

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

## **NOTICE**

**PLEASE TAKE NOTICE** that the Statutory Reorganization Meeting of the Northwest Bergen County Utilities Authority will be held on Tuesday, February 19, 2019, immediately following the Work Session at 7:00pm, in the offices of the Authority located at 30 Wyckoff Avenue, Waldwick, New Jersey.

Formal Action will be taken.

**BY ORDER OF THE CHAIRMAN**

Alison Gordon  
Secretary

February 15, 2019

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

## **AGENDA REORGANIZATION MEETING February 19, 2019**

1. Meeting called to Order
2. Open Public Meetings Act Statement
3. Roll Call
4. Salute to the Flag
5. Election of Officers:
  - a) Report of Nominating Committee
  - b) Election of Chairman for ensuing year
  - c) Election of Vice-Chairman for ensuing year
6. Chairman's Remarks
7. Approval of Minutes – Regular Meeting – January 8, 2019  
Special Meeting – January 8, 2019
8. Public Comments (any subject)
9. Consideration for approval list of Resolutions attached dated February 19, 2019
10. Report of Committees:
  - a. Finance Committee
  - b. Personnel Committee
  - c. Insurance Committee
  - d. Operating Committee
  - e. Strategic Plan Subcommittee
  - f. Buildings and Grounds Committee
  - g. Safety and Security Committee
11. Report of Treasurer
12. Report of General Counsel
13. Report of Consulting Engineer
14. Report of Executive Director
15. Report of Authority Engineer
16. Report of Superintendent
17. Old Business
18. New Business
19. Public Comments (on subjects 5 through 18)
20. Adjournment

February 15, 2019

# **NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

## **REORGANIZATION MEETING**

**February 19, 2019**

### **RESOLUTIONS**

- 07-2019 Approval of vouchers, payroll and tax deposits
- 08-2019 Approval of 2019 Meeting Schedule
- 09-2019 Designation of Authority Newspapers for 2019
- 10-2019 Designation of Depositories for 2019
- 11-2019 Resolution authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units pursuant to N.J.S.A.40A:11-12a
- 12-2019 Regular Employment – Walter Stefancik as Plant Operator
- 13-2019 Award of Contract No. 286 – Disposal of Incinerator Ash
- 14-2019 Authorization to enter into a Shared Services Agreement with the Borough of Allendale
- 15-2019 Approval of Sewer Extension – The Vista, 301 Sicomac Avenue, Wyckoff, NJ
- 16-2019 Statement of Consent: A Resolution consenting to the Proposed Northeast Water Quality Management (WQM) Plan and Northwest Bergen County Utilities Authority Wastewater Management Plan (WMP) Amendment
- 17-2019 Approval of Change Order No. 1 for the Knolls Section Sanitary Sewer System Project
- 18-2019 Qualification of Individuals/Firms for provision of Legal Services
- 19-2019 Qualification of Individuals/Firms for provision of Engineering Services
- 20-2019 Qualification of Individuals/Firms for provision of Auditing Services
- 21-2019 Qualifications of Individuals/Firms for provision of Bond Counsel Services
- 22-2019 Qualifications of Individuals/Firms for provision of Risk Management Services
- 23-2019 Retention of Authority Auditor for 2019
- 24-2019 Retention of Authority General Counsel for 2019 TABLED
- 25-2019 Retention of Authority Labor Counsel for 2019
- 26-2019 Retention of Bond Counsel for 2019
- 27-2019 Retention of Risk Manager for 2019
- 28-2019 Retention of Consulting Engineer 2019
- 29-2019 Retention of Consulting Engineer for Instrumentation, Automation and Computer Systems for 2019
- 30-2019 Retention of Consulting Engineer for 2020 Service Charges

### **MOTIONS**

- 19-01 Authorization for attendance to the AEA Conference

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 07-2019**

**Date: February 19, 2019**

---

**APPROVAL OF VOUCHERS, PAYROLL TRANSFERS, PAYROLL TAX DEPOSITS AND PENSIONS & BENEFITS TRANSFERS**

**WHEREAS**, the Northwest Bergen County Utilities Authority has received vouchers in claim for payment of materials supplied and/or rendered; and

**WHEREAS**, the said vouchers have been reviewed and the amount indicated on each voucher has been determined to be due and owing; and

**WHEREAS**, the Northwest Bergen County Utilities Authority has made payroll transfers, payroll tax deposits and Pensions & Benefits transfers for the month of January 2019 and Health Benefits and Dental Benefits transfers for February 2019; and

**WHEREAS**, the Commissioners of the Authority have reviewed the vouchers, payroll transfers, payroll tax deposits, Pensions and Benefits, and Health and Dental Benefits transfers listed on the attached reports and have found them to be in order.

**NOW, THEREFORE, BE IT RESOLVED,**

**RESOLVED**, by the Commissioners of the Northwest Bergen County Utilities Authority, that all vouchers, payroll transfers, payroll tax deposits, Pensions & Benefits and Health and Dental Benefits transfers listed and reports attached hereto, dated February 19, 2019 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account  
Net Payroll: \$351,233.66

ACCOUNT: Tax Deposit Account  
Total: \$155,765.72

ACCOUNT: Health Benefits Contribution Employer  
Total Transfer: \$113,736.88

ACCOUNT: Health Benefits Contribution Employee  
Total: \$4,481.59

ACCOUNT: Dental Benefits  
Total Transfer: \$4,186.24

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 07-2019**

**Date: February 19, 2019**

---

**APPROVAL OF VOUCHERS, PAYROLL TRANSFERS, PAYROLL TAX DEPOSITS AND PENSIONS & BENEFITS TRANSFERS**

ACCOUNT: PERS and Contributory Insurance

Total Transfer: \$32,365.91

ACCOUNT: Operating Account

Total: \$415,254.91

ACCOUNT: General Improvement Account

Total: \$37,412.23

---

SECRETARY

---

CHAIRMAN

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelaher	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**  
**MEETING SCHEDULE FOR 2019**

Regularly scheduled meetings and Work Sessions will take place on the 3<sup>rd</sup> Tuesday of the month at 7:00pm at the Authority Offices located at 30 Wyckoff Avenue, Waldwick, New Jersey, unless otherwise noted with an asterisk on the schedule outlined below.

<b>Month</b>	<b>Work Session &amp; Regular Meetings</b>	<b>Notes</b>
March	19 <sup>th</sup>	
April	16 <sup>th</sup>	
May	21 <sup>st</sup>	
June	18 <sup>th</sup>	
July	16 <sup>th</sup>	
August	No meetings scheduled	
September	17 <sup>th</sup>	
October	15 <sup>th</sup>	
November	12 <sup>th</sup> *	*2 <sup>nd</sup> Tuesday of the month
December	10 <sup>th</sup> *	*2 <sup>nd</sup> Tuesday of the Month
January <b>2020</b>	13 <sup>th</sup> *	*2 <sup>nd</sup> <b><i>Monday</i></b> of the month
February <b>2020</b>	18 <sup>th</sup>	Reorganization Meeting







**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 11-2019**

**Date: February 19, 2019**

---

**RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED  
STATE CONTRACT VENDORS FOR CONTRACTING UNITS  
PURSUANT TO N.J.S.A.40A:11-12a**

**WHEREAS**, the Northwest Bergen County Utilities Authority, pursuant to N.J.S.A.40A:1-12a and N.J.A.C.5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, the Northwest Bergen County Utilities Authority has the need on a timely basis to purchase goods or services utilizing State contracts; and

**WHEREAS**, the Northwest Bergen County Utilities Authority intends to enter into contracts with the attached Referenced State Contract Vendors, but not limited to the attached, through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts.

**NOW, THEREFORE, BE IT**

**RESOLVED**, by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Northwest Bergen County Utilities Authority authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list, but not limited to the attached, pursuant to all conditions of the individual State contracts; and
2. The governing body of the Northwest Bergen County Utilities Authority pursuant to N.J.A.C.5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Financial Officer; and

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 11-2019**

**Date: February 19, 2019**

---

**RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED  
STATE CONTRACT VENDORS FOR CONTRACTING UNITS  
PURSUANT TO N.J.S.A.40A:11-12a**

3. The duration of the contracts between the Northwest Bergen County Utilities Authority and the Referenced State Contract Vendors shall be from January 1, 2019 to December 31, 2019.

