RESOLUTION #44-19

2019 Revenue Fund

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that Revenue Fund Requisition #07-19 in the total amount of $343,337.57 is hereby approved for transfer as follows:

1. That $193,123.93 is transferred from the Revenue Fund to the Operating Fund in satisfaction of all approved bills attached hereto and made a part thereof as of this date.

2. That $150,213.64 is transferred from the Revenue Fund to the Payroll Fund to reimburse the Authority for the prior month’s gross payroll and employer payroll taxes.

BE IT FURTHER RESOLVED, that bills listed in the aforesaid Revenue Fund Requisition be and are hereby approved for payment from the Operating and Payroll Funds.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION DULY ADOPTED BY THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR OPEN PUBLIC MEETING ON 07-11-19.

BY: KEVIN LYNCH – SECRETARY
2019 REVENUE FUND REQUISITION

Requisition #07-19
Total of Requisition: $343,337.57
Date: July 11, 2019

CERTIFICATION

I hereby certify, on behalf of the South Monmouth Regional Sewerage Authority, that the expenses listed on the attached Revenue Fund Requisition have been approved for payment by the Authority. I further certify that (1) the expenses listed are reasonable, (2) the amounts being requisitioned for expenses plus amounts previously requisitioned during the present fiscal quarter for expenses classifiable in the same accounts do not exceed the amounts budgeted for those accounts for the quarter in the current budget on file with the Trustee.

SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY

BY: E. GENE CORY – CHAIRMAN
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**Report Totals**

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Total amount of checks 138,450.24

Plus:
State Health Benefit Programs - Medical 33,606.60
State Health Benefit Programs - Rx 6,465.80
State Health Benefit Programs - Retirees 11,849.91
BC/BS - Dental Program 2,096.38
VSP - Eye Care 655.00

Re-imburse SMRSA for June, 2019 Gross Payroll 139,994.26
Re-imburse SMRSA for June, 2019 Employer Portion Federal Payroll Taxes 10,219.38

SUB - TOTAL 204,887.33

Adjustments:

0.00
0.00
0.00

SUB - TOTAL 0.00

REQUESTED AMOUNT OF WIRE TRANSFER 343,337.57

WIRE INSTRUCTIONS:

A/P Checks 138,450.24
SHBP 51,922.31
Dental/ Vision 2,751.38
Adjustments 0.00

TO OPERATING ACCOUNT 193,123.93

Payroll & Related Taxes 150,213.64
Adjustments 0.00

TO PAYROLL ACCOUNT 150,213.64

REQUESTED AMOUNT OF WIRE TRANSFER 343,337.57 0.00
RESOLUTION #45-19

Construction Project Fund

BE IT RESOLVED, by the South Monmouth Regional Sewerage Authority that bills listed in Construction Project Fund Req. #07-19 and totaling $16,209.61 be and are hereby approved for payment from the Construction Project Fund.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION DULY ADOPTED BY THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR OPEN PUBLIC MEETING ON 07-11-19.

KEVIN LYNCH - SECRETARY
SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
CONSTRUCTION PROJECT FUND

Requisition No. CPF #07-19
Date: July 11, 2019

REVISED

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TOTAL $16,209.61

IN CONNECTION THEREWITH, WE CERTIFY THAT THE ABOVE OBLIGATIONS TO BE PAID WERE PROPERLY INCURRED BY THE AUTHORITY AND ARE PROPER CHARGES AGAINST THE CONSTRUCTION FUNDS. THE AMOUNTS TO BE PAID BY THIS REQUISITION ARE DUE AND UNPAID AND THERE ARE NO KNOWN LIENS OR OTHER CLAIMS AFFECTING THE RIGHT TO PAYMENT WHICH SHOULD BE SATISFIED AND DISCHARGED BEFORE PAYMENT IS MADE OR WHICH WILL NOT BE DISCHARGED BY THIS PAYMENT.

SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY

BY: KEN FARRELL – TREASURER
RESOLUTION # 46-19

A Resolution Authorizing the Execution of a Final Quantities Change Order for the Ocean Outfall Access Chamber Contract with CMS Construction, Inc.

WHEREAS, The South Monmouth Regional Sewerage Authority and CMS Construction Inc. have entered into a Contract dated April 13, 2018 to construct an Ocean Outfall Access Chamber; and

WHEREAS, said contract was duly awarded by Resolution #47-18, as a result of the Authority’s asset management planning goals and objectives, which has been attached (Attachment A) hereto and made a part hereof, in the total amount of $734,000; and

WHEREAS, during the course of the project there were reductions in the contract scope and various other changes which occurred; and

WHEREAS, said changes resulted in decreased costs to the Authority and decreased efforts by CMS Construction, Inc. in meeting their obligation under the Contract; and

WHEREAS, after review and negotiation between the Contractor, the Authority and its Project Engineer (CDM Smith of Edison, NJ), the parties have mutually agreed to changes in the amended contract that are described in the Final Quantities Contract Close Out Change Order; a copy of which has been attached (Attachment B) hereto and made a part hereof wherein the Total Contract Amount is adjusted from $734,000 to $724,000; and

WHEREAS, the Authority Engineer has certified that the Contractor has provided and the Authority is in receipt of all requisite closeout documentation (including but not limited to redline asbuilds, all required certifications and maintenance guarantees, etc.); and

WHEREAS, the Chief Financial Officer of the Authority has certified that there are sufficient funds available to pay the compensation for said services.

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the Final Quantities Contract Close-Out Change Order is hereby approved for execution and payment as agreed to by the parties and that the Executive Director is herein authorized and directed to execute same.

