

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 11-2022

Date: February 15, 2022

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 2022 and Health Benefits and Dental Benefits transfers for February 2022; 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 15, 2022 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account
Net Payroll: \$226,838.89

ACCOUNT: Tax Deposit Account
Total: \$99,732.31

ACCOUNT: Health Benefits Contribution Employer
Total Transfer: \$119,557.15

ACCOUNT: Health Benefits Contribution Employee
Total: \$4,506.04

ACCOUNT: Dental Benefits
Total Transfer: \$3,999.40

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 11-2022

Date: February 15, 2022

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

ACCOUNT: PERS and Contributory Insurance
Total Transfer: \$30,082.98

ACCOUNT: PERS Employer Liability
Total Transfer: \$593,429.00

ACCOUNT: Operating Account
Total: \$420,444.24

ACCOUNT: General Improvement Account
Total: \$365,297.65


SECRETARY


VICE-CHAIRMAN

RECORDED VOTE:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 12-2022

Date: February 15, 2022

**APPROVAL OF CREATION OF NEW POSITION, ASSISTANT ELECTRICAL SUPERVISOR
AND HIRE OF BRIAN FRANK**

WHEREAS, the Northwest Bergen County Utilities Authority (the "Authority") has determined that there presently exists the need to create a new position entitled "Assistant Electrical Supervisor"; and

WHEREAS, N.J.S.A. 40:14B-1 provides, *inter alia*, that the Authority may "appoint and employ, such other agents and employees as it may require and determine their duties and compensation"; and

WHEREAS, the Assistant Electrical Supervisor will be responsible for providing assistance to the Electrical Supervisor in the leadership and supervision in the activities of the electrical and meter maintenance departments in accordance with all Authority regulations, standards, and procedures; and

WHEREAS, the Assistant Electrical Supervisor will help oversee and manage all personnel associated with the electrical and meter maintenance departments; and

WHEREAS, the Assistant Electrical Supervisor will provide assistance to the Electrical Supervisor in all administrative functions of the department including, but not limited to, the assigning, supervision and review of all work, payroll, requisitioning equipment and parts, obtaining quotes for supplies and equipment; and

WHEREAS, the duties and responsibilities of the Assistant Electrical Supervisor are described in the Job Description which is made a part of this Resolution and is attached hereto; and

WHEREAS, the Assistant Electrical Supervisor shall report to the Electrical Supervisor; and

WHEREAS, Mr. Brian Frank has applied for the position of the Assistant Electrical Supervisor; and

WHEREAS, the Authority has determined that Mr. Frank is competent, qualified and experienced to perform this job and therefore desires to offer the position of the Assistant Electrical Supervisor to Mr. Brian Frank; and

WHEREAS, the Authority has determined on the basis of the foregoing to hire Mr. Frank as the Assistant Electrical Supervisor at an annual salary of ninety-two thousand dollars (\$92,000) starting February 14, 2022 subject to a 180 day probationary period; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 12-2022

Date: February 15, 2022

**APPROVAL OF CREATION OF NEW POSITION, ASSISTANT ELECTRICAL SUPERVISOR
AND HIRE OF BRIAN FRANK**

WHEREAS, there are sufficient funds available in the Authority budget for this new position.

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

1. Mr. Brian Frank shall be and is hereby hired by the Authority as the Assistant Electrical Supervisor to perform all those services, duties and responsibilities set forth in the Job Description – “Assistant Electrical Supervisor” starting February 14, 2022 subject to a 180 day probationary period.
2. Mr. Frank shall be an employee at will and will be compensated at an annual salary of ninety-two thousand dollars (\$92,000).

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 15, 2022.


SECRETARY


VICE-CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

Job Description: ***Assistant Electrical Supervisor, Management Level***

Summary

The Assistant Electrical Supervisor will provide assistance to the Electrical Supervisor in leadership and supervision in the activities of the electrical and meter maintenance departments. The Assistant Electrical Supervisor will help oversee and manage all personnel associated with electrical and meter maintenance department. The Assistant Electrical Supervisor will be responsible for providing assistance to the Electrical Supervisor in all administrative functions of the department including, but not limited to, the assigning, supervision and review of all work, payroll, requisitioning equipment and parts, obtaining quotes for supplies and equipment and any other duty necessary for the proper and efficient operation of the departments.

Duties and Responsibilities

Overall responsibilities include, but not limited to, provide assistance to the Electrical Supervisor in control of Electrical and Meter Maintenance Departments in accordance with all Authority regulations, standards, and procedures. The Assistant Electrical Supervisor will work closely with The Electrical Supervisor and other Departmental Supervisors to properly maintain and operate the Authority in accordance with all rules, requirements and standards. The position will report directly to the Electrical Supervisor.

Duties Include (but not limited to):

- Assist in the supervision and oversight of the Electrical and Meter Maintenance Department.
- Ensure that all equipment and appurtenances involved in electrical wiring, motors, and metering are operating in a sufficient manner as to ensure public health and safety requirements.
- Ensure that all maintenance activities are carried out in accordance with all safety regulations including all Lockout Tagout procedures.
- Assist in supervising and overseeing departmental staff in electrical and meter maintenance, in addition to any other personnel assigned to the departments.
- Assist in supervising all electrical and meter maintenance operations; assure proper adjustment of all electrical and metering equipment including the repair, replacement and calibration of such equipment as necessary.
- Assist in preparation of departmental payroll.
- Assist in supervising departmental staff. Responsible for work schedules, work assignments and review of work quality.
- Interface with the Authority's engineering consultants, manufactures and vendors to ensure proper and safe operation of the equipment.
- Ensure that preventive maintenance checks and procedures on electrical equipment are been properly implemented and performed.
- Ensuring the proper ordering and purchasing of supplies, electrical equipment, motors and other expendable goods required for the proper operation of Authority equipment and that required inventories are maintained.

- Assist Electrical Supervisor in the selection of staff; provide or coordinate staff training to ensure safe and efficient performance; work with employees to correct deficiencies; implement discipline procedures.
- Assist in the Preparation and implementation capital improvement programs to ensure long term and stable operations.
- Develop and make recommendations of policies and procedures for safe, efficient and compliant operation of the department.
- Monitor staff training records to ensure adequate training requirements are met.
- Assist in the preparation of mandatory reports to comply with State and Federal regulatory agencies.
- Assist in the supervision and oversight of all departmental staff involved in off-hour work projects, standby calls and emergencies so as to ensure the proper repair and maintenance of equipment is completed in an efficient and timely manner (at no additional compensation).
- Carry and respond to all calls on the Authority issued cell phone when offsite and during non-work hours so as to perform your inherent Supervisory duties, including but not limited to, problem solving, delegation of work assignments, pre-approval of overtime and any other managerial decision as required. On occasion, in emergency situations, the Supervisor may be required to perform manual labor to complete said work to protect the public safety and health.
- Ensure that staff is informed of and performs in accordance with the NBCUA policies and procedures.

Qualifications:

- High school diploma or GED supplemented by vocational/technical training in wastewater treatment plant operations, collection systems and electrical repair and maintenance.
- Five (5) years supervisory experience involving equipment maintenance or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.
- Must reside in the State of New Jersey and possess and maintain a valid NJ driver's license with acceptable driving record.
- Must possess or prove experience in purchasing and budgeting procedures.

Knowledge:

- Principles and practices of wastewater treatment plant operations.
- Principles and practices of sludge incineration.
- Principles and practices of electrical repair and maintenance.
- Operating principles of valves, pumps and motors.
- Safety principles and practices.
- Applicable Federal, State and local laws, codes and regulations.
- Principles of supervision, training and performance evaluation.
- Budgeting procedures and techniques

Ability To:

- Direct the operations of electrical and meter maintenance operations.
- Diagnose operating problems and direct effective correction procedures.
- Supervise, train and evaluate assigned staff.
- Prepare required reports and maintain complete record keeping procedures.
- Diagnose and repair all electrical and metering equipment used within the treatment and pump station facilities.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain cooperative working relationships with those contacted in the course of work.
- Use a personal computer including word processing and spreadsheet applications.
- Work in a wastewater treatment environment; exposure to noise, dust, grease, smoke, fumes, gases, and potentially hazardous chemicals; work in or with wastewater.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 13-2022

DATE: February 15, 2022

2022 SCHEDULE OF MEETINGS

RESOLVED,

BE IT RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority, that the regularly scheduled meetings of the Northwest Bergen County Utilities Authority for the year 2022 shall be held on the days and the times as set forth in the attached schedule.

