

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

MEETING MINUTES

SEPTEMBER 19, 2024

The Regular Meeting of The Southeast Morris County Municipal Utilities Authority (“SMCMUA” or the “Authority”) was held on September 19, 2024, at 7:00 PM prevailing time in the Board Room at the offices of SMCMUA at 19 Saddle Road, Cedar Knolls, New Jersey.

The Chairman called the meeting to order at 7:00 PM and read the attached statement of Public Notice (Sunshine Law) and caused same to be entered into the minutes of the meeting.

ROLL CALL

PRESENT: Chairman Marucci; Members Chumer, Clarke, Huber, Kiracofe, Loughman, Rotando and Webster

ABSENT: None

Also present were the following: Drew Saskowitz, Executive Director; Charles Maggio, Chief Financial Officer; Sophia Dyer, Engineering Manager; Nick Buono, IT Director; Heather Brandao, Human Resources Manager; Alexis Bozza, Executive Administrative Assistant; and David J. Ruitenberg, Esq., Murphy McKeon.

PUBLIC COMMENT

Chairman Marucci stated the next portion of the meeting was set aside for public comment. No one from the public was present. The Chairman then closed the public comment portion of the meeting.

MOTION APPROVING MINUTES OF AUGUST 22, 2024

Copies of the minutes of the meeting held on August 22, 2024, were distributed to the Members prior to the meeting for review and comment. Member Rotando moved that the minutes be adopted as presented. Member Webster seconded the motion which was duly adopted by the remaining Members.

RESOLUTION – APPROVAL OF SEPTEMBER 2024 LIST OF BILLS

Copies of the bill list for September 2024 were distributed to the Members prior to the meeting for comment and approval. Member Rotando moved to approve the list of bills and offered the following resolution:

RESOLUTION NO. 96-24

RESOLUTION AUTHORIZING PAYMENT OF LIST OF BILLS FOR SEPTEMBER 2024

“COPY ANNEXED”

Mr. Ruitenbergh stated that, for this resolution and for all resolutions included on this evening’s agenda authorizing contracts or payments, the Treasurer has provided certifications confirming adequate funds for each such purpose in the 2024 budget. To the extent the resolution anticipates payments beyond 2024, any and all such anticipated payments will be subject to approval and inclusion by the Authority in such future years’ budgets. Member Huber seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Marucci; Members Chumer, Clarke, Huber, Kiracofe, Loughman, Rotando and Webster

NOES: None

OTHER BUSINESS

A. Resolution Rejecting Certain Bid as Non-Responsive and Awarding a Contract for Janitorial Services

SMCMUA has advertised and received bids for a contract for janitorial services. Four bids were received on September 5, 2024. The bids have been reviewed by SMCMUA’s Operations Risk Manager as set forth in a memorandum dated September 17, 2024, a copy of which was reviewed by the Members. It was determined that the lowest bid submitted by Excel Facility Services Group, in the amount of \$23,749.76, did not comply with the requirements outlined in the bid specifications, for the reasons specified in the memorandum. It was further determined that the second lowest bid submitted by Babco Services LLC, in the amount of \$27,024.00, failed to address certain curable deficiencies that were not included with its bid submission. The Authority reserved the right to reject any and all such unresponsive bids. It was recommended that the contract be awarded to North Jersey Friendship House for its low responsive bid of \$34,240.20 as permitted by the Local Public Contracts Law. Member Kiracofe offered the following resolution:

RESOLUTION NO. 97-24

RESOLUTION REJECTING CERTAIN BID AS NON-RESPONSIVE AND AWARDING A CONTRACT FOR JANITORIAL SERVICES

“COPY ANNEXED”

Member Chumer seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Marucci; Members Chumer, Clarke, Huber, Kiracofe, Loughman, Rotando and Webster

NOES: None

B. Resolution Awarding a Contract for Leak Detection Survey Services

The Authority requested proposals for the provision of leak detection survey services from six companies where one submitted a proposal. Northeast Water Technology (“NWT”), submitted a proposal dated September 9, 2024, for the providing of such services at a maximum amount of \$40,000.00. This contract is being awarded without public bidding as not exceeding the bidding threshold of \$44,000 provided in the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.). NWT completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract. Member Webster offered the following resolution:

RESOLUTION NO. 98-24

RESOLUTION AWARDING A CONTRACT FOR LEAK DETECTION SURVEY SERVICES

“COPY ANNEXED”

Member Huber seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Marucci; Members Chumer, Clarke, Huber, Kiracofe, Loughman, Rotando and Webster

NOES: None

C. Resolution Awarding Contracts for Water Treatment Chemicals

The Authority advertised and received bids for water treatment chemicals. Three bids were received on September 4, 2024. The bids were reviewed by SMCMUA's Water Quality Assistant Manager as set forth in a memorandum dated September 9, 2024, a copy of which was reviewed by the Members. Miracle Chemical Company, Inc., was determined to be the lowest qualified bidder for Sodium Hypochlorite and Sodium Bisulfite in the total maximum amount of \$145,565.00. Member Rotando offered the following resolution:

RESOLUTION NO. 99-24

RESOLUTION AWARDING CONTRACTS FOR WATER TREATMENT CHEMICALS

“COPY ANNEXED”

Member Chumer seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Marucci; Members Chumer, Clarke, Huber, Kiracofe, Loughman, Rotando and Webster

