



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 18-198

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES TO CME ASSOCIATES FOR THE SNUG HARBOR PARK IMPROVEMENTS

WHEREAS, the Borough of Highlands has a need for professional Engineering Services associated with the Snug Harbor Park Improvements, pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, in order to achieve the Borough's objectives, CME Associates will prepare the necessary grant application for the Monmouth County 2018 Municipal Open Space Grant Program as well as design services required to prepare contract documents and specifications for public bidding; and

WHEREAS, CME Associates will also prepare a topographic and location survey of the existing facility to be used as the base map for the anticipated improvements, they will prepare a concept plan to include recreational amenities, provide site visits and will complete a preliminary construction cost estimate to ensure the proposed improvements are in-line with the Borough's anticipated budget, all of which services are set forth in a letter dated August 24, 2018 from CME Associates consisting of their proposal; and

WHEREAS, CME Associates will perform the aforesaid scope of work associated with this project for a fee not to exceed \$24,800.00 consisting of the following:

- | | |
|---------------------------------------|------------|
| A. Grant Application Phase Services - | \$6,500.00 |
| B. Survey and Basemap Services - | \$8,600.00 |
| C. Concept Phase Services - | \$9,700.00 |

Total Estimated Fee for Services: \$24,800.00

; and

WHEREAS, such professional engineering services can only be provided by licensed professionals and the firm of CME Associates, 1460 Route 9 South, Howell, New Jersey 07731 is so recognized; and

WHEREAS, the Chief Financial officer has determined and certified in writing that the value of the contract will exceed \$17,500.00; and

WHEREAS, this contract is to be awarded for an amount not to exceed \$24,800.00 for Professional Engineering Services as stated in the CME Associates proposal dated August 24, 2018; and

WHEREAS, CME Associates has completed and submitted a Business Entity Disclosure Certification which certifies that CME Associates 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 CME Associates from making any reportable contributions through the term of the contract; and

WHEREAS, CME Associates has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c. 271; and

WHEREAS, a certification of availability of funds is hereby provided by the Chief Financial Officer of the Borough of Highlands.

I hereby certify funds are available as follows:



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 bidding must be publicly advertised.

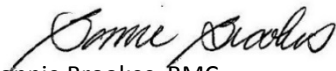
NOW THEREFORE, BE IT RESOLVED by the Council of the Borough Highlands as follows:

1. CME Associates is hereby retained to provide professional engineering services as described above and in their proposal dated August 24, 2018 for an amount not to exceed \$24,800.00.
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) because it is for services performed by persons authorized by law to practice a recognized profession. 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 Resolution 18-198:

	INTROUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRASWELL		X	X			
BROULLON			X			
D'ARRIGO				X		
RYAN			X			
O'NEIL	X		X			

I, Bonnie Brookes, 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 Council Meeting, held September 20, 2018 WITNESS my hand this 21st day of September 2018.



Bonnie Brookes, RMC
Municipal Clerk