BE IT FURTHER RESOLVED, the Authority shall post on its website, nbcua.com, at least 48 hours prior to the meeting the location of the meeting whether it be at the Authority's administration offices located at 30 Wyckoff Avenue, Waldwick, New Jersey, or held via telecommunication services or web-based services in accordance with procedures recommended by the New Jersey Division of Local Government Services for remote public meetings where in-person meetings may not be optimal during the Covid 19 related State of Emergency.

BE IT FURTHER RESOLVED, if the meeting is to be held via telecommunication or web-based services, means for public participation shall be posted on the Authority's website at least 48 hours prior to the meeting.

BE IT FURTHER RESOLVED, that in the event the schedule as set forth herein is revised, such revisions shall be posted, mailed and noticed as required by 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 15, 2022.


SECRETARY


VICE-CHAIRMAN

RECORDED VOTE:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
MEETING SCHEDULE FOR 2022

Regularly scheduled public meetings and Work Sessions of the Northwest Bergen County Utilities Authority will be held at 7:00pm on the days set forth below. The Authority shall announce on its website, nbcua.com, at least 48 hours prior to the meeting the location of the meeting whether it be at the Authority's administration offices located at 30 Wyckoff Avenue, Waldwick, NJ or held via telecommunication services or web-based services. If the meeting is held via telecommunication or web-based services, means for public participation shall be posted on the Authority's website at least 48 hours prior to the meeting.

Formal Action is taken at public meetings.

Month	Work Session & Regular Meetings	Notes
March	15 th	
April	19 th	
May	17 th	
June	21 th	
July	19 th	
August	No meetings scheduled	
September	20 th	
October	18 th	A special meeting will be held to approve the 2023 Introduced Budget
November	9 th *	*2nd Wednesday of the month
December	13 th *	*2 nd Tuesday of the Month Public Hearing for 2023 Budget will be held.
January 2023	10 th *	*2 nd Tuesday of the month Public Hearing on the 2023 Service Charges will be held
February 2023	21 st	Reorganization Meeting

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 14-2022

Date: February 15, 2022

OFFICIAL NEWSPAPER FOR 2022

WHEREAS, the Northwest Bergen County Utilities Authority requires the services of designated newspapers to carry advertisements and legal notices as required by the Northwest Bergen County Utilities Authority pursuant to law.

NOW, THEREFORE, BE IT

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority, that THE RECORD, THE RIDGEWOOD NEWS and THE HERALD NEWS be and the same are hereby designated as official newspapers of the Northwest Bergen County Utilities Authority for the year 2022 for the purposes of publishing advertisements and legal notices as the same may be necessary for the Northwest Bergen County Utilities Authority, and as required by 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 15, 2022.


SECRETARY


VICE-CHAIRMAN

RECORDED VOTE:

	Bonagura	Jordan	Kelaher	LoIacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 15-2022

DATE: February 15, 2022

DESIGNATION OF DEPOSITORIES FOR 2022

WHEREAS, the Northwest Bergen County Utilities Authority (the "Authority") is required to hold its funds in certain bank accounts and make investments in accordance with the Trust Indenture; and

WHEREAS, the Authority currently has funds or intends to have funds at the following institutions:

TD Bank, Allendale, New Jersey
Bank of New York Mellon, Woodland Park, New Jersey
Santander Bank, Short Hills, New Jersey
Provident Bank, Oradell, New Jersey

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Northwest Bergen County Utilities Authority that the following institutions be designated as depositories for the funds for the Authority for the Year 2022:

TD Bank, Allendale, New Jersey
Bank of New York Mellon, Woodland Park, New Jersey
Santander Bank, Short Hills, New Jersey
Provident Bank, Oradell, New Jersey

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 15, 2022.


SECRETARY


VICE-CHAIRMAN

RECORDED VOTE:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered							
Seconded			✓				
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							1
Recuse							

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 16-2022

Date: February 15, 2022

**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:11-12a 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. 16-2022

Date: February 15, 2022

**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, 2022 to December 31, 2022.

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 15, 2022.


SECRETARY


VICE-CHAIRMAN

RECORDED VOTE:

	Bonagura	Jordan	Kelaher	Lo Iacono	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. 5/6/2022)
Custodial/Maintenance Supplies	M-0052 Grainger, Inc.	79875 (exp. 6/30/2023)
Fire Extinguisher Maintenance	G-0576 FYR Fyter Sales	45627 (exp. 9/30/2022)
Laboratory Supplies	T-0983 – Hach Chemical T-0115 – Fisher Scientific T-0115 – J&H Berge T-0115 – VWR Scientific	85091 (exp. 2/28/2024) 75827 (12/31/2023) 75819 (12/31/2023) 75846 (12/31/2023)
Vehicles	T-2100 - Beyer Ford	88726 (8/30/2022)
AB PLC Equipment	Turtle & Hughes	PVSC CO-OP (6/30/2023)
Instrumentation	Turtle & Hughes	PVSC CO_OP (7/21/2022)
Misc. Supplies	Grainger	00566 (2/28/23)
Motor Services	Universal Electric	PVSC CO-OP (8/23)
Electrical Services	Longo Industries	PVSC CO-OP (exp. 7/13/23)
Electrical Supply	T-0167 Jewel Electric	00608 (exp. 9/20/24)

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 17-2022

Date: February 15, 2022

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 2022

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 14, 2022; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 1, 2022 from the following Individuals/Firms:

- Eric M. Bernstein & Associates – Warren, NJ
- Bern Root, LLC – Englewood, NJ
- Florio, Kenny, Ravel , LLP – Lyndhurst, NJ
- King, Moench, Hirniak & Collins, LLP – Morris Plains, 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. 17-2022

Date: February 15, 2022

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
 - Bern Root, LLC – Englewood, NJ
 - Florio, Kenny, Ravel , LLP – Lyndhurst, NJ
 - King, Moench, Hirniak & Collins, LLP – Morris Plains, NJ
2. 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 15, 2022.


SECRETARY


VICE- CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 18-2022

Date: February 15, 2022

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 14, 2022; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 1, 2022 from the following Individuals/Firms:

- CME Associates – Parlin, NJ
- CP Professional Services – Sparta, NJ
- Chavond Barry Engineering Corp. – Blawenburg, NJ
- Suburban Consulting Engineers, Inc. – Flanders, NJ
- Engineered Solutions Corporation – Wayne, NJ
- Neglia Engineering Associates – Lyndhurst, NJ
- T&M Associates – Middletown, NJ
- MFS Engineers & Surveyors – South Plainfield, NJ
- PS&S – Warren, NJ
- Colliers Engineering & Design – Red Bank, NJ
- Tighe & Bond – Westfield, MA

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, 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.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 18-2022

Date: February 15, 2022

QUALIFICATIONS OF INDIVIDUALS/FIRMS FOR PROVISION OF ENGINEERING 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 Consulting Engineering services to the Authority:
 - CME Associates – Parlin, NJ
 - CP Professional Services – Sparta, NJ
 - Chavond Barry Engineering Corp. – Blawenburg, NJ
 - Suburban Consulting Engineers, Inc. – Flanders, NJ
 - Engineered Solutions Corporation – Wayne, NJ
 - Neglia Engineering Associates – Lyndhurst, NJ
 - T&M Associates – Middletown, NJ
 - MFS Engineers & Surveyors – South Plainfield, NJ
 - PS&S – Warren, NJ
 - Colliers Engineering & Design – Red Bank, NJ
 - Tighe & Bond – Westfield, MA
2. 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 15, 2022.


SECRETARY


VICE-CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 19-2022

Date: February 15, 2022

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 2022

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 14, 2022; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 1, 2022 from the following Individuals/Firms:

- Wielkocz, & Company, LLC – 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. 19-2022

Date: February 15, 2022

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:
 - Wielkotz, & Company, LLC – Pompton Lakes, NJ
2. 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 15, 2022.


SECRETARY


VICE-CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 20-2022

Date: February 15, 2022

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 14, 2022; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 1, 2022 from the following Individuals/Firms:

- Gibbons, PC – Newark, NJ
- Wilentz, Goldman & Spitzer, PA – Woodbridge, NJ
- Malamut & Associates – Cherry Hill, 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 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. 20-2022

Date: February 15, 2022

QUALIFICATION OF INDIVIDUALS/FIRMS FOR PROVISION OF BOND COUNSEL 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 Bond Counsel Services to the Authority:
 - Gibbons, PC – Newark, NJ
 - Wilentz, Goldman & Spitzer, PA – Woodbridge, NJ
 - Malamut & Associates – Cherry Hill, NJ
2. 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 15, 2022.


SECRETARY


VICE- CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 21-2022

Date: February 15, 2022

**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 14, 2022; and

WHEREAS, the Authority has received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 1, 2022 from the following Individuals/Firms:

- Alamo Insurance Group, Inc. - Secaucus, 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 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

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:

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 21-2022

Date: February 15, 2022

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

- Alamo Insurance Group, Inc. – Secaucus, NJ

2. 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 15, 2022.