**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 19, 2019.

---

SECRETARY

---

CHAIRMAN

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelاهر	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

**REFERENCED STATE CONTRACT VENDORS**

<u>Commodity/Service</u>	<u>Vendor</u>	<u>State Contract No.</u>
General Office Supplies	T-0052 WB Mason, Inc.	A-88839 (exp. 5/6/19)
Custodial/Maintenance Supplies	M-0052 Grainger, Inc.	79875 (exp. 6/30/2019)
Fire Extinguisher Maintenance	G-0576 FYR Fyter Sales	45627 (exp. 9/30/2019)
Laboratory Supplies	T-0983 – Hach Chemical	85091 (exp. 5/31/2019)
	T-0115 – Fisher Scientific	75827 (ext. pending)
	T-0115 – J&H Berge	75819 (ext. pending)
	T-0115 – VWR Scientific	75846 (ext. pending)
Vehicles	T-2100 – Chase Winner Ford	88726 (ext. pending)
	T-2100 – Beyer Ford	88726 (ext. pending)
Heavy Construction Equipment (Through the National Joint Powers Alliance)	Caterpillar, Inc.	032515-CAT (5/19/19)
AB PLC Equipment	T-1316 – Turtle & Hughes	80801 (exp. 1/31/19)
Computer Equipment Services	Ocean Computer Gr.	PVSC CO-OP AR60988792 (5/31/19)
Motor Services	Universal Electric	PVSC CO-OP (ext. pending)
Electrical Services	Longo Industries	PVSC CO-OP (ext. pending)
Electrical Supply	T-0167 Jewel Electric	85578 (exp. 12/31/19)



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**NO. 13-2019**

**Date: February 19, 2019**

---

**AWARD BID – CONTRACT NO. 286 – DISPOSAL OF INCINERATOR ASH**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) operates a wastewater treatment facility, located at 30 Wyckoff Avenue in the Borough of Waldwick, County of Bergen, State of New Jersey; and

**WHEREAS** on February 1, 2019, the Authority advertised for a two (2) year contract for the disposal of incinerator ash; and

**WHEREAS**, on February 14, 2019 four (4) bids were received and were as follows:

**Waste Management of New Jersey, Inc.:**

\$114.00 per ton for the existing amount of ash  
\$114.00 per ton for future accumulated ash

**Environmental Protection & Improvement Company, LLC:**

\$116.25 per ton for the existing amount of ash  
\$116.25 per ton for future accumulated ash; and

**Spectraserv, Inc.:**

\$116.48 per ton for the existing amount of ash  
\$116.48 per ton for future accumulated ash; and

**Russell Reid:**

\$150.00 per ton for the existing amount of ash  
\$150.00 per ton for future accumulated ash; and

**WHEREAS**, the Authority’s technical advisor has reviewed the bid proposals and determined Waste Management of New Jersey, Inc. to be the lowest responsible bidder and therefore recommends Waste Management of New Jersey, Inc. be awarded Contract No. 286 subject to review of the bid proposals by the Authority’s Legal Counsel; and

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Northwest Bergen County Utilities Authority the following:

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**NO. 13-2019**

**Date: February 19, 2019**

---

**AWARD BID – CONTRACT NO. 286 – DISPOSAL OF INCINERATOR ASH**

1. The bid of Waste Management of New Jersey, Inc., located at 107 Silvia Street, Ewing, New Jersey 08628, for Contract No. 286 – Disposal of Incinerator Ash be and the same is hereby accepted at the cost of \$114.00 per ton for existing and future accumulated ash for a period of two (2) years.
2. Award of Contract No. 286 to Waste Management is subject to review by the Authority’s legal counsel.
3. The Chairman or Vice-Chairman is hereby authorized to execute such contract on behalf of the Authority.
4. Notice of the contract award shall be advertised in accordance with applicable law.

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 19, 2019.

---

CHAIRMAN

---

SECRETARY

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelaher	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 14-2019**

**Date: February 19, 2019**

---

**AUTHORIZATION TO ENTER INTO A SHARED SERVICES AGREEMENT WITH  
THE BOROUGH OF ALLENDALE**

**WHEREAS**, the State of New Jersey encourages local units to enter into agreements for the joint provision of municipal services; and

**WHEREAS**, the State of New Jersey authorizes entering into such agreements for shared services pursuant to NJSA 40A:65-1 et. seq.; and

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) and the Borough of Allendale (the “Borough”) had entered into a Shared Services Agreement for a one (1) year duration with a termination date of December 31, 2018 for the Authority to 1) act as the New Jersey Licensed Sewer Operator for the Borough 2) respond to sanitary sewer collection emergencies 24 hours a day, 7 days a week 3) coordinate all third party repairs of the collections system 4) coordinate, participate and correspond to any and all NJDEP inspections and actions regarding the sanitary sewer collection system 5) coordinate with the Borough any NJDEP hotline calls and correspondence regarding the sanitary collection system 6) upon request, coordinate and conduct a manhole inspection program and 7) upon request, can conduct New Jersey State Certified Backflow Preventer tests; and

**WHEREAS**, the Borough has adopted its Resolution No. 19-56 authorizing entering into a new shared services agreement with the Authority to receive the same services as previously provided; and

**WHEREAS**, the Authority desires to enter into this agreement with the Borough for a duration of one (1) year subject to the terms and conditions set forth in said agreement attached hereto.

**NOW THEREFORE, BE IT RESOLVED**, by the Commissioners of the Northwest Bergen County Utilities Authority:



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 14-2019**

**Date: February 19, 2019**

---

**AUTHORIZATION TO ENTER INTO A SHARED SERVICES AGREEMENT WITH  
THE BOROUGH OF ALLENDALE**

1. The Authority agrees to enter into a Shared Services Agreement with the Borough of Allendale for a duration of one (1) year to provide the services described in Paragraph 3 above; and
2. The Chairman or Vice-Chairman of the Authority be and is hereby authorized on behalf of the Authority to execute the Shared Services Agreement with the Borough of Allendale annexed hereto and made a part thereof.

**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Commissioners of the Authority on **February 19, 2019**.

---

CHAIRMAN

---

SECRETARY

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelاهر	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

## SHARED SERVICES AGREEMENT

THIS SHARED SERVICES AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and among:

THE BOROUGH OF ALLENDALE, a Municipal Corporation of the State of New Jersey, in the County of Bergen, hereinafter referred to as "Allendale" and the NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY, doing business at 30 Wyckoff Avenue, P.O. Box 255, Waldwick, New Jersey 07463, hereinafter referred to as "NBCUA".

WHEREAS, the State of New Jersey encourages local units to enter into agreements for the joint provision of services; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 *et. seq.*) promotes the broad use of shared services as a technique to reduce local expenses funded by property taxpayers; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 *et. seq.*) allows for any local unit to enter into an agreement with any other local unit or units to provide or receive any services that each local unit participating in the agreement is empowered to provide or receive within its own jurisdiction; and

WHEREAS, Allendale and the NBCUA have researched the feasibility of entering into an agreement under the authority of Uniform Shared Services and Consolidation Act, whereby the NBCUA would provide to Allendale the services of a licensed sewer operator, in addition to other services as outlined more specifically in Paragraph 3 of this Agreement; and

WHEREAS, Allendale has adopted Resolution # 19-56 which authorizes Allendale to enter into an agreement with the NBCUA, for the services as outlined in Paragraph 3.

NOW, THEREFORE, this Agreement is entered into by and among the Borough of Allendale and the NBCUA for the purpose of defining and specifying the obligations of the parties and Allendale and the NBCUA hereby agree as follows:

1. Pursuant to N.J.S.A. 40A:65-1 *et. seq.*, both Allendale and the NBCUA shall adopt the appropriate Resolution, which will formally authorize the entering into of this Agreement between the parties.
2. The duration of this Agreement shall be for a period of one (1) year following the commencement date. The commencement date shall be January 1, 2019.
3. The NBCUA shall provide the following services to the Borough of Allendale:
  - a. The NBCUA shall act as the New Jersey Licensed Sewer Operator for the Borough of Allendale.

