



BOROUGH OF HIGHLANDS  
COUNTY OF MONMOUTH

## RESOLUTION 21-154

### RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES FOR IMPROVEMENTS TO KING STREET AND MATTHEWS STREET

**WHEREAS**, the Borough of Highlands has a need for professional land surveying and engineering services in connection with improvements to King Street and Matthews Street, pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, CME Associates has set forth its proposed services in a written proposal dated January 20, 2021, a copy of which is available at the office of the Borough Clerk; and

**WHEREAS**, the said proposal includes the following: Survey and Base Map Services, Design Phase Services, Permit Phase Services, preparation of Bid Documents and Bid Phase Services; and

**WHEREAS**, the proposed amount of the contract with CME Associates is \$37,700.00, consisting of the following:

• Survey and Base Map Services	\$ 9,300.00
• Design Phase Services	\$18,400.00
• Permit Phase Services	\$ 3,500.00
• Preparation of Bid Documents	\$ 3,000.00
• Bid Phase Services	<u>\$ 3,500.00</u>
Total	\$37,700.00; and

**WHEREAS**, such professional land surveying and 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 governing body has determined that it is in the best interest of the Borough to retain CME Associates for the proposed land surveying and engineering services in connection with improvements to King Street and Matthews Street as set forth in its proposal; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$37,700.00 for professional land surveying and engineering services as stated in CME Associates' proposal dated January 20, 2021; and

**WHEREAS**, CME Associates 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 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**, 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:  
Account Number 1-01-20-165-000-244



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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. CME Associates is hereby retained to provide land surveying and engineering services in connection with improvements to King Street and Matthews Street as described above in their proposal dated January 20, 2021, for an amount not to exceed \$37,700.00.
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). 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-21-154:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA		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: July 14, 2021



Michelle Hutchinson Acting Municipal Clerk  
Borough of Highlands