



Municipality of Princeton
Department of Community Development
Office of Planning
Princeton Municipal Building
400 Witherspoon Street
5366

609-924-

MEMORANDUM

TO: Robert Bruschi, Administrator

FROM: Lee Solow, Director of Planning 

DATE: 8/9/13

SUBJECT: INSTITUTE FOR ADVANCED STUDY – LITIGATION FUND
Herbert, Van Ness, Cayci & Goodell, PC – Karen Cayci, Esq.

We have been advised by Ms. Cayci that the Battlefield Society has filed an appeal with the NJ Appellate Division. A resolution and amended PSA has been prepared based upon Ms. Cayci's request.

We are asking that the account for the Institute for Advanced Study litigation be increased by \$8,500. Attached please find:

- resolution to amend the original PSA;
- amended PSA and its appendices (exhibits A through D that includes Ms. Cayci's letter seeing the increase in funds.).

Should you have any questions, please contact me. Thanking you in advance for assistance

cc: Kathryn Monzo, Assistant Administrator & Director of Finance
Sandra Webb, Chief Financial Officer
Robert Kiser, PE; Director of Engineering
Edwin Schmierer, Esq.
Karen Cayci, Esq.

RESOLUTION

THIS AGREEMENT, entered into this 26th day of August, 2013, by and between the **MUNICIPALITY OF PRINCETON**, a municipal corporation of the State of New Jersey, having its principal offices located at 400 Witherspoon Street, Princeton, New Jersey 08540 (hereunder referred to as "**PRINCETON**") and **HERBERT, VAN NESS, CAYCI & GOODELL, P.C.**, 3131 Princeton Pike, Building 4, Suite 114, Lawrenceville, New Jersey 08648 (hereinafter referred to as "**ATTORNEY**")

WHEREAS, the Planning Board of Princeton (formerly the Princeton Regional Planning Board) has been named as a Defendant in the appeal litigation captioned Princeton Battlefield Area Preservation Society, et. al. vs. Regional Planning Board of Princeton, et. al., Docket No. L1757-12; and

WHEREAS, the Princeton Planning Board wishes to continue to defend this litigation; and

WHEREAS, **PRINCETON** has adopted a Resolution pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-3 et seq. authorizing the award of a Contract for Professional Services without competitive bidding to the attorney as permitted by law.

NOW, THEREFORE, IT IS AGREED by and between **PRINCETON** and the **ATTORNEY** as follows:

1. **PRINCETON** hereby retains the **ATTORNEY** on behalf of the Princeton Planning Board to continue to undertake the defense of said Board in connection with the above-referenced litigation.

2. The **ATTORNEY** agrees to represent the Princeton Planning Board in connection with this matter for a *sum amount of an additional \$8,500, to be added to the previously approved* not-to-exceed \$18,000 billed at the hourly rate of \$165.00 per hour plus out-of-pocket expenses.
3. The **ATTORNEY** agrees to designate Karen L. Cayci, Esq., as the lead attorney providing legal services to the Board in connection with this matter.
4. The **ATTORNEY** agrees to coordinate the defense of the above-referenced litigation with the Princeton Planning Director and Chair of the Planning Board.
5. The parties hereby incorporate by reference into this Agreement the attached Affirmative Action/Non-Discrimination Addendum attached hereto as Exhibit A and made a part thereof.
6. The **ATTORNEY** agrees to comply with the requirements of *N.J.S.A. 52:32-44* and file with the **PRINCETON's** Chief Financial Officer their New Jersey Business Registration Certificate in accordance with Exhibit B attached hereto and made a part hereof.
7. The **ATTORNEY** agrees to comply with the "Local Unit Pay-to-Play" regulations, *N.J.S.A. 19:44A-20.7*, as well as the Princeton Township Pay-to-Play Ordinance in accordance with Exhibit C attached hereto and made a part thereof.
8. The **ATTORNEY** agrees to file with the **PRINCETON** Clerk the required Local Government Ethics Law Financial Disclosure Statements pursuant to *N.J.S.A. 40A:9-22.1 et seq.*

CERTIFICATION

I, Linda S. McDermott, Clerk of the Municipality of Princeton, do hereby certify that the foregoing Resolution was adopted by the Princeton Council at its regular meeting held on the 26th day of August, 2013.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals, the day and date first written above.