- b. NBCUA will respond to sanitary sewer collection emergencies 24 hours a day, seven days a week.
  - c. NBCUA will coordinate all third party repairs of the collections system.
  - d. NBCUA will, when necessary, coordinate, participate and correspond to any and all NJDEP inspections and actions regarding the sanitary collection system.
  - e. NBCUA will coordinate with Allendale any NJDEP Hotline calls and correspondence regarding the sanitary collection system.
  - f. NBCUA, upon request, can coordinate and conduct a manhole inspection program that will involve the physical inspection of every manhole within Allendale over a three to five year cycle.
  - g. NBCUA, upon request, can conduct annual NJ State Certified Backflow Preventer tests on all of your backflow prevention devises.
4. In consideration for the services to be rendered by the NBCUA to Allendale, pursuant to Paragraph 3 above, Allendale shall pay to NBCUA:
- a. Four (4) equal installments of \$1,000.00 on or before March 1<sup>st</sup>, June 1<sup>st</sup>, September 1<sup>st</sup> and December 1<sup>st</sup> of each year, for a total annual compensation of \$4,000.00.
  - b. Non-Business hours – emergency responses (per man) \$109.51/hr
  - c. Business hours emergency/non-basic repair and catch basin maintenance (per man) \$ 87.62/hr
  - d. Third Party Contractors for repairs and/or spare parts \$Direct Cost
  - e. Manhole Inspection Program \$ 45.00/MH
  - f. Backflow Preventer Tests \$150.00/unit
5. The NBCUA shall provide Allendale with an invoice reflecting all time and work provided by its staff for repairs and response service during the previous month. Said invoices shall be paid by Allendale within 45 days of receipt.
6. The parties agree to be bound by this Agreement for a minimum of twelve (12) months. Starting six (6) months from the Commencement Date, either party may terminate this Agreement by giving at least six (6) months written notice to the other party.
7. Each party to this Agreement represents to the other party thereto that the Officials executing this Agreement are fully authorized and empowered to do so and to bind the parties to the terms of this Agreement, pursuant to law.
8. The parties recognize that the individuals who shall be designated as the Primary Contact Persons are, the Licensed Sewer Operator and Superintendent of the NBCUA for the NBCUA and the Manager of the Borough’s Public Works Department, for Allendale. The Primary Contact individual shall be noticed on all issues of importance and shall be responsible for initiating all requests for repairs and corrective actions to be carried out by NBCUA or Allendale, as applicable.

8. The Primary Contact Persons shall jointly and cooperatively implement and complete a reporting form to memorialize and record all required and/or performed repairs, corrective actions and responses to Allendale's collection system.
9. The NBCUA will provide a certificate of insurance designating Allendale as an additional insured, with the same limits and coverage as the NBCUA has in place with their current insurance program.
10. Allendale assumes all liability for, and agrees to indemnify and hold the NBCUA and its agents, servants, employees, guests, licensees and invitees, harmless against any and all claims, losses, damages, injuries and expenses, arising out of, resulting from, or incurred in connection with any acts or omissions by Allendale, its agents, servants or employees.
11. The effective date of this Agreement shall be January 1, 2019 and the expiration shall be December 31, 2019, unless the agreement is terminated pursuant to paragraph 6 above.
12. The NBCUA agrees to comply with all applicable federal, state, county and municipal laws, rules and regulations.
13. The terms of this Agreement shall constitute the entire understanding between the parties and may only be amended by a written document executed by both parties.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals, this month, day and year first above written.

ATTEST:

BOROUGH OF ALLENDALE

C. Dodd

By: [Signature]  
MAYOR

Date: 11/3/19

ATTEST:

NORTHWEST BERGEN COUNTY  
UTILITIES AUTHORITY

\_\_\_\_\_

By: \_\_\_\_\_  
CHAIRMAN

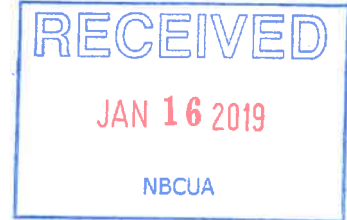
Date: \_\_\_\_\_

**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 01/03/2019**

**RESOLUTION# 19-56**

Council	Motion	Second	Yes	No	Abstain	Absent
Homan			✓			
O'Connell			✓			
Sasso			✓			
Strauch	✓		✓			
Wilczynski		✓	✓			
Mayor Bernstein	---	---				




**Authorized Shared Service Agreement with NorthWest Bergen County Utilities Authority  
for NJ Licensed Sewer Operator Services**

Whereas, the Borough of Allendale seeks to enter into an agreement with the Northwest Bergen County Utilities Authority to provide Licensed Sewer Operator Services for the period January 1, 2019 to December 31, 2019 pursuant to the terms of the Shared Service Agreement.

Now, Therefore Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby authorized the Mayor and Municipal Clerk to sign a Shared Service Agreement offered through the NorthWest Bergen County Utilities Authority (NBCUA) for sewer operator services effective January 1, 2019 until December 31, 2019.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 3, 2019.

  
 \_\_\_\_\_  
 Anne Dodd, RMC  
 Municipal Clerk

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 15-2019**

**Date: February 19, 2019**

---

**PROPOSED SANITARY SEWER EXTENSION  
301 SICOMAC AVENUE  
BLOCK 433, LOT 51 & 52.01  
TOWNSHIP OF WYCKOFF, NEW JERSEY**

**WHEREAS**, an application has been made to the Northwest Bergen County Utilities Authority (hereinafter sometimes referred to as the “Authority”) by the Christian Health Care Center (hereinafter referred to as the “Applicant”) for approval of a proposed sanitary sewer extension to be located at 301 Sicomac Avenue in the Township of Wyckoff, New Jersey (hereinafter referred to as the “Project”); and

**WHEREAS**, the Project proposes to provide sanitary sewer service to a senior living apartment community consisting of 95 one bedroom units and 104 two bedroom units; and

**WHEREAS**, finding that when completed, the average daily flow from the Project will be 28,130 gallons per day (gpd) and 199 additional residential EDUs will become tributary to the Authority’s system from the Township of Wyckoff; and

**WHEREAS**, the Authority’s technical advisor has reviewed the application, documents and drawings submitted in support thereof and, by memorandum dated January 31, 2019 has recommended that the Authority approve the Project, subject to fulfillment of certain terms and conditions.

**NOW, THEREFORE, BE IT**

**RESOLVED**, by the Commissioners of the Northwest Bergen County Utilities Authority, that the application made by Christian Health Care Center for a proposed sanitary sewer extension to be located at 301 Sicomac Avenue in the Township of Wyckoff be approved upon the condition that the Applicant, its principals, agents, successors or assigns fulfill the following terms and conditions:

1. The construction shall conform to all applicable requirements of the Township of Wyckoff;

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 15-2019**

**Date: February 19, 2019**

---

**PROPOSED SANITARY SEWER EXTENSION  
301 SICOMAC AVENUE  
BLOCK 433, LOT 51 & 52.01  
TOWNSHIP OF WYCKOFF, NEW JERSEY**

2. The installation of the sewers and appurtenances be inspected and approved by the Township of Wyckoff;
3. That all newly constructed sewers be tested for infiltration and exfiltration and that such testing be observed and the results approved by an Authority engineer who has been provided with 2 days notice of such testing;
4. That the Applicant pay for engineering expenses incurred by the Authority for all inspection and testing of the sewers and appurtenances;
5. That the Applicant pay for all Authority application fees, legal fees and other application, administrative, technical or any other expenses relating to review of the Project;
6. That any manholes constructed or modified by reason of this Project be fitted with sewer guards to prevent inflow. All manholes constructed must be installed with all required waterproofing measures, including exterior painting and pipe gasket interlock;
7. That water conserving plumbing fixtures be installed in all new building construction to be serviced by the Project;
8. That the Authority be notified by the Applicant or its designee prior to commencement of sanitary sewer installation;
9. That prior to placing this connection into service, the Applicant must submit to the Authority for approval NJDEP Form WQM-005; and

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 15-2019**

**Date: February 19, 2019**

---

**PROPOSED SANITARY SEWER EXTENSION  
301 SICOMAC AVENUE  
BLOCK 433, LOT 51 & 52.01  
TOWNSHIP OF WYCKOFF, NEW JERSEY**

10. That the Applicant comply with the rules and regulations of the Authority and the New Jersey Department of Environmental Protection; and be it

**FURTHER RESOLVED**, that upon written assurance of fulfillment by the Applicant of the foregoing terms and conditions, the Authority Superintendent be and is herewith authorized on behalf of the Authority to execute such approvals of the Project as may be required by governmental agencies having jurisdiction thereover.

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 19, 2019.

