

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

MEETING MINUTES

SEPTEMBER 28, 2017

The Regular Meeting of The Southeast Morris County Municipal Utilities Authority (the "Authority") was held on Thursday, September 28, 2017, at 7:00 PM prevailing time in the Board Room at the offices of the Authority at 19 Saddle Road, Cedar Knolls, New Jersey.

The Chairman called the meeting to order at 7:00 PM and read the attached statement of Public Notice (Sunshine Law) and caused same to be entered into the minutes of the meeting.

ROLL CALL

PRESENT: Chairman Kissil; Members Baldassari, Dougherty*, Iannaccone, Johnson, Rotando and Schimpf

ABSENT: Member Conradi

* Member arrived at approximately 7:15 PM.

Also present at the meeting were the following Authority staff: Laura Cummings, Executive Director/Chief Engineer; Paul Kozakiewicz, Superintendent; Charles Maggio, Manager of Finance; Alexis Bozza, Administrative Assistant; and General Counsel to the Authority, Sidney D. Weiss, Esq.

MOTION APPROVING MINUTES OF AUGUST 24, 2017

Copies of the minutes of the meeting held on August 24, 2017, were distributed to the members prior to the meeting for review and comment. Member Baldassari moved that the minutes be adopted. Member Johnson abstained. Member Rotando seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Kissil; Members Baldassari, Iannaccone, Rotando and Schimpf

NOES: None

ABSTAINS: Member Johnson

RESOLUTION – APPROVAL OF SEPTEMBER 2017 LIST OF BILLS

Copies of the bill list for September 2017 were distributed to the members prior to the meeting for comment and approval. Member Johnson moved to approve the list of bills and offered the following resolution:

RESOLUTION NO. 89-17

RESOLUTION AUTHORIZING PAYMENT OF LIST OF BILLS FOR SEPTEMBER 2017

"COPY ANNEXED"

Member Schimpf seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Kissil; Members Baldassari, Iannaccone, Johnson, Rotando and Schimpf

NOES: None

OTHER BUSINESS

- A. Resolution Authorizing the Transfer of Funds between 2017 Budget Appropriations

The Board reviewed a memorandum from the Manager of Finance dated September 22, 2017, where he advised that there exists certain funds in the 2017 budget line items which will be remaining at year end and that there are certain budget line items in the 2017 budget that require additional funding prior to the year end. Per suggestion by the Authority's Auditors that it authorize and obtain Board approval for budget transfers among its internal appropriation line items to cover actual expenditures, the Manager of Finance requested that such balances, totaling \$20,175.15, be transferred from the various budget line items with balances to those requiring additional funds to balance. Member Rotando offered the following resolution:

RESOLUTION NO. 90-17

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS BETWEEN 2017 BUDGET APPROPRIATIONS

"COPY ANNEXED"

Member Baldassari seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Kissil; Members Baldassari, Iannaccone, Johnson, Rotando and Schimpf

NOES: None

- B. Resolution Awarding Contracts for Water Treatment Chemicals

The Authority advertised and received bids, pursuant to a fair and open process, for water treatment chemicals on September 7, 2017. Five bids were received by the 24 companies who

obtained bid packages. The bids have been examined by the Superintendent as set forth in a memorandum dated September 26, 2017, a copy of which was reviewed by the Board. Main Pool and Chemical Co., Inc. ("Main Pool") failed to comply with the Procurement Specifications by not submitting certification that its product meets or exceeds ANSI/NSF Standard 60 of which the Procurement Specifications state that this certification must be enclosed with the bid package and since Main Pool failed to provide the certification, it was recommended to reject Main Pool's bid for Sodium Hypochlorite. Shannon Chemical Corporation ("Shannon") failed to provide a Bid Bond and Consent of Surety and therefore it was recommended that Shannon's bid for Liquid Citric Acid, be rejected and the Contract be awarded Main Pool as the next lowest and most responsive bidder.

Miracle Chemical Company has been determined to be the lowest qualified bidder for Sodium Hypochlorite in the total amount of \$64,760; Main Pool has been determined to be the lowest qualified bidder for Sodium Bisulfite and Liquid Citric Acid in the total amount of \$3,318; George S. Coyne Chemical Company has been determined to be the lowest qualified bidder for Calcium Hypochlorite in the total amount of \$15,960; and Calgon Carbon Corporation has been determined to be the lowest qualified bidder for Granular Activated Carbon in the total amount of \$68,800.