SECRETARY


VICE-CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelaheer	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 22-2022

Date: February 15, 2022

QUALIFICATIONS OF INDIVIDUALS/FIRMS FOR PROVISION OF ARCHITECTURAL 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:

ARCHITECTURAL SERVICES

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 14, 2022; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 1, 2022 from the following Individuals/Firms:

- RSC Architects – Hackensack, NJ
- Settembrino Architects – Red Bank, NJ
- PS&S, LLC – Warren, NJ
- Poskanzer Skott Architects – Ridgewood, 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

WHEREAS, the Authority intended to qualify persons and/or firms that: (i) possessed the professional, financial and administrative capabilities to provide the proposed architectural 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; (iv) other factors demonstrated to be in the best interest of the Authority; and (v) Ability to provide scope of services as described in Section 2 of the Request for Qualifications; 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 architectural services to the Authority:

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 22-2022

Date: February 15, 2022

QUALIFICATIONS OF INDIVIDUALS/FIRMS FOR PROVISION OF ARCHITECTURAL SERVICES

- RSC Architects – Hackensack, NJ
- Settembrino Architects – Red Bank, NJ
- PS&S, LLC – Warren, NJ
- Poskanzer Skott Architects – Ridgewood, NJ

2. 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 15, 2022.


SECRETARY


VICE- CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 23-2022

Date: February 15, 2022

RETENTION OF AUDITOR FOR 2022 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 2022

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on **January 14, 2022**; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **February 1, 2022**; 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. 19-2022**, the Authority identified one firm as qualified to perform the auditing services required by the Authority; and

WHEREAS, the firm of Wielkott & Company, LLC (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:

- Preparation of unaudited Y/E financial statement and required Journal Entries (Y/E Closeout) for 2022

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 23-2022

Date: February 15, 2022

RETENTION OF AUDITOR FOR 2022 PURSUANT TO N.J.S.A. 19:44A-20.4

- Preparation of Annual Statutory Audit for 2022
- Preparation of Semi-Annual Unaudited Financial Statement ending June 30, 2022
- Connection Fee Rate Preparation of 2022 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 2023 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:

POSITION	AMOUNT PER HOUR
Partner	\$200.00
Senior Manager	\$175.00
Manager	\$150.00
Senior Associate	\$125.00
Associate	\$100.00
Administrative Staff	\$75.00

WHEREAS, the compensation to the Firm for the rendering of auditing services for 2022 will not exceed \$79,250 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 Wielkott & Company, LLC for the year ending December 31, 2022 and until a successor has been named.
2. Compensation to the professional shall not exceed seventy-nine thousand two hundred and fifty dollars (\$79,250).
3. The Chairman or Vice-Chairman of the Authority is hereby authorized to execute any necessary documents on behalf of the Authority to engage the services of Wielkott & Company, LLC.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 23-2022

Date: February 15, 2022

RETENTION OF AUDITOR FOR 2022 PURSUANT TO N.J.S.A. 19:44A-20.4

4. 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.
5. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
6. Notice of the contract award shall be advertised in accordance with applicable law.
7. 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 15, 2022.


SECRETARY


VICE-CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	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:

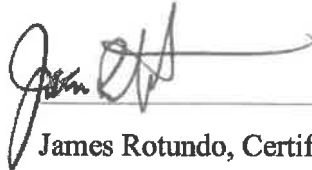
DESCRIPTION: Auditing Services for 2022

VENDOR: Wielkots & Company, LLC

AMOUNT: \$79,250

ACCOUNT NO.: 2100/4010

Date: February 15, 2022

A handwritten signature in black ink, appearing to read 'James Rotundo', is written over a horizontal line.

James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 24-2022

Date: February 15, 2022

RETENTION OF GENERAL COUNSEL FOR 2022 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 2022

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on **January 14, 2022**; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **February 1, 2022**; 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 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 17-2022**, the Authority identified a number of firms as qualified to perform the legal services required by the Authority; and

WHEREAS, the firm of Bern Root, LLC (the “Firm”) is deemed to be highly qualified and capable of providing legal services to the Authority based upon the extensive experience of members and associates of the firm; and

WHEREAS, the Authority has determined that the Firm, shall provide professional legal services to the Authority, including all matters which, in the opinion of the Commissioners of the Authority, shall be referred to General Counsel, including, but not limited to the following:

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 24-2022

Date: February 15, 2022

RETENTION OF GENERAL COUNSEL FOR 2022 PURSUANT TO N.J.S.A. 19:44A-20.4

- a. Attendance at work sessions, regular, special and emergency meetings of the Authority Commissioners, including meetings outside of Bergen County, at municipal offices, County offices, State government offices and non-governmental offices;
- b. Attendance at all other meetings which the Commissioners or Executive Director deem necessary that General Counsel attend;
- c. Attendance at all public hearings (budget, rates, plan amendments, amendments to Wastewater Rules and Regulations, etc.);
- d. Attendance at all Commissioners' standing committee meetings as requested;
- e. Consultation (in person and/or by telephone) with Commissioners, staff, department heads and Authority personnel requiring the performance of legal services relating to Authority matters;
- f. Representation in any and all regulatory proceedings before State agencies, including but not limited to the New Jersey Department of Environmental Protection and the Office of Administrative Law ('OAL');
- g. Consultation and legal services related to Open Public Records Act and Open Public Meetings Act compliance;
- h. Representation in any and all litigation in which the Commissioners authorize General Counsel to represent the Authority's interest(s);
- i. Research and preparation of legal opinions requested by the Commissioners, Executive Director or his designee, or initiated by General Counsel in the performance of requisite legal services on behalf of the Authority;
- j. Review of correspondence referred to General Counsel by the Commissioners, Executive Director, Authority staff or consultants, and preparation of correspondence initiated by General Counsel in the performance of General Counsel's requisite legal services on behalf of the Authority;
- k. Legal Services relating to the preparation and/or review of agreements, resolutions, bid specifications, bid proposals and contracts, as required by the Commissioners or the Authority's Executive Director, or his designee;
- l. Attention to non-routine contract issues as may be assigned by the Authority from time to time with respect to special projects;
- m. Any and all other matters for which the services of General Counsel are deemed necessary by the Commissioners of the Authority;
- n. Review and/or preparation of routine (i.e. transmittal) correspondence (excluding, e.g., legal opinions);
- o. Preparation of monthly synopsis of General Counsel's legal services performed on behalf of the Authority

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 24-2022

Date: February 15, 2022

RETENTION OF GENERAL COUNSEL FOR 2022 PURSUANT TO N.J.S.A. 19:44A-20.4

- p. Upon receipt, review of draft meeting minutes of work session, regular, special, and emergency meeting minutes of the Authority Commissioners;
- q. Review certification of meeting minutes of the Authority subject to the approval of the Bergen County Executive pursuant to N.J.S.A. 40:14B-14(b);
- r. Preparation and review of public bidding specifications for compliance with Local Public Contracts Law;
- s. Drafting and preparation of Authority Resolutions as requested and review of all in-house prepared Resolutions;
- t. Review and interpretation of contracts, resolutions and other legal documents as required to ensure the proper conduct of the Authority;
- u. Provide legal advice when required that deal with day-to-day operation of the Authority;
- v. Consultation with Board officers and staff, in person, or by telephone, when required;
- w. Attend to matters involving municipal relations and issues involving the Department of Environmental Protection and other State and Federal Agencies.

WHEREAS, the Firm's rates for performing these legal services shall be \$150 per hour;
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 the following:

1. The Authority hereby retains the firm of Bern Root, LLC for the twelve-month term commencing on the date of this resolution.
2. The Chairman or Vice-Chairman of the Authority is hereby authorized to execute the Professional Services Agreement required for execution and delivery by the Authority and the professional, with compensation to the professional in an amount not to exceed **\$75,000**.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 24-2022

Date: February 15, 2022

RETENTION OF GENERAL COUNSEL FOR 2022 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 herein, 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 15, 2022.


SECRETARY


VICE-CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	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:

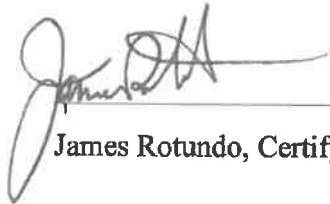
CONTRACT: General Counsel for 2022

VENDOR: Bern Root, LLC

AMOUNT: \$75,000

ACCOUNT NO.: 2100/4020

Date: February 15, 2022

A handwritten signature in black ink, appearing to read 'James Rotundo', is written over a horizontal line.

