BOROUGH OF HILLSDALE
RESOLUTION 25005

AUTHORIZING A NON-FAIR AND OPEN PROFESSIONAL SERVICES AGREEMENT TO COLLIERS ENGINEERING & DESIGN FOR BOROUGH PLANNER

WHEREAS, the Borough of Hillsdale has a need for a Borough Planner for the calendar year 2024; and

WHEREAS, N.J.S.A. 40A:11-5 (1) (a) (i) provides that the award of a contract for professional services is an exception to the bidding requirements of the Local Public Contracts Law; and

WHEREAS, the Mayor and Council has recommended that Colliers Engineering & Design located at 400 Valley Road, Ste 304 Mt. Arlington, New Jersey 07856 continue to provide these services based upon previous satisfactory performance; and

WHEREAS, this contract is being awarded as an open-ended contract in accordance with N.J.A.C. 5:30-11.10 for a one (1) year period retroactive to January 1, 2025 through December 31, 2025; and

WHEREAS, the maximum dollar value of this contract based upon a reasonable cost estimate of the goods or services required over the contract term, shall not exceed $30,000.00 with no obligation on the part of the Borough to spend the maximum amount; and

WHEREAS, the firm of Colliers Engineering & Design has completed and submitted a "Contribution Statement by Professional Business Entity" as required by Hillsdale Borough Ordinance No. 04-14, entitled, "An Ordinance Establishing a Borough Policy for the Awarding of Public Professional Service Contracts"; and Ordinance No. 11-19 "Amending Chapter 12, Contracts, Public Professional Service and Chapter 305, Contribution Disclosure Statements"

NOW, THEREFOR, BE IT RESOLVED, that the Mayor and Council of the Borough of Hillsdale Colliers Engineering & Design located at 400 Valley Road, Ste 304 Mt. Arlington, New Jersey 07856 is hereby awarded a Non-Fair and Open Professional Services Agreement for Borough Planner for a one (1) year period retroactive to January 1, 2025 through December 31, 2025 in the as required, no minimum purchase amount not to exceed $30,000.00 without further authorization by the governing body; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to execute the aforesaid Professional Services Agreement, a copy of the same being on file in the office of the Borough Clerk and hereby approved; and

BE IT FURTHER RESOLVED, that this contract is being awarded without public advertising for bids and bidding therefor in accordance with N.J.S.A. 40A:11-5 (1) (a) (i) of the Local Publics Contracts Law and has met the requirements as a Non-Fair and Open Contract pursuant to N.J.S.A. 19:44A-20.5 et seq.; and

CERTIFICATE OF AVAILABILITY OF FUNDS

I, David Young, Municipal Financial Officer of the Borough of Hillsdale, hereby certify, pursuant to NJSA 40A:9-140.1, et seq. and NJAC 5:30.4, that the funds are available to the Borough of Hillsdale for calendar year 2025. Account # to be charged 5-01-20-155-116 (Subject to Budget Approval).

Dated: January 7, 2025

David Young

David Young, CMFO

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
Colletti, Robert			X				
Fox, Justin			X				
Mazza-Chiong, Melissa			X				
Osso, Clemente		X	X				
Ruocco, John	X		X				
Trochimiuk, Janetta			X				
Sheinfield, Michael							

Adopted: January 7, 2025

Attest: _____
Denise Kohan
Municipal Clerk

_____
Michael Sheinfield
Mayor