BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 26-208

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES – GRANT AWARD CLOSEOUT SERVICES

WHEREAS, the Borough of Highlands has a need for professional engineering services related to Grant Administration closeout services for four (4) Monmouth County Open Space grant awards and one (1) New Jersey Department of Environmental Protection ("NJDEP") Green Acres program award associated with completed park improvements, which remain subject to the formal closeout requirements before final reimbursement and administrative completion; and

WHEREAS, the Monmouth County Open Space grant awards consist of the 2016 Highlands Park Revitalization, 2018 Improvements to Snug Harbor Park, 2021 Snug Harbor Skate Park, and 2022 Improvements to Overlook Park projects, and the NJDEP Green Acres program award which consists of the 2021 Snug Harbor Skate Park Project; and

WHEREAS, Colliers Engineering & Design, Inc. has set forth its proposed services in a written proposal dated October 21, 2026, a copy of which is available at the office of the Borough Clerk; and

WHEREAS, said professional services include coordination and closeout assistance for the Borough's Monmouth County Open Space and NJDEP Green Acres grant awards, including the preparation and submission of required documentation necessary for final reimbursement and administrative closeout; and

WHEREAS, the proposed amount of the contract with Colliers Engineering & Design, Inc. is in the amount of $25,000.00; and

WHEREAS, such professional services can only be provided by licensed professionals and the firm of Colliers Engineering & Design, Inc., 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, Inc. for the aforesaid professional engineering services related to Grant Award Closeouts for the Borough as set forth in its proposal.

WHEREAS, this contract is to be awarded for an amount not to exceed $25,000.00 for professional engineering services as stated in Colliers Engineering & Design, Inc.'s proposal dated October 21, 2026; and

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

WHEREAS, Colliers Engineering & Design, Inc. 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 T-03-56-854-000-000

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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, Inc. is hereby retained to provide professional engineering services related to Grant Award Closeouts for the Borough as described above and, in its proposal, dated October 21, 2026, for an amount not to exceed $25,000.00.

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)(i). 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.

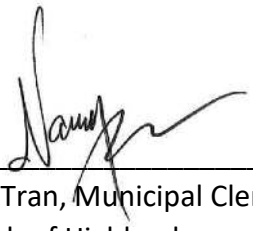
4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

Motion to Approve R 26-208:

	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: November 4, 2026



Nancy Tran, Municipal Clerk
Borough of Highlands