James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 25-2022

Date: February 15, 2022

RETENTION OF LABOR COUNSEL FOR 2022 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 2022

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on **January 14, 2022**; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **February 1, 2022**; 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 17-2022** 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. 25-2022

Date: February 15, 2022

RETENTION OF LABOR COUNSEL FOR 2022 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 Attorneys: **\$135.00 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 \$25,000 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.
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 \$25,000.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 25-2022

Date: February 15, 2022

RETENTION OF LABOR COUNSEL FOR 2022 PURSUANT TO N.J.S.A. 19:44A-20.4

3. The Chairman or Vice-Chairman of the Authority is hereby authorized to execute the aforementioned professional services agreement on behalf of the Authority.
4. 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.
5. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
6. Notice of the contract award shall be advertised in accordance with applicable law.
7. 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 15, 2022**.


SECRETARY


VICE- CHAIRMAN

RECORDED VOTE:

	Bonagura	Jordan	Kelaher	Lo Iacono	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:

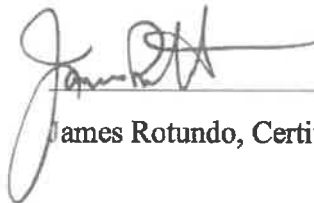
CONTRACT: Labor Counsel for 2022

VENDOR: Eric M. Bernstein & Associates, LLC

AMOUNT: \$25,000

ACCOUNT NO.: 2100/4020

Date: February 15, 2022

A handwritten signature in black ink, appearing to read 'James Rotundo', is written over a horizontal line.

James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 26-2022

Date: February 15, 2022

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 14, 2022; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 1, 2022; 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

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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 26-2022

Date: February 15, 2022

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

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. The Chairman or Vice-Chairman of the Authority is hereby authorized to execute the aforementioned professional services agreement on behalf of the Authority.
4. 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.
5. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
6. Notice of the contract award shall be advertised in accordance with applicable law.
7. This resolution shall take effect immediately upon adoption.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 26-2022

Date: February 15, 2022

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 15, 2022.


SECRETARY


VICE- CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	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:

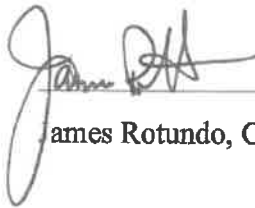
CONTRACT: Bond Counsel for 2022

VENDOR: Gibbons, PC

AMOUNT: \$75,000

ACCOUNT NO.: 7000/6620

Date: February 15, 2022

A handwritten signature in black ink, appearing to read 'James Rotundo', is written over a horizontal line.

James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 27-2022

Date: February 15, 2022

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 14, 2022; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 1, 2022; 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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 27-2022

Date: February 15, 2022

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

WHEREAS, by Resolution No. 21-2022 the Authority identified one (1) firm 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 NJUAIJF at a not to exceed 3% of the NJUAIJF 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.
2. The Authority shall enter into a professional services agreement for the aforementioned for execution and delivery by the Authority and the professional, with

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 27-2022

Date: February 15, 2022

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

compensation to the professional at a fee of (3%) of the Authority's NJUAJIF's Annual Assessment.

3. The Chairman or Vice-Chairman of the Authority is hereby authorized to execute the aforementioned professional services agreement on behalf of the Authority.
4. Notice of the contract award shall be advertised in accordance with applicable law.
5. 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 15, 2022.


SECRETARY


VICE-CHAIRMAN

RECORDED VOTE:

	Bonagura	Jordan	Kelaher	Lo Iacono	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:

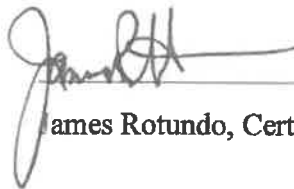
CONTRACT: Risk Management Services 2022

VENDOR: Alamo Insurance Group

AMOUNT: \$3% of NJUAJIF 2022 Assessment (\$11,386)

ACCOUNT NO.: 3000/5010

Date: February 15, 2022

A handwritten signature in dark ink, appearing to read 'James Rotundo', is written over a horizontal line.

James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 28-2022

Date: February 15, 2022

RETENTION OF CONSULTING ENGINEER FOR 2022 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 14, 2022**; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **February 1, 2022**; 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 18-2022** 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. 28-2022

Date: February 15, 2022

RETENTION OF CONSULTING ENGINEER FOR 2022 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 \$150,000 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 **\$150,000**.
3. The Chairman or Vice-Chairman of the Authority is hereby authorized to execute the aforementioned professional services agreement on behalf of the Authority.
4. 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.
5. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
6. Notice of the contract award shall be advertised in accordance with applicable law.
7. This Resolution shall take effect immediately upon adoption.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 28-2022

Date: February 15, 2022

RETENTION OF CONSULTING ENGINEER FOR 2022 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 15, 2022.


SECRETARY


VICE- CHAIRMAN

RECORDED VOTE:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

COST PROPOSAL

2022 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-2022



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:

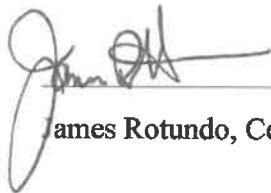
CONTRACT: Consulting Engineer for 2022

VENDOR: T&M Associates

AMOUNT: \$150,000

ACCOUNT NO.: 2100/4030

Date: February 15, 2022



James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 29-2022

Date: February 15, 2022

**RETENTION OF CONSULTING ENGINEER FOR 2022 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 14, 2022**; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **February 1, 2022**; 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 18-2022** 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. 29-2022

Date: February 15, 2022

**RETENTION OF CONSULTING ENGINEER FOR 2022 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 \$100,000 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 \$100,000.
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. 29-2022

Date: February 15, 2022

RETENTION OF CONSULTING ENGINEER FOR 2022 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 15, 2022.


SECRETARY


VICE-CHAIRMAN

RECORDED VOTE:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

Engineered Solutions Corporation

2022

Hourly Billing Rates

CATEGORY	CONTRACT RATE (\$/hour)
Professional Engineering	260
Senior Engineer	185
Engineer, Senior Technical/Field Service Support, Senior Programmer	145
Technical/Field Service Support, Programmer	120
Drafting	90
Administration	70

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:

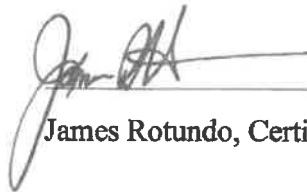
CONTRACT: Consulting Engineer for 2022 for Instrumentation, Automation and Computer Systems

VENDOR: Engineered Solutions Corporation

AMOUNT: \$100,000

ACCOUNT NO.: 4500/6245

Date: February 15, 2022

A handwritten signature in dark ink, appearing to read 'James Rotundo', is written over a horizontal line.

James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 30-2022

Date: February 15, 2022

**RETENTION OF CONSULTING ENGINEER FOR 2023 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 14, 2022; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 1, 2022; 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. 30-2022

Date: February 15, 2022

**RETENTION OF CONSULTING ENGINEER FOR 2023 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 1st Quarter Meter Data
2. Task 2: Review of 2nd Quarter Meter Data
3. Task 3: Review of 2023 Preliminary User Service Charges
4. Task 4: Review of 2023 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 \$50,000; 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 the 2023 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 \$50,000.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 30-2022

Date: February 15, 2022

**RETENTION OF CONSULTING ENGINEER FOR 2023 SERVICE CHARGES
PURSUANT TO N.J.S.A. 19:44A-20.4**

3. The Chairman or Vice-Chairman of the Authority is hereby authorized to execute the aforementioned professional services agreement on behalf of the Authority.
4. 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.
5. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
6. Notice of the contract award shall be advertised in accordance with applicable law.
7. 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 15, 2022.


SECRETARY


VICE- CHAIRMAN

RECORDED VOTE:

	Bonagura	Jordan	Kelaher	Lo Iacono	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:

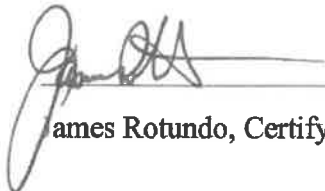
CONTRACT: Consulting Engineer for 2023 Service Charges

VENDOR: Tighe & Bond.

AMOUNT: \$50,000

ACCOUNT NO.: 2100/4030

Date: February 15, 2022


James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 31-2022

Date: February 15, 2022

**RETENTION OF ENGINEER FOR 2022 FOR GENERAL INCINERATOR ADVICE
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 14, 2022**; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **February 1, 2022**; 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 18-2022** the Authority identified a number of Engineering Firms as qualified to perform Engineering Services required by the Authority; and

WHEREAS, the firm of Chavond Barry Engineering Corp. (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 as a Consulting Engineer for General Incinerator Advice as set forth in this Resolution; and

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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 31-2022

Date: February 15, 2022

RETENTION OF ENGINEER FOR 2022 FOR GENERAL INCINERATOR ADVICE PURSUANT TO N.J.S.A. 19:44A-20.4

- Provide incineration, permitting and regulatory advice as requested.
- Attend meetings as requested.
- Be available for telephone conferences, advice and consultation that can be given by telephone.
- Provide operations and maintenance advice as requested by the Authority.
- Provide additional advice and general consulting and engineering services as requested by the Authority.

