

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH
CME ASSOCIATES AND COLLIERS ENGINEERING & DESIGN, INC.
TO PROVIDE TRAFFIC ENGINEERING SERVICES**

WHEREAS, the Township of North Brunswick has a need to acquire Traffic Engineering Services for 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 four (4) proposals in response to PRO25024; 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 the following two firms: CME Associates (3141 Bordentown Avenue, Parlin, New Jersey 08959 and Colliers Engineering & Design, Inc. (331 Newman Springs Road Suite 203 Red Bank, NJ 07701) to provide Traffic Engineering Services for calendar year 2025; and

WHEREAS, proposals have been reviewed and the responses submitted by CME Associates and Colliers Engineering & Design, Inc. have 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, it is in the best interest of the Township of North Brunswick to enter into agreements with CME Associates and Colliers Engineering & Design, Inc. to provide Traffic Engineering Services for calendar year 2025; and

WHEREAS, CME Associates and Colliers Engineering & Design, Inc. shall be compensated for said services as outlined within the contract rate schedule; and

WHEREAS, the Chief Financial Officer shall certify and appropriate funds from the budgeted and capital improvement authorizations relating to services rendered.

NOW, THEREFORE, BE IT RESOLVED on this 2nd 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 agreements with CME Associates and Colliers Engineering & Design, Inc. to provide Traffic Engineering Services, as requested by the Township, for calendar year 2025.

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, Cavell Gallimore, Chief Financial Officer, shall certify and appropriate funds from the budgeted and capital improvement authorizations relating to services rendered. Contracts PRO25024 – CME Associates / PRO25034 – Colliers Engineering & Design, Inc.

Cavell 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
CHEID				
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

710 HERMANN ROAD
NORTH BRUNSWICK, NJ 08902

Tel.: (732) 247-0922 x435

WWW.NORTHBRUNSWICKNJ.GOV

EVALUATION REPORT

2025 TRAFFIC ENGINEERING SERVICES - REQUEST FOR PROPOSAL

DECEMBER 30, 2024

The Township of North Brunswick seeks a qualified vendor to provide Traffic Engineering Services for the municipality for 2025. Four (4) proposals were received, demonstrating general experience and meeting the fundamental qualifications of the services required. A three (3) person committee evaluated the proposals 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 that provide engineering services. Each member signed a statement attesting to the fact that there was no conflict of interest. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion on a 100-point scale 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. Agreement to the Pricing Model – 20 points

The following two (2) proposals were received by the submission deadline:

Bright View Engineering

70 South Orange Avenue, Suite 109

Livingston, NJ 07039

CME Associates

3141 Bordentown Ave.

Parlin, NJ 08859

Colliers Engineering & Design Inc.

331 Newman Springs Road Suite 203

Red Bank, N.J. 07701

T&M Associates

11 Tindall Road

Middletown, NJ 07748

Both CME Associates and Colliers Engineering & Design Inc. received high scores for both their team experience and overall company history. Colliers Engineering & Design Inc. received a total score of 288 points. CME Associates total score was 265 points.

Bright View Engineering received 241 points and T&M Associates received 264 points.

Colliers Engineering & Design Inc. has performed favorably in terms of their scope, staffing, and quality of work. Given their respective expertise and prior service to the township, the Evaluation Committee recommends that both Colliers Engineering & Design Inc and CME Associates be retained to provide Traffic Engineering Services in 2025.

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:

PRO25024 –Traffic Engineer	No Bond required	Total
Bright View Engineering 70 South Orange Avenue, Suite 109 Livingston, NJ 07039		Set Fees
CME Associates 3141 Bordentown Avenue Parlin, NJ 08859		Set Fees
Colliers Engineering & Design, Inc. 331 Newman Springs Road, Suite 203 Red Bank, NJ 07701		Set Fees
T&M Associates 11 Tindall Road Middletown, NJ 07748		Set Fees

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

Lisa Russo
Municipal Clerk