The Treasurer has certified that there are sufficient funds available in the 2017 Budget for the portion to be expended in 2017 (\$15,734.00); and that the portion to be expended in 2018 (\$137,104.60) will be available subject to approval of the 2018 Budget. Member Baldassari offered the following resolution:

RESOLUTION NO. 91-17

RESOLUTION AWARDING CONTRACTS FOR WATER TREATMENT CHEMICALS

"COPY ANNEXED"

Member Rotando seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Kissil; Members Baldassari, Iannaccone, Johnson, Rotando and Schimpf

NOES: None

C. Resolution Awarding a Professional Service Contract for Engineering Services in connection with the Headquarters Facility Upgrade and Remodel

On July 7, 2017, the Authority requested proposals from eight engineering consulting firms in connection with its Headquarters Facility Upgrade and Remodel. On September 1, 2017, proposals were received by four of the eight engineering consulting firms. The proposals were reviewed by the Executive Director/Chief Engineer as set forth in a memorandum dated

September 25, 2017, a copy of which was reviewed by the Board. The proposal submitted by Gannett Fleming Architects, Inc. had been determined to be the most responsive to the requested scope of services at a total cost of \$37,504.00. The Contract would be awarded without public bidding as a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and in compliance with N.J.S.A. 19:44A-20.5 (Pay-to-Play Law). Gannett Fleming Architects completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract. The Treasurer certified that there are sufficient funds available in the 2017 Budget. Member Rotando offered the following resolution:

RESOLUTION NO. 92-17

RESOLUTION AWARDING A PROFESSIONAL SERVICE CONTRACT FOR ENGINEERING SERVICES IN CONNECTION WITH THE HEADQUARTERS FACILITY UPGRADE AND REMODEL

“COPY ANNEXED”

Member Johnson seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Kissil; Members Baldassari, Dougherty, Johnson, Rotando and Schimpf

NOES: Member Iannaccone

D. Resolution Awarding a Professional Service Contract for Engineering Services in connection with the Design of the Morris Plains Well Pump System and Related Matters

On August 3, 2017, the Authority requested proposals from six engineering consulting firms for the Design of the Morris Plains Well Pump System and Related Matters. On September 15, 2017, proposals were received by three of the six engineering consulting firms. The proposals were reviewed by the Senior Engineer and Superintendent as set forth in a memorandum dated September 20, 2017 and September 26, 2017 respectively, copies of which were reviewed by the Board. The proposal submitted by Leggette, Brashears & Graham, Inc. had been determined to be the most responsive to the requested scope of services at a total cost of \$46,000.00. This Contract would be awarded without public bidding as a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and in compliance with N.J.S.A. 19:44A-20.5 (Pay-to-Play Law). Leggette, Brashears & Graham, Inc. had completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any

reportable contributions through the term of the contract. The Treasurer certified that there are sufficient funds available in the 2017 Budget. Member Dougherty offered the following resolution:

RESOLUTION NO. 93-17

RESOLUTION AUTHORIZING AWARD OF A PROFESSIONAL SERVICE CONTRACT
FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH
DESIGN OF THE MORRIS PLAINS WELL PUMP SYSTEM AND RELATED MATTERS

"COPY ANNEXED"

Member Baldassari seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Kissil; Members Baldassari, Dougherty, Iannaccone, Johnson, Rotando and Schimpf

NOES: None

D. Water Main Extension Applications:

1. JMF/RD NJ Properties Urban Renewal, LLC
2. JMF/RD NJ Properties Residential Urban Renewal, LLC

The Superintendent referred the Board to proposed residential and commercial development projects referred to as Morris Marketplace located at Hanover Avenue and Martin Luther King Boulevard in the Township of Morris. The Superintendent reviewed the applications and was of the opinion that the connections can be made without any adverse effect on the water system or customers within the District.

SUCH OTHER MATTERS TO LEGALLY COME BEFORE THE BOARD

1. Painting and Rehabilitation, and Structural Repairs of Picatinny Water Storage Tank No. 1

Mr. Weiss reported that permission was received from the bankruptcy court to terminate the contracts with Pro-Spec Painting. He added that the contracts were terminated immediately. Ms. Weiss reported that the surety company, International Fidelity Insurance Company (IFIC), has been notified. He added that IFIC has already sent out bid requests to six (6) contractors. IFIC has already held the pre-bid meeting where two contractors attended. Mr. Weiss continued that an addendum was issued earlier that day to cover open items. Mr. Kozakiewicz added that the bid date is October 6, 2017. He added that IFIC plans to fast track there project where they expect to award the contract within three weeks of bid opening. IFIC wants the new contract to start immediately.

Member Iannaccone inquired about the paint previously purchased. Mr. Kozakiewicz responded one of the addenda items addressed that issue where a determination will be made as to whether or not the paint is usable.

Ms. Cummings added that SMCMUA will still have to pay an inspector for this work.

2. Whippany River Watershed Action Committee

Member Johnson expressed his gratitude on behalf of the Whippany River Watershed Action Committee (WRWAC) for SMCMUA's participation and efforts in assisting in WRWAC's mission.

