



Resolution No. 50-2024  
 Adoption Date June 25, 2024

Sufficiency of Funds Pats Taylor  
 Form and Legality David Minchella

**RESOLUTION AWARDING A CONTRACT TO ST ALLEN REALTY MANAGEMENT, INC. TO PROVIDE PROPERTY MANAGEMENT SERVICES AT THE ASSEMBLYMAN GERALD B. GREEN PLAZA BUILDING, 200 WEST SECOND STREET, PLAINFIELD, NEW JERSEY**

**WHEREAS**, a meeting of the Union County Improvement Authority (hereinafter referred to as the "Authority") was held on June 25, 2024; and

**WHEREAS**, the Authority has been duly created by ordinance of the Board of Chosen Commissioners of the County of Union, a public body corporate and politic of the State of New Jersey pursuant to and in accordance with the County Improvement Authority law, N.J.S.A. 40:37A-44, et. seq.; and

**WHEREAS**, pursuant to N.J.S.A. 40:37A-55(t), a County Improvement Authority is empowered to enter into any and all agreements or contracts, execute any and all instruments, and do and perform any and all acts or things necessary, convenient or desirable for the purposes of the authority subject to the "Local Public Contracts Law," N.J.S.A. 40A:11-1, et seq.; and

**WHEREAS**, it is necessary for the Authority to obtain property management services (hereinafter referred to as the "Services") for the Assemblyman Gerald B. Green Plaza Building at 200 West Second Street, Plainfield, New Jersey; and

**WHEREAS**, the Authority prepared and issued a competitive contracting RFP package and publicly advertised for proposals for these Services; and

**WHEREAS**, one proposal was received and opened on May 30, 2024 from ST Allen Realty Management, Inc. (hereinafter referred to as "ST Allen");

Commissioner	Motion	Second	Yes/Aye	No-Nay	Abstain	Absent
David Barnett			X			
Jonathan Boguchwal	X		X			
Steve Hockaday		X	X			
Terri Riley Hudak						X
Andrea Mojica			X			
Ahmed Shehata			X			
Jenny Davis Toth						X
Scott Huff, Vice Chairman			X			
Christopher Kolibas, Chairman			X			



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**WHEREAS**, ST Allen’s proposal for their annual management fee is Ninety-Five Thousand, Five Hundred and Eight (\$95,508.00) Dollars for the first year with a two percent (2%) annual increase for the next two (2) years and their annual staff and operating costs for the following:

**Year One** - \$222,853.00  
**Year Two** - \$227,310.00  
**Year Three** - \$231,856.00

**WHEREAS**, ST Allen’s total cost proposal for the full three (3) years is Nine Hundred and Seventy Four Thousand Three Hundred and Eleven (\$974,311.00) Dollars; and

**WHEREAS**, the Authority wishes to enter into a contract with ST Allen for a period of three (3) years commencing on August 1, 2024 through July 31, 2027 with two (2) one (1) year options to renew for total amount not to exceed is Nine Hundred and Seventy Four Thousand Three Hundred and Eleven (\$974,311.00) Dollars.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Union County Improvement Authority as follows:

1. The Authority is hereby authorized to enter into a three (3) contract with ST Allen Realty Management, Inc. with a principal place of business located at 336 Bloomfield Avenue, Montclair, New Jersey, for property management services for the Assemblyman Gerald B. Green Plaza Building, 200 West Second Street, Plainfield, New Jersey at a cost not to exceed as follows:
  - Annual management fee of Ninety-Five Thousand, Five Hundred and Eight (\$95,508.00) Dollars for the first year with a two percent (2%) annual increase for the next two (2) years.
  - Annual staff and operating costs for the following: **Year One** - \$222,853.00 **Year Two** - \$227,310.00 **Year Three** - \$231,856.00
  - **Total Contract Value** - Nine Hundred and Seventy Four Thousand Three Hundred and Eleven (\$974,311.00) Dollars.
2. The Authority authorizes the Chairman of the Authority to approve and execute a contract with ST Allen Realty Management, Inc. setting forth the terms of the provisions. Such approval and execution by the Chairman shall be deemed approval by the Authority and no further action or approval shall be required.