Clerk to enter into a contract with The Canning Group, LLC in accordance with the foregoing parameters and the following terms:

1. The Mayor and Borough Clerk, on behalf of the Borough, are hereby authorized and directed to execute a contract with The Canning Group, LLC in accordance with the Proposal attached hereto as Exhibit A.
2. The contract is awarded without competitive bidding as a professional service under the provisions of N.J.S.A. 40A: 11-5(1)(a)(i).
3. That a notice in accordance with this Resolution and the New Jersey Local Public Contracts Law shall be published at least one time in the Borough’s official newspaper.
4. That the account to be charged is P-##-##-###-###-### in an amount not to exceed \$15,000.00 and that the Chief Financial Officer has issued a Certificate of Available Funds which is incorporated herein by reference
5. That a certified copy of this Resolution shall be provided to the Interim Borough Administrator and The Canning Group, LLC.

	Motion	Yes	No	Abstain	Absent
Councilman Yassin					
Councilwoman Triggiano					
Councilman Ballard					
Councilman Yngstrom					
Councilman Zipprich					
Councilwoman Horgan					

Dated: April 28, 2021