REPORTS

Copies of the following reports were distributed to the Members for review and comment and a discussion ensued as to each item:

- A. Executive Director/Chief Engineer – August 2017
- B. Superintendent – August 2017
- C. Information Technology – August 2017
- D. Finance – August 2017

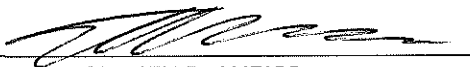
PUBLIC DISCUSSION

Chairman Kissil stated the next portion of the meeting was set aside for public discussion. No one from the public was present. The Chairman then closed the public portion of the meeting.

ADJOURNMENT

There being no further business, Member Dougherty moved that the meeting be adjourned. Member Baldassari seconded the motion. The meeting adjourned at 7:49 PM.

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


SIDNEY D. WEISS
Assistant Secretary

SUNSHINE LAW STATEMENT

Adequate notice of this meeting has been provided in accordance with the provisions of the “Open Public Meetings Act”, in the following manner:

1. By posting a copy of the Annual Notice of the Authority’s regular meetings (upon which this meeting is listed) on the Bulletin Board at the Authority’s offices at 19 Saddle Road, Cedar Knolls, New Jersey, and by delivering copies of such notice for posting at similar public places in the municipal buildings of the Town of Morristown, the Townships of Hanover and Morris and the Borough of Morris Plains on February 2, 2017.

2. By delivering to, for filing, copies of the Annual Notice with the Daily Record, the Newark Star Ledger, the Morris News Bee, the clerks of the Townships of Chatham, Harding, Mendham, Randolph and Parsippany-Troy Hills, the Borough of Florham Park and the County of Morris on February 2, 2017.



Southeast Morris County Municipal Utilities Authority

19 SADDLE ROAD • CEDAR KNOLLS, NEW JERSEY 07927 • TEL 973-326-6880 • FAX 973-326-9521

Resolution No. 89-17

RESOLUTION AUTHORIZING PAYMENT OF SEPTEMBER 2017 LIST OF BILLS

BE IT RESOLVED that authorization is hereby granted to make payment of the following list of bills:

OPERATING FUND

Total Salary and Wages \$ 252,441.18

Total Operating Fund Checks and Wire Transfers \$ 475,244.25

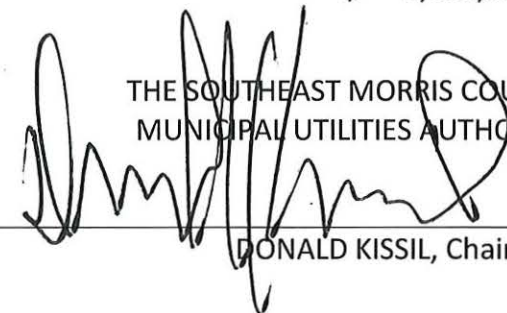
GENERAL FUND/SPECIAL ACCOUNT \$ 323,330.61

TOTAL OF SEPTEMBER 2017 LIST OF BILLS \$ 1,051,016.04

ATTEST:



SIDNEY D. WEISS, Assistant Secretary



DONALD KISSIL, Chairman

Dated: September 28, 2017

Board Members

Morristown:
Mary Dougherty
Donald Kissil

Morris Township:
Dennis Baldassari
Alan Johnson

Morris Plains:
William Conradi
Ralph Rotando

Hanover Township:
Saverio C. Iannaccone
Adolf Schimpf

Executive Director/Chief Engineer: Laura Cummings, P.E.

Superintendent: Paul A. Kozakiewicz

TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds available (\$1,051,016.04) for payment of the resolution entitled Resolution Authorizing Payment of September 2017 List of Bills in the Authority's 2017 Operating Budget.




CHARLES MAGGIO, Treasurer

Dated: September 28, 2017

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on Thursday, September 28, 2017, at a meeting duly convened of said Authority.


SIDNEY D. WEISS, Assistant Secretary

Dated: September 28, 2017



Southeast Morris County Municipal Utilities Authority

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Resolution No. 90-17

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS BETWEEN 2017 BUDGET APPROPRIATIONS

WHEREAS, the Authority's Manager of Finance/Treasurer has advised that a new budget account was needed to cover expenses incurred by temporary staff; and

WHEREAS, the Manager of Finance/Treasurer has requested that such balances be transferred from a previously established budget line item with a balance to fund the new budget line item; and

WHEREAS, it appears that such transfer is in the best interest of the Authority and the Water System;

NOW THEREFORE, BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority that the following transfer within the 2017 Operating Budget totaling \$20,175.15 is hereby approved:

Budget Transfers for 2017 Budget

<u>Budget Line Item</u>	<u>Title</u>	<u>Amount</u>
Transfer To:		
02-12-400-620	IT - Cyber Security	20,000.00
02-00-500-348	2014 Tractor (Capital)	175.15
	Total	\$20,175.15
Transfer From:		
02-12-400-638	IT - SCADA Control	12,000.00
02-12-400-628	IT - Communications - Cellular	8,000.00
02-00-500-372	2016 Equipment, Mason/Dump Truck (Capital)	175.15
	Total	\$20,175.15

Board Members

Morristown:
Mary Dougherty
Donald Kissil

Morris Township:
Dennis Baldassari
Alan Johnson

Morris Plains:
William Conradi
Ralph R. Rotando

Hanover Township:
Saverio C. Iannaccone
Adolf Schimpf

Executive Director/Chief Engineer: Laura Cummings, P.E.