NOES: None

D. Resolution Authorizing Extension of Contract for Corrosion Control Treatment Chemicals

The Authority entered into a contract dated February 1, 2023, with George S. Coyne Chemical Co., Inc. (the "Contractor") for Corrosion Control Treatment Chemicals, which was duly awarded and approved by resolution dated December 15, 2022 (the "Contract"). The Contract was for an initial term of one year with options to renew by the Authority under certain conditions as permitted by N.J.S.A. 40A:11-15 of the Local Public Contracts Law. The Contract was renewed for an additional one-year period by resolution duly adopted on January 18, 2024. The Water Quality Assistant Manager of the Authority has recommended that the Contract be extended for an additional period of one year. The Members found, based upon the memorandum of the Water Quality Assistant Manager dated September 9, 2024, a copy of which was reviewed by the Members, that the services are being performed by the Contractor under the Contract in an effective and efficient manner. The extension will be on the same terms and conditions, including price, set forth in the existing Contract. The maximum cost to the Authority is \$307,698.25 covering a one-year period. Member Chumer offered the following resolution:

RESOLUTION NO. 100-24

RESOLUTION AUTHORIZING EXTENSION OF CONTRACT FOR CORROSION CONTROL TREATMENT CHEMICALS

"COPY ANNEXED"

Member Webster seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Marucci; Members Chumer, Clarke, Huber, Kiracofe, Loughman, Rotando and Webster

NOES: None

E. Resolution Awarding a Contract for Stiles Avenue Water Main Replacement

SMCMUA advertised and received bids for the contract entitled Stiles Avenue Water Main Replacement Project. Seven bids were received on September 5, 2024. The bids were reviewed by SMCMUA's Engineering Manager as set forth in a memorandum dated September 5, 2024, a copy of which was reviewed by the Members. The Authority's Engineering Manager recommended that the contract be awarded to Shauger Property Services, Inc., for its low,

responsible and responsive bid of \$3,215,330.00 as permitted by the Local Public Contracts Law. Member Rotando offered the following resolution:

RESOLUTION NO. 101-24

RESOLUTION AWARDING A CONTRACT FOR STILES AVENUE WATER MAIN REPLACEMENT

“COPY ANNEXED”

Member Huber seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Marucci; Members Chumer, Clarke, Huber, Kiracofe, Loughman, Rotando and Webster

NOES: None

F. Resolution Awarding a Contract for Professional Engineering Services in connection with the Jones Woods 0.3 MG Tank Project

The Authority requested a proposal from Mumford-Bjorkman Associates, Inc. (MBA) for professional engineering services in connection with the Jones Woods Tank (0.3 MG) Improvements Project. The proposal dated September 3, 2024, in the not to exceed amount of \$75,600.00, was reviewed by the Engineering Manager as set forth in a memorandum dated September 5, 2024, a copy of which was reviewed by the Members. This Contract is being awarded without public bidding as a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and in compliance with N.J.S.A. 19:44A-20.5 (Pay-to-Play Law). MBA has completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract. Member Rotando offered the following resolution:

RESOLUTION NO. 102-24

RESOLUTION AWARDING A CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH THE JONES WOODS 0.3 MG TANK PROJECT

“COPY ANNEXED”

Member Webster seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Marucci; Members Chumer, Clarke, Huber, Kiracofe, Loughman, Rotando and Webster

NOES: None

- G. Resolution Awarding a Contract for Professional Engineering Services in connection with Geographic Information Systems and Hydraulic Modeling Services using Bentley WaterGEMS

The Authority requested a proposal from Larson Design Group (LDG) for professional engineering services in connection with geographic information systems and hydraulic modeling services using Bentley WaterGEMS. The proposal dated August 30, 2024, in the not to exceed amount of \$268,500.00, was reviewed by the Engineering Manager as set forth in a memorandum dated September 5, 2024, a copy of which was reviewed by the Members. This Contract is being awarded without public bidding as a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and in compliance with N.J.S.A. 19:44A-20.5 (Pay-to-Play Law). LDG completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract. Member Chumer offered the following resolution:

RESOLUTION NO. 103-24

RESOLUTION AWARDING A CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH GEOGRAPHIC INFORMATION SYSTEMS AND HYDRAULIC MODELING SERVICES USING BENTLEY WATERGEMS

"COPY ANNEXED"

Member Loughman seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Marucci; Members Chumer, Clarke, Huber, Kiracofe, Loughman, Rotando and Webster

NOES: None

- H. Resolution Authorizing Change Order No. 2 for Repair of Jones Woods Access Drive

The Authority entered into a contract with T.R. Weniger, Inc., dated June 13, 2024, for repair of Jones Woods Access Drive at a maximum cost of \$195,450.00 ("Contract"). The Engineering Manager has advised by memorandum dated September 5, 2024, that a change order is needed. The overall increase will not exceed \$38,722.85, as more particularly set forth in the memorandum and the proposed change order, copies of which were reviewed by the Members. The Authority determined that the services to be performed are necessary and reasonable; and will benefit the Water System. Member Chumer offered the following resolution:

RESOLUTION NO. 104-24

RESOLUTION AUTHORIZING CHANGE ORDER NO. 2 FOR REPAIR OF JONES WOODS ACCESS
DRIVE

“COPY ANNEXED”

Member Rotando seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Marucci; Members Chumer, Clarke, Huber, Kiracofe, Loughman,
Rotando and Webster

NOES: None

- I. Resolution Authorizing Use of Vendors Under the Morris County Cooperative Pricing Council

The Authority is a participant in a Cooperative Pricing Agreement with the Morris County Cooperative Pricing Council ("MCCPC"). SMCMUA wishes to purchase a utility vehicle from Ciocca FMFL, Inc., an authorized vendor under the MCCPC, during the 2024 budget year. The purchase of work, materials and supplies through Cooperative Pricing Councils, such as the MCCPC, is authorized without additional advertising by the participants under Section 11 (5) of the Local Public Contracts Law, N.J.S.A. 40A:11-11(5). Ciocca FMFL, Inc., has been awarded a contract (Contract No. 15-C) by the MCCPC for and including the budget year 2024 for this item. The cost is estimated not to exceed \$76,434.00. Member Rotando offered the following resolution:

