



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17-153

RESOLUTION AWARDING A FAIR AND OPEN CONTRACT FOR A LICENSED PLANNER FOR BUSINESS DISTRICT MODIFICATIONS

WHEREAS, the Borough has a need for Professional Planning Services which can only be provided by a licensed Professional; and

WHEREAS, the Borough of Highlands advertised, by way of requests for proposals, to serve as the Planner to provide technical advice, prepare reports, presentations, research matters and provide recommendations for certain items identified in the 2016 Master Plan Re-Examination Report, including but not limited to, the following:

- Creation of a New Central Business District;
- Potential Implementation a Form Based Code throughout the downtown district;
- Removal of the B-1 and B-2 overlay zones; and

WHEREAS, the following three (3) Proposals were received:

- T&M Associates;
- Heyer, Gruel & Associates;
- CME Associates.

WHEREAS, the Borough has reviewed all proposals received and it was determined that • Heyer, Gruel & Associates, satisfies the requisites contained in the request for proposals to be considered for professional services; and

WHEREAS, the governing body of the Borough of Highlands has made the determination that it is in the best interest of the Borough to award the contract for the Planner to perform the necessary work as outlined in the scope of work in the request for proposals that was advertised; and

WHEREAS, this contract is to be awarded for an amount not to exceed \$22,500.00 for Professional Planning Services as stated on the proposal submitted by Heyer, Gruel & Associates dated August 3, 2017; and

WHEREAS, Heyer, Gruel & Associates has completed and submitted a Business Entity Disclosure Certification which certifies that Heyer, Gruel & Associates 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 Heyer, Gruel & Associates from making any reportable contributions through the term of the contract; and

WHEREAS, Heyer, Gruel & Associates has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c 271; and

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

I hereby certify funds are available as follows:



 Patrick DeBlasio, Chief Financial Officer

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Highlands as follows:

1. Heyer, Gruel & Associates is hereby awarded the contract to serve as Planner for the Business District Modifications in the amount of \$22,500.00.
2. This contract is awarded through a Fair and Open Process as Professional Services, in accordance with N.J.S.A. 40A:11-5(1)(a)(i), because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this Resolution as well as the contract/proposal shall be placed on file with the Clerk of the Borough of Highlands.
4. The Borough Clerk is hereby directed to publish a public notice of this award as required by law.

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BROULLON		X	X			
CARD			X			
D'ARRIGO	X		X			
WELLS			X			
O'NEIL			X			

I, Bonnie Brookes, Deputy Municipal Clerk of the Borough of Highlands, in the County of Monmouth, State of New Jersey, hereby certify this to be a true copy of the action of the Governing Body, at its Council Meeting, held August 16, 2017. WITNESS my hand this 17th day of August 2017.



Bonnie Brookes, RMC
 Deputy Municipal Clerk