

WARREN TOWNSHIP SEWERAGE AUTHORITY

RESOLUTION 12 - 8

RESOLUTION AUTHORIZING THE SOLICITATION OF PROPOSALS FOR CONSULTING ENGINEERING SERVICES FOR THE PERIOD BEGINNING ON OR ABOUT MAY 1, 2012 THROUGH FEBRUARY 1, 2013

WHEREAS, the Warren Township Sewerage Authority requires consulting professional engineering services, including design and construction oversight of various capital improvements and facility upgrades, assistance in NJPDES permit renewals and compliance, review of applications made to the Authority for extensions of and/or connection to its sewer system, and for inspection of construction of sewer extensions, connections, and related improvements constructed pursuant to such approved applications, and for all other engineering services as requested by the Authority ("Consulting Engineering Services"); and

WHEREAS, the Authority desires to solicit proposals for Consulting Engineering Services for the award of a contract for the period commencing on or about May 1, 2012 through February 1, 2013, through a fair and open process pursuant to N.J.S.A. 19:44A-20.5 et seq.; and

WHEREAS, the Authority has determined that the value of these services will exceed \$17,500 over the life of the contract and the anticipated term of the contract would be less than one year; and

WHEREAS, the Authority intends that Request for Proposals shall be publicly advertised in accordance with N.J.S.A. 19:44A-20.7 in the *Star Ledger*, the *Courier News* and the *Echo Sentinel* in sufficient time to give notice in advance of the anticipated award of a contract or contracts; and

WHEREAS, services to be provided through the awarding of the contract or contracts for Consulting Engineering Services shall include:

1. Design and construction oversight of various capital improvements and facility upgrades as specified or requested by the Authority;
2. Assistance in NJPDES permit renewals and compliance, and compliance with other NJDEP requirements;
3. Evaluation of existing facilities and processes and recommendations for improvements and upgrades to such facilities;
4. Assistance to Applied Water Management, the contract operator of the Authority's facilities and collection system, as requested by the Authority;
5. Review of applications for extensions of and/or connection to the Authority's sewer system.
6. Inspection of sewer construction and overseeing and reviewing testing of such construction undertaken by applicants, and appropriate reports documenting compliance with the Authority's standards;

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7. Preparation of memoranda for each application documenting such reviews and recommending action by the Authority, as appropriate.
8. Attendance at regularly scheduled Authority meetings to report of status of various projects and activities, and to present reviews and recommendations regarding applications (generally monthly).
9. Provision of additional professional engineering services to the Authority as requested by the Authority or designated personnel.

NOW, THEREFORE, BE IT RESOLVED by the members of the Warren Township Sewerage Authority, in the County of Somerset, New Jersey, as follows:

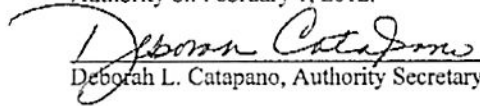
1. The Authority will conduct a fair and open competitive bidding process for the award of a contract for Consulting Engineering Services for the period commencing on or about May 1, 2012 through February 1, 2013, and shall solicit responses to a Request for Proposal in accordance with the fair and open process pursuant to N.J.S.A. 19:44A-20.5 et seq.
2. A notice of Request for Proposals will be advertised in the *Star Ledger*, *Courier News* and the *Echo Sentinel*. The time, date, and place of return of the proposals shall be set forth in that notice.
3. An evaluation committee consisting of John Truglio and Doug Reeder is hereby established to review the RFP's and to make a recommendation as to the award of the contract or contracts.
4. Proposals shall be evaluated according the factors specified in the RFP, which shall include, but not be limited to:
 1. Qualifications and experience of the Proposer as well as of the individuals who will perform the tasks.
 2. The Proposer's references.
 3. Ability of the Proposer to perform the types of services required by the Authority, including staff capabilities and familiarity with such tasks.
 4. Cost competitiveness.
 5. Other items that the Authority deems necessary for evaluation of proposals and award of contract, and other factors demonstrated to be in the best interests of the Authority.
5. The award of the contract need not be based on the lowest bid submitted.
6. While the Authority's is looking to award a single contract for all consulting engineering services, the Authority reserves the right to award multiple contracts if it determines that doing so is in the best interest of the Authority.

Moved by Mr. Reeder
 Seconded by Mrs. Garafola

Roll Call Vote	Yes	No
Chairman Reeder	x _____	_____
Mr. Truglio	x _____	_____
Ms. Garafola	x _____	_____
Mr. Kaufman	_____	_____
Mr. Vetter	x _____	_____
Mr. Checchio (Alternate #1)	x _____	_____
Mr. Paolella (Alternate #2)	x _____	_____

CERTIFICATION

I, Deborah Catapano, Secretary of the Warren Township Sewerage Authority in the County of Somerset, New Jersey, do hereby certify that the above resolution is a true and correct copy of a resolution adopted at a meeting of the Warren Township Sewerage Authority on February 1, 2012.



 Deborah L. Catapano, Authority Secretary