

**TOWNSHIP OF NORTH BRUNSWICK
RESOLUTION 016-1.26**

**AUTHORIZING AWARD OF “FAIR AND OPEN PROCESS” CONTRACT PURSUANT TO
N.J.S.A. 19:44A-20.4 - 2026 NORTH BRUNSWICK TOWNSHIP ARCHITECTURAL SERVICES**

WHEREAS, on October 20, 2025, the Township of North Brunswick advertised for Requests for Professionals (the “RFP”) for various legal and professional services pursuant to a “Fair and Open Process,” N.J.S.A. 19:44A-20.1 et. seq.; and

WHEREAS, the following qualified responses were received for the Township’s RFQ for:

ARCHITECTURAL SERVICES		
Arcari + Iovino Architects P.C.	1 Katherine Street	Little Ferry, NJ
DMR Architects	777 Terrace Ave Suite 607	Hasbrouck Heights, NJ
USA Architects, Planners + Interior Designers, Ltd.	20 North Doughty Avenue	Somerville, NJ

; and

WHEREAS, in accordance with the Fair and Open Process, and the criteria set forth in the RFP, the Township professional staff evaluated all the Proposals by considering the following criteria: (a) experience and reputation in; (b) knowledge of the Township of North Brunswick in relation to the subject matter to be addressed under the contract; (c) availability to accommodate any required meetings; (d) number of years practicing in the field; (e) familiarity with the Township of North Brunswick; (f) availability of personnel, facilities, equipment and other resources; and (g) other factors in the Township's best interests; and

WHEREAS, after a thorough analysis of the Proposals, the Township professional staff have determined that the Respondents are qualifying respondents under the RFP; and

WHEREAS, N.J.A.C. 5:30-5.4 requires certification of available funds when such information is known at time of award, but if not available no payment shall be made unless Chief Financial Officer certifies available funds at the time the obligation is to be paid but the estimated maximum value of the contract is revealed in the RFP on file with the Municipal Clerk.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of North Brunswick, County of Middlesex, State of New Jersey that, in accordance with N.J.S.A. 19:44A-20.1 et. seq. and the requirements set forth in the RFP, the Township hereby awards a one-year contract for the term of January 1, 2026, to December 31, 2026, to the following:

ARCHITECTURAL SERVICES		
USA Architects, Planners + Interior Designers, Ltd.	20 North Doughty Avenue	Somerville, NJ

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CERTIFICATION OF FUNDS

I, Cavel Gallimore, Chief Financial Officer, certify that funds in the amount of \$5,000.00 are available for this purpose in FY2026 budget account 6-01-26-310-000-200 for services ending June 30, 2026. The balance of funds authorized shall be certified upon the appropriation of funds in FY2027.

Cavel Gallimore, Chief Financial Officer

Justine Progebin, Business Administrator

Township Attorney
Approved as to legal form