

**COUNCIL OF THE BOROUGH OF ENGLEWOOD CLIFFS
BERGEN COUNTY, NEW JERSEY**

**RESOLUTION
RESOLUTION NO. 2026-53**

TITLE: APPOINTMENT OF ALTERNATE BOROUGH ENGINEER: GILMORE & ASSOCIATES, LLC

WHEREAS, the Borough of Englewood Cliffs desires to retain an alternate Borough Engineer for 2026 and has followed a fair and open process as required by N.J.S.A. 19:44A-20.7 to the extent that a contract has been publicly advertised in newspapers providing sufficient time to give notice in advance of the award of a contract, and said advertisement solicited proposals and disclosed the criteria required by the Borough of Englewood Cliffs, and said proposals were received, and publicly opened and announced when awarded; and

WHEREAS, the Mayor and Council of the Borough of Englewood Cliffs have determined that the value of the contract may exceed \$17,500, and the position is an exception to the requirement for public bidding under N.J.S.A. 40A:11-5(a) (i) as a professional service; and

WHEREAS, Gilmore & Associates of New Britain, PA, has submitted a proposal in response to the Borough's Request for Proposals ("RFP") indicating they will provide the services as an alternate Borough Engineer not to exceed the annual sum of \$20,000.00 for general engineering at the rates set forth within Attachment 1 to its PSA, for the period between January 1, 2026 and December 31, 2026; and

WHEREAS, the Borough has reviewed the credentials of Gilmore & Associates and has previously found that this firm has the requisite professional expertise and experience to assist the Borough as its Engineer; and

WHEREAS, the Borough has determined that it is in the best interest to retain the professional set forth in this Resolution; and

WHEREAS, the Chief Financial Officer has certified that funds are available in the temporary budget for payment of the pro-rated amount of the contract through the period of the temporary budget and will certify at that time of any amendment to the temporary budget or the adoption of the final budget that the funds will be available before any services or payment is authorized beyond the temporary budget.; and

WHEREAS, the exact line-item appropriation is Engineering Services: 6-01-20-165-200.

IT IS HEREBY RESOLVED that Gilmore & Associates is hereby retained as an alternate Engineer for the Borough of Englewood Cliffs, under the terms described in a Professional Service Agreement based upon the above proposed annual fee and response to the Borough's RFP, which response is incorporated in this resolution as if set forth fully herein, and

IT IS FURTHER RESOLVED that Mayor Mark Park be and the same is hereby authorized to execute and deliver the Professional Services Agreement in the form annexed hereto; and

IT IS FURTHER RESOLVED that the Borough Clerk will advertise public notice of his appointment in accordance with law, and a copy of the Professional Services Agreement authorized by this resolution shall be kept on file with the Borough Clerk and available for Inspection.

CERTIFICATION

I hereby certify that this resolution, consisting of 3 pages, was adopted at the Reorganization Meeting of the Borough Council of the Borough of Englewood Cliffs, held on this 4th day of January 2026.

| | Moved | Second | Ayes | Nays | Abstain | Absent |
|------------|-------|--------|------|------|---------|--------|
| Biegacz | ✓ | | ✓ | ✓ | | |
| Liang | ✓ | | ✓ | ✓ | | |
| Patel | | ✓ | ✓ | ✓ | | |
| Kapsaskis | | | ✓ | ✓ | | |
| Lee | | | ✓ | ✓ | | |
| Koutroubas | | | ✓ | ✓ | | |
| Mayor Park | | | | | | |



Mark Park
Mayor



Beauty Nadim, RMC/CMR
Municipal Clerk



GILMORE & ASSOCIATES, INC.
ENGINEERING & CONSULTING SERVICES

**2026 PROFESSIONAL SERVICES FEE SCHEDULE
ENGLEWOOD CLIFFS BOROUGH, BERGEN COUNTY, NJ**

| TITLE | RATE |
|---------------------------------|-------------|
| Principal III | \$ 275.00 |
| Principal II | \$ 260.00 |
| Principal I | \$ 245.00 |
| Consulting Professional V | \$ 220.00 |
| Consulting Professional IV | \$ 215.00 |
| Consulting Professional III | \$ 210.00 |
| Consulting Professional II | \$ 205.00 |
| Consulting Professional I | \$ 200.00 |
| Design Technician V | \$ 180.00 |
| Design Technician IV | \$ 175.00 |
| Design Technician III | \$ 170.00 |
| Design Technician II | \$ 165.00 |
| Design Technician I | \$ 160.00 |
| Construction Representative III | \$ 187.00 |
| Construction Representative II | \$ 177.00 |
| Construction Representative I | \$ 167.00 |
| Survey Crew | \$ 225.00 |
| Project Assistant | \$ 110.00 |

Listed Rates – All Rates listed above are hourly rates based upon straight time for a 40-hour, 5-day week and are charged on actual time expended. When requested/required to provide professional services in excess of 40 hours during the normal work week, nonexempt staff shall be charged 1.5 times the standard rate for those hours worked in excess of the normal 40 hours. Construction Representative Services requested on weekends shall be charged at the same overtime rate with a minimum of 4 hours charged.

Client Invoicing – Gilmore & Associates, Inc. invoices on a monthly basis and payment for services rendered are due within 30 days.

Proprietary Information – This Professional Services Fee Schedule is proprietary information issued by Gilmore & Associates, Inc. for review only by the recipient of this document. The information contained herein shall not be shared, reviewed or discussed with others than those receiving this original document.

Special Consulting Services - Rates vary by type of service and level of experience. Rate Schedules will be provided upon request.