



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 22-057

### RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES REGARDING PHASE 2 SANITARY SEWER IMPROVEMENTS

**WHEREAS**, the Borough of Highlands has a need for professional engineering services in connection with the Phase 2 Sanitary Sewer Improvements project, pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, CME Associates has set forth its proposed services in a written proposal dated January 11, 2022, a copy of which is available at the office of the Borough Clerk; and

**WHEREAS**, the Borough wishes to pursue additional funding for the Phase 2 Sanitary Sewer Improvements project; and

**WHEREAS**, the proposed services include the following:

#### Funding Application Phase Services:

1. Preparing an application to the New Jersey Infrastructure Bank (formerly NJ NJEIFP) for the Coastal Community Water Quality Restoration funding package.
2. Preparation of a concept plan, and cost estimates of improvements, and attendance at one (1) Borough public hearing for presentation and funding application approval.
3. Preparation of the required Planning Document and Letter of Intent, the required loan application and subsequent efforts related to obtaining funding for the improvements through the New Jersey Infrastructure Bank Loan Program.
4. Responding to NJDEP comments regarding the Planning Document submissions and various engineering related reports and applications required to obtain the low interest funding.
5. Coordinating with NJDEP during bidding and construction, attending quarterly NJDEP project status meetings and completing NJDEP required documents during construction.

Total Fee Estimate: \$17,800.00; and

**WHEREAS**, such professional engineering services can only be provided by licensed professionals and the firm of CME Associates, 1460 Route 9 South, Howell, New Jersey 07731 is so recognized; and

**WHEREAS**, the governing body has determined that it is in the best interest of the Borough to retain CME Associates for the proposed professional engineering services in connection with the Phase 2 Sanitary Sewer Improvements project; and

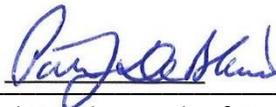
**WHEREAS**, this contract is to be awarded for an amount not to exceed \$17,800.00 for professional engineering services as stated in the CME Associates proposal dated January 11, 2022; and

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

**WHEREAS**, CME Associates 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:

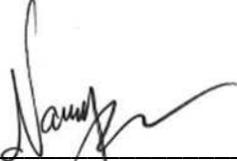
1. CME Associates is hereby retained to provide professional engineering services in connection with the Phase 2 Sanitary Sewer Improvements project as outlined above for an amount not to exceed \$17,800.00.
2. The contract is awarded without competitive bidding as a "Professional Service" in accordance 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-22-057:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES			X			
CHELAK			X			
MELNYK		X	X			
OLSZEWSKI			X			
BROULLON	X		X			

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: January 19, 2022




---

Nancy Tran, Acting Municipal Clerk  
Borough of Highlands