RESOLUTION NO. 10-10-2026

BOROUGH OF KINNELON

MORRIS COUNTY, NEW JERSEY

AUTHORIZING THE AWARD OF A FOURTEEN-MONTH CONTRACT TO BRUNO ASSOCIATES, INC. FOR GRANT WRITING AND CONSULTING SERVICES

WHEREAS, the Borough of Kinnelon (the "Borough") has a need for grant research, identification of funding opportunities, grant writing, application development and related grant consulting services; and

WHEREAS, Bruno Associates, Inc. (the "Consultant"), with offices at 1373 Broad Street, Suite 203B, Clifton, New Jersey 07013, has submitted a proposed Professional Service Contract and accompanying Compensation Proposal to perform such services; and

WHEREAS, the proposed agreement provides for a fourteen (14) month term commencing November 1, 2026 and ending December 31, 2027, at a fee of $2,500 per month, for a total base contract amount not to exceed $35,000; and

WHEREAS, the scope of the base agreement includes grant research and alerts, preparation and submission of authorized grant applications, assistance with initial grant portal access, monthly grant activity reporting, communications with funding agencies and legislative offices, and the other Standard Services described in the Compensation Proposal; and

WHEREAS, the Compensation Proposal expressly distinguishes Standard Services from post-award grant administration, compliance and project management activities, and provides for Additional Services at a rate of $150 per hour only upon prior Borough authorization; and

WHEREAS, the proposed agreement provides that either party may terminate upon sixty (60) days' written notice without cause or penalty; and

WHEREAS, the Borough employs a Qualified Purchasing Agent and, provided the Governing Body has established the authorized $53,000 bid threshold, the proposed $35,000 base contract is below that threshold and may be awarded without public advertising for bids pursuant to N.J.S.A. 40A:11-3, subject to compliance with N.J.S.A. 40A:11-6.1 and other applicable requirements.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Kinnelon, County of Morris, State of New Jersey, as follows:

1. The Mayor and Borough Council hereby authorize the award of a contract to Bruno Associates, Inc., 1373 Broad Street, Suite 203B, Clifton, New Jersey 07013, for grant writing and consulting services for the period November 1, 2026 through December 31, 2027, for a base contract amount not to exceed $35,000, consistent with the contract and Compensation Proposal presented to the Governing Body, subject to the conditions of this Resolution.

2. The Mayor and Borough Clerk are authorized to execute and attest the agreement on behalf of the Borough.

Dated: October 15, 2026

Karen M. Iuele, RMC

Kinnelon Borough Clerk

Resolution: 10.10.2026

Adopted 10/15/2026 on roll call vote as follows:

	Introduced	Seconded	AYES	NAYES	ABSENT	ABSTAIN
Mabey	x		x			
Chirdo		x	x			
Frank			x			
Lewis			x			
Reckler			x			
Harriz			x			