BE IT FURTHER RESOLVED by the South Monmouth Regional Sewerage Authority that the Authority by issuing Final Payment, has/will accept ownership, operations, and maintenance of all facilities which were constructed as part of the project.

LASTLY, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION DULY ADOPTED BY THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR OPEN PUBLIC MEETING ON 07-11-19.

KEVIN LYNCH - SECRETARY
ATTACHMENT A

RESOLUTION # 47-18

A Resolution Awarding a Construction Contract
To CMS Construction, Inc.
for the Ocean Outfall Access Structure

WHEREAS, the South Monmouth Regional Sewerage Authority (SMRSA) owns and operates an existing 36-inch diameter outfall which conveys (via gravity or pumping) treated wastewater effluent from their wastewater treatment plant (WWTP) to the Atlantic Ocean; and

WHEREAS, the SMRSA Asset Management Program requires development of a multifaceted proactive pipeline maintenance program, that will reduce and or mitigate potential problems and deficiencies that could be detrimental to the environment and have a long-lasting negative effect on the SMRSA; and

WHEREAS, it is the desire of the SMRSA to be protective of the environment, proactive with its maintenance and asset management, and remain in compliance and consistency with current New Jersey Department of Environmental Protection rules; and

WHEREAS, the scope of this Outfall Access Chamber Structure consists of the installation of an access manhole structure and the necessary bypass piping and valve(s) in order to facilitate future outfall pipe condition assessment and repairs; and

WHEREAS, the engaged SMRSA Consulting Engineer and staff have reviewed and recommended that these construction services related to this project, are necessary for the proper operation of the infrastructure; and

WHEREAS, the South Monmouth Regional Sewerage Authority received and read aloud a total of four bids on Wednesday, April 4, 2018; with a copy of the bid tabulation sheet attached hereto and made a part hereof (ATTACHMENT A); and

WHEREAS, said bids were solicited in accordance with the Local Public Contracts Law 40A:11-1 et seq., and Pay to Play Laws N.J.S.A. 19:44A-20.4, as a Fair and Open Process; and

WHEREAS, the lowest responsive bid was that of CMS Construction, Inc., of Plainfield, New Jersey for a Total Bid Price amount of $734,000.00; and

WHEREAS, said bids were examined by the Authority's Executive Director, Attorney, staff and Consulting Engineer; each of whom have determined that the bid of CMS Construction, Inc. is, in fact, the lowest responsive of all bids received; with a copy of said recommendation from the Consulting Engineer attached hereto and made a part thereof (ATTACHMENT B); and

WHEREAS, the Authority's Executive Director, Attorney, staff and Consulting Engineer, have made a recommendation to the Authority's Board of Commissioners to award said contract to CMS Construction, Inc., at a contract price of $734,000.00.
NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that:

1. The Executive Director is hereby authorized and directed to engage the services of CMS Construction, Inc. of Plainfield, New Jersey for the Construction of an Outfall Access Chamber Structure for their Total Bid amount of $734,000.00 in accordance with their bid dated April 4, 2018

2. The Financial Officer of the Authority has certified that there are sufficient funds available to pay the compensation for said services

3. That the Executive Director be and is hereby authorized and directed to execute said contract on behalf of the Authority

4. That the Executive Director be and is hereby authorized and directed to take all necessary and required actions to comply with the Public Notification of a contract award in compliance with the Local Public Contracts and Pay to Play rules and regulations

LASTLY BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION DULY ADOPTED BY THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR OPEN PUBLIC MEETING ON 04/12/18.

JOSEPH MAY – SECRETARY
Change Order
No. 1

Date of Issuance: 4/26/2018  Effective Date: 4/26/2018

Project: Outfall Access Structure
Owner: SMRSA
Contract: Owner’s Contract No.:
Date of Contract: 4/26/2018
Contractor: CMS Construction, Inc.
Engineer’s Project No.:

The Contract Documents are modified as follows upon execution of this Change Order:
Description:
Final Closeout of Outfall Access Structure Project.

Attachments (list documents supporting change):

CHANGE IN CONTRACT PRICE:
Original Contract Price: $734,000

[Increase] [Decrease] from previously approved Change Orders No. to No.:

$ __________

Contract Price prior to this Change Order:
$734,000

[Increase] [Decrease] of this Change Order:
$ 10,000

Contract Price incorporating this Change Order:
$724,000

RECOMMENDED:
By: ____________________________  ACCEPTED:
  Engineer (Authorized Signature)   By: ____________________________
  Owner (Authorized Signature)      ACCEPTED:
  Contractor (Authorized Signature)
Date: 7/8/2019  Date: 7/12/19  Date: 8/27/19

Approved by Funding Agency (if applicable):

EJCDC C-941 Change Order
Prepared by the Engineers Joint Contract Documents Committee and endorsed by the Construction Specifications Institute.
Certificate of Substantial Completion

Project: Outfall Access Structure

Owner: South Monmouth Regional Sewerage Authority

Contract:

Owner's Contract No.:

Engineer's Project No.:

This [tentative] [definitive] Certificate of Substantial Completion applies to:

☑ All Work under the Contract Documents: ☐ The following specified portions of the Work:


Jan 1, 2019

Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared and is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below.

