



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 24-195

### AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES IN CONNECTION WITH IMPROVEMENTS TO FRANK HALL PARK

**WHEREAS**, the Borough of Highlands has a need for professional services in connection with for improvements to Frank Hall Park pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Colliers Engineering and Design has set forth its proposed services in a written proposal dated November 3, 2024, a copy of which is available at the office of the Borough Clerk; and

**WHEREAS**, the scope of work for the project encompasses providing Topographic Survey Services and Environmental Services for the improvements to Frank Hall Park; and

**WHEREAS**, the proposed amount of the contract with Colliers Engineering and Design is \$13,650.00 with a Schedule of Fees as follows:

<u>Phase Name</u>	<u>Fee</u>
Phase 1.0 Topographic Survey & Underground Utility Detection	\$7,250.00
Phase 2.0 Environmental Services	<u>\$6,400.00</u>
Total Estimated Fee	\$13,650.00

**WHEREAS**, such professional services can only be provided by licensed professionals and the firm of Colliers Engineering and Design, 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 and Design for the proposed professional services in connection with improvements to Frank Hall Park as set forth in its proposal; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$13,650.00 for professional services as stated in Colliers Engineering and Design's proposal dated November 3, 2024; and

**WHEREAS**, Colliers Engineering and Design has completed and submitted a Business Entity Disclosure Certification which certifies that it 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 and Design from making any reportable contributions through the term of the contract; and

**WHEREAS**, Colliers Engineering and Design 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-04-23-101-000-207

  
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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 and Design is hereby retained to provide professional services in connection with improvements to Frank Hall Park as described above and, in their proposal, dated November 3, 2024, for an amount not to exceed \$13,650.00.
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 24-195:

	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: November 6, 2024

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Nancy Tran, Municipal Clerk  
Borough of Highlands