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 \$175,000 for general incineration advice; 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 Chavond Barry Engineering Corp. as a Consulting Engineer for the services outlined in this Resolution for a 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 \$175,000 for general incineration advice.
3. The Chairman or Vice-Chairman of the Authority is hereby authorized to execute the aforementioned professional services agreement on behalf of the Authority.
4. 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.
5. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
6. Notice of the contract award shall be advertised in accordance with applicable law.
7. This Resolution shall take effect immediately upon adoption.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 31-2022

Date: February 15, 2022

**RETENTION OF ENGINEER FOR 2022 FOR GENERAL INCINERATOR ADVICE
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 15, 2022.


SECRETARY


VICE-CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							



CHAVOND-BARRY ENGINEERING CORP.

P.O. Box 205
Blawenburg, NJ 08504

609-466-4900
www.Chavond-Barry.com

MEMORANDUM

Effective January 1, 2022

The following is the listing of the 2022 standard hourly billing rates for our staff. The following rates will be held for the calendar year.

CBE 2022 Rate Schedule		
Personnel	Title	2022 Rates
John Yu	President	\$250
Louis T. Barry, P.E.	Chief Engineer	\$250
Albert T. Hamfeldt, P.E.	Senior Project Manager	\$200
Keith A. Croly	Project Specialist	\$175
John B. Eichinger	Engineer Specialist	\$165
Saundra B. Rattner	Administrator	\$85
Thomas Vash	Field Manager	\$155
Darwin M. Owens, P.E.	Engineer Specialist	\$180

Unless otherwise agreed, travel time will be billed at normal hourly rates. Meals will be charged at the GSA 2022 per diem rate. Mileage will be charged at the IRS 2022 rate. Hotels, airfare, rental cars and related expenses will be billed at cost.

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: 2022 Consulting Engineering Services for General Incinerator Advice

VENDOR: Chavond Barry Engineering Corp.

AMOUNT: \$175,000

ACCOUNT NO.: 5000/6370

Date: February 15, 2022


James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 32-2022

Date: February 15, 2022

RETENTION OF ARCHITECT 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:

ARCHITECT

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on **January 14, 2022**; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **February 1, 2022**; 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 architectural 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 22-2022** the Authority identified a number of Architectural Firms as qualified to perform Architectural Services required by the Authority; and

WHEREAS, the firm of RSC Architects (the “Firm”) was determined to be highly qualified and eminently capable of providing Architectural Services to the Authority; and

WHEREAS, the Authority has determined that it is in its best interest to retain the firm of RSC Architects to provide Architectural Services as set forth in this Resolution; and

WHEREAS, the services rendered on behalf of the Authority may include but are not limited to:

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 32-2022

Date: February 15, 2022

RETENTION OF ARCHITECT PURSUANT TO N.J.S.A. 19:44A-20.4

- Review documents of existing structures and land of proposed project areas.
- Evaluate condition of existing structures and land of proposed project areas.
- Provide a review of which walls in the existing area are load bearing.
- Create a schematic design for the construction of proposed projects.
- Provide a cost estimate of proposed projects.
- Provide a project schedule.

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 \$100,000 for the services described above; 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 RSC Architects to provide architectural services for the 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 at the Firm's Billing Rates, in an amount not to exceed **\$100,000**.
3. The Chairman or Vice-Chairman of the Authority is hereby authorized to execute the aforementioned professional services agreement on behalf of the Authority.
4. 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.
5. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
6. Notice of the contract award shall be advertised in accordance with applicable law.
7. This Resolution shall take effect immediately upon adoption.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 32-2022

Date: February 15, 2022

RETENTION OF ARCHITECT 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 15, 2022.


SECRETARY


VICE- CHAIRMAN

RECORDED VOTE:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

Hourly Fee Schedule

Position	Fee
Principal	\$250.00
Associate	\$230.00
Vice President	\$230.00
Senior Project Manager	\$230.00
Senior Project Architect	\$200.00
Senior Medical Planner	\$200.00
Specification Writer	\$200.00
Project Manager	\$190.00
Senior Construction Administrator	\$190.00
Project Architect	\$175.00
Senior Interior Designer	\$175.00
BIM Manager	\$175.00
Senior Job Captain	\$175.00
3D Visualization Specialist	\$175.00
Cost Estimator	\$175.00
Medical Planner	\$160.00
Construction Administrator	\$150.00
Job Captain	\$150.00
Interior Designer	\$150.00
Junior Designer	\$110.00
Administrator	\$100.00
Consulting Services Provided by Others:	Cost x 1.25
Reimbursables	Cost x 1.10

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: Professional Services – Architectural Services for 2022

VENDOR: RSC Architects

AMOUNT: \$100,000

ACCOUNT NO.: 7000/6620

Date: February 15, 2022



James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 33-2022

Date: February 15, 2022

**AUTHORIZATION TO RENEW A SHARED SERVICES AGREEMENT WITH THE
BOROUGH OF UPPER SADDLE RIVER**

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 Upper Saddle River (the "Borough") had entered into a Shared Services Agreement which commenced January 1, 2021 and had a termination date of December 31, 2021 for the Authority to 1) act as the New Jersey Licensed Collection System Operator for the Borough in the sanitary sewer system collection area defined on the sewer map attached and as more specifically defined in the attached Agreement 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. 44-22 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.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 33-2022

Date: February 15, 2022

**AUTHORIZATION TO RENEW A SHARED SERVICES AGREEMENT WITH THE
BOROUGH OF UPPER SADDLE RIVER**

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

1. The Authority agrees to enter into a Shared Services Agreement with the Borough of Upper Saddle River 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 Upper Saddle River 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 15, 2022**.


SECRETARY


VICE-CHAIRMAN

RECORDED VOTE:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓		✓				
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

SHARED SERVICES AGREEMENT

THIS SHARED SERVICES AGREEMENT, made and entered into this 3rd day of February 3 20 22, by and among:

THE BOROUGH OF UPPER SADDLE RIVER, a Municipal Corporation of the State of New Jersey, in the County of Bergen, hereinafter referred to as "USR" 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, USR 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 USR the services of a licensed collection system operator, in addition to other services as outlined more specifically in Paragraph 3 of this Agreement; and

WHEREAS, USR has adopted Resolution # 44-22 which authorizes USR 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 Upper Saddle River and the NBCUA for the purpose of defining and specifying the obligations of the parties and Upper Saddle River and the NBCUA hereby agree as follows:

1. Pursuant to N.J.S.A. 40A:65-1 et. seq., both USR 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, 2022.
3. The NBCUA shall provide the following services to the Borough of Upper Saddle River:
 - a. **The NBCUA shall act as the New Jersey Licensed Collection System Operator for the Borough of Upper Saddle River in the sanitary sewer system collection area defined on the enclosed sewer map as "THE COMMONS" and "PORCELNOSA". In the future, at any time**

during the length of this agreement, the need arises to expand the aforementioned collection system area, USR will notify NBCUA in writing. NBCUA will respond, in kind, with an amended cost. If agreed upon, said agreement will be amended to include the expanded sewer areas.

- 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 USR 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 USR.
 - g. NBCUA, upon request, can conduct annual NJ State Certified Backflow Preventer tests on all of your backflow prevention devices.
4. In consideration for the services to be rendered by the NBCUA to USR, pursuant to Paragraph 3 above, USR shall pay to NBCUA:
- a. Four (4) equal installments of \$1,000.00 on or before March 1st, June 1st, September 1st, and December 1st of each year, for a total annual compensation of \$4,000.00. Additional cost will be billed as follows:
 - b. Non-Business hours – emergency responses (per man) \$112.82/hr.
 - c. Business hours emergency/non-basic repair and catch \$ 90.27/hr.
basin maintenance (per man)
 - 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 USR 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 USR 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 Collection System Operator and Superintendent of the NBCUA for the NBCUA and the _____,

for USR. 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 USR, 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 USR's collection system.
9. The NBCUA will provide a certificate of insurance designating USR as an additional insured, with the same limits and coverage as the NBCUA has in place with their current insurance program.
10. USR 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 USR, its agents, servants or employees.
11. The effective date of this Agreement shall be January 1, 2022, and the expiration shall be December 31, 2022, 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.

