



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 26-130

AWARDING A CONTRACT TO HUTCHINS HVAC, INC. FOR HVAC MAINTENANCE FOR THE 2026 CALENDAR YEAR

WHEREAS, the Borough of Highlands has a need for preventative maintenance services for various Borough HVAC systems for the 2026 calendar year; and

WHEREAS, N.J.S.A. 40A:11-6.1 permits the award of a contract less than the bid threshold after soliciting at least two (2) competitive quotations; and

WHEREAS, the Borough has received at least two (2) competitive quotations, as Hutchins HVAC, Inc. has submitted a proposal in the amount of \$17,860.00 and Trane U.S., Inc. has submitted a proposal in the amount of \$24,922.00; and

WHEREAS, the Borough Engineer recommends awarding the contract to Hutchins HVAC, Inc. in the amount of \$17,860.00; and

WHEREAS, Hutchins HVAC, Inc.'s proposal will not exceed the Borough's bid threshold; 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# 6-01-26-310-000-178

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 Borough Council of the Borough of Highlands as follows:

1. Hutchins HVAC, LLC is hereby awarded a contract for various Borough HVAC systems for the 2026 calendar year for an amount not to exceed \$17,860.00, subject to compliance with all terms contained in the specifications for the project.
2. The Mayor and Borough Clerk are hereby authorized to sign a contract in accordance with this Resolution.
3. This contract is awarded through the competitive quotation process in accordance with the Local Public Contracts Law, N.J.S.A. 40:11-6.1.

4. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Highlands.

Motion to Approve R 26-130:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
CERVANTES			X			
CHELAK	X		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 3, 2026



Nancy Tran, Municipal Clerk
Borough of Highlands