RESOLUTION NO. 105-24

RESOLUTION AUTHORIZING USE OF VENDORS UNDER THE MORRIS COUNTY COOPERATIVE
PRICING COUNCIL

“COPY ANNEXED”

Member Huber seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Marucci; Members Chumer, Clarke, Huber, Kiracofe, Loughman,
Rotando and Webster

NOES: None

- J. Resolution Increasing Authorized Amount for Use of Vendor through the State of New Jersey Cooperative Purchasing Program

The Authority is a participant in the State of New Jersey Cooperative Purchasing Program 1-NJCP ("NJCPP"). The purchases of goods and services by local contracting units through the State

agency without advertising is authorized under Section 12 of the Local Public Contracts Law, N.J.S.A. 40A:11-12. Barton & Cooney was awarded a contract (Contract No. 89331) for printing and mailing services by NJCPP. The Authority previously authorized the purchasing of such services for and including the budget year 2024 up to the amount of \$60,000.00, by Resolution No. 146-23 dated December 21, 2023. The Authority wishes to increase the amount authorized to purchase additional services from Barton & Cooney by \$30,000.00. The revised not to exceed amount for services is estimated not to exceed the revised amount stated of \$90,000.00. The Authority additionally wishes to purchase a mason dump truck from Route 23 Automall, LLC, an authorized vendor under NJCPP Contract No. 17-FLEET-00241, during the 2024 budget year. The cost of the vehicle is estimated not to exceed \$108,665.00. Member Rotando offered the following resolution:

RESOLUTION NO. 106-24

RESOLUTION INCREASING AUTHORIZED AMOUNT FOR USE OF VENDOR THROUGH THE STATE
OF NEW JERSEY COOPERATIVE PURCHASING PROGRAM

“COPY ANNEXED”

Member Webster seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Marucci; Members Chumer, Clarke, Huber, Kiracofe, Loughman, Rotando and Webster

NOES: None

- K. Resolution Authorizing an Energy Agent Contract with Gabel Associates, Inc., and Authorizing the Executive Director and, in his absence, the Principal Engineer, to Award a Contract and/or Reject Bids in Response to the Request for Bids for Electric Generation Service issued on behalf of the New Jersey Sewerage and Municipal Utility Authority Electrical Supply Aggregation

The Authority has participated in the formation and implementation of the New Jersey Sewerage and Municipal Utility Authority Electrical Supply Aggregation (“NJSMUAESA”), which is a consortium of New Jersey Sewerage and Municipal Utility Authorities formed for the purpose of soliciting and securing bids on an aggregated basis for electric generation service from licensed electric power suppliers pursuant to the provisions of the “Electric Discount and Energy Competition Act” (P.L. 1999, c.23, N.J.S.A. 48:3-49 et. seq., the “Act”), and thereby enjoying the benefits of joint purchasing and bulk power purchasing discounts. The existing electric power supply contracts for the Authority’s electric accounts, awarded and entered as a result of a bid conducted by the NJSMUAESA in March 2023 will expire upon the meter read dates in November 2024 and May 2025 for each Authority electric account. The Authority desires to continue its purchase of electric generation service for its electric accounts as a participant in the NJSMUAESA to derive the benefits of bulk purchasing discounts. The NJSMUAESA intends to issue a Request for Bids (“RFB”) on or about September 13, 2024, for the purpose of seeking bids for electric

generation service from licensed electric power suppliers to replace the current supply contracts scheduled to expire in November 2024 and May 2025. As a participant in the NJSMUAESA, the Authority requires the services of an "Energy Agent," as defined in the "Electric Discount and Energy Competition Act," to administer the bid process and arrange for the sale of retail electric generation service by a licensed retail electric power supplier to the Authority. The Authority previously approved the retention of Gabel Associates, Inc. as the Authority's Energy Agent in connection with the procurement of electricity supply for the Authority's electric accounts. The Energy Agent shall provide the Authority with services, including but not limited to, analyzing the Authority's energy needs, quantifying the Authority's load profile, developing an energy plan for the Authority, preparing bid specifications and, upon approval of the bid specifications, bidding a contract for the supply of electric generation service to the Authority. The Energy Agent shall not receive any monetary compensation directly from the Authority for the services to be provided. The Authority and the Energy Agent agree that the electricity supply contracts ("ESC") between the Authority and the awarded supplier(s) shall provide that the awarded supplier pay the Energy Agent a monthly administrative fee for each account served at a rate of \$.0005 per kilowatt-hour for all months of the ESC. Member Webster offered the following resolution:

RESOLUTION NO. 107-24

RESOLUTION AUTHORIZING AN ENERGY AGENT CONTRACT WITH GABEL ASSOCIATES, INC., AND AUTHORIZING THE EXECUTIVE DIRECTOR AND, IN HIS ABSENCE, THE PRINCIPAL ENGINEER, TO AWARD A CONTRACT AND/OR REJECT BIDS IN RESPONSE TO THE REQUEST FOR BIDS FOR ELECTRIC GENERATION SERVICE ISSUED ON BEHALF OF THE NEW JERSEY SEWERAGE AND MUNICIPAL UTILITY AUTHORITY ELECTRICAL SUPPLY AGGREGATION

"COPY ANNEXED"

Member Huber seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Marucci; Members Chumer, Clarke, Huber, Kiracofe, Loughman, Rotando and Webster

NOES: None

L. Resolution Ratifying Form for Requesting Public Records Pursuant to the Open Public Records Act

The Authority is subject to the provisions of the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. (the "Act"). The Act requires the Custodian of Public Records to adopt a form to be used for requests for access to Authority public records. Charles Maggio, the Authority's Custodian of Public Records, has adopted such a request form which was reviewed by the Members. Member Chumer offered the following resolution:

RESOLUTION NO. 108-24

RESOLUTION RATIFYING FORM FOR REQUESTING PUBLIC RECORDS PURSUANT TO THE OPEN
PUBLIC RECORDS ACT

“COPY ANNEXED”