Superintendent: Paul A. Kozakiewicz

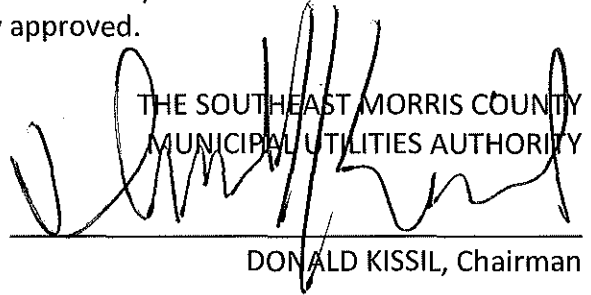
AND BE IT FURTHER RESOLVED that the Manager of Finance/Treasurer be and is hereby authorized and directed to take whatever actions are necessary or convenient to effectuate the provisions of this Resolution and the transfers hereby approved.

ATTEST:



SIDNEY D. WEISS, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY

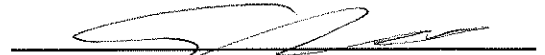


DONALD KISSIL, Chairman

DATED: September 28, 2017

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on Thursday, September 28, 2017, at a meeting duly convened of said Authority.


SIDNEY D. WEISS, Assistant Secretary

Dated: September 28, 2017



Southeast Morris County Municipal Utilities Authority

19 SADDLE ROAD • CEDAR KNOLLS, NEW JERSEY 07927 • TEL 973-326-6880 • FAX 973-326-9521

Resolution No. 91-17

RESOLUTION AWARDING CONTRACTS FOR WATER TREATMENT CHEMICALS

WHEREAS, the Authority has advertised and received bids for the project entitled Water Treatment Chemicals on September 7, 2017; and

WHEREAS, Main Pool and Chemical Co., Inc. ("Main Pool") failed to comply with the Procurement Specifications by not submitting certification that its product meets or exceeds ANSI/NSF Standard 60 of which the Procurement Specifications state that this certification must be enclosed with the bid package and since Main Pool failed to provide the certification, Main Pool's bid for Sodium Hypochlorite is hereby rejected; and

WHEREAS, Shannon Chemical Corporation ("Shannon") failed to provide a Bid Bond and Consent of Surety and therefore it is recommended that Shannon's bid for Liquid Citric Acid, be rejected and the Contract be awarded Main Pool as the next lowest and most responsive bidder; and

WHEREAS, Miracle Chemical Company has been determined to be the lowest qualified bidder for Sodium Hypochlorite in the total amount of \$64,760; Main Pool has been determined to be the lowest qualified bidder for Sodium Bisulfite and Liquid Citric Acid in the total amount of \$3,318; George S. Coyne Chemical Company has been determined to be the lowest qualified bidder for Calcium Hypochlorite in the total amount of \$15,960; and Calgon Carbon Corporation has been determined to be the lowest qualified bidder for Granular Activated Carbon in the total amount of \$68,800; and

WHEREAS, the Treasurer has certified that there are sufficient funds available in the 2017 Budget for the portion to be expended in 2017 (\$15,734.00); and that the portion to be expended in 2018 (\$137,104.60) will be available subject to approval of the 2018 Budget; and

NOW THEREFORE BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority as follows:

1. That a contract for Sodium Hypochlorite be awarded to Miracle Chemical Company in accordance with its bid submitted on September 7, 2017, in the amount of \$64,760.

Board Members

Morristown:
Mary Dougherty
Donald Kissil

Morris Township:
Dennis Baldassari
Alan Johnson

Morris Plains:
William Conradi
Ralph R. Rotando

Hanover Township:
Saverio C. Iannaccone
Adolf Schimpf

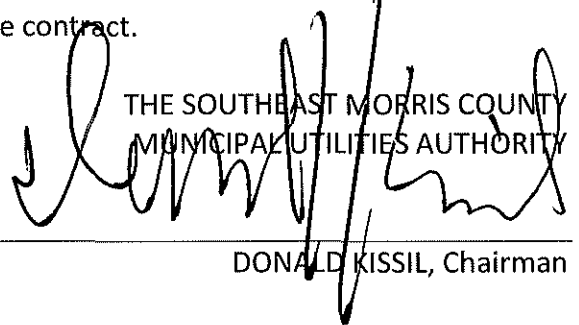
Executive Director/Chief Engineer: Laura Cummings, P.E.