ATTEST:

TOWNSHIP OF PRINCETON

Linda S. McDermott, Clerk

By: _____
Liz Lempert, Mayor

ATTEST:

**HERBERT, VAN NESS, CAYCI & GOODELL,
P.C.**

By: _____
Karen L. Cayci, Esq.

AMENDED
PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, entered into on this 26th day of August, 2013, by and between **PRINCETON**, a municipal corporation of the State of New Jersey, 400 Witherspoon Street, Princeton, New Jersey 08540 (hereinafter referred to as "**PRINCETON**") and **HERBERT, VAN NESS, CAYCI, & GOODELL**, (hereinafter referred to as "**ATTORNEY**").

WITNESSETH:

WHEREAS, the Princeton Planning Board has been named as a Defendant in the appeal litigation captioned Princeton Battlefield Area Preservation Society, et. al. vs. Regional Planning Board of Princeton, et. al., Docket No. L1757-12; and

WHEREAS, **THE TOWNSHIP OF PRINCETON** adopted a resolution on August 20, 2012 pursuant to the New Jersey Local Public Contracts Law, *N.J.S.A. 40A:11-3 et seq.*, authorizing the award of a Contract for Professional Services, in an amount not to exceed \$10,000 and amended on March 11, 2013 for an additional \$8,000; without competitive bidding to **ATTORNEY** as permitted by law.

WHEREAS, the **ATTORNEY** has advised the Princeton Planning Board that additional funds, in the amount of \$8,500 are needed to continue to respond to the appeal of this litigation; and

WHEREAS, **ATTORNEY** has agreed to continue to provide said services; and

WHEREAS, **PRINCETON** has adopted a resolution pursuant to the New Jersey Local Public Contracts Law, *N.J.S.A. 40A:11-3 et seq.*, amending the authorized award of a Contract for Professional Services without competitive bidding to **ATTORNEY** as permitted by law.

NOW, THEREFORE, IT IS AGREED by and between **PRINCETON** and **ATTORNEY**, as follows:

1. **PRINCETON** hereby retains **ATTORNEY** to continue its representation of the Princeton Planning Board in the matter of the appeal of Princeton Battlefield Area Preservation Society, et. al. vs. Regional Planning Board of Princeton, et. al., Docket No. L1757-12. The nature, scope of services and fees are set forth in a copy of which is attached hereto and made a part hereof as Exhibit A.

2. **Amending the total amount not to exceed, as \$26,500.** **ATTORNEY** shall notify the Princeton Administrator when eighty (80%) percent of the contract has been spent

3. All of the work to be undertaken and completed by **ATTORNEY** shall be performed under the direct supervision of the **DIRECTOR OF PLANNING AND**

4. **PRINCETON** and **ATTORNEY** hereby incorporate by reference into this Agreement the affirmative action/non-discrimination requirements as set forth on Exhibit B attached hereto.

5. **ATTORNEY** agrees to comply with the requirements of the New Jersey Business Registration Act in accordance with Exhibit C attached hereto.

6. **ATTORNEY** further agrees to adhere to the requirements of the New Jersey Local Unit Pay-to-Play Act, *N.J.S.A. 19:44A-20.7 et seq.*, as well as the Princeton Pay-to-Play Ordinance No. 2007-11 as set forth on Exhibit D attached hereto.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and date first written above.