Member Webster seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Marucci; Members Chumer, Clarke, Huber, Kiracofe, Loughman,
Rotando and Webster

NOES: None

M. Resolution Authorizing Extension of Agreement with PerformYard

The Authority entered into a one-year agreement dated September 26, 2023, with PerformYard for performance review platform services (the “Agreement”). In a memorandum dated, September 9, 2024, the HR Manager of the Authority recommended that the Agreement be extended for an additional period of two-years; a copy of which memorandum was reviewed by the Members. This purchase is being made without public bidding as being less than the bidding threshold of \$44,000.00 provided in the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.). PerformYard completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and will prohibit them from making any reportable contributions through the term of the agreement. Member Rotando offered the following resolution:

RESOLUTION NO. 109-24

RESOLUTION AUTHORIZING EXTENSION OF AGREEMENT WITH PERFORMYARD

“COPY ANNEXED”

Member Chumer seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Marucci; Members Chumer, Clarke, Huber, Kiracofe, Loughman,
Rotando and Webster

NOES: None

N. Report of the Personnel Committee

The Members reviewed a report of the Personnel Committee meeting held on August 22nd.

SUCH OTHER MATTER TO LEGALLY COME BEFORE THE BOARD

Member Kiracofe presented photos to Mr. Saskowitz submitted by Ann Cucci in honor of Mark Ferraro’s memory and his service to SMCMUA.

REPORTS

- A. Engineering Division – August 2024
- B. Finance Division – August 2024
 - 1. Human Resources – August 2024
- C. Information Technology Division – August 2024
- D. Operations Division – August 2024
- E. Operations Risk Management Division – August 2024
- F. Water Quality Division – August 2024

RESOLUTION AUTHORIZING CLOSED SESSION DISCUSSION

Chairman Marucci was advised by Counsel that the following item on the agenda may be excluded from the portion of the meeting open to the public pursuant to the exception set forth in the Open Public Meetings Act. He proposed a motion that a negotiations discussion be held in closed session pursuant to subsection 7 of Section 12b of the Open Public Meetings Act (NJSA 10:4-6 et seq.). Chairman Marucci offered the following resolution:

RESOLUTION NO. 110-24

RESOLUTION AUTHORIZING CLOSED SESSION DISCUSSION

“COPY ANNEXED”

Member Chumer seconded the motion which was duly adopted by the following vote:

- YEAS: Chairman Marucci; Members Chumer, Clarke, Huber, Kiracofe, Loughman, Rotando and Webster
- NOES: None

ADJOURNMENT

There being no further business, Member Rotando moved that the meeting be adjourned. Member Loughman seconded the motion which was duly adopted by the Members. The meeting adjourned at 8:26 PM.

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY



ALEXIS BOZZA
Assistant Secretary

SUNSHINE LAW STATEMENT

Adequate notice of this meeting has been provided in accordance with the provisions of the “Open Public Meetings Act”, in the following manner:

1. By posting a copy of the Annual Notice of SMCMUA’s regular meetings on the Bulletin Board at SMCMUA’s offices at 19 Saddle Road, Cedar Knolls, New Jersey, and by delivering copies of such notice for posting at similar public places in the municipal buildings of the Town of Morristown, the Townships of Hanover and Morris and the Borough of Morris Plains on February 5, 2024; and
2. By providing copies of the Annual Notice to the clerks of the Townships of Chatham, Harding, Mendham, Randolph and Parsippany-Troy Hills, the Boroughs of Florham Park, Madison and Wharton, and the County of Morris on February 5, 2024; and
3. By providing copies of the Annual Notice for publication to the Daily Record and the Star Ledger on February 5, 2024.



19 Saddle Road
 Cedar Knolls, NJ 07927
 (973) 326-6880
 (973) 326-6864
 customerservice@smcmua.org
 smcmua.org

Resolution No. 96-24

RESOLUTION AUTHORIZING PAYMENT OF SEPTEMBER 2024 LIST OF BILLS

BE IT RESOLVED that authorization is hereby granted to make payment of the following list of bills:

OPERATING FUND

Total Salary and Wages	\$	399,420.18
Total Operating Fund Checks and Wire Transfers	\$	978,214.04

CAPITAL FUND

Total Capital Fund Expenditures	\$	<u>334,620.95</u>
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TOTAL OF SEPTEMBER 2024 LIST OF BILLS	\$	1,712,255.17
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* * * * *

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on September 19, 2024.


 ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Max Huber	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: September 19, 2024

Board Members

Morristown:
 Arthur Clarke
 Max Huber

Morris Township:
 Michael Chumer
 Matthew Loughman

Morris Plains:
 Ralph R. Rotando
 Patricia Webster

Hanover Township:
 Nathan Kiracofe
 Nicola Marucci

Executive Director: Drew Saskowitz

Chief Financial Officer: Charles Maggio

TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds available (\$1,712,255.17) for payment of the resolution entitled Resolution Authorizing Payment of September 2024 List of Bills in SMCMUA's 2024 Budget.



