

**MANSFIELD TOWNSHIP
BURLINGTON COUNTY**

RESOLUTION 2016-1-35

**RESOLUTION TO AUTHORIZE THE LEASING OF A PORTION OF THE SECOND FLOOR IN THE
NEW MUNICIPAL COMPLEX FOR OFICCE USERS**

WHEREAS, the new Municipal Complex for the Township of Mansfield has vacant office space on the second floor, not currently needed for Municipal services; and

WHEREAS, NJSA 40A; 12-14 sets forth the process that a Municipality must follow when considering leasing Municipal Real Property; and

WHEREAS, NJSA 40A;12-14 mandates that the lease shall be made to the highest bidder by open public bidding at auction or by submission of sealed bids; and

WHEREAS, the Township Committee has decided to elected to advertise the available space for lease and procedure to follow in order to submit a sealed bid; and

WHEREAS, the Township Committee has set a minimum rental of fifteen (\$15.00) dollars per square foot as the rental for the proposed lease area along with the proportionate share for the use of the common area. Bids must be for a minimum of two hundred (200) square feet. Upon the completion of the bidding the Municipality may accept the highest bid or all bids may be rejected. The property available for lease is on a colored floor plan available with the Municipal Clerk for review during normal business hours. The restrictions and limitations of the leased property are spelled out in the Advertisement for bid; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Burlington that a portion of the Second Floor of the Mansfield Township Municipal Complex be Advertised for bid pursuant to NJSA 40A;12-14 subject to the following;

1. The successful bidder must be an office user and the actual occupier of the leased premises;
2. The minimum rental shall be fifteen (\$15.00) dollars and tenants proportionate share of the use of the common area;
3. The restrictions and limitations on the use and occupancy will be spelled out in the Advertisement for Bid;
4. The Township Committee upon the completion of the bidding may accept the highest bid or all bids may be rejected.

MOTION:

SECOND:

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

ABSTAIN:

CERTIFICATION

I, LINDA SEMUS, RMC, CMR, Municipal Clerk of the Township of Mansfield, County of Burlington, and State of New Jersey, do hereby **CERTIFY** the foregoing to be a true and accurate copy of a resolution adopted by the Township Committee of the Township of Mansfield, County of Burlington and State of New Jersey, at a regular meeting held on January 27, 2016 at the Municipal Complex at 3135 Route 206 South, Columbus, NJ 08022.

LINDA SEMUS, RMC, CMR
Municipal Clerk