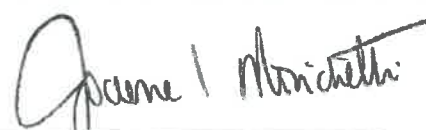
ATTEST:



Date: February 8, 2022

ATTEST:

BOROUGH OF UPPER SADDLE RIVER

By: 
MAYOR

NORTHWEST BERGEN COUNTY
UTILITIES AUTHORITY

By: _____
CHAIRMAN

Date: _____
Shared Services Agreement – USR
11/3/2021

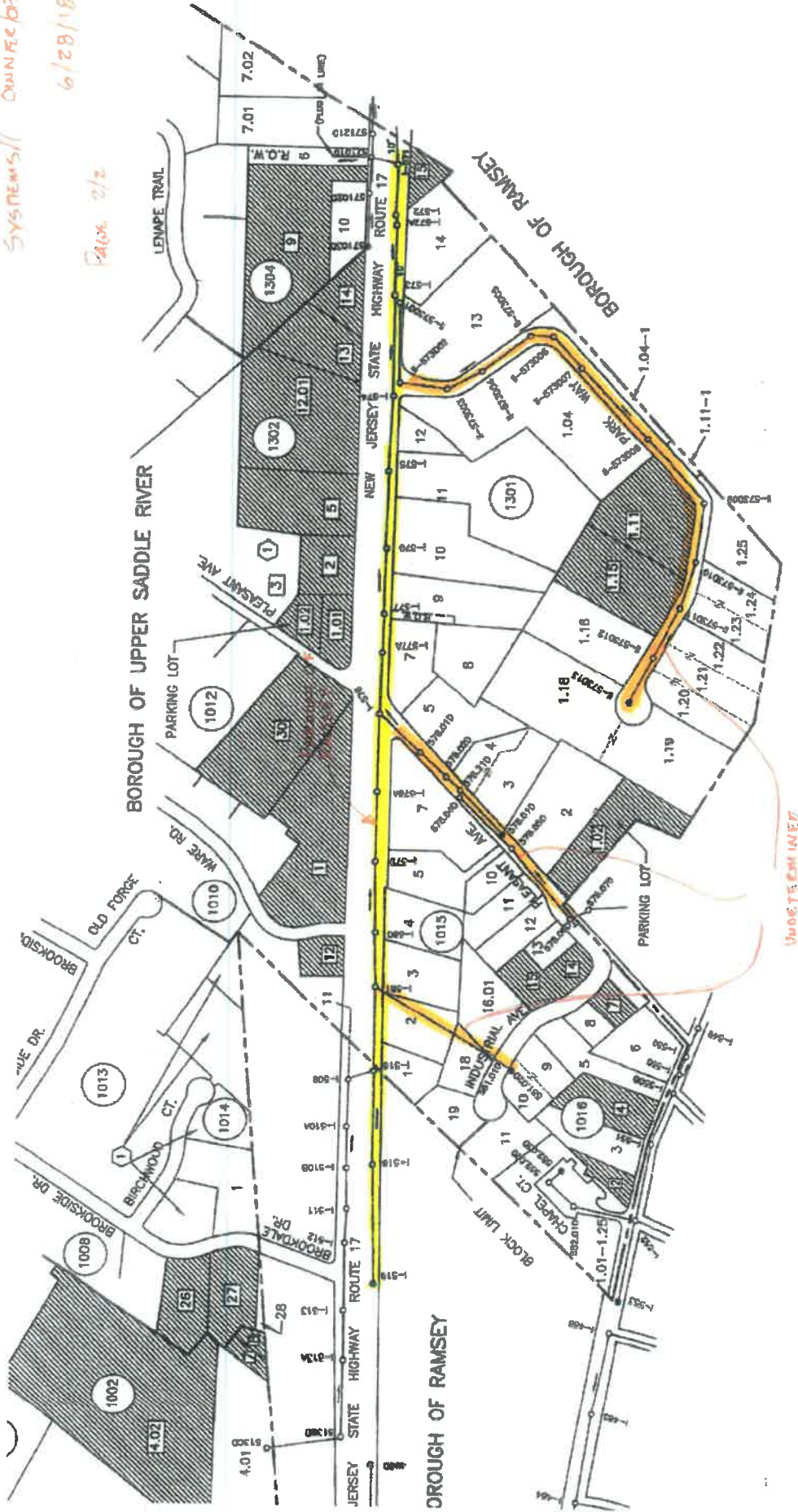
Page 1/2



SUMMARY OF EXISTING
SANITARY COLLECTION
SYSTEMS// OWNER'S PREPARE

6/28/18

Page 2/2



UNOFFICIAL

**BOROUGH OF UPPER SADDLE RIVER
RESOLUTION #44-22
February 3, 2022**

**Shared Services – Northwest Bergen County Utilities Authority
Licensed Collection System Operator**

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq. ("the Act" or "the statute") permits a local unit to enter into an agreement with another local unit to provide or receive any services which each local unit is empowered to provide or receive; and

WHEREAS, the Northwest Bergen County Utilities Authority ("NBCUA") would provide to the Borough the services of a Licensed Collection System Operator; and

WHEREAS, the Borough is required to have a Licensed Collection System Operator under the regulations of the Department of Environmental Protection; and

WHEREAS, an Agreement has been prepared for such service which relates to sanitary sewer and collection areas as detailed in said Agreement, effective January 1, 2022.

NOW THEREFORE BE IT RESOLVED that Mayor Joanne L. Minichetti and Borough Clerk Joy Convertini be and are hereby authorized to execute the Agreement on behalf of the Borough.

Councilperson	Moved	Second	Ayes	Nays	Absent	Abstain
DiMartino			X			
Ditkoff			X			
Drennan	X					
Fardanesh			X			
Florio		X				
Masi			X			

I hereby certify that the above resolution was adopted by the Mayor and Council on February 3, 2022.



Joy C. Convertini, R.M.C., Municipal Clerk

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 34-2022

DATE: February 15, 2022

**AUTHORIZATION TO APPROVE CHANGE ORDER NO. 5 FOR CONTRACT NO. 272 –
WASTEWATER PUMP STATIONS IMPROVEMENTS PROJECT**

WHEREAS the Northwest Bergen County Utilities Authority (the “Authority”) entered into a Contract for the Wastewater Pump Stations Improvements Project (“the Project”) with Spectraserv Inc. (“the Contractor”) on May 31, 2018; and

WHEREAS, the following modifications have been made to the Project and are more particularly set forth in Change Order No. 5 attached hereto (“the Change Order”):

Additional Work:

1. Item S-13 – Midland Park PS Fence Modifications
2. Item S-14 – HHK PS Trolley Beam Replacement
3. Item S-15 – Darlington & HHK PS Compressor Modifications
4. Item S-16 – HHK PS – Pump 4 Installation

Reductions

1. Item 11 – Dense Graded Aggregate Base Course
2. Item 14 – Tack Coat
3. Item 15 – 6” x 12” Concrete Flush Curb
4. Item 16 – Fencing

WHEREAS, the change in cost of the project for the above listed modifications has a net total increase of \$61,485.31; and

WHEREAS, also included in the Change Order is an increase in contract time by 60 calendar days; and

WHEREAS, the Authority’s Consulting Engineer, T&M Associates has prepared the Change Order and recommends that the Change Order be approved by the Authority; and

WHEREAS, the Authority’s Certifying Finance Officer has certified that funds are available for the increased cost of the project.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 34-2022

DATE: February 15, 2022

**AUTHORIZATION TO APPROVE CHANGE ORDER NO. 5 FOR CONTRACT NO. 272 –
WASTEWATER PUMP STATIONS IMPROVEMENTS PROJECT**

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

1. Change Order No. 5 for Contract No. 272 in the amount of \$61,485.31 and an increase of contract time of 60 calendar days is hereby approved.

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 February 15, 2022.