Superintendent: Paul A. Kozakiewicz

2. That a contract for Sodium Bisulfite and Liquid Citric Acid be awarded to Main Pool and Chemical Co., Inc. in accordance with its bid submitted on September 7, 2017, in the amount of \$3,318.
3. That a contract for Calcium Hypochlorite be awarded to George S. Coyne Chemical Company in accordance with its bid submitted on September 7, 2017, in the amount of \$15,960.60.
4. That a contract for Granular Activated Carbon be awarded to Calgon Carbon Corporation in accordance with its bid submitted on September 7, 2017, in the amount of \$68,800.
5. That the appropriate officers of the Authority be and they are hereby authorized and directed to execute contracts with regard to said project on behalf of the Authority as set forth above in the manner provided by law.
6. That the contracts be limited to the maximum amount of the bids and terms of one year beginning ten days after signing the contract.

ATTEST:

SIDNEY D. WEISS, Assistant Secretary


THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY

DONALD KISSIL, Chairman

Dated: September 28, 2017

TREASURER'S CERTIFICATION

I hereby certify funds for payment of contracts for Water Treatment Chemicals as follows:

1. In 2017, funds are available in the amount of \$15,734.00; and
2. In 2018, funds will be available in the amount of \$137,104.60 subject to the approval of the 2018 Budget.

The total maximum amount of this contract will not exceed \$152,838.60. This item will be charged to Account No. 02-70-400-637 (TREAT: Treatment Chemicals).



CHARLES MAGGIO, Treasurer

DATED: September 28, 2017

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on Thursday, September 28, 2017, at a meeting duly convened of said Authority.



SIDNEY D. WEISS, Assistant Secretary

Dated: September 28, 2017



Southeast Morris County Municipal Utilities Authority

19 SADDLE ROAD • CEDAR KNOLLS, NEW JERSEY 07927 • TEL 973-326-6880 • FAX 973-326-9521

Resolution No. 92-17

RESOLUTION AUTHORIZING AWARD OF A PROFESSIONAL SERVICE CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH THE HEADQUARTERS FACILITY UPGRADE AND REMODEL

WHEREAS, on July 7, 2017, the Authority requested proposals from eight engineering consulting firms in connection with its Headquarters Facility Upgrade and Remodel; and

WHEREAS, on September 1, 2017, proposals were received by four of the eight engineering consulting firms; and

WHEREAS, the proposals were reviewed by the Executive Director/Chief Engineer as set forth in a memorandum dated September 25, 2017, a copy of which is annexed hereto; and

WHEREAS, the proposal submitted by Gannett Fleming Architects, Inc. has been determined to be the most responsive to the requested scope of services at a total cost of \$37,504.00; and

WHEREAS, this Contract is being awarded without public bidding as a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and in compliance with N.J.S.A. 19:44A-20.5 (Pay-to-Play Law); and

WHEREAS, Gannett Fleming Architects, Inc. has completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Treasurer has determined and certified in writing that the value of the Contract will exceed \$17,500; and

WHEREAS, the Treasurer has certified that there are sufficient funds available in the 2017 Budget; and

Board Members

Morristown:
Mary Dougherty
Donald Kissil

Morris Township:
Dennis Baldassari
Edward A. Taratko, Jr.

Morris Plains:
William Conradi
Ralph R. Rotando

Hanover Township:
Saverio C. Iannaccone
Adolf Schimpf

Executive Director/Chief Engineer: Laura Cummings, P.E.

Superintendent: Paul A. Kozakiewicz

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that notice of the awarding of professional service contracts be printed once in a newspaper authorized by law to publish the Authority's legal advertisement;

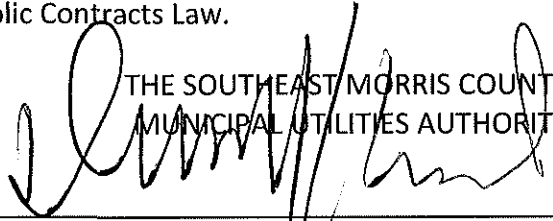
NOW THEREFORE BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority as follows:

1. That the proposal of Gannett Fleming Architects, Inc. received on September 1, 2017, for the Design of Groundwater Facilities Chemical Feed Systems, Chlorine Contact Improvements and Related Matters, be and the same is hereby accepted and approved.
2. The Executive Director/Chief Engineer be and is hereby authorized and directed to execute a Professional Service Contract on behalf of the Authority.
3. This contract is awarded without competitive bidding as a "Professional Service Contract" in accordance with the Local Public Contracts Law because the services to be rendered are professional services as therein defined; and
4. Copies of this Resolution shall be filed in the office of the Secretary of the Authority and in the respective offices of the Clerks of the Township of Hanover, the Township of Morris, the Town of Morristown and the Borough of Morris Plains, and notice of the award shall be printed once in the Daily Record in accordance with the Local Public Contracts Law.

