

RESOLUTION: 252-12

**RESOLUTION AUTHORIZING AGREEMENT FOR CERTAIN
PROFESSIONAL SERVICES ADOPTED BY THE BOROUGH OF
CLAYTON
NUNC PRO TUNC**

WHEREAS, there exists a need for specialized services on behalf of the Borough of Clayton; and

WHEREAS, funds are or will be available for this purpose; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 requires that notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Clayton, County of Gloucester, and State of New Jersey as follows:

1. That Remington & Vernick, of Haddonfield, New Jersey is hereby hired to provide engineering services for the Operations Manual for Water Treatment Plant, for the Borough of Clayton in an amount not to exceed \$10,000.
2. The term of this contract shall be from December 13, 2012 to December 12, 2013.
3. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-11-5(1)(a), and the Fair and Open Process because it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Borough of Clayton.
5. A notice in accordance with the Local Public Contracts Law of New Jersey shall be published in The Sentinel or Gloucester County Times.
6. The Mayor and Clerk of the Borough of Clayton are hereby authorized to execute a Contract outlining the above on behalf of the Borough of Clayton.

ADOPTED at a meeting of the Mayor and Council of the Borough of Clayton, County of Gloucester, and State of New Jersey on December 27, 2012.

BOROUGH OF CLAYTON



THOMAS BIANCO, Mayor

Attest:



CHRISTINE NEWCOMB, Borough Clerk

REMINGTON & VERNICK ENGINEERS AND AFFILIATES

EDWARD VERNICK, PE, CME, President
CRAIG F. REMINGTON, PLS, PP, Vice President

EXECUTIVE VICE PRESIDENTS
Michael D. Vena, PE, PP, CME (deceased 2006)
Edward J. Walberg, PE, PP, CME
Thomas F. Beach, PE, CME
Richard G. Arango, PE, CME

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CORPORATE SECRETARY
Bradley A. Blubaugh, BA, MPA

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John J. Cantwell, PE, PP, CME
Alan Dillenhofer, PE, PP, CME
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Terence Vogt, PE, PP, CME
Dennis K. Yoder, PE, PP, CME, LEED
Charles E. Adamson, PLS, AET
Klin Wendell Bibbs, PE, CME
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Leonard A. Faiola, PE, CME
Christopher J. Fazio, PE, CME
Kenneth C. Resler, PE, CME
Gregory J. Sullivan, PE, PP, CME
Richard B. Czekanski, PE, CME, BCEE

Remington & Vernick Engineers

232 Kings Highway East
Haddonfield, NJ 08033
(856) 795-9595
(856) 795-1882 (fax)

Remington, Vernick & Vena Engineers

9 Allen Street
Toms River, NJ 08763
(732) 286-9220
(732) 505-9416 (fax)

3 Jocasma Boulevard, Suite 300-400
Old Bridge, NJ 08857
(732) 955-8000
(732) 591-2815 (fax)

Remington, Vernick & Walberg Engineers

845 North Main Street
Pleasantville, NJ 08232
(609) 645-7110
(609) 645-7076 (fax)

4907 New Jersey Avenue
Wildwood City, NJ 08260
(609) 522-5150
(609) 522-5313 (fax)

Remington, Vernick & Beach Engineers

922 Fayette Street
Conschockeen, PA 19428
(610) 940-1050
(610) 940-1161 (fax)

73 West Main Street, Rear
Mechanicsburg, PA 17055
(717) 766-1775
(717) 766-0232 (fax)

1000 Church Hill Road, Suite 220
Pittsburgh, PA 15205
(412) 263-2200
(412) 263-2210 (fax)

Univ. Office Plaza, Bellevue Building
262 Chapman Road, Suite 105
Newark, DE 19702
(302) 266-0212
(302) 266-6208 (fax)

Remington, Vernick & Arango Engineers

The Presidential Center
Lincoln Building, Suite 600
101 Route 130
Channahon, NJ 08077
(856) 303-1245
(856) 303-1249 (fax)

300 Penhorn Avenue, 3rd Floor
Secaucus, NJ 07094
(201) 624-2137
(201) 624-2136 (fax)

December 13, 2012

Donna Nestore, CFO, Treasurer
Borough of Clayton
Municipal Building
125 N. Delsea Drive
Clayton, NJ 08312

Re: Borough of Clayton Water System O&M Manual
Engineering Service Proposal
M2012-418

Dear Ms. Nestore:

Remington & Vernick Engineers is pleased to submit this proposal to provide engineering services. Our services will include preparation of an Operation & Maintenance Manual as a tool to be used by water system operators for operating and maintaining the Clayton Water System. The manual will be completed in accordance with NJDEP guidelines promulgated in NJAC 7:10A-1.12. This document is a requirement of the Licensing of Water Supply System Operations Regulations. A draft manual will be provided to the Borough of Clayton and NJDEP staff for review with a submission of the O&M Manual to Mr. Alan S. Dillon, Section Chief, Bureau of Safe Drinking Water, by December 31, 2012.

The O&M Manual will include the following content:

1. System Description, including source, treatment, distribution, storage & interconnection
2. Routine Operation/ Maintenance Procedures, including start-up & daily operations, emergency flags, equipment inventory, spare parts inventory, equipment repair/supply, contact information
3. Emergency Response / Action Plan
4. Water Quality Monitoring Plan
5. Water Quality Violation Response Procedures
6. Employee Training

In preparation of the manual, our staff will meet with key operational staff over a two-day period to ascertain the key aspects of the daily operations, standard operational protocols and maintenance procedures currently in place.

The final draft will be completed and issued once all items are clarified. Remington & Vernick Engineers will complete this assignment on a time and material basis with a price not to exceed \$10,000.00. Our billing hourly rates are as shown on the attached spreadsheet.

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www.rve.com

Should you have any questions do not hesitate to contact Dennis K. Yoder, in our Haddonfield office at extension 1062 or on his cell phone at 609-680-5835.

Sincerely,

REMINGTON & VERNICK ENGINEERS

By *Edward Vernick*

Edward Vernick, P.E., C.M.E.
President

Cost Proposal Detail

Remington & Vernick Engineers, Inc.

	Planned Hrs	Bill Rate	Planned Billed
Clayton Water System O&M Manual			
O&M Manuel Preparation			
McGuire, Richard	70.0	110.00	7,700.00
Yoder, Dennis	10.0	140.00	1,400.00
Gomes, John	4.0	100.00	400.00
Rodgers, Gail	6.0	50.00	300.00
Meyer, Carl	2.0	50.00	100.00
Total for O&M Manuel	92.0		9,900.00
Reimbursables Expense			100.00
Final Totals	92.0		10,000.00