SECRETARY


VICE-CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

CONTRACT MODIFICATION PROPOSAL AND ACCEPTANCE

1. ISSUING OFFICE Northwest Bergen County Utilities Authority	2. PROJECT NO. S340700-15	3. CONTRACT NO. 272	4. MODIFICATION NO. CM-05 (FINAL)
5. TO (CONTRACTOR) Spectraserv Inc. 75 Jacobs Avenue Kearny, New Jersey 07032		6. PROJECT LOCATION AND DESCRIPTION Wastewater Pump Station Improvements Borough of Waldwick, NJ	
7. A proposal is required for making the hereinafter described change in accordance with specification and drawing revisions cited herein or listed in attachment hereto. Submit your proposal in space indicated on page 2, attach detailed breakdown of prime and sub-contract costs (See the clause of this contract entitled, "Changes". DO NOT start work under this proposed change until you receive a copy signed by the Contracting Officer or a directive to proceed).			
_____ Date		James Rotundo, Executive Director _____ Signature	
8. DESCRIPTION OF CHANGE: Pursuant to the clause of this contract covering changes, the contractor shall furnish all labor and material, and all work necessary to accomplish the following described work:			
Contract Modification No. 4 (CM-04) provides compensation to the Contractor for costs associated with several additional improvements necessary, as well as reductions in several bid items based on actual field conditions. A description of each supplementary item added, as well as, the reduction items, are noted below:			
<ol style="list-style-type: none"> Item S-13, Midland Park PS Fence Modifications: Additional labor and material costs to extend the replacement cost for the existing fence along the front side of the pump station, as well as include replacement of the existing swing gate and installation of a secondary slide gate across the new valve chamber and pump station entrance to facilitate removal of the equipment during emergencies or maintenance calls. Item S-14: HHK PS Trolley Beam Replacement: The additional labor and material to replace the existing trolley beam in the dry well section of the HHK PS which was inspected and found to be deteriorating and in need of replacement. The trolley beam is used to assist in the removal of the equipment from the dry well area to the outside for maintenance or replacement. Item S-15: Darlington and HHK PS Compressor Modifications: The additional labor and material costs to integrate the new cone valve equipment to the existing SCADA system components and other mechanical/electrical equipment. Item S-16: HHK PS Pump 4 Installation: The additional labor and material costs needed to complete the installation of Pump #4 at the HHK Pump Station. Pump #4 is an existing pump that was not included in the original contract improvements; however, since construction began the unit has been deteriorating and is in need of replacement. It is an integral component of their pumping system at HHK. To expedite its replacement, the Authority purchased a replacement unit and this supplementary item is only for the installation and integration of the new pump by the Contractor who is already mobilized onsite working on other mechanical and electrical improvements at the pump station. Items 11 (Dense Graded Aggregate Base Course), 14 (Tack Coat), 15 (6"x12" Concrete Flush Curb), and 16 (Fencing): Reduction of bid item quantities to reflect as-built quantities conditions. 			
Additionally, this change order includes an extension of time to allow the Contractor to complete the supplementary work outlined in this change order proposal, as well as complete all remaining work needed to close out the contract.			
As a result of the above, the contract price is revised as follows: (SEE ATTACHED)			
TOTAL COST OF THIS MODIFICATION \$ 61,485.31			
The contract time is hereby: increase <input checked="" type="checkbox"/> decrease <input type="checkbox"/> or remains the same <input type="checkbox"/> by 60 calendar days as a result of this modification. The new contract completion date is April 1, 2022.			
The foregoing modification is hereby accepted:			
CONTRACTOR BY: Steve Wells, President		OWNER (NJPE SEAL) BY: James Rotundo, Executive Director	
DATE: _____		DATE: _____	
ENGINEER BY: Rosario Santos, P.E.		DATE: _____	
APPROVAL:			
STATE OF NEW JERSEY		DATE	

CONTRACT MODIFICATION PROPOSAL AND ACCEPTANCE

9. ISSUING OFFICE Northwest Bergen County Utilities Authority	10. PROJECT NO. S340700-15	11. CONTRACT NO. 272	12. MODIFICATION NO. CM-05 (FINAL)		
13. CONTRACTOR'S PROPOSAL – CHANGE IN CONTRACT PRICE (Detailed breakdown, attach additional sheets as necessary)					
(Proposed)					
See attached Proposals from Contractor. A summary breakdown of the costs is also provided below for additional reference for each supplementary item and reduction item proposed under this change order.					
ADDITIONAL WORK					
ITEM NO.	ITEM	QUANTITY	UNIT	UNIT PRICE	COST
S-13	Midland Park PS Fence Modifications	1	LS	\$21,185.00	\$21,185.00
S-14	HHK PS Trolley Beam Replacement	1	LS	\$15,960.66	\$15,960.66
S-15	Darlington and HHK PS Compressor Modifications	1	LS	\$37,701.48	\$37,701.48
S-16	HHK PS – Pump 4 Installation	1	LS	\$17,647.17	\$17,647.17
				SUB-TOTAL (1)	\$92,494.31
REDUCTIONS					
ITEM NO.	ITEM	QUANTITY	UNIT	UNIT PRICE	COST
11	Dense Graded Aggregate Base Course	69.2	CY	\$20.00	(\$1,384.00)
14	Tack Coat	200		\$80.00	(\$16,000.00)
15	6"x12" Concrete Flush Curb	437.5	LF	\$30.00	(\$13,125.00)
16	Fencing	5	LS	\$100.00	(\$500.00)
				SUB-TOTAL (2)	(\$31,009.00)
GRAND TOTAL					\$61,485.31
NET INCREASE \$ <u>61,485.31</u>		NET DECREASE \$ _____		CALENDER DAYS INCREASE <u>60</u> DAYS	
DATE:	TYPE NAME AND TITLE: Steve Wells, President			SIGNATURE:	

CONTRACT MODIFICATION PROPOSAL AND ACCEPTANCE

14. ISSUING OFFICE & PROJECT NO. Northwest Bergen County Utilities Authority	15. CONTRACT NO. 272	16. MODIFICATION NO. CM-05 (FINAL)
17. ORIGINAL CONTRACT BID PRICE \$ 4,912,850.00 TOTAL OF PREVIOUS CHANGE ORDERS \$ 765,389.69 TOTAL AMOUNT OF THIS CHANGE ORDER..... <u>\$ 61,485.31</u> TOTAL CONTRACT COST INCLUDING CHANGE ORDERS ... \$ 5,739,725.00		
1. NECESSITY FOR CHANGE AND REASON FOR OMISSION FROM PLANS AND SPECIFICATIONS: SUPPLEMENTARY ITEMS: 1. Item S-13, Midland Park PS Fence Modifications was needed to provide additional security on the front of the pump station, as well as, provide a secondary access point to facilitate work around the new valve/bypass chamber and also provide more direct egress to staff during routine maintenance and emergency work. 2. Item S-14: HHK PS Trolley Beam Replacement is for the additional labor and material costs to replace the existing trolley beam in the dry well section of the HHK PS which was inspected and found to be deteriorating and in need of replacement. The trolley beam is used to assist in the removal of the equipment from the dry well area to the outside for maintenance or replacement. 3. Item S-15: Darlington and HHK PS Compressor Modifications is for additional costs necessitated to provide an alarm system for the new cone valve equipment on the existing SCADA system in the event of a compressor failure. 6. Item S-16: HHK PS Pump 4 Installation is for the additional costs necessitated to complete the installation of Pump #4 at the HHK Pump Station. Pump #4 is an existing pump that was not included in the original contract improvements; however, since construction began the unit has been deteriorating and is in need of replacement. It is an integral component of their pumping system at HHK. To expedite its replacement, the Authority purchased a replacement unit and this supplementary item is only for the installation and integration of the new pump by the Contractor who is already mobilized onsite working on other mechanical and electrical improvements at the pump station. REDUCTION ITEMS: 4. Items 11 (Dense Graded Aggregate Base Course), 14 (tack Coat), 15 (6"x12" Concrete Flush Curb, and 16 (Fencing) have been reduced to reflect actual as-built conditions based on field conditions.		
18. OTHER IMPACTS RESULTANT OF THIS CHANGE: The contract period will be adjusted with a new completion date of April 1, 2022, upon approval of the time extension request. The time extension provides the Contractor with additional time to complete the supplementary items outlined in this change order, as well as finalize completion of all remaining contract work in order to close out the contract.		
19. RESUME OF NEGOTIATIONS OR RECOMMENDATIONS (Loanee's Representative) : The Engineer has reviewed the requests for the additional effort and costs associated with the above noted supplementary items, as well as the reductions based on existing field conditions. After discussion and clarification with the Contractor, the Engineer has found the requests and final costs reasonable and acceptable for the work proposed based on existing field conditions and ongoing construction.		
DATE:	TYPE NAME AND TITLE OF LOANEE'S REPRESENTATIVE: James Rotundo, Executive Director	SIGNATURE:

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:

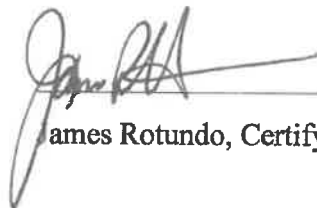
CONTRACT: Contract No. 272 – Pump Station Improvements Project

VENDOR: Spectraserv, Inc.

