

**BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH**

**R-15-41  
RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN  
CONTRACT FOR FEMA SPECIAL SERVICES CONSULTANT FOR  
MUNICIPAL FACILITIES  
TO MILLENNIUM**

WHEREAS, the Borough of Highlands has a need for professional Grant writing services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, such professional services can only be provided by licensed professionals and the firm of Millennium, 60 Roseland Ave, Caldwell, NJ 07006 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; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed a monthly retainer of \$3,500 for a total amount not to exceed \$42,000 plus reimbursable expenses for Professional Grant Writing Services for the municipal facilities for the period January 1, 2015 through December 31, 2015 not to exceed \$42,000; and

**WHEREAS**, Millennium has completed and submitted a Business Entity Disclosure Certification which certifies that Millennium 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 Millennium making any reportable contributions through the term of the contract, and

**WHEREAS**, Millennium 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 as follows:

I hereby certify funds are available contingent upon the adoption of the 2015 Budget:

Current Fund:

-----  
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. Millennium is hereby retained to provide FEMA Special Consultant Services for grant writing for municipal facilities as described above for an amount not to exceed **\$42,000.00** plus reimbursable expenses for the period of January 1, 2015 through December 31, 2015.
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 Borough Administrator and Municipal Clerk are hereby authorized to sign the attached Contract said contract.
3. A copy of the Resolution as well as the attached approved 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.

**Date: January 21, 2015**

-----  
**CAROLYN CUMMINS, BOARD SECRETARY**

I hereby certify that the above Resolution was duly adopted by the Borough of Highlands Zoning Board at a meeting held January 21, 2015.

-----  
**BOROUGH CLERK/DEPUTY CLERK**

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
CARD			x			
KANE			x			
REDMOND		x	x			
RYAN	x		x			
NOLAN						x
ON CONSENT AGENDA			x	YES		NO