ATTEST:
of

Linda S. McDermott, Clerk

WITNESS:

PRINCETON, a municipal Corporation
the State of New Jersey

By: _____
_____, Mayor

[VENDOR]

By: _____
_____, President

EXHIBIT A

HERBERT, VAN NESS, CAYCI & GOODELL

A Professional Corporation

3131 Princeton Pike, Building 4, Suite 114
Lawrenceville, New Jersey 08648
Phone (609) 924-2495 • Fax (609) 912-0006

Michael J. Herbert (1938 - 2011)
Stanley C. Van Ness (1934 - 2007)
Karen L. Cayci*
Steven P. Goodell
Michael W. Herbert
Rachel U. Doobraj**

* Member NJ & PA Bar
** Member NJ & NY Bar

August 2, 2013

Via Electronic Mail
Ilene Cutroneo
Planning Board Coordinator
Princeton Planning Board
400 Witherspoon Street
Princeton, NJ 08540

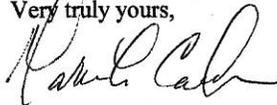
Re: *IAS Litigation*

Dear Ilene:

In accordance with our recent discussion and as a follow up to my letter of July 17, 2013, my estimate for the legal work associated with the New Jersey Appellate Division appeal is \$8500 which will include review of the briefs filed by the Battlefield Society, preparation and filing of the Board's brief and preparation and participation in oral argument. Please do not hesitate to contact me with any questions or should you require additional documents.

Thank you for your courtesies.

Very truly yours,



Karen L. Cayci

EXHIBIT B

AFFIRMATIVE ACTION/ EQUAL EMPLOYMENT GOAL COMPLIANCE
ATTACHMENT

for

PROCUREMENT AND SERVICE CONTRACTS, INCLUDING
PROFESSIONAL SERVICES AGREEMENTS

Pursuant to N.J.A.C. 17:27-3.5(a)1 and 4.3(a)1, each vendor (also referred to herein as “contractor”) shall submit to Princeton (also referred to as “public agency” or “agency”), after notification of award but prior to execution of a goods and services contract with the Princeton, one of the following three documents:

- (1) Appropriate evidence that the contractor is operating under an existing Federally approved or sanctioned affirmative action program; or
- (2) A certificate of employee information report approval, issued in accordance with N.J.A.C. 17:27-4; or
- (3) An employee information report (Form AA302) provided by the Division and distributed to Princeton to be completed by the contractor, in accordance with N.J.A.C. 17:27-4. A contractor shall not be eligible to submit nor shall Princeton accept an employee information report unless the contractor certifies and agrees to the following: The contractor, where appropriate, certifies that he or she has never before applied for a certificate of employee information report in accordance with rules promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time; and agrees to submit immediately to the Division a copy of the employee information report.

A contractor shall not enter into a binding subcontract with a subcontractor unless the subcontractor has submitted to said contractor one of the three documents listed above.

During performance of this contract, the contractor agrees as follows:

A. The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that all employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or

sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the public agency compliance officer setting forth provisions of this nondiscrimination clause.

B. The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

C. The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

D. The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer, pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

E. The contractor or subcontractor agrees to make good faith efforts to afford equal employment opportunities to minority and women workers consistent with:

(1) Good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2; or

(2) Good faith efforts to meet targeted county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

F. The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

G. The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions;

H. In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

I. The contractor and its subcontractors shall furnish such reports or other documents to the Division of Contract Compliance and EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance and EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (N.J.A.C. 17:27).

As required by N.J.S.A. 10:2-1 ("Discrimination in employment on public works; contract provisions; set-aside programs"), the contractor agrees as follows:

A. In the hiring of persons for the performance of work under this contract or any subcontract hereunder, or for the procurement, manufacture, assembling or furnishing of any such materials, equipment, supplies or services to be acquired under this contract, no contractor, nor any person acting on behalf of such contractor or subcontractor, shall, by reason of race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation or sex, discriminate against any person who is qualified and available to perform the work to which the employment relates;

B. No contractor, subcontractor, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee engaged in the performance of work under this contract or any subcontract hereunder, or engaged in the procurement, manufacture, assembling or furnishing of any such materials, equipment, supplies or services to be acquired under such contract, on account of race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation or sex;

C. There may be deducted from the amount payable to the contractor by Princeton, under this contract, a penalty of \$50.00 for each person for each calendar day during which such person is discriminated against or intimidated in violation of the provisions of the contract; and

D. This contract may be canceled or terminated by Princeton, and all money due or to become due hereunder may be forfeited, for any violation of this section of the contract occurring after notice to the contractor from Princeton of any prior violation of this section of the contract.

