



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 22-224

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES FOR ENERGY STUDY AND FUNDING SERVICES, COMMUNITY ENERGY MASTER PLAN

WHEREAS, the Borough of Highlands has a need for professional engineering services to assist the Borough in preparing a Community Energy Master Plan 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 proposal dated October 12, 2022, a copy of which is available at the office of the Borough Clerk; and

WHEREAS, the said proposal includes the following: Community Energy Plan Preparation, Public Meeting and Grant Reporting; and

WHEREAS, the proposed amount of the contract with Colliers Engineering & Design is \$16,600.00 and consists of the following:

Phase 1.0 – Community Energy Plan Preparation	\$10,700.00
Phase 2.0 – Public Meeting	\$ 3,400.00
Phase 3.0 – Grant Reporting	\$ <u>2,500.00</u>
Total Fee:	\$16,600.00; and

WHEREAS, such professional engineering services can only be provided by licensed professionals and the firm of Colliers Engineering & Design, Inc., 331 Newman Springs Road, Suite 203, Red Bank, New Jersey 07701 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 services related to assisting the Borough in preparing a Community Energy Master Plan; and

WHEREAS, this contract is to be awarded for an amount not to exceed \$16,600.00 for professional engineering services as stated in Colliers Engineering & Design, Inc.'s proposal dated October 12, 2022; 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:
Account #2-01-21-180-001-299 & #2-01-20-165-000-244



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 related to assisting the Borough in preparing a Community Energy Master Plan as outlined above for an amount not to exceed \$16,600.00.
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 22-224:

	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: October 19, 2022

Nancy Tran, Municipal Clerk
Borough of Highlands