A [tentative] [definitive] list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

☐ Amended Responsibilities  ☐ Not Amended

Owner's Amended Responsibilities:

Contractor's Amended Responsibilities:
The following documents are attached to and made part of this Certificate:

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

Executed by Engineer  

Date  

Accepted by Contractor  

Date  

Accepted by Owner  

Date  

7-12-2019
RESOLUTION # 47-19

A Resolution Authorizing an Additional Services Amendment #3 to the
Existing Professional Engineering Services Agreement
with T&M Associates for SMRSA Co-Gen Resiliency Upgrades

WHEREAS, the South Monmouth Regional Sewerage Authority (SMRSA) owns and
operates an existing Biogas Fueled Cogeneration facility which generates Combined Heat and
Power for onsite consumption; and

WHEREAS, the SMRSA has identified upgrades necessary to accomplish the
Authority’s goals of operating as an “island” during third-party commercial power outages; and

WHEREAS, the Executive Director has been previously authorized and directed to
engage the services of T&M Associates to perform Additional Professional Engineering Services
for the SMRSA Co-gen Resiliency Upgrades in accordance with their proposal dated October
19, 2016 as detailed in Resolution # 95-16 a copy of which is attached hereto and made a part
thereof (Attachment A); and

WHEREAS, during the course of the aforementioned Design phase(s), additional
services have been requested to T&M Associates; and

WHEREAS, after meeting and negotiating the matter, T&M Associates has submitted
correspondence dated June 19, 2019 which is attached hereto and made a part thereof
(Attachment B), which details its additional service(s) and unanticipated costs associated with
the project; and

WHEREAS, the SMRSA’s Executive Director and Authority Engineer concur with the
additional services as detailed by T&M Associates and agree that an additional services
Amendment to the Professional Engineering Services contract is in order.

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional
Sewerage Authority that:

1. The Executive Director is hereby authorized and directed to execute the Additional
   Services Amendment and any and all related documents that might be required to
   affect this change.
2. The Financial Officer of the Authority has certified that there are sufficient funds
   available to pay the compensation for said services.

FURTHER, BE IT RESOLVED by the South Monmouth Regional Sewerage
Authority that the statements contained in the foregoing preamble be and are hereby incorporated
into this Resolution as if more fully set forth herein at length.
LASTLY, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION DULY ADOPTED BY THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR OPEN PUBLIC MEETING ON 07-11-2019

[Signature]
KEVIN LYNCH – SECRETARY
ATTACHMENT A

RESOLUTION #95-16

A Resolution Awarding a Professional Engineering Services Contract to T&M Associates for Co-Generation Resiliency Upgrades

WHEREAS, The South Monmouth Regional Sewerage Authority (SMRSA) owns and operates an existing Biogas Fueled Cogeneration facility which generates Combined Heat and Power for onsite consumption; and

WHEREAS, The SMRSA has identified upgrades necessary to accomplish the Authorities goals of operating as an “island” during third party commercial power outages; and

WHEREAS, a feasibility report previously prepared by T&M Associates has identified certain resiliency upgrades necessary to meet the requirements in order to qualify for funding under the New Jersey Economic Development Authority’s New Jersey Energy Resilience Bank; and

WHEREAS, it is the desire of the SMRSA to be protective of the environment, proactive with its maintenance and asset management, and remain in compliance and consistency with current New Jersey Department of Protection rules; and

WHEREAS, the scope of this Co-Gen Resiliency Upgrades project will consist of, but not be limited to:

- Addition of a third dual fuel 270KW ICE/Generator system
- Addition of dual fuel capability and replacement of generator ends for the two(2) existing 140 KW ICE/Generators
- Addition of power factor correction devices at the SMRSA Wastewater Treatment Plant facility

WHEREAS, T&M Associates has been chosen under a Fair and Open process from a pool of three Request for Proposals to be the most qualified and cost effective firm to provide professional engineering services for said project; and

WHEREAS, T&M Associates has submitted a cost to conduct said engineering tasks that are required for this project dated October 19, 2016 for Preliminary Design, Design Engineering, Permitting and Construction Administration Services, which has been attached hereto and made a part hereof (ATTACHMENT A); and

WHEREAS, SMRSA’s Management have reviewed and recommend these engineering tasks related to this project; and

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that:
• The Authority shall herein engage the services of T&M Associates, to perform Design Engineering (Task 2) and Permitting (Task 2) services for the Cogeneration Resiliency Upgrades project in accordance with their proposal of October 19, 2016 at a cost for Time and Materials Not to Exceed $100,000 for Design and at a cost not to exceed $15,000 for Permitting. The total authorization for Engineering Design (Task 2) and Permitting (Task 3) herein shall be of a value not to exceed $115,000.

• The Financial Officer of the Authority has certified and that there are sufficient funds available to pay the compensation for said services.

• That the Executive Director be and is hereby authorized and directed to execute said contract on behalf of the Authority.

• That the Executive Director be and is hereby authorized and directed to take all necessary and required actions to comply with the Public Notification of a contract award in compliance with the Local Public Contracts and Play to Play Rules and Regulations.

LASTLY BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION DULY ADOPTED BY THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR OPEN PUBLIC MEETING ON 11/10/16

MARY L. BURNE - SECRETARY
SMSAOH16010

Mr. Michael Ruppel
Executive Director
South Monmouth Regional Sewerage Authority
1235 18th Avenue
Belmar, New Jersey 07719

Re: Request for Engineering Proposal
Co-Gen Resiliency Upgrades

Dear Mr. Ruppel:

In accordance with the above referenced Request for Proposal (RFP) dated September 22, 2016, T&M Associates (T&M) is pleased to submit our professional engineering fee proposal to provide Professional Engineering Services associated with the Preliminary Engineering, Design, Permitting and Construction Administration Services for South Monmouth Regional Sewerage Authority’s (SMRSA) Co-Gen Resiliency Upgrade Project. As the Authority is aware, our proposed Project Manager, Richard Crane, PE, BCEE, managed the study, design, construction management and commissioning of SMRSA’s existing combined heat and power (CHP) system. He recently assisted the Authority in complying with the New Jersey Energy Resiliency Bank’s (N JER B) full application process that included development and preparation of the study report referenced in the RFP entitled, “Combined Heat and Power Co-Generation System Expansion Feasibility Report – Final Revision 1,” dated July 11, 2016, which also makes him intimately familiar with the Authority’s existing digester and CHP systems.