EXHIBIT C

BUSINESS REGISTRATION & SALES & USE TAX ADDENDUM

P.L. 2004, c.57 (N.J.S.A. 52:32-44) imposes the following requirements on contractors and subcontractors that knowingly provide goods or perform services for a contractor fulfilling this contract:

A. Proof of Contractor's Business Registration

The contractor must provide a copy of its business registration certificate issued by the Department of the Treasury or such other form or verification that the contractor is registered with the Department of the Treasury. Proof of business registration must be submitted no later than at the time of execution of this contract.

B. Proof of Subcontractors' Business Registration

The contractor shall not enter into any contract with a subcontractor under this contract unless the subcontractor first provides proof of valid business registration to the contractor. Also, if the contractor subcontracts any of the work:

1. The contractor shall provide written notice to its subcontractors of the responsibility to submit proof of business registration to the contractor. Subcontractors through all tiers of the project must provide written notice to their subcontractors to submit proof of business registration, and subcontractors shall collect such proofs of business registration.

2. The contractor shall forward copies of proof of the subcontractors' business registrations to the contracting agency.

3. The contractor shall maintain and submit to the contracting agency a list of subcontractors and their addresses that may be updated from time to time during the course of the contract performance.

4. Before final payment is made by the contracting agency under this contract, the contractor shall submit to the contracting agency a complete and an accurate list of all subcontractors, along with their proof of business registration (if not previously provided), used in fulfillment of the contract. If no subcontractors were used, the contractor shall attest to same prior to final payment.

A contractor or subcontractor who fails to provide proof of business registration or provides false information of business registration shall be liable for a penalty of \$25 for each day of violation, not to exceed \$50,000 for each proof of business registration not properly provided under a contract with a contracting agency.

C. Sales and Use Tax

For the term of this contract, the contractor and each of its affiliates shall collect and remit to the Director of the Division of Taxation in the Department of the Treasury the use tax due pursuant to the "Sales and Use Tax Act," P.L. 1966, c.30 (C.54:32B-1 et seq.) on all their sales of tangible personal property delivered into this State.

In the event the contractor subcontracts any of its work, the contractor shall include within its subcontracts the requirement that, for the term of this contract, the subcontractor and each of its affiliates shall collect and remit to the Director of the Division of Taxation in the Department of the Treasury the use tax due pursuant to the "Sales and Use Tax Act," P.L. 1966, c.30 (C.54:32B-1 et seq.) on all their sales of tangible personal property delivered into this State.

Information on the law and its requirements is available by calling (609) 292-9292.

EXHIBIT D

NEW JERSEY "LOCAL UNIT PAY-TO-PLAY LAW" COMPLIANCE

Political Contribution Disclosure

This Agreement has been awarded to CONTRACTOR/CONSULTANT based on the merits and abilities of CONTRACTOR/CONSULTANT to provide the goods or services as described herein. This Agreement was not awarded through a "fair and open process" as that phrase is defined in N.J.S.A. 19:44A-20.7. As such, CONTRACTOR/CONSULTANT hereby certifies that CONTRACTOR/CONSULTANT (including persons and other business entities having an interest in CONTRACT/CONSULTANT as defined by N.J.S.A. 19:44A-20.7) has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-1 et seq. (i.e., in excess of \$300.00), in the one (1) year period preceding the award of this Agreement that would, pursuant to P.L. 2004, c.19 affect its eligibility to perform this Agreement, nor will it make a reportable contribution during the term of this Agreement to any municipal committee of a political party if a member of that political party is serving in an elective public office of the Township of Princeton when the Agreement is awarded, or to any candidate committee of any person serving in an elective public office of the Township of Princeton when the Agreement is awarded.