



State of New Jersey

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MEMORANDUM

To: Budget & Finance Committee
From: Lisa J. Plevin, Executive Director *LJP*
Subject: Committee Meeting Minutes – February 6, 2020
Date: February 18, 2020

A Budget and Finance (B&F) Committee meeting/call was held on Thursday, February 6, 2020 at 1:00 p.m. Committee Members present were: Council Chair Richko, Committee Chair Holtaway, Member Visioli. Present via teleconference were: Member James and Stephanie Brown of GAU.

Staff Members present were: Lisa J. Plevin, Christine LaRocca, Gabrielle Gallagher, James Humphries, Maryjude Haddock-Weiler, Christina Petagna and Keri Green.

Committee Chair Holtaway opened the meeting at 1:00 p.m.

Contract for Evaluation and Field Test of the Draft Highlands Region Functional Ecosystem Valuation Model and Forest Conservation Guidance:

Ms. Petagna explained the basis for the proposed contract. The Highlands Council recognizes the value of resources such as clean water and air, scenic value and other ecological factors that contribute significant economic and public health benefits to the Region, but currently there is no objective way to assign a quantitative value or economic currency to these resources. The Regional Master Plan (RMP) establishes a “no net loss” of habitat value goal, but without a methodology to assign a value, it is difficult to compare different properties for the purposes of mitigation.

Ms. Petagna provided background on the development of the Highlands Region Functional Ecosystem Valuation (FEV) Methodology and Forest Conservation Guidance. The work was contracted in 2013 and the draft FEV Methodology and Forest Conservation Guidance is now complete. The proposed contract is to obtain the services of an independent third-party expert to test the methodology and ensure it is accurate and repeatable.

Two proposals were submitted in response to the RFP. The staff is recommending Applied Ecological Sciences, as the firm provided the best overall approach to the project at a significantly

lower cost than the other proposal. The firm also has included an alternatives analysis in its proposal. Although the memorandum reflected a cost of \$65,500, the contract cost is \$55,769.

Committee Chair Holtaway asked for a motion to approve the contract and move to Council for final consideration. Committee Member Visioli made a motion and Committee Member James seconded it. All were in favor.

Committee Member James recused himself from any discussion and/or approval regarding the next agenda item.

Contract to Develop an Economic Sustainability Plan for the Highlands Region:

Ms. Haddock-Weiler explained the basis for the project. The Monitoring Program Recommendation Report (MPRR) recommended the development of an economic development plan for the Highlands Region, including: 1) an economic profile of the region; 2) an analysis of the economic development potential of the region; 3) strategies for economic growth over time; and 4) an implementation schedule to move these strategies into actions.

Ms. Haddock-Weiler explained that a steering committee was convened to develop the RFP for the project. A few members of the steering committee also participated in the review of the responses.

Seven (7) multi-disciplinary teams responded to the RFP and five (5) of those teams were interviewed. The review team unanimously recommends the team of Camoin Associates 310 and Maser Consulting for award of the contract. The Camoin Team had the most comprehensive understanding of the intent of the project and had the lowest price. Camoin has performed similar work for other clients and Maser and Camoin have worked collaboratively on other projects. Also, the reference check resulted in nothing but positive feedback about Camoin.

Committee Chair Holtaway questioned the “310” part of Camoin’s business. Ms. Haddock-Weiler explained that this was a recent acquisition by Camoin. The firm seeks out businesses to locate into particular areas.

The staff recommendation is to enter a contract with Camoin in the amount of \$149,861.30.

Committee Chair Holtaway asked for a motion to approve the contract and move to Council for final consideration. Council Chair Richko made a motion and Committee Member Visioli seconded it. All were in favor.

Committee Chair Holtaway commended the staff on thorough memoranda prepared for both projects and the diligence and effort put into the selection process.

The committee meeting adjourned at 1:25 p.m.