ATTEST:



SIDNEY D. WEISS, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


DONALD KISSIL, Chairman

DATED: September 28, 2017



MEMORANDUM

TO: Members of the Board

FROM: Laura Cummings, P.E., Executive Director / Chief Engineer

RE: Recommendation of Award to Gannett Fleming Architects, Inc. for "Professional Services for Programming for SMCMUA Headquarters Facility Upgrade and Remodel"

DATE: September 25, 2017

CC: Paul A. Kozakiewicz, Superintendent
Charles Maggio, Manager of Finance
Laura Norkute, Senior Engineer

Proposals for "Programming for SMCMUA Headquarters Facility Upgrade and Remodel" were requested on July 7, 2017, received on September 1, 2017, and reviewed by Senior Engineer, Laura Norkute.

Proposals were solicited from eight (8) engineering consulting firms. Four (4) firms submitted proposals, including: LAN Associates, Inc. (LAN); Gannett Fleming Architects, Inc. (Gannett Fleming); H2M Architects + Engineers (H2M); and DCM Architecture and Engineering, LLC (DCM). The remaining firms that did not submit included: Bowman Consulting Group, Ltd.; Dewberry; Van Praet and Weisgerber; and NK Architects.

Project Scope

The Programming effort will generate a concept level report with full life-cycle costs to plan for the detailed design and construction of the Headquarters Upgrade and Remodel.

Project Drivers

The project scope of services was designed to address staffing needs, security requirements and the overall intended use of the facility. In addition, building systems have reached the end of their useful life.

Proposal Review and Recommendation for Award

Table 1 provides a summary comparison of cost and labor for the four (4) submittals. The total project costs ranged between \$34,500 (LAN) and \$60,536.19 (DCM). Gannett Fleming and H2M total cost proposals were \$37,504 and \$38,740, respectively.

Gannett Fleming's proposal was the most responsive to the requested scope of services at a total cost of \$37,504 and level of effort equal to 300 labor hours. The project team member experience provides for subject area expertise in architecture, engineering, and construction support services.

Based on the review of the four (4) proposals, we recommend award of this project to Gannett Fleming Architects, Inc. for a total time-and-materials not-to-exceed cost of \$37,504.00.

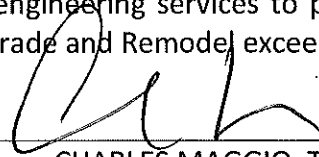
The Treasurer has certified that funds are available for this work in Capital Account #02-00-500-392, "2016 Headquarters – Facility Design".

Table 1
Cost and Labor Summary
Professional Services for Programming for SMC MUA Headquarters Facility Upgrade and Remodel

Task	Description	Cost Summary				Labor Summary			
		LAN Associates	Gannett Fleming Architects, Inc.	H2M architects + engineers	DCM Architecture and Engineering, LLC	LAN Associates	Gannett Fleming Architects, Inc.	H2M architects + engineers	DCM Architecture and Engineering, LLC
		(LAN)	(Gannett Fleming)	(H2M)	(DCM)	(LAN)	(GF)	(H2M)	(DCM)
		(\$)	(\$)	(\$)	(\$)	(hours)	(hours)	(hours)	(hours)
Task 1	Programming	\$ 15,000	\$ 16,120	\$ 16,610	\$ 6,534	146	144	135	44
Task 2	Additional Services	\$ 19,500	\$ 20,804	\$ 21,630	\$ 54,002	200	156	161	204
Subconsultants	Site Evaluation				\$ 27,863				
Expenses	Expenses	-	\$ 580	\$ 500	-				
Total		\$ 34,500.00	\$ 37,504.00	\$ 38,740.00	\$ 60,536.19	346	300	296	248

CERTIFICATION OF VALUE IN EXCESS OF \$17,500 (PAY-TO-PLAY LAW)

The undersigned hereby certifies that the estimated amount of the contract to be awarded to Gannett Fleming Architects, Inc. for professional engineering services to provide professional engineering services for the Headquarters Facility Upgrade and Remodel exceeds \$17,500.

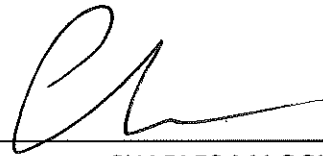


CHARLES MAGGIO, Treasurer

Dated: September 28, 2017

TREASURER'S CERTIFICATION

I hereby certify funds are available in the total maximum amount of \$37,504.00 for payment of a contract with Gannett Fleming Architects, Inc. for professional engineering services for the Headquarters Facility Upgrade and Remodel. This item will be charged to Capital Account No. 02-00-500-392, 2016 Headquarters – Facility Design.



