

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH
HOAGLAND, LONGO, MORAN, DUNST & DOUKAS, LLP
TO PROVIDE ENVIRONMENTAL LEGAL SERVICES**

WHEREAS, the Township of North Brunswick has a need to acquire Environmental Legal Services for calendar year 2023; and

WHEREAS, on October 11, 2022, the Township Council approved Resolution #298-10.22, authorizing the solicitation of Requests for Proposals (RFP) for said professional services; and

WHEREAS, services were procured in formal manner in accordance with Local Public Contracts Law N.J.S.A. 40A:11-4.1a et seq., under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to respond to the RFP; and

WHEREAS, on Thursday, November 10, 2022, the Purchasing Agent received, and the Municipal Clerk witnessed, the receipt of three (3) proposals in response to PRO23025; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein their Evaluation Report; and

WHEREAS, the Evaluation Committee recommends authorizing a contract with Hoagland, Longo, Moran, Dunst & Doukas, LLP, with offices at 40 Paterson Street, New Brunswick, NJ 08903, to provide said services; and

WHEREAS, proposals have been reviewed and the response submitted by Hoagland, Longo, Moran, Dunst & Doukas, LLP has been determined to be responsive under the provisions of the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, Hoagland, Longo, Moran, Dunst & Doukas, LLP shall be compensated for these services at rates outlined within their contract for an authorization not-to-exceed \$70,000.00; and

WHEREAS, the Chief Financial Officer shall certify and appropriate funds from the budgeted and capital improvement authorizations relating to services rendered by Hoagland, Longo, Moran, Dunst & Doukas LLP.

NOW, THEREFORE, BE IT RESOLVED on this 3rd day of January, 2023, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Hoagland, Longo, Moran, Dunst & Doukas, LLP to provide Environmental Legal Services to assist the Township in resolving the financial liabilities regarding the soil contamination at the North Brunswick High School and

surrounding sites, with a contract authorization not-to-exceed \$70,000.00 for calendar year 2023, in accordance with RFP PRO23025.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.

CERTIFICATION

I, Cavel Gallimore, Chief Financial Officer of the Township of North Brunswick, certify and appropriate funds from the budgeted and capital improvement authorizations relating to services rendered by Hoagland, Longo, Moran, Dunst & Doukas LLP. Contract # PRO23025

Cavel Gallimore
Chief Financial Officer

Justine Progebin
Business Administrator

Ronald Gordon, Esq.
Township Attorney
Approved as to legal form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
HUTCHINSON				
GUADAGNINO				
ANDREWS				
DAVIS				
SOCIO				
MEHTA				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on January 3, 2023.

Lisa Russo
Township Clerk



TOWNSHIP OF NORTH BRUNSWICK

710 HERMANN ROAD
NORTH BRUNSWICK, NJ 08902

Tel.: (732) 247-0922 x268
Fax: (732) 289-3822
WWW.NORTHBRUNSWICKNJ.GOV

EVALUATION REPORT

2023 ENVIRONMENTAL LEGAL SERVICES - REQUEST FOR PROPOSAL

DECEMBER 29, 2022

The Township of North Brunswick solicited proposals from interested firms for Environmental Legal Counsel to assist the Township in resolving the financial liabilities regarding the soil and groundwater contamination at the North Brunswick Township High School and surrounding sites. Three (3) proposals were received, demonstrating general experience and meeting the fundamental qualifications of the services required. A three-person committee evaluated the proposal comprised of the following individuals:

Michael C. Hritz, Director of Community Development

Eric Chaszar, Director of Public Works

Tom Vigna, Planner

Each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict of interest with vendors in the field. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee reviewed and discussed the Request for Proposal and evaluation criteria. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

1. Understanding and Prior Experience with the Township – 30 points
2. Experience and Qualifications of Individuals – 20 points
3. Overall company history – 30 points
4. Pricing Model – 20 points

The following proposals were received by the submission deadline:

Hoagland, Longo, Moran, Dunst & Doukas, LLP
40 Paterson Street
New Brunswick, NJ 08903

McMaimon, Scotland & Baumann LLC
75 Livingston Avenue
Roseland, NJ 07068

Malamut and Associates, LLC
457 Haddonfield Road, Suite 500
Cherry Hill, NJ 08002

The committee discussed the proposal sharing observations including: prior experience with the ongoing litigation, knowledge of professionals and other factors. The committee members then individually filled out Committee Evaluation Forms, assigning numerical scores for each category.

Hoagland, Longo, Moran, Dunst & Doukas, LLP received high points overall at 295. The firm has been highly engaged by the Township since 2006 and has played a continuing role in ongoing litigation associated with soil and groundwater contamination at the North Brunswick High School and surrounding sites.

McManimon, Scotland & Baumann, LLC earned 240 total points, representative of their firm's overall company history with similar services and their prior experience.

Malamut and Associates, LLC earned 160 total points, demonstrating limited similar services and prior experience.

It is the Evaluation Committee's recommendation to appoint Hoagland, Longo, Moran, Dunst & Doukas, LLP. The firm has expansive historical experience on the matter and will be an added value to the Township as it enters the final stages in resolving the financial liabilities with regards to the soil and groundwater contamination at the North Brunswick Township High School and surrounding sites.

RECEIPT OF PROPOSALS

November 10, 2022

Results from the receipt of Requests for Proposals on Thursday, November 10, 2022 at 11:00 a.m., Municipal Complex, 710 Hermann Road, North Brunswick, N.J.

**Present: Justine Progebin, Business Administrator/Purchasing Agent
Samantha Sickles, Assistant Purchasing Agent
Lisa Russo, Municipal Clerk
Nellie Sowell, Clerk 3**

Resolution #298-10.22 was adopted on October 11, 2022 by Township Council authorizing receipt of proposals and advertised in the Home News & Tribune as according to law.

Receipt of proposals is closed.

The following receipt of proposals were received:

	Bond	
PRO23025 –Environmental Legal Counsel	No Bond required	Total
Hoagland Longo 40 Paterson Street New Brunswick, NJ 08901		Set Fees
Malamut and Associates, LLC 457 Haddonfield Road, Suite 500 Cherry Hill, NJ 08002		Set Fees
McManimon, Scotland & Baumann LLC 75 Livingston Avenue Roseland, NJ 07068		Set Fees

A report will be presented to the Township Council for possible award at the Reorganization Township Council Meeting.

**Lisa Russo
Municipal Clerk**