CHARLES MAGGIO, Treasurer

Dated: September 19, 2024



19 Saddle Road
Cedar Knolls, NJ 07927
(973) 326-6880
(973) 326-6864
customerservice@smcmua.org
smcmua.org

Resolution No. 97-24

RESOLUTION REJECTING CERTAIN BIDS AS NON-RESPONSIVE AND
AUTHORIZING THE AWARD OF A CONTRACT FOR JANITORIAL SERVICES

WHEREAS, SMCMUA has advertised and received bids for a contract for janitorial services;
and

WHEREAS, four bids were received on September 5, 2024; and

WHEREAS, the bids have been reviewed by SMCMUA’s Operations Risk Manager as set forth in a memorandum dated September 17, 2024, a copy of which memorandum is annexed hereto as Exhibit A; and

WHEREAS, it has been determined that the lowest bid submitted by Excel Facility Services Group, in the amount of \$23,749.76, does not comply with the requirements outlined in the bid specifications, for the reasons specified in the memorandum; and

WHEREAS, it has further been determined that the second lowest bid submitted by Babco Services LLC, in the amount of \$27,024.00, failed to address certain curable deficiencies that were not included with its bid submission; and

WHEREAS, the Authority has reserved the right to reject any and all such unresponsive bids; and

WHEREAS, the Authority's Operations Risk Manager has recommended that the contract be awarded to North Jersey Friendship House for its low responsive bid of \$34,240.20 as permitted by the Local Public Contracts Law; and

WHEREAS, the Treasurer has certified that there are sufficient funds available in the 2024 Budget for the portion to be expended in 2024; the portion to be expended in 2025 is subject to funds being available in the 2025 Budget; and

NOW THEREFORE BE IT RESOLVED, by The Southeast Morris County Municipal Utilities Authority as follows:

Board Members

Morristown:
Arthur Clarke
Max Huber

Morris Township:
Michael Chumer
Matthew Loughman

Morris Plains:
Ralph R. Rotondo
Patricia Webster

Hanover Township:
Nathan Kiracofe
Nicola Marucci


Executive Director: Drew Saskowitz

Chief Financial Officer: Charles Maggio

1. That the low bids submitted by Excel Facility Services Group and Babco Services LLC on September 5, 2024, for janitorial services are hereby rejected as fatally defective and unresponsive.
2. That the contract be awarded to the third low bidder, North Jersey Friendship House, for its responsive bid in the amount of \$34,240.20.
3. That the Executive Director be and is hereby authorized and directed to execute a contract with respect to such services on behalf of the Authority in the manner provided by law.

* * * * *

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on September 19, 2024.


 ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Max Huber	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: September 19, 2024



- 19 Saddle Road
Cedar Knolls, NJ 07927
- (973) 326-6880
- (973) 326-6864
- customerservice@smcmua.org
- smcmua.org

MEMORANDUM

TO: SMCMUA Board

FROM: Celenia Mercado, Operations Risk Manager *CFM*

RE: Janitorial Services - Recommendation for Contract Award to North Jersey Friendship House

DATE: September 17, 2024

CC: Drew Saskowitz, Executive Director
Charles Maggio, CMFO, QPA, Chief Financial Officer
Alexis Bozza, QPA, Executive Administrative Assistant

The Authority advertised and received bids for the above referenced contract on 9/5/2024. Bid packages were obtained by twenty-nine (29) companies where four (4) companies, submitted. A breakdown of the bids received is provided below in Table 1.

**Table 1
Bid Summary**

Bidder	Total
Excel Facility Services Group	\$23,749.76
Babco Services LLC	\$27,024.00
North Jersey Friendship House	\$34,240.20
Finesse Services LLC	\$55,321.32

Scope

The contract covers daily cleaning tasks, periodic maintenance (monthly, quarterly, semi-annual, and annual), and deep cleaning services. These activities ensure our facilities remain clean, safe, and welcoming for both employees and visitors, while also upholding our professional image.

Drivers

The drivers behind the need for comprehensive janitorial services include:

1. **Health and Safety:** Regular cleaning reduces the spread of germs and ensures compliance with health standards, safeguarding both employees and visitors.
2. **Employee Well-being:** A clean and well-maintained environment promotes higher productivity and morale, creating a more efficient and pleasant workplace.
3. **Professional Image:** Clean, well-maintained facilities enhance the organization’s reputation, especially when interacting with external stakeholders and the public.
4. **Cost-Efficiency:** Regular maintenance prevents deterioration of assets, reducing long-term repair and replacement costs.
5. **Regulatory Compliance:** Consistent cleaning ensures adherence to industry regulations and health and safety standards, particularly in shared or high-traffic areas.

While Excel Facility Services Group submitted the lowest bid of \$23,749.76, their bid was disqualified as unresponsive due to the failure to provide a required bid bond by the specified deadline, in accordance with N.J.S.A. 40A:11-23.2 of the Local Public Contracts Law. This constitutes a fatal defect that cannot be remedied after submission, making their proposal ineligible for consideration. Babco Services LLC, the next lowest bidder, withdrew from the bidding process.

Therefore, we recommend awarding the contract to North Jersey Friendship House, the next lowest responsive and responsible bidder, with a total bid of \$34,240.20. North Jersey Friendship House has met all bid requirements and submitted the necessary documentation as specified.

The Treasurer has certified that sufficient funds are available in the Health, Safety and Security Services Budget for the portion of the Contract to be expended in 2024; portions to be expended in 2025 will be subject to funds being allocated in the 2025 Budget. Table 2 provides a summary of the accounts to be charged for this Contract.

**Table 2
Account Allocation**

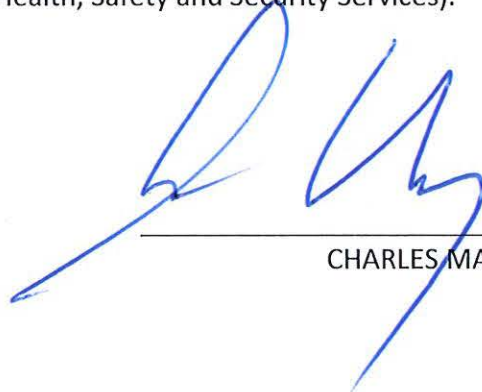
Description	Amount	Account	Year
Janitorial Services	\$8,065.98	Health, Safety and Security Services – 02-40-550-628	2024
Janitorial Services	\$26,174.22	Health, Safety and Security Services – 02-40-550-628	2025
Total	\$34,240.20		

TREASURER'S CERTIFICATION

I hereby certify funds for payment of a contract with North Jersey Friendship House for janitorial services as follows:

1. In 2024, funds are available in the amount of \$8,065.98.
2. In 2025, funds will be available, subject to the approval of the 2025 Budget, in the amount of \$26,174.22.

