

Mayor Nolan offered the following Resolution and moved on its adoption:

R-14-57

**RESOLUTION AUTHORIZING THE AWARD OF A “FAIR AND OPEN” CONTRACT
RFP – GRANT WRITING & CONSULTING SERVICES**

WHEREAS, the Borough of Highlands has a need for professional grant writing and consulting services; and

WHEREAS, the Borough has gone through the fair and open process, advertised on its website and in the Asbury Park Press on December 19, 2013, the solicitation for receipt of proposals from professional grant writers for said services and (3) three proposals were received; and documented on December 31, 2013; and

WHEREAS, the Borough has reviewed all proposals received and it was determined that Millennium Strategies, satisfies the requisites contained in the request for proposals to be considered for professional services that the Borough may require during the contract year; and

WHEREAS, this contract is to be awarded for the price not to exceed \$4,000 per month as provided in the proposal with the certification of funds being provided by the Chief Financial Officer contingent upon the adoption of the 2014 municipal budget.

Account: Mayor & Council - Other

Stephen Pfeffer, Chief Financial Officer

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

1. The firm of Millennium Strategies, 60 Roseland Avenue, Caldwell, NJ 07006 is hereby retained to provide professional grant writing services for an amount not to exceed \$4,000 per month for a 12 month period to expire December 31, 2014.
2. The contract is awarded through the fair and open process as a Professional Service in accordance with NJSA 19:44A-20.5 et seq. and in accordance with NJSA 40A:11-5(1) (a) 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.

Seconded by Ms. Ryan and adopted on the following roll call vote:

ROLL CALL:

AYES: Ms. Ryan, Mr. Redmond, Mr. Francy, Ms. Kane, Mayor Nolan

NAYES: None

ABSENT: None

ABSTAIN: None

DATE: February 5, 2014

Carolyn Cummins, Borough Clerk

I hereby certify this to be a true copy of Resolution R-14-57 adopted by the Governing Body of the Borough of Highlands on February 5, 2014.

Borough Clerk/Deputy Clerk