



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 23-153

### AWARDING A FAIR AND OPEN CONTRACT TO DOWNTOWN NETWORK COMPANY FOR THE COMMUNITY RATING SYSTEM (CRS) COORDINATOR

**WHEREAS**, on May 25, 2023, the Borough of Highlands solicited bids for a Community Rating System (CRS) Coordinator, due on June 13, 2023; and

**WHEREAS**, Downtown Network Company was the only bidder and has set forth its proposed services in a written proposal dated June 7, 2023, a copy of which is available at the office of the Borough Clerk; 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 to Downtown Network Company in connection with joining the CRS program; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$38,000 as stated on the Downtown Network Company's proposal dated June 7, 2023; 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: Acct #C-04-21-101-000-202

A handwritten signature in blue ink, appearing to read "Patrick DeBlasio", written over a horizontal line.

Patrick DeBlasio, Chief Financial Officer

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

1. Downtown Network Company is hereby awarded the contract in an amount not to exceed \$38,000.
2. The Mayor, Borough Administrator, and Borough Clerk are hereby authorized to take all steps necessary to engage the services of Downtown Network Company, including executing a contract.
3. A copy of this Resolution as well as the contract/proposal shall be placed on file with 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.

Motion to Approve R 23-153:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES		X	X			
CHELAK			X			
MELNYK			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: June 21, 2023

  
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Nancy Tran, Municipal Clerk  
Borough of Highlands