

## PROFESSIONAL SERVICE CONTRACT

**THIS AGREEMENT made on the 13th day of January 2026, BY and BETWEEN the Township of Barnegat** having its principal offices located at **900 W. Bay Avenue, Barnegat, NJ 08005** County of **Ocean** and State of New Jersey, party of the first part, hereinafter referred to as Client and **Bruno Associates, Inc.**, a New Jersey Corporation, having its principal offices located at 1373 Broad Street, Suite 203B, Clifton, NJ 07013, hereinafter referred to as Consultant.

**WHEREAS**, the CLIENT has a need for Grant Writing and Consulting Services;

### **WITNESSETH:**

**WHEREAS**, the Consultant has offered to the Client its professional services to study, evaluate and apply for federal, state, county and foundation grant programs on behalf of the Client and the Client wishes to engage the Consultant to perform such professional services;

### **NOW, THEREFORE, the parties do agree as follows:**

1. The Consultant agrees to perform all necessary professional consultation and other work involved in the study of federal, state, county and foundation grant program needs of the Client, and the related research, planning, preparation and submission of all applications for such programs, as the client shall agree to submit, for the sum of **\$4,166.66** per month, payable on the first day of each month in advance (prorated for any partial month resulting from the termination of the Term prior to its expiration) for a total contract amount of **\$50,000.00**.
2. The term of this agreement shall be for one-year period commencing **January 1, 2026** and terminating **December 31, 2026**.
3. The Client agrees to purchase from the Consultant the aforesaid professional services for the sum and in the manner set forth above.
4. **Termination by Either Party.** This Agreement may be terminated upon 60 days written notice without cause or penalty by either party.
5. In the event Client wishes to continue the services of Consultant after the termination date of this Agreement, Consultant shall continue to perform its services at the same rate as per the above Paragraph 1 pending the effective date of a new contract term.
6. **Confidentiality of Information.** Consultant understands and agrees that data, materials, and information disclosed to or obtained by the Consultant may contain confidential and protected information. The Consultant covenants that data, material, and information gathered, based upon or disclosed to the Consultant for the purpose of this Agreement will not be disclosed to or discussed with third parties (including but not limited to political organizations, candidates, candidate committees, political action committees, or any other advocacy organization) without the prior written consent of the Client.
7. **Merger & Modification.** This Agreement constitutes the entire Agreement between the parties. No understandings, agreements, or representations, oral or written, not specified within this Contract will be valid provisions of this Agreement. This Contract may not be modified, supplemented, or amended, except by written agreement signed by all necessary parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed and sealed as of the date set forth.

ATTEST:WITNESS

*Dorothy Mann, Inc*  
MUNICIPAL CLERK

Township of Barnegat  
OCEAN COUNTY, NEW JERSEY

*Page A*  
MAYOR

ATTEST:WITNESS

*M. Castelbuono*

Melissa Castelbuono  
Director of Finance & Administration

BRUNO ASSOCIATES, INC.  
PASSAIC COUNTY, NEW JERSEY

*Christopher Brown*

Christopher Brown, CEO