To meet the requirements of the scope of work outlined in the RFP, T&M will provide the following engineering, permitting and construction phase services. The scope of work is broken down into the following phases:

PHASE 1/ PRELIMINARY DESIGN

As defined within the RFP, this phase requires a re-evaluation of the above feasibility report, prepared by T&M, to confirm the following:

- Actual electrical usage spanning from 2009 through 2015
- Biogas production
- Natural gas as a fuel supplement to biogas
- Determination of the minimum, average, and maximum electric energy production from the proposed CHP system
- Determination of thermal energy production from the proposed CHP system for the heating of sludge to support the anaerobic digestion process
- Evaluation of N JER B “islanding” requirements relating to the sizing and configuration of the proposed CHP system
- Evaluation of the audit report performed by Adirondack Energy dated March 15, 2016
- Permit Evaluation
- Review and validation of recommendations and financial analysis

Since T&M prepared the above referenced feasibility report, we are confident that the technical, financial, electrical and thermal energy computations presented within the report, as well as the proposed selected CHP system configuration and its compliance with the N JER B’s islanding requirements, have been performed within acceptable engineering standards. T&M is of the opinion that the accuracy of the recommendations and conclusions presented within the report, including the financial analysis, are reasonable and reliable, and therefore, T&M proposes a no level of effort under Phase 1-Preliminary Design to re-evaluate the feasibility report.
However, should the Authority require an independent review and re-evaluation of the feasibility report as outlined above and in the RFP, T&M proposes to conduct an internal evaluation of the report by Kanwar Bajaj, PE, a licensed professional engineer within our Energy and Utilities department. Mr. Bajaj brings more than 8 years of experience in the feasibility, design analysis, permitting and construction support for combined cooling, heat and power systems. Mr. Bajaj was not involved in developing the analysis and recommendations presented in the feasibility report prepared under my direction and offers an independent and unbiased view on its findings and evaluations. His resume and credentials were included in the Request for Qualifications previously submitted on September 9, 2016. Our not-to-exceed professional fee to perform an internal evaluation of the report is $10,000.00.

PHASE 2: DESIGN ENGINEERING SERVICES
Under this phase, T&M will:

- Conduct a site survey of the proposed location of the new 270kW CHP system to accurately depict existing installations and dimensions
- Utilize the geotechnical report entitled “Geotechnical Engineering Recommendations South Monmouth Regional Sewer Authority Wastewater Treatment Plant, Belmar, NJ – Internal Combustion Engine Co-Generation Installation Project” dated June 8, 2009, for the structural design of all new concrete foundations for the proposed CHP system
- Coordinate with the New Jersey Natural Gas Company for natural gas flow and pressure requirements for the new and existing CHP systems
- Review FEMA flood mapping requirements
- Attend a project kickoff meeting and three progress review meetings
- Prepare a draft and final design report defining the basis of design for the proposed CHP system, design criteria and preliminary Engineer’s Opinion of Probable Construction Cost
- Prepare 90% plans and specifications for review by the Authority and incorporate any comments received into the 90% submission. Plans will adequately depict interconnections to the existing plant systems including the electrical system interconnection showing the power factor correction, biogas, natural gas and hot water connections
- Develop a detailed construction sequencing plan to allow the existing CHP system to remain in operation during construction
- Details of modifications to the existing biogas scrubbing control system to incorporate the proposed new third engine
- Submit bid ready review plans and specifications
- Perform necessary site visits; e.g., to determine potential alternate installation location(s) of electrical conduit and wire for the new CHP system that may result in reduced construction costs
- Provide a detailed Engineer’s Opinion of Probable Construction Cost estimate
- Incorporate the requirements of the New Jersey Energy Resiliency Bank into the design, plans and specifications
- Bidding assistance to include the preparation of addenda, attendance at bid opening and pre-bid site tour, preparation of Recommendation of Award Letter, and preparation of conformed drawings

PHASE 3: PERMITTING
Under this phase, T&M will prepare all applications, forms and reports that are deemed necessary to secure all federal, state, local and environmental permits, and will coordinate with Jersey Central Power and Light (JCP&L) in efforts to amend the existing “JCP&L Interconnection Agreement” with the Authority.
Permitting

Currently, the facility is governed by various air pollution control (APC) permits issued by the NJDEP (Facility ID 20062). Permit #PCP0900001 governs two digesters producing waste gas to provide fuel to three engines, one flare, and three boilers also capable of burning natural gas. It is our understanding that this permit governs the two existing 140 kW CHP units that will be retrofitted with dual fuel capability.

We will review the manufacturer’s data regarding air emissions or other NJDEP required information for upgrades consisting of the addition of one new 270 kW dual fuel (methane and natural gas) CHP unit and retrofit of two existing 140 kW CHP units with dual fuel capability. Emissions from the manufacturer and the fuel input rate will be reviewed and relied on to calculate potential emissions from the equipment as needed. We will review and evaluate existing air permits and determine the permitting requirements necessary to construct the recommended system. Air permit applications, modifications, revocations, or emission calculations that may be necessary for other equipment or equipment operating without a permit is not included in this scope. This proposal does not include the cost of testing to measure emissions, if required.