The total maximum amount of this contract will not exceed \$34,240.20. This item will be charged to Account No. 02-40-550-628 (Health, Safety and Security Services).



CHARLES MAGGIO, Treasurer

Dated: September 19, 2024



19 Saddle Road
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smcmua.org

Resolution No. 98-24

RESOLUTION AWARDING CONTRACT FOR LEAK DETECTION SURVEY SERVICES

WHEREAS, the Authority requested proposals for the provision of leak detection survey services from six companies where one submitted a proposal; and

WHEREAS, Northeast Water Technology (“NWT”), submitted a proposal dated September 9, 2024, for the providing of such services at a maximum amount of \$40,000.00; and

WHEREAS, this contract is being awarded without public bidding as not exceeding the bidding threshold of \$44,000 provided in the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.); and

WHEREAS, NWT has completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Treasurer has determined and certified in writing that the value of the Contract will exceed \$17,500; and

WHEREAS, the Treasurer has certified that there are sufficient funds available in the 2024 Budget for the portion to be expended in 2024; the portion to be expended in 2025 is subject to funds being available in the 2025 Budget; and

NOW THEREFORE, BE IT RESOLVED, by The Southeast Morris County Municipal Utilities Authority as follows:

Board Members

Morristown:
Arthur Clarke
Max Huber

Morris Township:
Michael Chumer
Matthew Loughman

Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nathan Kiracofe
Nicola Marucci

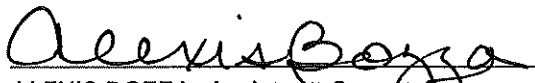
Executive Director: Drew Saskowitz

Chief Financial Officer: Charles Maggio

1. That the proposal received by Northeast Water Technology dated September 9, 2024, be and the same is hereby approved.
2. That the Executive Director be and is hereby authorized and directed to execute a contract with regard to said services on behalf of the Authority in the manner provided by law.

* * * * *

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on September 19, 2024.


 ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Max Huber	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: September 19, 2024



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Cedar Knolls, NJ 07927
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smcmua.org

MEMORANDUM

TO: SMCMUA Board

FROM: Drew Saskowitz, Executive Director *DS*

RE: Leak Detection Services

DATE: September 10, 2024

CC: Charles Maggio, Chief Financial Officer
Alexis Bozza, Executive Administrative Assistant

Requests for proposals were sent to six vendors for leak detection services. One proposal was received from Northeast Water Technology (NWT) of New Windsor, New York.

NWT submitted a comprehensive proposal, has previously provided services to the Authority, and is well-regarded in the region, serving numerous water purveyors. Their quoted per diem cost, inclusive of all expenses and documentation, is \$1,350 per scheduled day/night and \$1,850 per emergency day/night.

It is recommended that the Authority award a contract to Northeast Water Technology for an amount not to exceed \$40,000. The scope of work includes conducting leak detection surveys on up to 350 miles of various cast/ductile iron and concrete water mains. Note that individual water services are excluded from this scope, except as needed for pinpointing and sounding.

This contract will be awarded without public bidding as it falls below the bidding threshold outlined in the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.).

The Treasurer has certified that funds are available where this contract will be charged to Account No. 02-60-400-633, TRANS: Mains & Valves Maint.

TREASURER'S CERTIFICATION

I hereby certify that the not to exceed value of a contract with Northeast Water Technology for leak detection services is \$40,000.00. I further certify payment of this contract as follows:

1. In 2024, funds are available in the amount of \$10,000.00.
2. In 2025, funds will be available, subject to the approval of the 2025 Budget, in the amount of \$30,000.00.

This contract will be charged to Account No. 02-60-400-633, TRANS: Mains & Valves Maint.



CHARLES MAGGIO, Treasurer

Dated: September 19, 2024



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Cedar Knolls, NJ 07927
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Resolution No. 99-24

RESOLUTION AWARDING CONTRACT FOR WATER TREATMENT CHEMICALS
(SODIUM HYPOCHLORITE AND SODIUM BISULFITE)

WHEREAS, the Authority has advertised and received bids for water treatment chemicals;
and

WHEREAS, three bids were received on September 4, 2024; and

WHEREAS, the bids have been reviewed by SMCMUA's Water Quality Assistant Manager as set forth in a memorandum dated September 9, 2024, a copy of which memorandum is annexed hereto; and

WHEREAS, Miracle Chemical Company, Inc., has been determined to be the lowest qualified bidder for Sodium Hypochlorite and Sodium Bisulfite in the total maximum amount of \$145,565.00; and

WHEREAS, the Treasurer has certified that there are sufficient funds available in the 2024 Budget for the portion to be expended in 2024; the portion to be expended in 2025 is subject to funds being available in the 2025 Budget; and

NOW THEREFORE, BE IT RESOLVED, by The Southeast Morris County Municipal Utilities Authority as follows:

1. That a contract for Sodium Hypochlorite and Sodium Bisulfite be awarded to Miracle Chemical Company, Inc., in accordance with its bid submitted on September 5, 2024, in the amount of \$145,565.00.
2. That the Executive Director be and is hereby authorized and directed to execute a contract with regard to said services on behalf of the Authority in the manner provided by law.

* * * * *

Board Members

Morristown:
Arthur Clarke
Max Huber

Morris Township:
Michael Chumer
Matthew Loughman

Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nathan Kiracofe
Nicola Marucci

Executive Director: Drew Saskowitz

Chief Financial Officer: Charles Maggio

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on September 19, 2024.


ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Max Huber	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: September 19, 2024



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- smcmua.org

MEMORANDUM

TO: SMCMUA Board

FROM: Clare Peragine, Water Quality Assistant Manager *CP*

RE: Water Treatment Chemicals

DATE: September 9, 2024

CC: Drew Saskowitz, Executive Director
Charles Maggio, Chief Financial Officer
Alexis Bozza, Executive Administrative Assistant

The Authority advertised and received bids for the above referenced contract on September 5, 2024. Bid packages were obtained by 21 companies where three companies submitted bids as summarized in the table below.

Bidder	Bid Item 1 Sodium Hypochlorite		Bid Item 2 Sodium Bisulfite		Bid Item 3 Sodium Hydroxide 50% w/w		Total
	Price per gallon	Total	Price per pound	Total	Price per gallon	Total	
Miracle Chemical Co.	\$2.52	\$141,120.00	\$0.889	\$4,445.00	No Bid		\$145,565.00
Kuehne Chemical Co. Inc.	\$10.00	\$560,000.00	No Bid		No Bid		\$560,000.00
George S. Coyne Chemical Co., Inc.	No Bid		\$1.0487	\$5,243.50	No Bid		\$5,243.50

It is recommended that a contract for Bid Item 1, Sodium Hypochlorite, and Bid Item 2, Sodium Bisulfite, be awarded to Miracle Chemical Company for its low, responsive and responsible bid. No bids were submitted for Bid Item 3, Sodium Hydroxide 50% w/w. The total not to exceed amount of the contract is \$145,565. The Treasurer has certified that sufficient funds are available in the 2024 Budget for the portion to be expended in 2024; the portion to be expended in 2025 will be subject to approval of the 2025 Budget.

Description	Account	2024	2025	Total
Water Treatment and Pumping: Treatment Chemicals	02-70-400-637	\$23,304.96	\$122,260.04	\$145,565.00

TREASURER'S CERTIFICATION

I hereby certify that sufficient funds are available for payment of a contract with Miracle Chemical Company, Inc., for water treatment chemicals as follows:

1. In 2024, funds are available in the amount of \$23,304.96; and
2. In 2025, funds will be available in the amount of \$122,260.04 subject to the approval of the 2025 Budget.

The total maximum amount of this contract will not exceed \$145,565.00. This contract will be charged to Account No. 02-70-400-637 (Water Treatment and Pumping: Treatment Chemicals).



CHARLES MAGGIO, Treasurer

Dated: September 19, 2024



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Resolution No. 100-24

RESOLUTION AUTHORIZING EXTENSION OF CONTRACT FOR
CORROSION CONTROL TREATMENT CHEMICALS

WHEREAS, the Authority has entered into a contract dated February 1, 2023, with George S. Coyne Chemical Co., Inc. (the "Contractor") for Corrosion Control Treatment Chemicals, which was duly awarded and approved by resolution dated December 15, 2022 (the "Contract"); and

WHEREAS, the Contract was for an initial term of one year with options to renew by the Authority under certain conditions as permitted by N.J.S.A. 40A:11-15 of the Local Public Contracts Law; and

WHEREAS, the Contract was renewed for an additional one year period by resolution duly adopted on January 18, 2024; and

WHEREAS, the Water Quality Assistant Manager of the Authority has recommended that the Contract be extended for an additional period of one year; and

WHEREAS, the Members of the Authority hereby find, based upon the memorandum of the Water Quality Assistant Manager dated September 9, 2024, a copy of which is annexed hereto, that the services are being performed by the Contractor under the Contract in an effective and efficient manner; and

WHEREAS, the extension will be on the same terms and conditions, including price, set forth in the existing Contract; and

WHEREAS, the maximum cost to the Authority is \$307,698.25 covering a one-year period; and

WHEREAS, the Treasurer will certify that there are sufficient funds available for the portions to be expended in 2025 and 2026, subject to the approval of the 2025 and 2026 Budgets respectively; and

NOW THEREFORE, BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority as follows:

Board Members

Morristown:
Arthur Clarke
Max Huber

Morris Township:
Michael Chumer
Matthew Loughman

Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nathan Kiracofe
Nicola Marucci

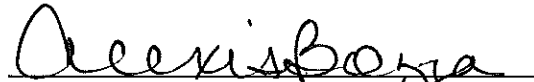
Executive Director: Drew Saskowitz

Chief Financial Officer: Charles Maggio

1. The term of the Contract dated February 1, 2023, between the Authority and George S. Coyne Chemical Co., Inc., for the provision of Corrosion Control Treatment Chemicals be and the same is hereby extended for an additional period of one year at a contract price of \$307,698.25 as provided in the Contract and permitted by the Local Public Contracts Law (N.J.S.A. 40A:11-15);
2. The extension shall be on the same terms and conditions, including price, set forth in the original Contract dated February 1, 2023, which Contract was awarded by the Authority by resolution duly adopted on December 15, 2022;
1. The Executive Director and Assistant Secretary be and they are hereby authorized and directed to execute and deliver an extension agreement or other document as may be required, and approved by the General Counsel, in order to effectuate the intent of this resolution.

* * * * *

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on September 19, 2024.


 ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Max Huber	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: September 19, 2024



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- (973) 326-6864
- customerservice@smcmua.org
- smcmua.org

MEMORANDUM

TO: SMCMUA Board

FROM: Clare Peragine, Water Quality Assistant Manager ^{CP}

RE: Corrosion Control Treatment Chemicals

DATE: September 9, 2024

CC: Drew Saskowitz, Executive Director
Charles Maggio, Chief Financial Officer
Alexis Bozza, Executive Administrative Assistant

George S. Coyne Chemical Company Inc. ("Coyne") was previously awarded the above referenced contract. Originally authorized by Resolution No. 140-22 on December 15, 2022, the contract was for a one-year term (Original Term) with an annual not-to-exceed amount of \$307,698.25. On January 18, 2024, Resolution No. 02-24 authorized a one-year extension under the same terms and conditions, including price. This contract is set to expire on January 31, 2025. The original term of the Contract was for a period of one (1) year with provision for one two-year or two one-year extensions upon certain conditions, subject to the Members of the Authority determining, at their sole discretion, that services are being effectively and efficiently delivered.

