

RESOLUTION: 103-13

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

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 Sickels & Associates, Inc., of Woodbury, New Jersey is hereby hired to provide assistance with USDA Funding Assistance Water System Improvements – New Elevated Water Storage Tank project – Proposal No. 2013-22A, for the Borough of Clayton in an amount not to exceed \$1,115.95.
2. The term of this contract shall be from May 23, 2013 to May 22, 2014.
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 South Jersey 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 May 23, 2013.

BOROUGH OF CLAYTON



THOMAS BIANCO, Mayor

Attest:



CHRISTINE NEWCOMB, Borough Clerk

May 13, 2013

Borough of Clayton
125 North Delsea Drive
Clayton, New Jersey 08312

Attn: Susan Miller, Administrator

**RE: ADDENDUM TO PROPOSAL FOR USDA FUNDING ASSISTANCE
WATER SYSTEM IMPROVEMENTS – NEW ELEVATED WATER
STORAGE TANK
S&A PROPOSAL NO. 2013-22A
S&A FILE #C100A-01**

Dear Mrs. Miller:

Sickels & Associates, Inc. (S&A) is pleased to present this estimate for responding to the Department of Environmental Protection (NJDEP) for the USDA funding. The Borough of Clayton is seeking shared funding from EIT and USDA for the proposed 750,000 gallon Elevated Water Tank located at Little Ease Park.

USDA requested us to prepare contracts. Our research and coordination time was not included in our March 8, 2013 proposal. We estimate a total of \$1,115.95 to complete the following tasks. This will be added to our March 8, 2013 quote, bringing the total to \$2,910.95:

- Review fund application, evaluate impacts of changes to costs projections in 2010, update construction costs for 2013-2015.
- Coordination with Steve Bereznoi at NJDEP and Borough personnel
- Review engineering and inspection costs for funding application including review and update of salary and benefit costs.
- Update contracts and coordination with Borough for signatures
- Finalize and submit contracts to USDA.

This estimate does not include review comments from USDA or NJDEP for revisions to plans and specifications previously prepared per EIT funding guidelines.

We have enclosed two (2) signed copies of this proposal. If you concur with our Description of Services and Consulting Fee, please execute one copy as our formal authorization to proceed and return same to our office.

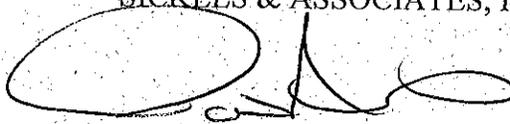
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May 13, 2013

**RE: PROPOSAL FOR USDA FUNDING ASSISTANCE
WATER SYSTEM IMPROVEMENTS – NEW ELEVATED WATER
STORAGE TANK
S&A PROPOSAL NO. 2013-22A
S&A FILE #C100A-01**

We would like to thank you for the opportunity to offer the services of our firm and we look forward to working with you on this venture. If you have any questions regarding this matter, please contact our office at (856) 848-6800.

Very truly yours,

SICKELS & ASSOCIATES, INC.



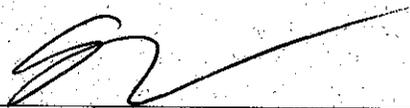
Patricia A. Owens
Secretary & Treasurer

cc: Christine Newcomb, Clerk
Donna Nestore, CFO

File: 2013-22A

AUTHORIZATION TO PROCEED:

5-13-13
Date


Signature & Title

Borough of Clayton
125 North Delsea Drive
Clayton, NJ 08312

PROPOSAL ACCEPTANCE & NOTICE TO PROCEED

Having reviewed the proposal for the various planning, surveying and engineering services, including the Terms and Conditions of the Service Agreement, and all sections relating to payment for services, which is a part thereof, acceptance of the proposal is hereby confirmed by the signature below. Sickels & Associates, Inc. is authorized to proceed with the work.

Accepted this 23rd day of May, 2013.

By: 
SIGNATURE TITLE

Thomas Branco
NAME (PLEASE PRINT OR TYPE)

Borough of Clayton
COMPANY

ADDRESS

PHONE NO. FAX NO.

CLIENT'S E-MAIL ADDRESS