

**THE OCEAN CITY ZONING BOARD
CITY OF OCEAN CITY, CAPE MAY COUNTY, NEW JERSEY
RESOLUTION**

AUTHORIZING A PROFESSIONAL SERVICES CONTRACT BETWEEN THE CITY OF OCEAN CITY ZONING BOARD AND ENGINEERING DESIGN ASSOCIATES, P.A. (EDA) FOR SERVICES AS THE ZONING BOARD PRINCIPAL PLANNER AND ENGINEER FOR THE CALENDAR YEAR 2026

WHEREAS, the City of Ocean City Zoning Board requires certain professional planning and engineering services for the calendar year 2026; and

WHEREAS, Engineering Design Associates, P.A. (EDA) has been determined to have the necessary expertise and ability to perform said services; and

WHEREAS, the Zoning Board of the City of Ocean City is desirous of entering into a professional services contract with Engineering Design Associates, P.A. (EDA), 5 Cambridge Drive, Ocean View, NJ 08230; and

WHEREAS, it is determined in the best interest of the Ocean City Zoning Board to have said services performed; and

WHEREAS, Engineering Design Associates, P.A. (EDA), has agreed to serve as the Ocean City Zoning Board’s Principal Professional Planner and Engineer for the calendar year 2026; and

WHEREAS, a contract for Professional Services with Engineering Design Associates, P.A. (EDA), may be entered into without competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the City of Ocean City may enter into a non-advertised contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Engineering Design Associates, P.A. (EDA), has completed and submitted a Business Entity Disclosure Certification which certifies Engineering Design Associates, P.A. (EDA), has not made any reportable contrition to a political or candidate committee for an elected office in the City of Ocean City, New Jersey in the previous one year period, and that the contract will prohibit Engineering Design Associates, P.A. (EDA), from making any reportable contributions through the term of the contract; and

WHEREAS, the Zoning Board of the City of Ocean City has reviewed the terms and conditions of the contract and recommend the appointment of Engineering Design Associates, P.A. (EDA), for Principal Professional Planning and Engineering Services the calendar year 2026; and

NOW THEREFORE, BE IT RESOLVED by the Zoning Board of the City of Ocean City, New Jersey that **Engineering Design Associates, P.A. (EDA), 5 Cambridge Drive, Ocean View, NJ 08230** is appointed as the Zoning Board Principal Planner and Engineer for Zoning Board services for the calendar year 2026 as follows:

1.

The City shall collect escrow fees from Zoning Board applicants which shall be applied to the cost of services according to the hours performed by the engineer listed above, pursuant to provisions under the Municipal Land Use Law and pursuant to the fee schedule below:
- | | |
|---|-------------------|
| Board Planner/Engineer | \$155.00 per hour |
| Principal Engineer/Planner | \$155.00 per hour |
| Project Engineer | \$139.00 per hour |
| Principal Landscape Architect Associate | \$140.00 per hour |
| Professional Planner | \$135.00 per hour |
| Licensed Landscape Architect | \$128.00 per hour |
| Environmental Specialist | \$119.00 per hour |
| AutoCadd Technician | \$115.00 per hour |
| Engineering/Planning Aide | \$115.00 per hour |
| Project Tech | \$100.00 per hour |
| Inspector II | \$97.00 per hour |
| Construction Manager | \$95.00 per hour |
| Inspector I | \$92.00 per hour |
| Clerical (other than overhead functions) | \$50.00 per hour |
| Reasonable expenses (filing fees, messenger fees) | Actual Cost |
2.

The term of the contract shall be for a period not to exceed one (1) year, commencing on January 1, 2026 and continuing through December 31, 2026.
3.

A copy of this Resolution and Contract shall be available for inspection in the City of Ocean City Clerk's Office at City Hall, and the Planning Office at 115 12th Street, Ocean City, and shall be printed on one (1) occasion in the Sentinel Ledger.
4.

A copy of the Business Entity Certification and the Sworn Statement By Professional Service Provider shall be on file with this resolution in the City Clerk’s Office at City Hall and the Planning Office at 115 12th Street, Ocean City.
5.

A copy of Engineering Design Associates, P.A. (EDA)’s Business Registration Certificate (BRC) has been submitted and shall be placed on file in the Planning Office.

BE IT FURTHER RESOLVED that the Zoning Board of the City of Ocean City is hereby authorized to enter into a formal contract agreement with Engineering Design Associates, P.A. (EDA) beginning on January 1, 2026 and continuing through December 31, 2026 for professional services as the Zoning Board Planner and Engineer, as listed in accordance with this resolution and contract.

The Director of Financial Management certifies that non-escrow funds are available, contingent upon the passage of the 2026 Local Municipal Budget and the issuance of a purchase order, and that these services and expenditures shall be charged to Operating Account No. 6-01-20-019-211, and that escrow funds are available, contingent upon the applicant’s deposit of reasonable and sufficient escrow monies, chargeable to Trust Account No. T-12-56-175-027.

CERTIFICATION OF FUNDS

Frank Donato, III, CMFO Director of Financial Management City of Ocean City, NJ	Michael Buck Zoning Board Chair	Jaime M. Felker Certified Land Use Administrator
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The above resolution was duly adopted by the Zoning Board of Ocean City, New Jersey, at a meeting of said Board duly held on the 21st day of January 2026.

Jaime M. Felker, Certified Land Use Administrator