T&M will prepare an NJDEP air permit modification application for the one new and two retrofitted CHPs. We will complete an application using the NJDEP RADIUS software and the NJDEP online portal for SMRSA review and certification. There is an application fee, and the permit will continue to renew on the current 5-year schedule. T&M will act as a representative to the NJDEP for the associated application and assist SMRSA with certification as needed. Prior to the NJDEP issuance of a draft permit, we will coordinate a response to questions. Once the draft air permit is issued, we will provide resolutions to address any agency review comments. After the air permit is obtained, SMRSA will be obligated to perform periodic inspections, initial source and subsequent stack testing, and recordkeeping in accordance with the issued compliance plan. The compliance plan requirements associated with this permit fall outside of this scope.

SMRSA will be required to certify all documents submitted to the NJDEP. T&M will rely on the timely completion of any certifications once provided, and will not be responsible for submittal delays, violations or penalties incurred resulting from certification or payment delays.

JCP&L Coordination

T&M understands that to proceed with the expansion of the existing co-generation system, the Authority will be required to revise the current interconnection agreement with JCP&L. The modified agreement will incorporate the islanding capability of the proposed co-generation system and the modification of the two existing 140 kW engines into dual fuel engines.

As a part of this task, T&M proposes to attend meetings with JCP&L and the Authority, and complete and submit an application package for the interconnection agreement on behalf of the Authority. This package will include a completed application form that is supplemented with the necessary calculations, design plans and specifications required for a complete package. T&M will provide a draft copy of application for the Authority’s review prior to submitting the final application. T&M will prepare the final application package and will provide one hard and one soft copy to the Authority for its records.

PHASE 4: CONSTRUCTION MANAGEMENT

It is understood that SMRSA’s in-house Licensed Professional Engineer will be the Lead Construction Manager for the project and will handle day-to-day correspondence with the successful bidder, conduct field inspections, track shop drawing submittals and review pay requests made by the Contractor. As such, T&M will provide construction management services on an as-needed basis to include the following:

- General communication with the Authority and Contractor throughout the duration of construction regarding such matters as progress, submittal status, and construction issues and resolution

ATTACHMENT A
• Communication and correspondence with the Authority and New Jersey Energy Resiliency Bank
• Assistance with preparation of formal contract documents for award of contracts to the successful bidder
• Attendance at a preconstruction meeting
• Review schedule of values
• Review and approve detailed shop drawings related to structural, electrical, mechanical and control system components of the project that are submitted by Contractors for compliance with contract documents
• Preparation of elementary sketches and supplementary sketches required to resolve actual field conditions encountered
• Participation in the review and evaluation of potential change orders, including a detailed review of cost proposals
• Conducting periodic visits to the site as requested by the Authority to observe the work in progress and provide appropriate reports to the Authority
• Performing a final inspection and prepare a report on the completed project
• Preparation of record drawings at project completion

NJ ECONOMIC DEVELOPMENT AUTHORITY HUD PROGRAM REQUIREMENTS

As noted in the RFP package, T&M is well-versed in and fully prepared to assist the Authority in meeting the requirements for accepting funding from the NJEDA. The necessary NJEDA documents referenced in the RFP have been completed and are included herein.

It should be noted that T&M is not a Section 3 company. All professional engineering services for this assignment will be provided by our in-house staff. Construction phase services will include construction administration and construction observation/inspection services on a part-time, as needed basis. As such, T&M will be acting as the owner’s agent during this phase, checking that the Contractor is performing work in general conformance with the contract documents.

PROFESSIONAL NOT-TO-EXCEED FEE

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<tr>
<th>PHASE</th>
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<th>PROPOSED NOT-TO-EXCEED FEE</th>
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T&M wishes to thank South Monmouth Regional Sewerage Authority for the opportunity to submit this professional engineering fee proposal, and we look forward to working with the Authority once again. If you have any questions or need additional information, please feel free to contact me at RCrane@tandmassociates.com or 732.671.6400.

Sincerely,

[Signature]

Richard P. Crane, PE, BCEE
Vice President

Attachments

ATTACHMENT A
SMSA-00110
July 1, 2019

Natalie Chesko, PE, Authority Engineer
South Monmouth Regional Sewerage Authority
1235 18th Avenue
Belmar, New Jersey 07719

Re: Partially Executed Notice to Proceed-Additional Services Amendment #3
Co-Gen Resiliency Upgrades Project

Dear Ms. Chesko:

As requested, enclosed please find three (3) copies of the partially executed Notice to Proceed-Additional Services Amendment #3 for the Cogen Resiliency Upgrade project.

Please execute all three (3) copies and return one copy to T&M Associates, Attn: Stephanie Bennett for our files.

If you should have any questions, please do not hesitate to contact us.

Very truly yours,

T&M ASSOCIATES

[Signature]
CHRISTINE A. BALLARD, PE
VICE PRESIDENT

CAB:scb

Enclosure

cc. Ryan Krause
ADDITIONAL SERVICES AMMENDMENT TO ENGINEERING AGREEMENT BETWEEN SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY & T&M ASSOCIATES FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO CO-GEN RESILIENCY UPGRADES

In accordance with Section II- Additional Services:

By way of Resolution #47-19, the Authority hereby authorizes the following Additional Services as outlined in the Engineer’s correspondence dated June 19, 2019:

Phase 2
Additional Professional Engineering Services in the amount of $8,500.00
Deliverables are due to SMRSA within 30 days of Notice to Proceed.

IN WITNESS WHEREOF, the OWNER and ENGINEER have caused this Instrument to be executed in its respective name and behalf as of the day and year herein written.

