



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 24-142

**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR  
PROFESSIONAL SERVICES IN CONNECTION WITH CONSTRUCTION  
ADMINISTRATION AND INSPECTION SERVICES FOR THE LINDEN AVENUE  
SIDEWALK IMPROVEMENTS PROJECT**

**WHEREAS**, the Borough of Highlands has a need for professional services in connection with construction administration and inspection services, which includes engineering redesign if necessary to adapt to actual field conditions, for the Linden Avenue Sidewalk Improvements Project, pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Colliers Engineering & Design has set forth its proposed services in a written proposal dated July 15, 2024, a copy of which is available at the office of the Borough Clerk; and

**WHEREAS**, the proposed amount of the contract with Colliers Engineering & Design is \$30,750.00, consisting of the following:

Task	Cost
1. Phase 1 – Construction Administration & Inspection	\$ 30,500.00 Services
2. Reimbursable Expenses (Estimated Fee)	<u>\$ 250.00</u>
Total	\$ 30,750.00; and

**WHEREAS**, such professional services can only be provided by licensed professionals and the firm of Colliers Engineering & Design, 101 Crawfords Corner Road, Suite 3400, Holmdel, New Jersey 07733 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 for the proposed professional services in connection with construction administration and inspection services for the Linden Avenue Sidewalk Improvements Project as set forth in its proposal; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$30,750.00 for professional services as stated in Colliers Engineering & Design's proposal dated July 15, 2024; and

**WHEREAS**, Colliers Engineering & Design has completed and submitted a Business Entity Disclosure Certification which certifies that it 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 from making any reportable contributions through the term of the contract; and

**WHEREAS**, Colliers Engineering & Design 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: C-04-23-101-000-205

  
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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:

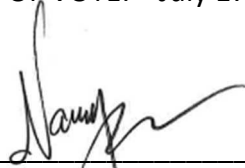
1. Colliers Engineering & Design is hereby retained to provide professional services in connection with construction administration and inspection services for the Linden Avenue Sidewalk Improvements Project as described above and in their proposal dated July 15, 2024, for an amount not to exceed \$30,750.00.
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 24-142:

	INTRODUCED	SECOND	AYE	NAY	RECUSE	ABSENT
CERVANTES			X			
CHELAK			X			
MELNYK						X
OLSZEWSKI		X	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: July 17, 2024

  
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Nancy Tran, Municipal Clerk  
Borough of Highlands