



Board of County Commissioners

Administrative Committee

RESOLUTION AWARDING A CONTRACT FOR PROVIDING HISTORICAL PRESERVATION ARCHITECTURAL SERVICES FOR THE COUNTY OF SALEM, RFP #25-06

WHEREAS, the County of Salem properly advertised seeking "fair and open" proposals to furnish and deliver services for providing historical preservation architectural services for the County of Salem, RFP #25-06, in accordance with N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, sealed proposals were received and read for furnishing and delivering the aforesaid services in accordance with N.J.S.A. 19:44A-20.4 et seq. as follows:

Clarke Caton Hintz	Trenton, NJ	\$325,354.00
Michael Calafati Architect	Cape May, NJ	\$424,374.00
USA Architects	Somerville, NJ	\$193,345.00

; and

WHEREAS, it has been determined that the firm, USA Architects, substantially met the necessary qualifications for the fulfillment of this contract and further has provided the documentation necessary to successfully fulfill the requirements and carry out the aforesaid services; and

WHEREAS, pursuant to N.J.S.A 40A:11-15(9) this contract shall commence on award and continue for the length of time authorized and necessary for the completion of the actual construction; and

WHEREAS, the contract is broken into various phases:

Phase 1	Assessment, Pre-Design and Programming
Phase 2	Schematic Design and Documentation
Phase 3	Construction Documents/Working Drawings
Phase 4	New Jersey Historic Trust Capital Grant Application
Phase 5	Construction Bid Administration
Phase 6	Construction Contract Administration

; and

WHEREAS, the County is proceeding with Phases 1-4 in the amount not to exceed of \$139,715.00, with the balance of \$53,630.00 subject to appropriation of sufficient funds in future budget/grant years.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of the County of Salem as follows:

1. The Salem County Board of County Commissioners hereby awards a contract to provide Historic Preservation Architectural Services for the County of Salem, subject to the review of the County Solicitor, to USA Architects, 20 N. Doughty Avenue, Somerville, NJ 08876 which services shall be completed in full accordance with the terms and conditions of the contract.
2. The Commissioner Director and the Clerk of the Board shall be authorized to execute said contract upon compliance by the firm with all requirements and specifications.
3. The contract will commence on award and continue for the length of time authorized and necessary for the completion of the actual construction, should that proceed.

I hereby certify the foregoing to be a true resolution adopted by the Salem County Board of County Commissioners on July 9, 2025.



 STACY L. PENNINGTON
 Clerk of the Board

RECORD OF VOTE

COMMISSIONER	RESOLUTION MOVED	RESOLUTION SECOND	AYE	NAY	ABSTAIN	ABSENT
E. Ramsay		✓	✓			
C. Taylor			✓			
D. Timmerman						✓
G. Ostrum Jr.	✓		✓			
B. Laury			✓			

✓ Indicates Vote

Department Initials _SHH_____

I, **Kelly A. Hannigan, CFO/Treasurer** of the County of Salem, hereby certify in accordance with **Section 5:34-5 of the Local Public Contracts Guidelines and Local Public Contracts Regulations** that adequate funds for the contract listed below are available and are contained in the **OFFICIAL BUDGET** of the County of Salem.



Kelly A. Hannigan, CFO/Treasurer

AMOUNT: \$139,715.00	DATE: July 9, 2025
ACCOUNT # and NAME: C-04-55-898-024-902 – Imp. To County Facilities	
FOR:	Historical Preservation Architectural Services
VENDOR:	USA Architects