By: Ryan R. Krause, P.E., CME
Executive Director
South Monmouth Regional Sewerage Authority

By: Christine Ballard, P.E.
T&M Associates

WITNESS:

By: Christine Brophy

WITNESS:

By: Stephanie Bennet
Print Name: Stephanie Bennet
Mr. Ryan R. Krause, P.E., C.M.E., Executive Director  
South Monmouth Regional Sewerage Authority  
1235 18th Avenue  
Belmar, New Jersey 07719  

Re: Professional Engineering Services  
Co-Gen Resiliency Upgrades Project - VFD and Motor Replacement Proposal  

Dear Mr. Krause:  

T&M Associates is pleased to provide this proposal in accordance with your request and as discussed on our walk through of Friday, June 14th, 2019.  

We understand that you wish to replace motors and variable speed drives for a number of process pumps, recirculation pumps and screw type lift pumps (Archimedes screws) at your plant (total of twenty pumps).  

We further understand that is your intention to purchase the motors and drives through the PVSC cooperative purchase agreement, to replace motors using your staff and to have the variable frequency drives (VFDs) replaced by the contractor currently on site finishing the co-gen resiliency upgrades project.  

Our scope of work is based on documentation from Willier Electric Motor Repair Co, Inc. provided by you during our walk through.  

Our anticipated design scope of work items are as follows:  

- Review the Willier documentation particularly in respect to energy efficiency upgrades and expected payback. Discuss any questions or discrepancies with Willier. Provide a letter report advising you of our opinions and resolution of comments. This report will include comments or recommendations on the purchase of the motors for installation by your staff.  

- Revisit the site to verify detailed dimensions of replacement VFDs to be purchased by you and installed by the contractor.  

- Provide the necessary purchase documentation for your assistance in obtaining the replacement VFDs and prepare electrical drawings as necessary for the contractor’s use in installing those VFDs.  

- Provide periodic observation of the progress of the installation and resolve technical issues as necessary to ensure proper operation of the final product.
Based upon the above identified design scope of work items, our professional engineering 'Not to Exceed' fee is $8,500. This will be billed at our M-2018 rates, attached.

Thank you for your consideration in this matter. If you have any questions or require additional information, please do not hesitate to call.

Very truly yours,

T&M ASSOCIATES

CHRISTINE BALLARD, P.E.
VICE PRESIDENT

CFH/jwd:

cc. Natalie Chesko, SMRSA
# 2018 Schedule of Hourly Billing Rates

<table>
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<th>Billing Title</th>
<th>Billing Rate/Hour</th>
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<tbody>
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<td>Intern</td>
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<td>Junior Technical Staff</td>
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<td>Senior Professional Staff</td>
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<td>Department Manager</td>
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<td>Corporate Manager</td>
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**Billing Basis:** Fixed Rate for Each Billing Title

T&M occasionally uses part-time and temporary staff to meet peak workload demands, and these staff will be billed in accordance with the rate schedule above.
RESOLUTION # 48-19

A Resolution Awarding a Construction Contract to DeMaio Electrical Company for the Pump Stations Upgrade Project

WHEREAS, in accordance with its asset management goals and objectives the South Monmouth Regional Sewerage Authority (SMRSA) has determined the need to make various upgrades to its Wall North and Wreck Pond Pump Stations; and

WHEREAS, at the Public Bid Opening held on Wednesday, July 3, 2019, the South Monmouth Regional Sewerage Authority received a total of two (2) sealed bids; with a copy of the bid tabulation sheet attached hereto and made a part hereof (Attachment A); and

WHEREAS, said bids were solicited in accordance with the Local Public Contracts Law 40:11-1 et seq., and Pay to Play Laws N.J.S.A. 19:44A-20.4, as a Fair and Open Process; and

WHEREAS, the lowest responsive bid was that of DeMaio Electrical Company of Hillsborough, New Jersey in a total base bid amount of $1,546,700.00 for work at the Wall North and Wreck Pond Pump Stations; and

WHEREAS, said bids were examined by the Authority’s Staff, Attorney, and Consulting Engineer; each of whom has determined that the bid of $1,546,700.00 is, in fact, the lowest responsive bid; and

WHEREAS, the Authority’s Staff, Attorney, and Consulting Engineer, have made a recommendation to the Authority’s Board of Commissioners to award said contract to DeMaio Electrical Company, for their low bid amount of $1,546,700.00; and

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that;

1. The Executive Director is hereby authorized and directed to engage the services of DeMaio Electrical Company of Hillsborough, New Jersey for the construction of the Pump Station Upgrades in accordance with their low bid of $1,546,700.00.

2. The Financial Officer of the Authority has certified that there are sufficient funds available to pay the compensation for said services.

3. That the Executive Director be and is hereby authorized and directed to execute said contract on behalf of the Authority.

4. That the Executive Director be and is hereby authorized and directed to take all necessary and required actions to comply with the Public Notification of a contract award in compliance with the Local Public Contracts and Pay to Play Rules and Regulations.
LASTLY, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION DULY ADOPTED BY THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR OPEN PUBLIC MEETING ON 07-11-19.

