



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 24-214

**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH IMPROVEMENTS
TO OVERLOOK PARK AND FRANK HALL PARK**

WHEREAS, the Borough of Highlands has a need for professional services in connection with improvements to Overlook Park and Frank Hall Park pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Colliers Engineering and Design has set forth its proposed services in a written proposal dated November 27, 2024, a copy of which is available at the office of the Borough Clerk; and

WHEREAS, the scope of work for the project encompasses providing Topographic Survey and Conceptual Design Services for the improvements to Overlook Park and Topographic Survey and Environmental Services for the improvements to Frank Hall Park; and

WHEREAS, the proposed amount of the contract with Colliers Engineering and Design is \$56,000.00 with a Schedule of Fees as follows:

<u>Phase Name</u>	<u>Fee</u>
Phase 3.0 Structural Engineering Services (Overlook Park)	\$ 8,500.00
Phase 4.0 Construction Documents (Overlook Park and Frank Hall Park)	\$41,750.00
Phase 5.0 Illustrative Rendering and Existing Conditions (Optional)	\$ 3,000.00
Phase 6.0 Bidding Services (Overlook Park and Frank Hall Park)	\$ 2,500.00
Reimbursable Expenses	<u>\$ 250.00</u>
Total Fee	\$56,000.00

WHEREAS, such professional services can only be provided by licensed professionals and the firm of Colliers Engineering and 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 and Design for the aforesaid professional services in connection with improvements to Overlook Park and Frank Hall Park as set forth in its proposal; and

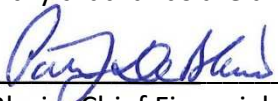
WHEREAS, this contract is to be awarded for an amount not to exceed \$56,000.00 for professional services as stated in Colliers Engineering and Design's proposal dated November 27, 2024; and

WHEREAS, Colliers Engineering and 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 and Design from making any reportable contributions through the term of the contract; and

WHEREAS, Colliers Engineering and 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: Acct #C-04-23-101-000-204



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 and Design is hereby retained to provide professional services in connection with improvements to Overlook Park and Frank Hall Park as described above and, in their proposal, dated November 27, 2024, for an amount not to exceed \$56,000.00.
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 24-214:

	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: December 4, 2024



Nancy Tran, Municipal Clerk
Borough of Highlands