



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 24-155

### AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR THE WASHINGTON AVENUE IMPROVEMENTS PROJECT

**WHEREAS**, the Borough of Highlands has a need for professional engineering design services for the Washington Avenue Improvements Project pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Colliers Engineering & Design, Inc. has set forth its proposed services in a written revised proposal dated August 16, 2024, a copy of which is available at the office of the Borough Clerk; and

**WHEREAS**, the scope of work in said proposal includes the following: Underground Utility Investigation and Mark-Out, Roadway Topographic Survey, Roadway Survey Limits, Design Services, Engineering Design & Construction Documents, and Bidding Services; and

**WHEREAS**, the proposed amount of the contract with Colliers Engineering & Design is \$27,500.00 and consists of the following:

Phase 1.0 – Underground Utility Investigation and Mark-Out	\$ 3,200.00
Phase 2.0 – Roadway Topographic Survey	
2.1 – Roadway Survey Limits	\$ 5,950.00
Phase 3.0 –Design Services	
3.1 Engineering Design & Construction Documents	\$ 15,600.00
3.2 Bidding Services	\$ 2,500.00
Reimbursable Expenses	<u>\$ 250.00</u>
Total Fee:	\$ 27,500.00; 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 the proposed professional engineering design services in connection with the Washington Avenue Improvements Project; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$27,500.00 for professional engineering design services as stated in Colliers Engineering & Design, Inc.'s revised proposal dated August 16, 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: Acct# C-04-23-101-000-202

  
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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 services for the Washington Avenue Improvements Project as outlined above for an amount not to exceed \$27,500.00.
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 24-155:

	INTRODUCED	SECOND	AYE	NAY	RECUSE	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: August 21, 2024

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Nancy Tran, Municipal Clerk  
Borough of Highlands