



## **TOWNSHIP OF NORTH BRUNSWICK**

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### **EVALUATION REPORT 2026 CONSULTING ENGINEER SERVICES - REQUEST FOR PROPOSAL DECEMBER 17, 2025**

As part of its annual award of professional service agreements in accordance with "Fair and Open" procurement process established in the State of New Jersey pursuant to N.J.S.A. 19:44A-20.1 et seq., North Brunswick Township solicited Requests for Proposals (RFP) for Consulting Engineer Services for calendar year 2026.

The Township Council authorized the solicitation of proposals for said service. The process under a formal RFP allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with "weighted" criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a three (3) person committee comprised of the following individuals:

Michael C. Hritz, Director of Community Development  
Steve Bloyed, Director of Public Works  
Salvatore Profaci, Zoning Officer

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 with potential vendors. 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 alternative 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. Agreement to the Pricing Model – 20 points

There were three (3) proposals received by the submission deadline:

Boswell Inc.  
330 Phillips Avenue  
South Hackensack, NJ 07606

Center State Engineering Associates Inc.  
481 Spotswood Englishtown Road  
Monroe Township, NJ 08831

CME Associates  
1 Tower Center Boulevard, 20<sup>th</sup> Floor  
East Brunswick, NJ 08816

Scores received were as follows:

CME Associates – 285  
Center State Engineering Associates Inc. – 254  
Boswell, Inc. – 229

CME Associates has served as the Township's Consulting Engineer for more than 25 years. They received high scores for both their team experience and overall company history. They have performed favorably in terms of their scope, staffing, and quality of work.

Accordingly, it is the Evaluation Committee's recommendation to appoint CME Associates as the 2026 Municipal Engineer (PRO26009).

**RECEIPT OF BIDS**

November 14, 2025

Results from the receipt of proposals on Friday November 14, 2025, at 11:00 a.m., by way of virtual

<https://us02web.zoom.us/j/86501272608?pwd=jz37ATCSiQFWlYsKQwMJ7EMne3bKUn.1>

Meeting ID: 865 0127 2608

Passcode: 599076

Phone Number: 309-205-3326

Present: Samantha Sickles, Purchasing Agent  
Emma Von Thun, Purchasing Agent  
Lisa Russo, Municipal Clerk  
Nellie Sowell, Clerk 3

Resolution #317-10.25 adopted on October 6, 2025 by the Township Council authorizing receipt of bids and advertised in the Home News & Tribune as according to law.

Ms. Sowell asked for any additional bids.

11:00 a.m. Receipt of bids is closed.

**Professional and Consulting  
Services for Calendar Year 2026**

**TOTAL**

**PRO26009 – Engineer**

Boswell, Inc.

330 Phillips Avenue

Hackensack, NJ 07606

Set Fees

Center State Engineering Associates Inc.

481 Spotswood Englishtown Road

Monroe, NJ 08831

Set Fees

CME Associates

3141 Bordentown Avenue

Parlin, NJ 08859

Set Fees

A report will be presented to the Township Council for possible awards at the Re-Organization Township Council Meeting being held on January 5, 2026.

Nellie Sowell  
Clerk 3