CHARLES MAGGIO, Treasurer

DATED: September 28, 2017

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on Thursday, September 28, 2017, at a meeting duly convened of said Authority.



SIDNEY D. WEISS, Assistant Secretary

Dated: September 28, 2017



Southeast Morris County Municipal Utilities Authority

19 SADDLE ROAD • CEDAR KNOLLS, NEW JERSEY 07927 • TEL 973-326-6880 • FAX 973-326-9521

Resolution No. 93-17

RESOLUTION AUTHORIZING AWARD OF A PROFESSIONAL SERVICE CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH DESIGN OF THE MORRIS PLAINS WELL PUMP SYSTEM AND RELATED MATTERS

WHEREAS, on August 3, 2017, the Authority requested proposals from six engineering consulting firms for the Design of the Morris Plains Well Pump System and Related Matters; and

WHEREAS, on September 15, 2017, proposals were received by three of the six engineering consulting firms; and

WHEREAS, the proposals were reviewed by the Senior Engineer and Superintendent as set forth in a memorandum dated September 20, 2017 and September 26, 2017 respectively, copies of which are annexed hereto; and

WHEREAS, the proposal submitted by Leggette, Brashears & Graham, Inc. has been determined to be the most responsive to the requested scope of services at a total cost of \$46,000.00; and

WHEREAS, this Contract is being awarded without public bidding as a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and in compliance with N.J.S.A. 19:44A-20.5 (Pay-to-Play Law); and

WHEREAS, Leggette, Brashears & Graham, Inc. has completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Treasurer has determined and certified in writing that the value of the Contract will exceed \$17,500; and

WHEREAS, the Treasurer has certified that there are sufficient funds available in the 2017 Budget; and

Board Members

Morristown:
Mary Dougherty
Donald Kissil

Morris Township:
Dennis Baldassari
Edward A. Taratko, Jr.

Morris Plains:
William Conradi
Ralph R. Rotando

Hanover Township:
Saverio C. Iannaccone
Adolf Schimpf

Executive Director/Chief Engineer: Laura Cummings, P.E.

Superintendent: Paul A. Kozakiewicz

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that notice of the awarding of professional service contracts be printed once in a newspaper authorized by law to publish the Authority's legal advertisement;

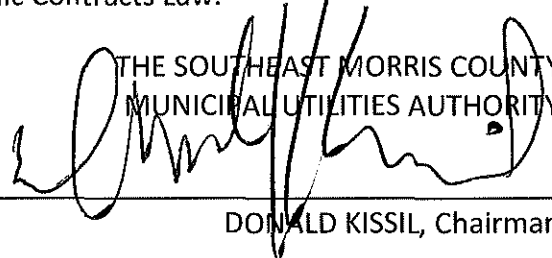
NOW THEREFORE BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority as follows:

1. That the proposal of Leggette, Brashears & Graham, Inc. received on September 15, 2017, for the Design of the Morris Plains Well Pump System and Related Matters be and the same is hereby accepted and approved.
2. The Executive Director/Chief Engineer be and is hereby authorized and directed to execute a Professional Service Contract on behalf of the Authority.
3. This contract is awarded without competitive bidding as a "Professional Service Contract" in accordance with the Local Public Contracts Law because the services to be rendered are professional services as therein defined; and
4. Copies of this Resolution shall be filed in the office of the Secretary of the Authority and in the respective offices of the Clerks of the Township of Hanover, the Township of Morris, the Town of Morristown and the Borough of Morris Plains, and notice of the award shall be printed once in the Daily Record in accordance with the Local Public Contracts Law.

ATTEST:



SIDNEY D. WEISS, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


DONALD KISSIL, Chairman

DATED: September 28, 2017



Southeast Morris County Municipal Utilities Authority

19 SADDLE ROAD • CEDAR KNOLLS, NEW JERSEY 07927 • TEL 973/326-6860 • FAX 973/326-9521

MEMORANDUM

To: Laura Cummings, P.E.
Executive Director / Chief Engineer

Cc: Charles Maggio, CMFO, Treasurer, Manager of Finance

From: Paul A. Kozakiewicz, Superintendent *PAK*

Re: Recommendation of Award for Professional Engineering Services

Date: September 26, 2017

Proposals for "Professional Services for Design of the Morris Plains Well Pump System and Related Matters" were received on September 15, 2017. Requests for Proposals were sent to six (6) consulting firms. Three (3) firms submitted proposals, including Leggette, Brashears & Graham, Inc. (LBG); GPM Associates, Inc. (GPM); and Alaimo Group Consulting Engineers (Alaimo).

