

**GLOUCESTER, SALEM, CUMBERLAND COUNTIES  
MUNICIPAL JOINT INSURANCE FUND**

**RESOLUTION NO. 2023-4**

**RESOLUTION APPOINTING PROFESSIONAL STAFF IN ACCORDANCE WITH A  
FAIR AND OPEN PROCESS AS DEFINED IN NJSA 19:44A-20 ET.SEQ.**

**Whereas**, the Commissioners of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund find that it is necessary and appropriate to obtain certain professional services pursuant to NJSA 40A:11-5 et seq.; and

**Whereas**, it is anticipated that some of these services will exceed \$17,500 in cost to the Fund during the 2023 Fund Year; and

**Whereas**, after careful consideration by the Fund Commissioners of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund it has been determined to be in the best interest of the Fund to obtain these services following a “fair and open” process pursuant to NJSA 19:44A-20.1 et. seq.; and

**Whereas**, on May 21, 2012, the Fund adopted Resolution 2012-23 Establishing a three year rotating basis for the issuance of Requests for Qualifications (RFQ’s) for Fund Professionals where it is anticipated that their services will exceed \$17,500; and

**Whereas**, on November 28, 2016 the Fund adopted the *Fund Professional Evaluations Policy* which incorporates the guidelines regarding the issuance of Requests for Qualifications as established in Resolution 2016-23; and

**Whereas**, pursuant to the *Fund Professional Evaluations Policy*, each Subcommittee of the Fund has been assigned responsibility for overseeing the Request for Qualifications process for certain Fund Professionals; and

**Whereas**, pursuant to the *Fund Professional Evaluations Policy* the Fund issued RFQ’s for the positions of Fund Attorney, Subrogation Attorney, Claims Administrator, and Property Appraiser during Fund Year 2022; and

**Whereas**, the RFQ’s for the aforementioned positions were available on July 28, 2022 with responses due back to the Executive Director’s office on August 24, 2022; and

**Whereas**, all proposals received in response to the RFQ were reviewed and scored based upon the evaluation criteria contained within the RFQ by the standing Subcommittee with jurisdiction over each of the aforementioned Fund Professionals as outlined in *Fund Professional Evaluations Policy* resulting in recommendations being made for the appointment of firms to these positions; and

**Whereas**, each of the recommended firms understand that if awarded a contract the firm would be required to executed a “Political Contribution Disclosure Form”, “Business Entity Disclosure Certification”, and a “Stockholder Disclosure Certification”, a copy of which is attached to their Professional Service contract, acknowledging their understanding that by accepting this appointment they may be limited pursuant to NJSA 19:44A-20.6 in their ability to make reportable contributions pursuant to NJSA 19:44A-8 or 19:44A-16 as detailed in NJSA 19:44A-20.5.

**Now, THEREFORE, BE IT RESOLVED** by the Commissioners of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, assembled in a public session on January 23, 2023, that:

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1. David S. DeWeese, Esquire, Attorney at Law of the State of New Jersey, is hereby appointed as the Attorney (Solicitor) for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2023, and ending on December 31, 2023 or until the next Reorganization of the Fund.
2. The DeWeese Law Firm, P. C. with David S. DeWeese, Esquire, Attorney at Law of the State of New Jersey as the designated attorney, is hereby appointed as the Subrogation Attorney for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2023, and ending on December 31, 2023, or until the next Reorganization of the Fund.
3. David S. DeWeese, Esquire, Attorney at Law of the State of New Jersey, is hereby appointed as the Fund's EPL/POL Attorney for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2023 and continuing until December 31, 2023, with compensation as set forth in the Agreement.
4. Qual-Lynx, with Chris Roselli as its designated claims representatives and Alice Lihou as its designated representative, is hereby appointed as Claims Administrator for General Liability, Automobile Liability, Workers' Compensation, and Property claims and for their role in accepting and reporting EPL/POL claims for calendar year 2023 for a term commencing January 1, 2023 and continuing until December 31, 2023 or until the next Reorganization of the Fund.
5. AssetWORKS, Inc., with Christian Gutierrez as the corporate representative and Melvin Ngayan as the designated representative is hereby appointed as Property Appraiser for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2023, and continuing until December 31, 2023 or until the next Reorganization of the Fund.

**Be It Further Resolved**, that each of the aforementioned appointments are for a one (1) year contract with two (2) additional one (1) year contract renewals; and

**Be It Further Resolved** that the compensation for the services shall be in accordance with the amounts budgeted for the specific services and subject to contracts hereby authorized and approved by the Commissioners of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, and

**Be It Further Resolved** that the Chairperson and Secretary of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund are hereby authorized to execute Agreements with the individuals, partnerships and corporations hereby appointed for the performance of professional services providing for compensation within the amounts budgeted for those services, as follows:

1. David S. DeWeese, Esquire, Attorney at Law of the State of New Jersey, as the designated attorney, as the Attorney (Solicitor) for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2023, and ending on December 31, 2023, in an amount not to exceed \$119,273 as set forth specifically in the Agreement.
2. The DeWeese Law Firm, P. C. with David S. DeWeese, Esquire, Attorney at Law of the State of New Jersey as the designated attorney, is hereby appointed as the Subrogation Attorney for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing on January 1, 2023, and ending on December 31, 2023, in the amounts as set forth specifically in the agreement.

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3. David S. DeWeese, Esquire, Attorney at Law of the State of New Jersey, is hereby appointed as the Fund's EPL/POL Attorney for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2023 and continuing until December 31, 2023, with compensation as set forth in the Agreement.
4. Qual-Lynx, with Chris Roselli as its designated claims Account Manager and Alice Lihou as its designated representative, as Claims Administrator for General Liability, Auto Liability, Workers' Compensation, Property, for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2023, and continuing until December 31, 2023, shall be compensated in the amount of \$552,605 and as the designated recipient in accepting and reporting EPL/POL claims on the basis of the rate schedule as set forth specifically in the Agreement.
5. AssetWORKS, with Melvin Ngayan as its designated representative, is hereby appointed as Property Appraiser for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for a term commencing January 1, 2023, and continuing until December 31, 2023, for property appraisal services at a cost of \$32,751 based upon anticipated building counts for calendar year 2023, as set forth specifically in the Agreement.

**Be It Further Resolved** that all of the Agreements set forth above are subject to specific approval by the Commissioners of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, and

**Be It Further Resolved** that copies of this Resolution shall be provided to the Treasurer of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund and those so appointed for their information and attention.

This resolution was duly adopted by the Gloucester, Salem, Cumberland  
Counties Municipal Joint Insurance Fund  
at a public meeting held on January 23, 2023.

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BY: \_\_\_\_\_

CHAIRPERSON

ATTEST: \_\_\_\_\_

SECRETARY

DATE: \_\_\_\_\_

Jan. 23, 2023