---

CHAIRMAN

---

SECRETARY

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelahr	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**NO. 16-2019**

**Date: February 19, 2019**

---

**STATEMENT OF CONSENT**

**A RESOLUTION CONSENTING TO THE PROPOSED NORTHEAST  
WATER QUALITY MANAGEMENT (WQM) PLAN AND NORTHWEST  
BERGEN COUNTY UTILITIES AUTHORITY WASTEWATER  
MANAGEMENT (WMP) PLAN AMENDMENT**

WHEREAS, the Northwest Bergen County Utilities Authority desires to provide for the orderly development of wastewater facilities within the northwest section of its sewer service area (SSA); and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) requires that proposed wastewater treatment and conveyance facilities and wastewater treatment service areas, as well as related subjects, conform with an approved WQM plan; and

WHEREAS, the NJDEP has established the WQM plan amendment procedure through the WQMP rules at N.J.A.C. 7:15-3.5 as the method of incorporating unplanned facilities into a WQM plan; and

WHEREAS, a proposed WQM plan amendment publicly noticed in the New Jersey Register on February 4, 2019 for the Northeast Water Quality Management Plan and Northwest Bergen County Utilities Authority Wastewater Management Plan for the Rizzi-Fasciano Development, Block 149, Lot 20, located in Mahwah Township, Bergen County, has been prepared by Schwanewede/Hals Engineering, consulting engineer to Rizzi-Fasciano Development;

NOW, THEREFORE, BE IT RESOLVED on this 19 day of February 2019, by the governing body of the Northwest Bergen County Utilities Authority that:

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**NO. 16-2019**

**Date: February 19, 2019**

**STATEMENT OF CONSENT**

**A RESOLUTION CONSENTING TO THE PROPOSED NORTHEAST WATER QUALITY MANAGEMENT (WQM) PLAN AND NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY WASTEWATER MANAGEMENT (WMP) PLAN AMENDMENT**

1. The Northwest Bergen County Utilities Authority hereby consents to the Northeast Water Quality Management Plan and Northwest Bergen County Utilities Authority Wastewater Management Plan amendment, prepared by Schwanewede/Hals Engineering, for the purpose of its incorporation into the applicable WQM plan(s).
2. This consent shall be submitted to the NJDEP pursuant to N.J.A.C. 7:15-3.5(g)6.

I do hereby certify that the foregoing is a true copy of a Resolution passed by the Northwest Bergen County Utilities Authority at a meeting duly held on February 19, 2019.

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
CHAIRMAN

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelahr	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									



Change Order No. 1  
 Date 01/17/19  
 Job No. NBCUA-101

**CHANGE ORDER**

**BOSWELL ENGINEERING  
 330 PHILLIPS AVENUE  
 SOUTH HACKENSACK, NJ 07606  
 (201) 641-0770**

<u>Hutton Construction</u> CONTRACTOR	<u>Knolls Section Sanitary Sewer System</u> PROJECT
<u>41 Village Park Road, Cedar Grove, NJ 07009</u> ADDRESS	<u>Bergen County</u> OWNER/COUNTY

Gentlemen:

In accordance with the provisions of the specifications for the above project, you are hereby advised of the following changes in the contract quantities or in the case of Supplementary work, you agree to its performance by your firm at the prices stated.

Location of Proposed Change: Within Project Limits

Nature and Reason of Change: Change to Elevations

ITEM NO.	ITEM	PAY UNIT	QUANTITY (+/-)	UNIT PRICE	TOTAL
12S	Change Elevations to clear 12" water main	LS	1	\$21,500.00	\$21,500.00
13S	Unknown Manhole Found, additional pipe needed, manhole modification and matting to protect field	LS	1	\$18,141.00	\$18,141.00

Amount of Original Contract <u>\$398,118.00</u>	Supplemental <u>\$39,641.00</u>
Change Order No. 1 <u>\$39,641.00</u>	Extra _____
Adjusted Contract Amount <u>\$437,759.00</u>	Reduction _____
	Net Amount <u>\$39,641.00</u>

Recommended for Approval	<u><i>Dan Lepinski</i></u> BOSWELL ENGINEERING	<u>2-5-19</u> DATE
Approved	_____	_____
Accepted	<u><i>[Signature]</i></u> OWNER CONTRACTOR	<u>1/31/19</u> DATE

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I hereby certify to the Board of Commissioners of the Northwest Bergen County Utilities Authority that sufficient funds are available for payment of the following:

**CONTRACT:**        Knolls Section Sanitary Sewer System

**VENDOR:**        Hutton Construction

**AMOUNT:**        \$18,141.00

**ACCOUNT NO.:**    7000-6610

Date: February 15, 2019

  
\_\_\_\_\_  
James Rotundo, Certifying Finance Officer

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**NO. 18-2019**

**Date: February 19, 2019**

---

**QUALIFICATION OF INDIVIDUALS/FIRMS FOR PROVISION OF LEGAL SERVICES**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.4 with respect to the retention of the following professional:

**LEGAL SERVICES 2019**

**WHEREAS**, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 11, 2019; and

**WHEREAS**, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of January 29, 2019 from the following Individuals/Firms:

- Eric M. Bernstein & Associates – Warren, NJ
- Meyerson, Fox, Mancinelli & Conte, PA – Montvale, NJ

and;

**WHEREAS**, the Authority convened to evaluate the Request for Qualifications; and

**WHEREAS**, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

**WHEREAS**, the Authority intended to qualify persons and/or firms that: (i) possessed the professional, financial and administrative capabilities to provide the proposed legal services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

**WHEREAS**, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority’s objective was to select organizations or individuals that would provide high quality and cost effective services to the citizens served by the Authority; and

**WHEREAS**, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority applied its selection criteria and evaluated the proposals based upon the most advantageous submission, with the following factors being considered: (i) experience and reputation in the field; (ii) knowledge of the Authority and the subject matter addressed under the contract, (iii) availability to accommodate the required meetings of the Authority; and (iv) other factors demonstrated to be in the best interest of the Authority; and

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**NO. 18-2019**

**Date: February 19, 2019**

---

**QUALIFICATION OF INDIVIDUALS/FIRMS FOR PROVISION OF LEGAL SERVICES**

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Authority hereby designates the following individuals/firms as qualified to provide Legal Services to the Authority:
  - Eric M. Bernstein & Associates – Warren, NJ
  - Meyerson, Fox Mancinelli, & Conte, PA – Montvale, NJ
  
2. This Resolution shall take effect immediately upon adoption.

**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 19, 2019.

---

CHAIRMAN

---

SECRETARY

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelaheer	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 19-2019**

**Date: February 19, 2019**

---

**QUALIFICATIONS OF INDIVIDUALS/FIRMS FOR PROVISION OF ENGINEERING SERVICES**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.4 with respect to the retention of the following professional:

**CONSULTING ENGINEERING SERVICES**

**WHEREAS**, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 11, 2019; and

**WHEREAS**, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of January 29, 2019 from the following Individuals/Firms:

- Boswell Engineering – South Hackensack, NJ
- Chavond Barry Engineering Corp. – Blawenburg, NJ
- CME Associates – Parlin, NJ
- T&M Associates – Middletown, NJ
- Tighe & Bond, Middletown, CT
- CP Professional Services – Sparta, NJ
- Suburban Consulting Engineers – Mount Arlington, NJ
- Engineered Solutions Corporation – Norwood, NJ
- Neglia Engineering Associates – Lyndhurst, NJ
- MFS Engineers & Surveyors – South Plainfield, NJ
- Alaimo Group – Paterson, NJ
- PS&S – Warren, NJ

**WHEREAS**, the Authority convened to evaluate the Request for Qualifications; and

**WHEREAS**, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 19-2019**

**Date: February 19, 2019**

---

**QUALIFICATIONS OF INDIVIDUALS/FIRMS FOR PROVISION OF ENGINEERING SERVICES**

**WHEREAS**, the Authority intended to qualify persons and/or firms that: (i) possessed the professional, financial and administrative capabilities to provide the proposed engineering services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority's service area; and

**WHEREAS**, pursuant to Section 5 of the Authority's Request for Qualifications, the Authority's objective was to select an organization or individual that would provide high quality and cost effective services to the citizens served by the Authority; and

**WHEREAS**, pursuant to Section 5 of the Authority's Request for Qualifications, the Authority applied its selection criteria and evaluated the proposals based upon the most advantageous submission, with the following factors being considered: (i) experience and reputation in the field; (ii) knowledge of the Authority and the subject matter addressed under the contract, (iii) availability to accommodate the required meetings of the Authority; and (iv) other factors demonstrated to be in the best interest of the Authority.

