



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 24-063

### AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH THE PORTLAND ROAD DRAINAGE IMPROVEMENTS PROJECT

**WHEREAS**, the Borough of Highlands has a need for professional engineering and design services in connection with the Portland Road Drainage Improvements Project pursuant to N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Colliers Engineering & Design, Inc. has set forth its proposed services in a written proposal dated January 18, 2024, a copy of which is available at the office of the Borough Clerk; and

**WHEREAS**, the scope of work for the project includes the installation of drainage structures that will intercept the stormwater runoff and reduce the volume of overland flow including new drainage inlets, milling and paving as needed, curb and sidewalk replacement as needed, drainage structure cleaning, new sidewalk and curb and guardrail replacement; and

**WHEREAS**, the Borough requires professional engineering and design services in connection with the aforesaid project; and

**WHEREAS**, the said proposed professional engineering and design services includes the following schedule of fees:

Phase 1.0 – Roadway Topographic Survey	\$17,900.00
Phase 2.0 – Design Services	
Task 2.1 Engineering & Construction Documents	\$56,850.00
Task 2.2 Bidding Services	\$2,500.00
<u>Reimbursable Expenses</u>	<u>\$250.00</u>
Total	\$77,500.00; and

**WHEREAS**, such professional engineering services can only be provided by licensed professionals and the firm of Colliers Engineering & Design, Inc., 101 Crawfords Corner Road, Suite 3400, Holmdel, New Jersey 07733 is so recognized; and

**WHEREAS**, the governing body has determined that it is in the best interest of the Borough to retain Colliers Engineering & Design, Inc. for professional services in connection with the Portland Road Drainage Improvements Project; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$77,500.00 as stated in Colliers Engineering & Design, Inc.'s proposal dated January 18, 2024; and

**WHEREAS**, Colliers Engineering & Design, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Colliers Engineering & Design, Inc. has not made any reportable contributions to a political or candidate committee in the Borough of Highlands in the previous one year and that the contract will prohibit Colliers Engineering & Design, Inc. from making any reportable contributions through the term of the contract; and

**WHEREAS**, Colliers Engineering & Design, Inc. has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c 271; and

**WHEREAS**, certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands;

I hereby certify that funds are available as follows:

  
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Patrick DeBlasio, Chief Financial Officer

**WHEREAS**, the Local Public Contracts Law N.J.S.A. 40A:11-1 et. seq. requires that notice with respect to contracts for professional services awarded without competitive bids must be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Highlands as follows:

1. Colliers Engineering & Design, Inc. is hereby retained to provide professional engineering and design services in connection with the Portland Road Drainage Improvements Project in the Borough of Highlands as outlined above for an amount not to exceed \$77,500.00.
2. The contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a). The Mayor and Borough Clerk are hereby authorized to sign said contract.
3. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R 24-063:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES						
CHELAK						
MELNYK						
OLSZEWSKI						
BROULLON						

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

DATE OF VOTE: February 7, 2024

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Nancy Tran, Municipal Clerk  
Borough of Highlands