



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 17-003

RESOLUTION APPOINTING MUNICIPAL AUDITOR FOR THE CALENDAR YEAR 2017 & AUTHORIZING THE AWARD OF A "FAIR AND OPEN" CONTRACT FOR PROFESSIONAL AUDITING SERVICES

WHEREAS, the Borough of Highlands has a need for professional auditing services for the calendar year 2017; and

WHEREAS, the Borough has gone through the fair and open process, advertised on its website for the solicitation for receipt of proposals from professional auditing services; and

WHEREAS, the Borough has reviewed all proposals received and it was determined that the firm of Holman, Frenia, Allison, P.C., satisfies the requisites contained in the request for proposals to be considered for professional services that the Borough may require during the contract year; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500; and

WHEREAS, the office of Holman, Frenia, Allison, P.C. has completed and submitted a Business Entity Disclosure Certification which certifies that the Auditing Office of Holman, Frenia, Allison, P.C. 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 provide to prohibit the auditing office of Holman, Frenia, Allison, P.C. from making any reportable contributions through the term of the contract; and

WHEREAS, the firm of Holman, Frenia, Allison, P.C. has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c271; and

WHEREAS, this contract is awarded as a fair and open contract pursuant to the firm of Holman, Frenia, Allison, P.C, for an amount not to exceed \$ 56,950.00 plus reimbursable expenses for Professional auditing services provided to the Borough for the period of January 1, 2017 through December 31, 2017.

WHEREAS, this contract is to be awarded as provided in the proposal with the certification of funds being provided by the Chief Financial Officer contingent upon the adoption of the 2017 municipal budget.

NOW THEREFORE BE IT RESOLVED, by the Borough of Highlands Council as follows:

1. That the firm of, Holman, Frenia, Allison, P.C., is hereby retained to provide professional auditing services for an amount not to exceed \$56,950.00 for a 12-month period to expire December 31, 2017.

2. The contract is awarded through the fair and open process as a Professional Service in accordance with N.J.S.A. 19:44A-20.5 et seq. and in accordance with N.J.S.A. 40A: 11-5(1)

(a) because it is for services performed by persons authorized by law to practice a recognized profession.

3. A copy of this Resolution as well as the contract/proposal shall be placed on file with the 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.

| | INTRODUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------|------------|----------|-----|-----|---------|--------|
| BROULLON | | X | X | | | |
| CARD | | | X | | | |
| D'ARRIGO | | | X | | | |
| WELLS | | | X | | | |
| O'NEAL | X | | X | | | |

I, Dwayne M, Harris, Acting Municipal Clerk of the Borough of Highlands, in the County of Monmouth, State of New Jersey, hereby certify this to be a true copy of the action of the Governing Body, at its Reorganization Meeting, held January 01, 2017. WITNESS my hand this 5th day of January 2017.

Dwayne M. Harris, RMC
Acting Municipal Clerk