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Authority hereby designates the following individuals/firms as qualified to provide Consulting Engineering services to the Authority:
  - Boswell Engineering – South Hackensack, NJ
  - CME Associates – Parlin, NJ
  - T&M Associates – Middletown, NJ
  - Tighe & Bond, Middletown, CT
  - CP Professional Services – Sparta, NJ
  - Suburban Consulting Engineers – Mount Arlington, NJ
  - Engineered Solutions Corporation – Norwood, NJ
  - Neglia Engineering Associates – Lyndhurst, NJ
  - Alaimo Group – Paterson, NJ
  - PS&S – Warren, NJ

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**No. 19-2019**

**Date: February 19, 2019**

---

**QUALIFICATIONS OF INDIVIDUALS/FIRMS FOR PROVISION OF ENGINEERING SERVICES**

2. This Resolution shall take effect immediately upon adoption.

**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 19, 2019.

---

CHAIRMAN

---

SECRETARY

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelاهر	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**NO. 20-2019**

**Date: February 19, 2019**

---

**QUALIFICATION OF INDIVIDUALS/FIRMS FOR PROVISION OF AUDITING SERVICES**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.4 with respect to the retention of the following professional:

**AUDITOR FOR 2019**

**WHEREAS**, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 11, 2019; and

**WHEREAS**, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of January 29, 2019 from the following Individuals/Firms:

- Ferraioli, Wielkotz, Cerullo & Cuva, PA – Pompton Lakes, NJ

and

**WHEREAS**, the Authority convened to evaluate the Request for Qualifications; and

**WHEREAS**, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

**WHEREAS**, the Authority intended to qualify persons and/or firms that: (i) possessed the professional, financial and administrative capabilities to provide the proposed legal services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

**WHEREAS**, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority’s objective was to select organizations or individuals that would provide high quality and cost effective services to the citizens served by the Authority; and

**WHEREAS**, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority applied its selection criteria and evaluated the proposals based upon the most advantageous submission, with the following factors being considered: (i) knowledge of utility authorities and the subject matter addressed under the contract; (ii) experience with providing auditing services to independent utility authorities in New Jersey; (iii) availability to accommodate

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**NO. 20-2019**

**Date: February 19, 2019**

---

**QUALIFICATION OF INDIVIDUALS/FIRMS FOR PROVISION OF AUDITING SERVICES**

the required meetings of the Authority; (iv) hourly billing rates for staff; and (v) other factors demonstrated to be in the best interest of the Authority.

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Authority hereby designates the following individuals/firms as Qualified to provide Auditing Services to the Authority:
  - Ferraioli, Wielkotz, Cerullo & Cuva, PA – Pompton Lakes, NJ
2. This Resolution shall take effect immediately upon adoption.

**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 19, 2019.

---

CHAIRMAN

---

SECRETARY

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelahr	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**NO. 21-2019**

**Date: February 19, 2019**

---

**QUALIFICATION OF INDIVIDUALS/FIRMS FOR PROVISION OF BOND COUNSEL SERVICES**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.4 with respect to the retention of the following professional:

**BOND COUNSEL SERVICES**

**WHEREAS**, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 11, 2019; and

**WHEREAS**, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of January 29, 2019 from the following Individuals/Firms:

- Gibbons, PC – Newark, NJ
- Waters, McPherson, McNeill – Secaucus, NJ
- Winne, Banta, Basralian & Kahn, PC – Hackensack, NJ
- Parker McCay, PA – Mount Laurel, NJ
- Wilentz, Goldman & Spitzer, PA – Woodbridge, NJ

and

**WHEREAS**, the Authority convened to evaluate the Request for Qualifications; and

**WHEREAS**, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

**WHEREAS**, the Authority intended to qualify persons and/or firms that: (i) possessed the professional, financial and administrative capabilities to provide the proposed bond counsel services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

**WHEREAS**, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority’s objective was to select organizations or individuals that would provide high quality and cost effective services to the citizens served by the Authority; and

**WHEREAS**, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority applied its selection criteria and evaluated the proposals based upon the most advantageous submission, with the following factors being considered: (i) experience and reputation in the field; (ii) knowledge of the Authority and the subject matter addressed under the

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**NO. 21-2019**

**Date: February 19, 2019**

---

**QUALIFICATION OF INDIVIDUALS/FIRMS FOR PROVISION OF BOND COUNSEL SERVICES**

contract, (iii) availability to accommodate the required meetings of the Authority; and (iv) other factors demonstrated to be in the best interest of the Authority; and

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Authority hereby designates the following individuals/firms as Qualified to provide Bond Counsel Services to the Authority:
  - Gibbons, PC – Newark, NJ
  - Waters, McPherson, McNeill – Secaucus, NJ
  - Winne, Banta, Basralian & Kahn, PC – Hackensack, NJ
  - Parker McCay, PA – Mount Laurel, NJ
  - Wilentz, Goldman & Spitzer, PA – Woodbridge, NJ
  
2. This Resolution shall take effect immediately upon adoption.

**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 19, 2019.

---

SECRETARY

---

CHAIRMAN

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelaheer	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 22-2019**

**Date: February 19, 2019**

---

**QUALIFICATIONS OF INDIVIDUALS/FIRMS FOR PROVISION OF  
RISK MANAGEMENT SERVICES**

**WHEREAS**, the Authority has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.4 with respect to the retention of the following professional:

**RISK MANAGEMENT SERVICES**

**WHEREAS**, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 11, 2019; and

**WHEREAS**, the Authority has received responses to the Request for Qualifications for the aforementioned position by the deadline date of January 29, 2019 from the following Individuals/Firms:

- Alamo Insurance Group, Inc. - Secaucus, NJ
- Arthur Caughlan & Gerard Quinn, Division of Nelson-Patterson and Conklin & Kraft – New Milford, NJ
- Brown & Brown Public Risk Advisors of NJ – Roseland, NJ
- Fairview Insurance Agency Associates, Inc. – Verona, NJ

and;

**WHEREAS**, the Authority convened to evaluate the Request for Qualifications; and

**WHEREAS**, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a response to the Statements for Request for Qualifications; and

**WHEREAS**, the Authority intended to qualify a person and/or firm that (i) possessed the professional, financial and administrative capabilities to provide the proposed Risk Management Services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority's service area; and

**WHEREAS**, pursuant to Section 5 of the Authority's Request for Qualifications, the Authority's objective was to select an organization or individual that would provide high quality and cost effective services to the citizens served by the Authority; and

**WHEREAS**, pursuant to Section 5 of the Authority's Request for Qualifications, the Authority applied its selection criteria and evaluated the Qualifications based upon the most advantageous submission, with the following factors being considered: (i) experience and reputation in the field; (ii) knowledge of the Authority and the subject matter addressed under the contract, (iii) availability to accommodate the required meetings of the Authority; (iv) the specific services to be provided by each respondent; (v) the fee for the services; and (vi) other factors demonstrated to be in the best interest of the Authority; and

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**No. 22-2019**

**Date: February 19, 2019**

---

**QUALIFICATIONS OF INDIVIDUALS/FIRMS FOR PROVISION OF  
RISK MANAGEMENT SERVICES**

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Authority hereby designates the following individuals/firms as qualified to provide Risk Manager Services to the Authority:
  - Alamo Insurance Group, Inc. – Secaucus, NJ
  - Arthur Caughlan & Gerard Quinn, Division of Nelson-Patterson and Conklin & Kraft, New Milford, NJ
  
2. This Resolution shall take effect immediately upon adoption.

**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 19, 2019.

---

SECRETARY

---

CHAIRMAN

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelaher	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 23-2019**

**Date: February 19, 2019**

---

**RETENTION OF AUDITOR FOR 2019 PURSUANT TO N.J.S.A. 19:44A-20.4**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of the following professional:

**AUDITOR FOR 2019**

**WHEREAS**, the Authority issued a Request for Qualifications for such position and notice thereof was published on **January 11, 2019**; and

**WHEREAS**, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **January 29, 2019**; and

**WHEREAS**, the Authority convened to evaluate the Request for Qualifications; and

**WHEREAS**, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

**WHEREAS**, the Authority intended to qualify a person and/or firm that: (i) possessed the professional, financial and administrative capabilities to provide the proposed auditing services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

**WHEREAS**, by **Resolution No. 20-2019**, the Authority identified one firm as qualified to perform the auditing services required by the Authority; and

**WHEREAS**, the firm of Ferraioli, Wielkotz, Cerullo & Cuva, PA (the “Firm”) was determined to be highly qualified and eminently capable of providing auditing services to the Authority; and

**WHEREAS**, the Authority has determined that it is in its best interest to retain the Firm as set forth in this Resolution; and

**WHEREAS**, the services to be provided shall be as follows:

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**RESOLUTION**

**No. 23-2019**

**Date: February 19, 2019**

---

**RETENTION OF AUDITOR FOR 2019 PURSUANT TO N.J.S.A. 19:44A-20.4**

- Preparation of unaudited Y/E financial statement and required Journal Entries (Y/E Closeout) for 2019
- Preparation of Annual Statutory Audit for 2019
- Preparation of Semi-Annual Unaudited Financial Statement ending June 30, 2019
- Connection Fee Rate Preparation of 2019 Sewer Update and Public Hearing
- Review of the Authority Deferred Compensation Plan
- Preparation and filing of Arbitrage Rebate Analysis (2009)
- Review and Support in Preparation of 2020 Annual Budget
- Secondary Market Bond Disclosure Form (EMMA Filing Requirement)
- Certification of various capital improvement sewer projects

**WHEREAS**, services rendered on behalf of the Authority, not listed above will be billed based upon the Firm’s standard billing rates, as follows:

<b>POSITION</b>	<b>AMOUNT PER HOUR</b>
Partners	\$200.00
Managers	\$150.00
Senior Accountants	\$125.00
Staff Accountants	\$95.00
Administrative Staff	\$70.00

**WHEREAS**, the compensation to the Firm for the rendering of auditing services for 2019 will not exceed \$76,000 without prior authorization; and

**WHEREAS**, the Authority’s Certifying Finance Officer has certified that funds are available for the retention of the Firm for auditing services.

