

**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 2025; and

**WHEREAS**, on September 16, 2024, the Township Council approved Resolution 289-9.24, 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 14, 2024, the Purchasing Agent received, and the Municipal Clerk witnessed, the receipt of two (2) proposals in response to PRO25025; 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 2<sup>nd</sup> day of January 2025, 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 2025, in accordance with RFP PRO25025.

**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 # PRO25025

\_\_\_\_\_  
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
CHEIDID				
HUTCHINSON				
MEHTA				
DAVIS				
SOCIO				
GUADAGNINO				
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 2, 2025.

\_\_\_\_\_  
Lisa Russo  
Township Clerk



## **TOWNSHIP OF NORTH BRUNSWICK**

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NORTH BRUNSWICK, NJ 08902

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### **EVALUATION REPORT**

#### **2025 ENVIRONMENTAL LEGAL SERVICES - REQUEST FOR PROPOSAL**

**DECEMBER 30, 2024**

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 High School and surrounding sites. Two (2) 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

Steve Bloyed, Director of Public Works

Justine Progebin, Business Administrator

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:

DeCotiis, FitzPatrick, Cole & Giblin, LLP

61 South Paramus Road, Suite 250

Paramus, NJ 07652

Hoagland, Longo, Moran, Dunst, & Doukas, LLP Longo

40 Paterson Street

New Brunswick, NJ 08901

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 287. 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.

DeCotiis, FitzPatrick, Cole & Giblin, LLP earned 274 total points, representative of the firm's overall company history with 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 High School and surrounding sites.

**RECEIPT OF PROPOSALS**

**November 14, 2024**

Results from the receipt of proposals on Thursday, November 14, 2024, at 11:00 a.m., by way of virtual:

<https://us02web.zoom.us/j/86923261108?pwd=QOv013ROZABbcWdZ9SqEOMY9liwyl9.1>

**Present:** Justine Progebin, Business Administrator/Purchasing Agent  
Samantha Sickles, Purchasing Agent  
Emma Von Thun, Purchasing Agent  
Nellie Sowell, Clerk 3

Resolution #289-9.24 adopted on September 16, 2024 by the Township Council authorizing receipt of bids and advertised in the Home News & Tribune as according to law.

Receipt of proposals is closed.

The following receipt of proposals were received:

<b>PRO25025 –Environmental Legal Counsel</b>	<b>No Bond required</b>	<b>Total</b>
<b>DeCotiis, FitzPatrick, Cole &amp; Giblin, LLP 61 South Paramus Road, Suite 250 Paramus, NJ 07652</b>		<b>Set Fees</b>
<b>Hoagland Longo 40 Paterson Street New Brunswick, NJ 08901</b>		<b>Set Fees</b>

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

**Lisa Russo  
Municipal Clerk**