AMOUNT: \$61,485.31

ACCOUNT NO.: 7000/6620

Date: February 15, 2022


James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 35-2022

Date: February 15, 2022

RESOLUTION OF THE GOVERNING BODY OF THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY AUTHORIZING EMERGENCY SPENDING TO MANAGE AND TRANSPORT SOLIDS INVENTORY DUE TO OFFLINE INCINERATORS FOR SCHEDULED AND EMERGENCY MAINTENANCE

WHEREAS, on February 2, 2022, the Northwest Bergen County Utilities Authority ("Authority") shut down its IDI Incinerator due to differential pressure reading across the unit showing elevated levels caused by fluidizing sand entering the windbox via refractory damage in the dome; and

WHEREAS, the Authority's NIRO Incinerator was offline for maintenance and not readily available; and

WHEREAS, the Authority's Superintendent has determined as a result of the offline incinerators that the Authority needs to manage solids inventory by means of transporting solids off-site for the purpose of maintaining operations; and

WHEREAS, the Authority's Superintendent has thus concluded that an emergency condition exists and recommended that transportation be secured to remove solids offsite to help maintain operations.

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

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The Authority is hereby authorized to immediately solicit quotes and award an emergency contract, pursuant to N.J.S.A. 40A:11-6 and N.J.A.C. 5:34-6.1, to manage solids inventory by means of transporting solids off-site.
3. The Authority's Superintendent and Executive Director determined in light of the emergency circumstance to utilize the services of Synagro (Epic Transportation) effective as of February 2, 2022, the date that the notice was sent to the purchasing agent.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 35-2022

Date: February 15, 2022

RESOLUTION OF THE GOVERNING BODY OF THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY AUTHORIZING EMERGENCY SPENDING TO MANAGE AND TRANSPORT SOLIDS INVENTORY DUE TO OFFLINE INCINERATORS FOR SCHEDULED AND EMERGENCY MAINTENANCE

4. The Authority is directed to file an "Emergency Procurement Report" with the Director of the Division of Local Government Services within thirty (30) days of the award of the contract, and to comply with all other requirements set forth in N.J.S.A. 40A:11-6 and N.J.A.C. 5:34-6.1.
5. This Resolution shall be effective immediately.

ADOPTED: February 15, 2022

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 15, 2022.


Secretary


Vice-Chairman

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 36-2022

Date: February 15, 2022

**AUTHORIZATION TO ENGAGE THE SERVICES OF T&M ASSOCIATES FOR
ENGINEERING SERVICES RELATED TO THE SUEZ COORDINATION IN
CONNECTION TO CHAPEL ROAD, TOWNSHIP OF MAHWAH**

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) currently has a project underway at Chapel Road in the Township of Mahwah for an emergency repair of the Authority’s existing interceptor (the “Project”); and

WHEREAS, the Authority has previously engaged the services of T&M Associates (the “Engineer”) to perform engineering services in connection to the project; and

WHEREAS, the Authority requires additional engineering as part of the coordination efforts with Suez due to the relocation of a 20-inch water main; and

WHEREAS, the Engineer has requested a budget of \$40,000 for these coordination efforts which include the attendance of meetings and any required inspections; and

WHEREAS, the Authority’s Certifying Finance Officer has certified that funds are available to accept the Engineer’s proposal of \$40,000.

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

1. The Proposal of T&M Associates to provide engineering services as part of the coordination efforts with Suez due to the relocation of a 20-inch water main in the amount of \$40,000 be and is hereby accepted.
2. 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.
3. The Certifying Finance Officer’s Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
4. Notice of this award shall be published in accordance with applicable law.
5. This Resolution shall take effect immediately.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 36-2022

Date: February 15, 2022

**AUTHORIZATION TO ENGAGE THE SERVICES OF T&M ASSOCIATES FOR
ENGINEERING SERVICES RELATED TO THE SUEZ COORDINATION IN
CONNECTION TO CHAPEL ROAD, TOWNSHIP OF MAHWAH**

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 15, 2022.


SECRETARY


VICE-CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	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:

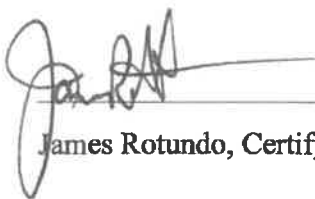
CONTRACT: Engineering Services related to Suez Coordination in Connection to Chapel Road in Mahwah

VENDOR: T&M Associates

AMOUNT: \$40,000

ACCOUNT NO.: 7000/6620

Date: February 15, 2022

A handwritten signature in black ink, appearing to read 'James Rotundo', is written over a horizontal line.

James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 37-2022

Date: February 15, 2022

**AUTHORIZATION TO INCREASE THE NOT-TO-EXCEED COST OF THE
PROFESSIONAL SERVICES AGREEMENT WITH T&M ASSOCIATES FOR
ENGINEERING SERVICES RELATED TO THE EMERGENCY REPAIR OF THE
AUTHORITY'S EXISTING INTERCEPTOR LOCATED ON CHAPEL ROAD IN THE
TOWNSHIP OF MAHWAH**

WHEREAS, by Resolution No. 76-2021 (the "Original Resolution") dated September 21, 2021, the Authority retained T&M Associates (the "Engineering Firm") to provide engineering services related to the emergency repair of the Authority's existing interceptor located on Chapel Road in the Township of Mahwah, New Jersey (the "Project") and the Authority and Engineering Firm entered into a professional services agreement (the "Agreement"); and

WHEREAS, the Original Resolution and Agreement provides for the Engineering Firm's compensation to be capped at \$196,000 and in the event the Engineering Firm anticipates it will exceed that amount, to seek further authorization from the Authority at such time; and

WHEREAS, the Engineering Firm has requested an increase of \$65,000 due to various tasks including continued full-time inspection and final closeout documents for the project; and

WHEREAS, the Authority's Certifying Finance Officer has certified that funds are available for the increased cost of engineering services related to the Project.

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

1. The Original Resolution and the Professional Services Agreement with T&M Associates be amended to increase the not to exceed amount to \$261,000 for engineering services related to the emergency repair of the Authority's existing interceptor located on Chapel Road in the Township of Mahwah, New Jersey.
2. The Original Resolution and Agreement, unless expressly modified, shall remain in full force and effect.
3. Notice of this amendment shall be published in accordance with applicable law.
4. This Resolution shall take effect immediately.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 37-2022

Date: February 15, 2022

**AUTHORIZATION TO INCREASE THE NOT-TO-EXCEED COST OF THE
PROFESSIONAL SERVICES AGREEMENT WITH T&M ASSOCIATES FOR
ENGINEERING SERVICES RELATED TO THE EMERGENCY REPAIR OF THE
AUTHORITY'S EXISTING INTERCEPTOR LOCATED ON CHAPEL ROAD IN THE
TOWNSHIP OF MAHWAH**

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 15, 2022.


SECRETARY


VICE-CHAIRMAN

Recorded Vote:

	Bonagura	Jordan	Kelaher	Lo Iacono	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: Engineering Services related to the Emergency Repair of the Authority's Existing Interceptor Located on Chapel Road in the Township of Mahwah

VENDOR: T&M Associates

AMOUNT: \$65,000 increase, Amended budget: 261,000

ACCOUNT NO.: 7000/6620

Date: February 15, 2022



James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 38-2022

Date: February 15, 2022

**AUTHORIZATION TO RENEW 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, 2021 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. 22-56 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. 38-2022

Date: February 15, 2022

**AUTHORIZATION TO RENEW 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 15, 2022**.


SECRETARY


VICE-CHAIRMAN

RECORDED VOTE:

	Bonagura	Jordan	Kelaher	Lo Iacono	Ortega	Plumley	Kasparian
Offered			✓				
Seconded	✓						
Aye	✓	✓	✓	✓	✓	✓	
Nay							
Absent							✓
Abstain							
Recuse							

SHARED SERVICES AGREEMENT

THIS SHARED SERVICES AGREEMENT, made, and entered into this 3rd day of January, 20 22, 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 # 22-56 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, 2022.
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 devices.
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 1st, June 1st, September 1st, and December 1st of each year, for a total annual compensation of \$4,000.00.
 - b. Non-Business hours – emergency responses (per man) \$112.82/hr.
 - c. Business hours emergency/non-basic repair and catch basin maintenance (per man) \$ 90.27/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, 2022, and the expiration shall be December 31, 2022, 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


Michelle Ryan, Acting Clerk

By: 
MAYOR

Date: January 3, 2022

ATTEST:

NORTHWEST BERGEN COUNTY
UTILITIES AUTHORITY

By: _____
CHAIRMAN

Date: _____

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

DATE: 01/03/2022

RESOLUTION# 22-56

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☒

**AUTHORIZATION OF 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, 2022 to December 31, 2022 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, 2022 until December 31, 2022.

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 03, 2022.



Michelle Ryan
Acting Municipal Clerk