



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 20-255

RESOLUTION RAISING THE BID AND QUOTE THRESHOLD AND APPOINTING KATHLEEN INTRAVARTOLO AS INTERIM PART-TIME QUALIFIED PURCHASING AGENT (QPA)

WHEREAS, pursuant to N.J.S.A. 40A:11-3(c), local contracting units have the ability to increase their bid threshold up to \$44,000.00; and

WHEREAS, N.J.S.A. 40A:11-3a permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award contracts below the bid threshold; and

WHEREAS, N.J.S.A. 40A:11-9 and N.J.A.C. 5:32-1 et. seq. establish the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Kathleen Intravartolo possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.S.A. 40A:11-9 and N.J.A.C. 5:32-1 et. seq.; and

WHEREAS, the Borough of Highlands, desires to take advantage of the increase in bid threshold inclusive of \$44,000.00 and quotation threshold of \$6,600.00.

NOW, THEREFORE BE IT RESOLVED, that the Borough Council of Highlands appoints Kathleen Intravartolo as the Interim Part-Time Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-2(30), with specific relevance to the authority, responsibility and accountability of the purchasing activity of the contracting unit. This appointment shall be effective as of December 12, 2020 and continue until such time as a Qualified Purchasing Agent is hired, at which time said appointment shall expire. The compensation shall be \$15,000.00 annually and paid on a prorated basis. This appointment may be terminated by the Borough of Highlands or Kathleen Intravartolo prior to a Qualified Purchasing Agent being hired provided that two (2) weeks advance notice is given.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 40A:11-3(c), the Borough's bid threshold is hereby increased to \$44,000.00 and the Borough's quote threshold is increased to \$6,600.00.

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
BRASWELL		X	X			
MAZZOLA			X			
RYAN			X			
VALKOS			X			
BROULLON	X		X			

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

Date of Vote: December 2, 2020



Michelle Hutchinson, Acting Municipal Clerk