KEVIN LYNCH - SECRETARY
# ATTACHMENT A

## SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY
### PUMP STATION UPGRADES CONTRACT NO. 2019-01 REBID

<table>
<thead>
<tr>
<th>ITEM No.</th>
<th>BID ITEMS</th>
<th>BR WELDING INC. Bid</th>
<th>DEMAJO ELECTRICAL CO. Bid</th>
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<td>1</td>
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<td>WRECK POND PUMP STATION</td>
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<td>BASE BID WORK FOR BRIELLE PUMP STATION COMPLETE AND OPERATIONAL</td>
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<td>1-B</td>
<td>BASE BID WORK FOR BRIELLE PUMP STATION COMPLETE AND OPERATIONAL</td>
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<td><strong>$ 2,995,000.00</strong></td>
<td><strong>$ 2,816,400.00</strong></td>
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- Submittal Checklist: X
- Bid Proposal Form: X
- Non-Collusion Affidavit: X
- Bid Guarantee Form: X
- Stockholder Disclosure Certification: X
- Consent of Surety: X
- Acknowledgement of Receipt of Addenda: X
- Affirmative Action Compliance: X
- American with Disabilities Act of 1990 Language: X
- New Jersey Business Registration Certificate: X
- Bid Bond or Certified Check: X
- Disclosure of Investment Activities in Iran: X
- NSF Certificate: X
RESOLUTION # 49-19

A Resolution Awarding On-Call Construction Management Services for the Pump Stations Upgrade Project to Mott MacDonald, LLC

WHEREAS, in accordance with its asset management planning goals and objectives, The South Monmouth Regional Sewerage Authority (SMRSA) has determined the need to make various upgrades to its Wall North and Wreck Pond Pump Stations; and

WHEREAS, The SMRSA has authorized under separate resolution, to enter into a Construction Contract for the Pump Stations Upgrade Project; and

WHEREAS, due to the complexity of the project, SMRSA staff has determined the need for Consulting Engineering On-Call Construction Management Services; and

WHEREAS, Mott MacDonald, LLC has submitted a cost proposal, dated May 3, 2019, to conduct said On-Call Construction Management Services for this project, which has been attached hereto (Attachment A) and made a part hereof; and

WHEREAS, SMRSA’s Management Team has reviewed and recommends these On-Call Construction Management Services related to the Pump Stations Upgrade Project.

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that;

1. The Authority shall herein engage the services of Mott MacDonald, LLC to perform On-Call Construction Management Services in accordance with their proposal of May 3, 2019 in a value not to exceed $50,000.00.

2. The Financial Officer of the Authority has certified that there are sufficient funds available to pay the compensation for said services.

3. That this Agreement as a Non-Fair and Open Award Contract between said Engineer and the Authority is hereby approved.

4. That the Executive Director be and is hereby authorized and directed to execute said contract on behalf of the Authority.

5. That the Executive Director be and is hereby authorized and directed to take all necessary and required actions to comply with the Public Notification of a contract award in compliance with the Local Public Contracts and Pay to Play Rules and Regulations.
LASTLY, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION DULY ADOPTED BY THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR OPEN PUBLIC MEETING ON 07-11-19.

KEVIN LYNCH - SECRETARY
May 3, 2019

Mr. Ryan Krause, PE
Executive Director
South Monmouth Regional Sewerage Authority
1235 18th Avenue
Belmar, NJ 07719

RE: Professional Engineering Services
    Engineering Services During Construction of
    Pump Station Upgrades 2019-01

Dear Mr. Krause:

In accordance with South Monmouth Regional Sewerage Authority’s request, Mott MacDonald are pleased to submit our proposal to provide Engineering Services During construction of the Authority’s Pump Stations Upgrade Contract 2019-01.

As the Authority is aware, Mott MacDonald provided Engineering Design services for Pump Station Upgrades Contract which involves mainly structural improvements to four of its pumping facilities; Wall North, Glimmer Glass, Brielle and Wreck Pond. We understand that the Authority’s in-house staff will act as primary Project Manager and perform Resident Observation for the work and Mott MacDonald will act to provide support if and where requested. Mott MacDonald’s role would therefore supplement the Authority’s staff and would generally be limited to the following Tasks all on an as-needed or as-requested basis:

Administrative Engineering Services

a. Project Meetings and Inspections

1. Attendance of the Pre-Construction Conference and Progress Meetings with the Authority and Contractor. If directed, Mott MacDonald will also prepare agendas and prepare and distribute minutes of the meeting afterwards.
2. Perform site inspections by a senior designer or administrative staff engineering to determine general compliance with the Contract terms or provide guidance on construction practice.

b. Review of RFI’s, Clarifications, and Changes

1. Review and respond to Contractors’ Requests for Information (RFI),
2. Provide engineering services in review of Value Engineering Change requests submitted by Contractors, including engineering review and recommendations,
3. Provide clarification to the Contract documents in response to Contractor
inquiries for additional information or resolution of conflicts resulting from field conditions,
4. Review and respond to Potential Change Orders (PCOs) and Change Order requests; prepare Change Orders and engineering estimates related to PCOs and Change Orders

Review Contract Submittals

As requested Mott MacDonald will review and comment on Contract submittals for the construction of this project including, but not limited to, the following:

a. Work Progress Schedule and CPM,
b. Shop Drawings and product samples,
c. Provide opinion on Payment Requests received from the Contractors.
d. Review qualifications of subcontractors and suppliers and make recommendations to the Authority regarding acceptance,
e. Review Contractors’ substitutions to determine equivalence with named brands and conformance with specifications.

Resident Observation Services

Mott MacDonald will provide a part-time, on-site qualified Resident Observer services in accordance with the duties set forth in the construction project, including:

a. Assist in supporting efforts to by the Authority and Contractor to coordinate the continued operation of wastewater conveyance facilities during construction and during periods for wastewater flow diversion,
b. Provide intermittent inspections and prepare inspection reports.
c. Prepare progress punch lists and corrective action reports.

