

TOWNSHIP OF CLARK
Resolution 26-56
February 2, 2026

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
HEARING OFFICER SERVICES**

WHEREAS, the Township of Clark has a need to acquire Hearing Officer services to conduct disciplinary proceedings involving members of the Township Police Department as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Qualified Purchasing Agent has determined and certified in writing that the value of the acquisition may exceed \$17,500; and

WHEREAS, the anticipated term of this contract shall be from execution of the agreement through December 31, 2026; and

WHEREAS, the anticipated value of the contract exceeds the quotation threshold but is below the public bidding threshold, and quotations have been solicited in accordance with N.J.S.A. 40A:11-6.1; and

WHEREAS, the services to be provided do not constitute professional services under N.J.S.A. 40A:11-2(6); and

WHEREAS, The Ambrose Group, LLC, 2 Village Road, Cedar Grove, New Jersey 07009, has submitted a proposal indicating it will provide Hearing Officer services at a rate of \$200 per hour, including hearing time, report preparation, document review, and related adjudicatory services; and

WHEREAS, the Business Administrator has reviewed the qualifications of the firms providing quotations and recommends The Ambrose Group, LLC based on experience, demonstrated competence in conducting fair, efficient, and legally sound proceedings, and substantial subject-matter knowledge and familiarity with similar procedures; and

WHEREAS, The Ambrose Group, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the Township of Clark in the previous one year, and that the contract will prohibit the business entity from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer has certified the availability of funds in accordance with N.J.A.C. 5:30-5.4.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Clerk of the Township of Clark are authorized to enter into a contract with The Ambrose Group, LLC for Hearing Officer services as described herein, at a rate of \$200 per hour, for services including hearings, review of materials, report preparation, and related work, for a total contract amount not to exceed \$53,000; and

BE IT FURTHER RESOLVED that the Business Entity Disclosure Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that the contract and resolution shall be available for public inspection in the Office of the Municipal Clerk.

ATTEST:

APPROVED:

Edith L. Merkel
 EDITH L. MERKEL, RMC
 Township Clerk

William F. Smith
 WILLIAM F. SMITH
 Council President

Res26/2-2 56AuthHearingOfficer2026-Ambrose-NonFairandOpen

		Motion	Second	Aye	Nay	Abstain	Absent	
	Hoff			✓				
	Hund			✓				
<input checked="" type="checkbox"/>	Adopted			✓				
<input type="checkbox"/>	Adopted as Amended		✓	✓				
<input type="checkbox"/>	Defeated			✓				
<input type="checkbox"/>	Tabled	✓		✓				
<input type="checkbox"/>	Withdrawn			✓				
	Entire Council							
	TOTAL			7				