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Authority hereby retains Ferraioli, Wielkotz, Cerullo & Cuva, PA for the year ending December 31, 2019 and until a successor has been named.
2. Compensation to the professional shall not exceed seventy-six thousand dollars (\$76,000)
3. In the event that the Firm anticipates it will exceed the amount set forth, it shall seek further authorization from the Authority at such time.
4. The Certifying Finance Officer’s Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 23-2019**

**Date: February 19, 2019**

---

**RETENTION OF AUDITOR FOR 2019 PURSUANT TO N.J.S.A. 19:44A-20.4**

- 5. Notice of the contract award shall be advertised in accordance with applicable law.
- 6. This Resolution shall take effect immediately upon adoption

**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Commissioners of the Authority on **February 19, 2019**.

---

CHAIRMAN

---

SECRETARY

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelaheer	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I hereby certify to the Board of Commissioners of the Northwest Bergen County Utilities Authority that sufficient funds are available for payment of the following:

**CONTRACT:**        Auditing Services for 2019

**VENDOR:**        Ferraioli, Wielkotz, Cerullo & Cuva, PA

**AMOUNT:**        \$76,000

**ACCOUNT NO.:**    2100-4010

Date: February 15, 2019

  
\_\_\_\_\_  
James Rotundo, Certifying Finance Officer

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 25-2019**

**Date: February 19, 2019**

---

**RETENTION OF LABOR COUNSEL FOR 2019 PURSUANT TO N.J.S.A. 19:44A-20.4**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of the following professional:

**LEGAL SERVICES FOR 2019**

**WHEREAS**, the Authority issued a Request for Qualifications for such position and notice thereof was published on **January 11, 2019**; and

**WHEREAS**, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **January 29, 2019**; and

**WHEREAS**, the Authority convened to evaluate the Request for Qualifications; and

**WHEREAS**, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

**WHEREAS**, the Authority intended to qualify persons and/or firms that (i) possessed the professional, financial and administrative capabilities to provide the proposed legal services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

**WHEREAS**, by **Resolution 18-2019** the Authority identified a number of Individuals/Firms as qualified to perform Legal Services required by the Authority; and

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 25-2019**

**Date: February 19, 2019**

---

**RETENTION OF LABOR COUNSEL FOR 2019 PURSUANT TO N.J.S.A. 19:44A-20.4**

**WHEREAS**, the Authority requires the services of Labor Counsel to provide specific legal services to the Authority; and

**WHEREAS**, the firm of Eric M. Bernstein & Associates, LLC (the “Firm”) was determined to be highly qualified and capable of providing these legal services to the Authority; and

**WHEREAS**, the Authority has determined that it is in its best interest to retain the Firm as Labor Counsel as set forth in this Resolution; and

**WHEREAS**, the services to be rendered will be compensated at the following Hourly Rates as presented in the Proposal submitted to the Authority:

- Hourly Rate for all standard service including negotiations, advice, preparation of contracts or agreements, disciplinary investigations and proceedings and other non-litigation services: **\$140.00 per hour**
- Hourly Rate for Paralegals when requested and authorized: **\$ 60.00 per hour; and**

**WHEREAS**, the compensation to the Firm for the rendering of labor counsel services will not exceed \$15,000 without prior authorization; and

**WHEREAS**, the Authority’s Certifying Finance Officer has certified that funds are available for the award of a professional services agreement with the Firm.

**NOW THEREFORE, BE IT RESOLVED** by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Authority hereby retains Eric M. Bernstein & Associates for the twelve-month term commencing on the Resolution date.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 25-2019**

**Date: February 19, 2019**

---

**RETENTION OF LABOR COUNSEL FOR 2019 PURSUANT TO N.J.S.A. 19:44A-20.4**

2. The Authority shall enter into a professional services agreement for the aforementioned for execution and delivery by the Authority and the professional, with compensation to the professional in an amount not to exceed \$15,000.
3. In the event that the Firm anticipates it will exceed the amount set forth, it shall seek further authorization from the Authority at such time.
4. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
5. Notice of the contract award shall be advertised in accordance with applicable law.
6. This Resolution shall take effect immediately upon adoption.

**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Commissioners of the Authority on **February 19, 2019**.

---

CHAIRMAN

---

SECRETARY

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelاهر	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I hereby certify to the Board of Commissioners of the Northwest Bergen County Utilities Authority that sufficient funds are available for payment of the following:

**CONTRACT:**        Labor Counsel for 2019

**VENDOR:**         Eric M. Bernstein & Associates

**AMOUNT:**         \$15,000

**ACCOUNT NO.:**    2100-4020

Date: February 15, 2019

  
\_\_\_\_\_  
James Rotundo, Certifying Finance Officer



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 26-2019**

**Date: February 19, 2019**

---

**RETENTION OF BOND COUNSEL PURSUANT TO N.J.S.A. 19:44a-20.4**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of the following professional:

**BOND COUNSEL**

**WHEREAS**, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 11, 2019 and

**WHEREAS**, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of January 29, 2019; and

**WHEREAS**, the Authority requires a Bond Counsel to provide the services necessary for the issuance of bonds required for financing potential projects; and

**WHEREAS**, the Authority convened to evaluate the Request for Qualifications; and

**WHEREAS**, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

**WHEREAS**, the Authority intended to qualify a person and/or firm that: (i) possessed the professional, financial and administrative capabilities to provide the proposed services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

**WHEREAS**, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority’s objective was to select an organization or individual that would provide high quality and cost effective services to the citizens served by the Authority; and

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 26-2019**

**Date: February 19, 2019**

---

**RETENTION OF BOND COUNSEL PURSUANT TO N.J.S.A. 19:44a-20.4**

**WHEREAS**, pursuant to Section 5 of the Authority's Request for Qualifications, the Authority applied its selection criteria and evaluated the proposals based upon the most advantageous submission, with the following factors being considered: (i) experience and reputation in the field; (ii) knowledge of the Authority and the subject matter addressed under the contract; (iii) availability to accommodate the required meetings of the Authority; and (iv) other factors demonstrated to be in the best interest of the Authority; and

**WHEREAS**, John D. Draikiwicz of the firm of Gibbons, PC was determined to be highly qualified and capable of providing this service to the Authority; and

**WHEREAS**, the Authority has determined that it is in its best interest to retain the professional John D. Draikiwicz of the firm of Gibbons, PC as set forth in this Resolution; and

**WHEREAS**, the compensation for the rendering of bond counsel services will not exceed \$75,000 without prior authorization; and

**WHEREAS**, the Authority's Certifying Finance Officer has certified that funds are available for the award of a professional services agreement with the Firm.

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Authority hereby retains John D. Draikiwicz of the firm of Gibbons, PC to serve as Bond Counsel for a twelve-month term commencing on the Resolution date.
2. The Authority shall enter into a professional services agreement for the aforementioned for execution and delivery by the Authority and the professional, with compensation to the professional in the amount not to exceed \$75,000.
3. In the event that Gibbons, PC anticipates it will exceed the amount set forth, it shall seek further authorization from the Authority at such time.
4. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
5. Notice of the contract award shall be advertised in accordance with applicable law.
6. This resolution shall take effect immediately upon adoption.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 26-2019**

**Date: February 19, 2019**

---

**RETENTION OF BOND COUNSEL PURSUANT TO N.J.S.A. 19:44a-20.4**

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 19, 2019.