All Proposals have been reviewed by our Senior Engineer, Laura Norkute. A copy of her report is attached for reference. I have reviewed her report and agree with her findings. Therefore I recommend that the Authority enter into a Professional Services Agreement with Leggette, Brashears & Graham, Inc. of Upper Saddle River, NJ for a total time-and-materials not-to-exceed cost of \$46,000.00.

Mr. Charles Maggio, CMFO, Treasurer, Manager of Finance will certify that sufficient funds are available in the 2017 Capital Budget Account #02-00-500-420 "2017 Pumps, Motors, Controls, Valves, etc." for this contract.



MEMORANDUM

TO: Paul A. Kozakiewicz, Superintendent

FROM: Laura Norkute, Senior Engineer

RE: Recommendation of Award to Leggette, Brashears & Graham, Inc. for "Professional Services for Design of the Morris Plains Well Pump System and Related Matters"

DATE: September 20, 2017

CC: Laura Cummings, P.E., Executive Director / Chief Engineer

Proposals for "Professional Services for Design of the Morris Plains Well Pump System and Related Matters" were requested on August 3, 2017 and received on September 15, 2017. Bid documents were sent to six (6) consulting firms. Three (3) firms submitted proposals, including Leggette, Brashears & Graham, Inc. (LBG); GPM Associates, Inc. (GPM); and Alaimo Group Consulting Engineers (Alaimo).

The Authority is seeking to professional services for investigation of the Morris Plain Well, design of the replacement of its well pump, motor and controls, and the production of bid contract specifications. Task 1 includes the Well Inspection, Pumping Test, and Engineering Report. Task 2 is the well pump system design and technical specifications for the recommended replacement well pump, motor, and ancillary equipment/instrumentation and controls including installation and startup requirements. Task 3 and 4 shall include any required permitting and the development of contract bid documents and bid services, respectively.

Table 1 provides a summary comparison of cost and labor for the three (3) submittals. The total project costs ranged between \$46,000 (LBG) and \$59,785 (Alaimo). LBG's proposal was the most responsive to the requested scope of services and the lowest cost, at a total cost of \$46,000.

Based on the review of the three (3) proposals, I recommend award of this project to Leggette, Brashears & Graham, Inc. for a total time-and-materials not-to-exceed cost of \$46,000.00.

The Treasurer will certify that funds are available for this work in Capital Account # _____.

Table 1
Cost and Labor Summary
Professional Services for Well Inspection and Related Services for Morris Plains Well

Task	Description	Cost Summary			Labor Summary		
		Leggette, Brashears & Graham, Inc.	GPM Associates, Inc.	Alaimo Group Consulting Engineers	Leggette, Brashears & Graham, Inc.	GPM Associates, Inc.	Alaimo Group Consulting Engineers
		(LBG)	(GPM)	(Alaimo)	(LBG)	(GPM)	(Alaimo)
		(\$)	(\$)	(\$)	(hours)	(hours)	(hours)
Task 1	Well Inspection and Assessment	\$ 10,285.00	\$ 6,304.00	\$ 6,155.00	90	46	40
Task 2	Well Pump System Design	\$ 2,840.00	\$ 6,696.00	\$ 13,140.00	18	48	84
Task 3	Permitting	\$ 1,010.00	\$ 1,144.00	\$ 3,850.00	6.52	9.50	20
Task 4	Contract Bid Documents	\$ 3,430.00	\$ 5,488.00	\$ 7,590.00	22	46	42
Subconsultants		\$ 25,850.00	\$ 27,000.00	\$ 28,700.00			
Expenses	Expenses	\$ 2,585.00	\$ 468.00	\$ 350.00			
Total		\$ 46,000.00	\$ 47,100.00	\$ 59,785.00	136.52	149.50	186

CERTIFICATION OF VALUE IN EXCESS OF \$17,500 (PAY-TO-PLAY LAW)

The undersigned hereby certifies that the estimated amount of the contract to be awarded to Leggette, Brashears & Graham, Inc. for professional engineering services to provide professional engineering services for the Design of the Morris Plains Well Pump System and Related Matters exceeds \$17,500.



CHARLES MAGGIO, Treasurer

Dated: September 28, 2017

TREASURER'S CERTIFICATION

I hereby certify funds are available in the total maximum amount of \$46,000.00 for payment of a contract with Leggette, Brashears & Graham, Inc. for professional engineering services for the Design of the Morris Plains Well Pump System and Related Matters. This item will be charged to Capital Account No. 02-00-500-420, 2017 Pumps, Motors, Controls, Valves, Etc.




CHARLES MAGGIO, Treasurer

DATED: September 28, 2017

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on Thursday, September 28, 2017, at a meeting duly convened of said Authority.


SIDNEY D. WEISS, Assistant Secretary

Dated: September 28, 2017