



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 26-139

AUTHORIZING THE AWARD OF A CONTRACT FOR SERVICES IN CONNECTION WITH THE MONMOUTH COUNTY OPEN SPACE GRANT APPLICATION

WHEREAS, the Borough of Highlands has a need for professional services in connection with the preparation and submission of the Monmouth County Open Space Grant Application; and

WHEREAS, Colliers Engineering & Design, Inc. has set forth its proposed services in a written proposal dated June 4, 2026, a copy of which is available at the office of the Borough Clerk; and

WHEREAS, the proposed scope of work includes the preparation and submission of a grant application to the Monmouth County Municipal Open Space Grant Program for recreation infrastructure improvements at Kavookjian Field, including coordination with County and Borough officials, public hearing notice and holding of hearing, preparation of a resolution, completion of application forms, project budget preparation, mapping, letters of support, and related application materials; and

WHEREAS, the proposed amount of the contract with Colliers Engineering & Design, Inc. is \$8,500.00; and

WHEREAS, such professional services can only be provided by licensed professionals and Colliers Engineering & Design, Inc. is so recognized; and

WHEREAS, the governing body has determined that it is in the best interests of the Borough to retain Colliers Engineering & Design, Inc. for the aforesaid services in connection with the Monmouth County Open Space Grant Application as set forth in its proposal; and

WHEREAS, this contract is to be awarded for an amount not to exceed \$8,500.00 as stated in Colliers Engineering & Design, Inc.'s proposal dated June 4, 2026; and

WHEREAS, Colliers Engineering & Design, Inc. 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 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:

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 services in connection with the Monmouth County Open Space Grant Application as set forth in its written agreement as described above and, in their proposal dated June 4, 2026, for an amount not to exceed \$8,500.00.
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:11-591(a)(i). 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 26-139:

| | 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: June 17, 2026

Nancy Tran, Municipal Clerk
Borough of Highlands