Closeout Services

Mott MacDonald will complete the following for the purposes of Contract Closeout:

a. Prepare a final inspection and project review
b. Prepare Punch List and coordinate, review, and certify contract completion documentation and pursuant to the project’s construction Contract,

Prepare As-Built Drawings for Project Construction Contract

In the preparation of As-built for each Pump Station, Mott MacDonald will complete the following:

a. Confirm, on an on-going basis, that "red-lined" record drawings are being prepared by the Contractors for submittal at the end of each Contract,
b. Furnish an Engineer prepared, complete set of As-built drawings with the following to be submitted to the Authority:
   1. One (1) set of hard copy Record Drawings — full size
   2. Six (6) half-size paper copies — 11" x 17"

Page 2 May 3, 2019 South Monmouth Regional Sewerage Authority
3. One electronic format copy on flash drive – .pdf format

d. If requested and prior to each station returning to service, Mott MacDonald will perform 3-D laser scanning of each facility to update the scans previously prepared.

COST PROPOSAL

Mott MacDonald proposes to provide the services noted above on time and materials basis and we suggest an initial budget of $50,000.

We trust that the above is responsive to the Authority’s request and we look forward to completing a successful project. If the Authority has any questions or if you would like to discuss any of the above in greater detail, please do not hesitate to contact us. If a meeting would be a better venue to clarify our proposal or concepts, please advise and we will make the necessary arrangements at the Authority’s convenience.

Very truly yours,

Mott MacDonald

Peter Kocsik, P.E.
Senior Vice President
peter.kocsik@mottmac.com

Angelo Bufaino, P.E.
Vice President
angelo.bufaino@mottmac.com

cc: Natalie Chusko, PE
RESOLUTION #50-19

A Resolution to Authorize Solicitation of Bids
to Furnish and Deliver Sodium Hypochlorite, Magnesium Hydroxide
and for the Removal and Hauling of Sewer Sludge

WHEREAS, the South Monmouth Regional Sewerage Authority maintains eleven pump
stations, a series of force mains and a treatment plant for the purpose of treating wastewaters
discharged by the member municipalities; and

WHEREAS, in the normal course of operation, the treatment of wastewaters discharged
by the member municipalities requires the disinfection of the treatment plant, prevention of odors,
reduce pipeline corrosion and provide disposal of the by-products of this process; and

WHEREAS, it is the intention of the South Monmouth Regional Sewerage Authority to
operate its treatment facility and pump stations in a most efficient manner while abiding by all
N.J.D.E.P. regulations and standards; and

WHEREAS, it is has been determined that through the normal course of system operation
the need has arisen to publicly bid the procurement of sodium hypochlorite, magnesium hydroxide
and to properly remove and haul sewer sludge; and

WHEREAS, it is anticipated that the value of said awards will exceed New Jersey’s Pay
to Play threshold of $ 17,500 as well as the current public bidding threshold of $ 40,000 with local
government units employing a Qualified Purchasing Agent (QPA).

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage
Authority that the Executive Director be and is hereby authorized and directed to publicly advertise
in the Authority’s official newspapers and on its website for the receipt of public bids for the
aforementioned sodium hypochlorite, magnesium hydroxide and to properly remove and haul
sewer sludge.

LASTLY, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority
that the statements contained in the foregoing preamble be and are hereby incorporated into this
Resolution as if more fully set forth herein at length.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION
DULY ADOPTED BY THE SOUTH MONMOUTH
REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR
OPEN PUBLIC MEETING ON 07-11-19.

Kevin Lynch
KEVIN LYNCH – SECRETARY
RESOLUTION #51-19

A Resolution to Authorize Solicitation of Bids for Equipment Repair, Rental, Maintenance & Installation Services; and Electrical Diagnostic, Troubleshooting and Repair Services

WHEREAS, the South Monmouth Regional Sewerage Authority maintains eleven pump stations, a series of force mains and a treatment plant for the purpose of treating wastewaters discharged by its member municipalities; and

WHEREAS, the South Monmouth Regional Sewerage Authority has determined the need from time to time and on an as needed basis to call upon outside contractors for services to be rendered in the form of either proactive and/or responsive equipment, renting of various pumping equipment and generators, and electrical maintenance and/or repair at its treatment plant and/or at its pump stations; and

WHEREAS, the purpose of this project is to obtain complete maintenance and repairs of the Authority’s mechanical and electrical equipment included but not limited to pumps, motors, generators, shafting, gearboxes, comminutors and various types of other wastewater treatment and mechanical apparatus; and

WHEREAS, the objective in soliciting fair and open bids for equipment repair, rental, maintenance and installation services and electrical diagnostic, troubleshooting and repair services is to enable and ensure that the wastewater treatment plant, sanitary sewer collection system, and pumping stations will operate properly at all times and without interruption; and

WHEREAS, it is anticipated that the value of said awards will exceed New Jersey’s Pay to Play threshold of $17,500 as well as the current public bidding threshold of $40,000 with local government units employing a Qualified Purchasing Agent (QPA).

NOW, THEREFORE, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the Executive Director be and is hereby authorized and directed to publicly advertise in the Authority’s official newspapers and on its website for the receipt of public bids for the aforementioned equipment contracts for repair, rental, maintenance & installation services; and electrical diagnostic, troubleshooting, and repair services.

LASTLY, BE IT RESOLVED by the South Monmouth Regional Sewerage Authority that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length.

CERTIFIED TO BE A TRUE COPY OF A RESOLUTION DULY ADOPTED BY THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY AT ITS REGULAR OPEN PUBLIC MEETING ON 07-11-19.

[Signature]
KEVIN LYNCH – SECRETARY