---

CHAIRMAN

---

SECRETARY

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelاهر	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I hereby certify to the Board of Commissioners of the Northwest Bergen County Utilities Authority that sufficient funds are available for payment of the following:

**CONTRACT:** Bond Counsel for 2019

**VENDOR:** Gibbons, PC

**AMOUNT:** \$75,000

**ACCOUNT NO.:** 7000-6620

Date: February 15, 2019

  
\_\_\_\_\_  
James Rotundo, Certifying Finance Officer

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**NO. 27-2019**

**Date: February 19, 2019**

---

**RETENTION OF RISK MANAGER PURSUANT TO N.J.S.A.19:44A-20.4**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) is currently a participating member in the New Jersey Utilities Joint Insurance Fund (the “NJUAJIF”); and

**WHEREAS**, the NJUAJIF offers coverage to Utility Authorities of the State of New Jersey who agree to become members (“members”) for: Workers Compensation; Employer Liability (other than Motor Vehicle); Property Damage (other than Motor Vehicle); and Motor Vehicle; and

**WHEREAS**, the NJUAJIF by-laws provide that each member may appoint an Insurance Producer to perform various professional services relating to membership in NJUAJIF, including the evaluation of claims exposures; explanation of coverage and options; preparation of applications and claims; review of annual assessment, losses and reports, and such other services required by the member; and

**WHEREAS**, an amount up to six percent (6%) of the annual assessment charged by the NJUAJIF is reserved for compensation to the Insurance Producer if one is selected by the member, otherwise it is reimbursed to the member; and

**WHEREAS**, the Authority has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of Risk Manager; and

**WHEREAS**, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 11, 2019; and

**WHEREAS**, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of January 29, 2019; and

**WHEREAS**, the Authority convened to evaluate the Request for Qualifications; and

**WHEREAS**, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a response to the Statements for Request for Qualifications; and

**WHEREAS**, the Authority intended to qualify a person and/or firm that (i) possessed the professional, financial and administrative capabilities to provide the proposed Risk Management Services, and (ii) would agree to work under the compensation, terms and conditions determined

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**NO. 27-2019**

**Date: February 19, 2019**

---

**RETENTION OF RISK MANAGER PURSUANT TO N.J.S.A.19:44A-20.4**

by the Authority to provide the greatest benefit to the ratepayers of the Authority's service area; and

**WHEREAS**, by Resolution No. 22-2019 the Authority identified two (2) firms as qualified to perform Risk Management Services required by the Authority; and

**WHEREAS**, the firm of Alamo Insurance Group, Inc. was determined to be highly qualified and eminently capable of providing Risk Management Services to the Authority; and

**WHEREAS**, the Authority has determined that it is in the best interest to retain Alamo Insurance Group as set forth in this Resolution; and

**WHEREAS**, the services to be provided shall be as follows:

1. Evaluation of the Authority's insurance coverage and assistance in selection of appropriate coverage;
2. Assistance in preparation of documentation required by insurance companies related to statement of values, vehicle schedules, etc.;
3. Review of Authority's premiums and loss funds and assistance in preparation of insurance budget;
4. Review of loss and engineering reports;
5. Attendance and participation at Safety Committee Meetings (as requested) to assist in promoting safety goals and objectives;
6. Advice to Safety Committee on loss containment activities;
7. Attend meetings with staff, management and others, as requested;
8. Apprise Authority regarding developments affecting insurance coverage;
9. Any additional consulting services required by the Authority; and

**WHEREAS**, Alamo Insurance Group, Inc. will provide to the Authority professional Risk Management Consulting Services as required in the by-laws of the NJUAJIF at a not to exceed 3% of the NJUAJIF assessment.

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Authority does hereby agree to retain the firm of Alamo Insurance Group as its Insurance Producer for the project described above for a twelve (12) month term commencing on the Resolution date for purposes of the Authority's Membership in the New Jersey Utilities Authority's Joint Insurance Fund.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**NO. 27-2019**

**Date: February 19, 2019**

---

**RETENTION OF RISK MANAGER PURSUANT TO N.J.S.A.19:44A-20.4**

2. The Authority shall enter into a professional services agreement for the aforementioned for execution and delivery by the Authority and the professional, with compensation to the professional at a fee of (3%) of the Authority's NJUAJIF's Annual Assessment.
3. Notice of the contract award shall be advertised in accordance with applicable law.
4. This Resolution shall take effect immediately upon adoption.

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 19, 2019.

---

CHAIRMAN

---

SECRETARY

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelaheer	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 28-2019**

**Date: February 19, 2019**

---

**RETENTION OF CONSULTING ENGINEER FOR 2019 PURSUANT TO N.J.S.A. 19:44A-20.4**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of the following professional:

**CONSULTING ENGINEER**

**WHEREAS**, the Authority issued a Request for Qualifications for such position and notice thereof was published on **January 11, 2019**; and

**WHEREAS**, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **January 29, 2019**; and

**WHEREAS**, the Authority convened to evaluate the Request for Qualifications; and

**WHEREAS**, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

**WHEREAS**, the Authority intended to qualify persons and/or firms that (i) possessed the professional, financial and administrative capabilities to provide the proposed engineering services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

**WHEREAS**, by **Resolution 19-2019** the Authority identified a number of Engineering Firms as qualified to perform Engineering Services required by the Authority; and

**WHEREAS**, the firm of T&M Associates (the “Firm”) was determined to be highly qualified and eminently capable of providing Consulting Engineering Services to the Authority; and

**WHEREAS**, the Authority has determined that it is in its best interest to retain the firm of T&M Associates as Authority Consulting Engineer as set forth in this Resolution; and

**WHEREAS**, the services rendered on behalf of the Authority include:



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 28-2019**

**Date: February 19, 2019**

---

**RETENTION OF CONSULTING ENGINEER FOR 2019 PURSUANT TO N.J.S.A. 19:44A-20.4**

- Attendance at all Authority Meetings
- Preparation of the Authority Annual Report, including all necessary inspections and investigations required to prepare the Report
- Miscellaneous Engineering General Consulting Services as requested by the Authority Staff; and

**WHEREAS**, services rendered on behalf of the Authority will be billed based upon the Firm's Hourly Billing Rates attached to this Resolution at a not-to-exceed cost of \$120,000 for the services described above; and

**WHEREAS**, the Firm has agreed that they will not bill the Authority for time resulting from travel to/from the Authority office in Waldwick, NJ; and

**WHEREAS**, the Authority's Certifying Finance Officer has certified that funds are available for the award of a professional services agreement with the Firm.

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Authority hereby retains T&M Associates as Consulting Engineer for the twelve-month term commencing on the date of this resolution.
2. The Authority shall enter into a professional services agreement for the aforementioned for execution and delivery by the Authority and the professional, with compensation to the professional at the Firm's Billing Rates, in an amount not to exceed **\$120,000**.
3. In the event that the Firm anticipates it will exceed the amount set forth above, it shall seek further authorization from the Authority at such time.
4. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
5. Notice of the contract award shall be advertised in accordance with applicable law.
6. This Resolution shall take effect immediately upon adoption.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 28-2019**

**Date: February 19, 2019**

---

**RETENTION OF CONSULTING ENGINEER FOR 2019 PURSUANT TO N.J.S.A. 19:44A-20.4**

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 19, 2019.

---

**CHAIRMAN**

---

**SECRETARY**

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelaher	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

## 2019 Schedule of Hourly Billing Rates

BILLING TITLE	BILLING RATE/HR
Technical and Field Staff Entry Level	\$82.00
Field Staff - Grade 1	\$92.00
Technical Staff - Grade 1, Administrative Support Staff	\$100.00
Field Staff - Grade 2	\$109.00
Technical Staff - Grade 2 Professional Entry Level	\$126.00
Field Staff - Grade 3	\$126.00
Technical Staff - Grade 3	\$141.00
Field Staff - Grade 4	\$141.00
Technical Staff - Grade 4 Professional I	\$159.00
Field Staff - Grade 5	\$159.00
Technical Staff - Grade 5 Professional II	\$172.00
Professional III Supervising Field Staff	\$185.00
Professional IV Supervising Technical Staff	\$199.00
Professional V (Field & Support)	\$199.00
Professional V	\$233.00
Supervising Professional Unit Supervisor, Professional VI	\$256.00
Group Manager Professional VII	\$281.00
Principal, Manager, Professional VIII, IX	\$295.00

Billing Basis: Fixed Rate for Each Billing Title

NBUA-2019

T&M occasionally uses part-time and temporary staff to meet peak workload demands, and these staff will be billed in accordance with the rate schedule above.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I hereby certify to the Board of Commissioners of the Northwest Bergen County Utilities Authority that sufficient funds are available for payment of the following:

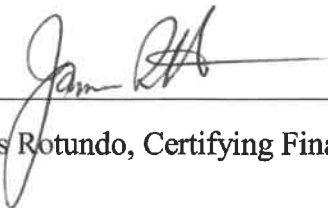
**CONTRACT:**        Consulting Engineer for 2019

**VENDOR:**        T&M Associates

**AMOUNT:**        \$120,000

**ACCOUNT NO.:**    2100-4030

Date: February 15, 2019

  
\_\_\_\_\_  
James Rotundo, Certifying Finance Officer

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 29-2019**

**Date: February 19, 2019**

---

**RETENTION OF CONSULTING ENGINEER FOR 2019 FOR INSTRUMENTATION,  
AUTOMATION AND COMPUTER SYSTEMS PURSUANT TO N.J.S.A. 19:44A-20.4**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of the following professional:

**CONSULTING ENGINEERING SERVICES**

**WHEREAS**, the Authority issued a Request for Qualifications for such position and notice thereof was published on **January 11, 2019**; and

**WHEREAS**, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **January 29, 2019**; and

**WHEREAS**, the Authority convened to evaluate the Request for Qualifications; and

**WHEREAS**, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

**WHEREAS**, the Authority intended to qualify persons and/or firms that (i) possessed the professional, financial and administrative capabilities to provide the proposed engineering services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

**WHEREAS**, by **Resolution 19-2019** the Authority identified a number of Engineering Firms as qualified to perform Engineering Services required by the Authority; and

**WHEREAS**, the firm of Engineered Solutions Corporation was determined to be highly qualified and eminently capable of providing Consulting Engineering Services to the Authority; and

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 29-2019**

**Date: February 19, 2019**

---

**RETENTION OF CONSULTING ENGINEER FOR 2019 FOR INSTRUMENTATION,  
AUTOMATION AND COMPUTER SYSTEMS PURSUANT TO N.J.S.A. 19:44A-20.4**

**WHEREAS**, the Authority has determined that it is in its best interest to retain the firm of Engineered Solutions Corporation as a Consulting Engineer for instrumentation, automation and computer systems engineering support in the design, maintenance and troubleshooting of control and SCADA systems as well as normal plant facilities; and

**WHEREAS**, services rendered on behalf of the Authority will be billed based upon Engineered Solutions Corporation's Hourly Billing Rates attached to this Resolution at a not-to-exceed cost of \$60,000 for the services described above; and

**WHEREAS**, Engineered Solutions Corporation has agreed that they will not bill the Authority for time resulting from travel to/from the Authority office in Waldwick, NJ; and

**WHEREAS**, the Authority's Certifying Finance Officer has certified that funds are available for the retention of the Firm for consulting engineering services.

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Authority hereby retains Engineered Solutions Corporation as a Consulting Engineer for the services outlined in this Resolution for a twelve-month term commencing on the date of this resolution with compensation to the professional at the Firm's Billing Rates, in an amount not to exceed \$60,000.
2. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
3. In the event that the Firm anticipates it will exceed the amount set forth above, it shall seek further authorization from the Authority at such time.
4. That notice of this award shall be advertised in accordance with applicable law.
5. This Resolution shall take effect immediately upon adoption.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**No. 29-2019**

**Date: February 19, 2019**

---

**RETENTION OF CONSULTING ENGINEER FOR 2019 FOR INSTRUMENTATION,  
AUTOMATION AND COMPUTER SYSTEMS PURSUANT TO N.J.S.A. 19:44A-20.4**

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 19, 2019.

---

CHAIRMAN

---

SECRETARY

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelاهر	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

## Engineered Solutions Corporation

### 2019 Hourly Billing Rates

<b>CATEGORY</b>	<b>CONTRACT RATE (\$/hour)</b>
Professional Engineering	250
Senior Engineer	175
Engineer, Senior Technical Support, Analyst, Senior Programmer	125
Technical Support, Programmer	100
Drafting	75
Administration	55



**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I hereby certify to the Board of Commissioners of the Northwest Bergen County Utilities Authority that sufficient funds are available for payment of the following:

**CONTRACT:**        Consulting Engineer for Instrumentation, Automation & Computer Systems for 2019

**VENDOR:**        Engineered Solutions Corporation

**AMOUNT:**        \$60,000

**ACCOUNT NO.:**    4500-6245

Date: February 15, 2019

  
\_\_\_\_\_  
James Rotundo, Certifying Finance Officer

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**NO. 30-2019**

**Date: February 19, 2019**

---

**RETENTION OF CONSULTING ENGINEER FOR SERVICE CHARGES PURSUANT TO N.J.S.A. 19:44A-20.4**

**WHEREAS**, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of the following professional:

**CONSULTING ENGINEER FOR SERVICE CHARGES**

**WHEREAS**, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 11, 2019; and

**WHEREAS**, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of January 29, 2019; and

**WHEREAS**, the Authority convened to evaluate the Request for Qualifications; and

**WHEREAS**, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

**WHEREAS**, the Authority intended to qualify persons and/or firms that: (i) possessed the professional, financial and administrative capabilities to provide the proposed engineering services, and (iii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

**WHEREAS**, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority’s objective was to select an organization or individual that would provide high quality and cost effective services to the citizens served by the Authority; and

**WHEREAS**, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority applied its selection criteria and evaluated the proposals based upon the most advantageous submission, with the following factors being considered: (i) experience and reputation in the field; (ii) knowledge of the Authority and the subject matter addressed under the contract, (iii) availability to accommodate the required meetings of the Authority; and (iv) other factors demonstrated to be in the best interest of the Authority; and

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**NO. 30-2019**

**Date: February 19, 2019**

---

**RETENTION OF CONSULTING ENGINEER FOR SERVICE CHARGES PURSUANT TO N.J.S.A. 19:44A-20.4**

**WHEREAS**, Paul Malmrose of the firm Tighe & Bond, Inc. was determined to be highly qualified and capable of providing Consulting Engineering Services to the Authority based on his experience of having served the Authority in various capacities, including determining service charges, since 1983; and

**WHEREAS**, the services to be rendered on behalf of the Authority include the following tasks:

1. Task 1: Review of 1<sup>st</sup> Quarter Meter Data
2. Task 2: Review of 2<sup>nd</sup> Quarter Meter Data
3. Task 3: Review of 2020 Preliminary User Service Charges
4. Task 4: Review of 2020 Final User Charges
5. Task 5: Miscellaneous Consulting Services

**WHEREAS**, services rendered on behalf of the Authority will be billed at a not to exceed cost of \$46,900; and

**WHEREAS**, the Authority's Certifying Finance Officer has certified that funds are available for the award of a professional services agreement with the Firm.

**WHEREAS**, the Authority has determined that it is in the best interest to retain the firm of Tighe & Bond as Consulting Engineer for Service Charges as set forth in this Resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Authority hereby retains Paul Malmrose of Tighe & Bond as Consulting Engineer for Service Charges for the twelve (12) month term commencing on the Resolution date.
2. The Authority shall enter into a professional services agreement for the aforementioned for execution and delivery by the Authority and the professional, with compensation to the professional in an amount not to exceed \$46,900.

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

---

**RESOLUTION**

**NO. 30-2019**

**Date: February 19, 2019**

---

**RETENTION OF CONSULTING ENGINEER FOR SERVICE CHARGES PURSUANT TO N.J.S.A. 19:44A-20.4**

3. In the event that the Firm anticipates it will exceed the amount set forth above, it shall seek further authorization from the Authority at such time.
4. The Certifying Finance Officer’s Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
5. Notice of the contract award shall be advertised in accordance with applicable law.
6. This Resolution shall take effect immediately upon adoption.

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 19, 2019.

---

CHAIRMAN

---

SECRETARY

**RECORDED VOTE:**

	Bonagura	Chewcaskie	Duch	Kelahr	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I hereby certify to the Board of Commissioners of the Northwest Bergen County Utilities Authority that sufficient funds are available for payment of the following:

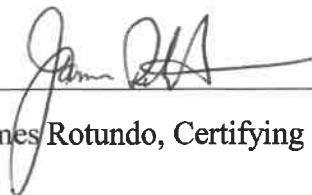
**CONTRACT:**        Consulting Engineer for 2020 Service Charges

**VENDOR:**        Tighe & Bond

**AMOUNT:**        \$46,900

**ACCOUNT NO.:**    2100-4030

Date: February 15, 2019

  
\_\_\_\_\_  
James Rotundo, Certifying Finance Officer