In accordance with the contract provisions, I have assessed that Coyne's services are indeed being provided effectively and efficiently. Therefore, I recommend extending the contract for an additional one-year period under the same terms and conditions, including price. Coyne has expressed interest in extending the current contract, and pending approval, a contract extension document will be prepared and sent to Coyne for execution.

The Treasurer will certify that adequate funds are available in the 2025 and 2026 Budgets, contingent upon their approval. This item will be charged as follows:

Account No.	Account Name	2025	2026	Total
02-70-400-637	Treatment and Pumping: Treatment Chemicals	\$282,056.72	\$25,641.53	\$307,698.25

TREASURER'S CERTIFICATION

I hereby certify the availability of funds for payment of a contract extension with George S. Coyne Chemical Co., Inc. for Corrosion Control Treatment Chemicals as follows:

1. In 2025, funds will be available in the amount of \$282,056.72, subject to the approval of the 2025 Budget; and
2. In 2026, funds will be available in the amount of \$25,641.53, subject to the approval of the 2026 Budget.

The total maximum amount of this one-year contract extension will not exceed \$307,698.25. This item will be charged to Account No. 02-70-400-637 (Treatment and Pumping: Treatment Chemicals).



CHARLES MAGGIO, Treasurer

Dated: September 19, 2024



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Resolution No. 101-24

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR THE
STILES AVENUE WATER MAIN REPLACEMENT PROJECT

WHEREAS, SMCMUA has advertised and received bids for the contract entitled Stiles Avenue Water Main Replacement Project; and

WHEREAS, seven bids were received on September 5, 2024; and

WHEREAS, the bids have been reviewed by SMCMUA’s Engineering Manager as set forth in a memorandum dated September 5, 2024, a copy of which memorandum is annexed hereto; and

WHEREAS, the Authority's Engineering Manager has recommended that the contract be awarded to Shauger Property Services, Inc., for its low, responsible and responsive bid of \$3,215,330.00 as permitted by the Local Public Contracts Law; and

WHEREAS, the Treasurer has certified that funds are available in the 2024 Capital Budget; and

NOW THEREFORE BE IT RESOLVED, by The Southeast Morris County Municipal Utilities Authority as follows:

1. That the contract be awarded to the low bidder, Shauger Property Services, Inc., for its bid in the amount of \$3,215,330.00.
2. That the Executive Director be and is hereby authorized and directed to execute a contract with respect to such Project on behalf of the Authority in the manner provided by law.

* * * * *

Board Members

Morristown:
Arthur Clarke
Max Huber

Morris Township:
Michael Chumer
Matthew Loughman

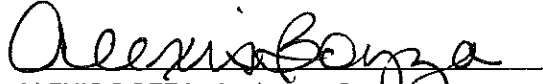
Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nathan Kiracofe
Nicola Marucci

Executive Director: Drew Saskowitz

Chief Financial Officer: Charles Maggio

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on September 19, 2024.


ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Max Huber	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: September 19, 2024



MEMORANDUM

TO: SMCMUA Board

FROM: Sophia (Heng) Dyer, PE, Engineering Manager **SD**

RE: Recommendation of Award – Stiles Avenue Water Main Replacement Project

DATE: 9/5/24

CC: Drew Saskowitz, LOR, Executive Director
Charles Maggio, CMFO, QPA, Chief Financial Officer
Alexis Bozza, QPA, Executive Administrative Assistant

The referenced contract was advertised for public bids pursuant to the Local Public Contracts Law. Refer to Bid Summary Table for details.

Project Scope

The project consists of installation of approximately 9,000 linear feet of 8-inch ductile iron pipe and the installation of associated fire hydrants and copper services as shown on the Contract Drawings. The project is located along Stiles Avenue, Homer Avenue, Carlyle Avenue, Central Avenue, Hawthorne Avenue, Maple Avenue, Diana Road and Burch Drive in Morris Plains.

Bid Review and Recommendation

It is recommended that a contract be awarded to Shauger Property Services, Inc. for its low, responsive, and responsible bid submitted on 9/5/24, for a total not-to-exceed maximum amount of \$3,215,330.00.

The Treasurer has certified that sufficient funds are available in the 2024 Budget.

Description of Account	Account	Budget Year	Amount
Main Rehabilitation and Replacement	CAPITAL: 02-00-500-499	2024	\$3,215,330.00

Stiles Avenue Water Main Replacement Bid Summary
 Bid Opening Date: September 5, 2024

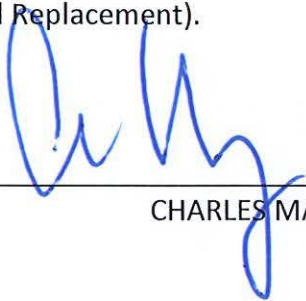
Bid Item	Description	Units	Quantity	Shauger Property Services Inc.		MSP Construction Corp.		Conquest		PM Construction		Underground Utilities, Corp.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Maintenance and Protection of Traffic	LS	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
2	Mobilization and Demobilization	LS	1	\$10,000.00	\$10,000.00	\$90,000.00	\$90,000.00	\$10,000.00	\$10,000.00	\$100,000.00	\$100,000.00	\$75,000.00	\$75,000.00
3	Test Pit Excavation	CY	50	\$100.00	\$5,000.00	\$50.00	\$2,500.00	\$300.00	\$15,000.00	\$1.00	\$50.00	\$300.00	\$15,000.00
4	Excavation, Additional Depth, If and Where Directed	CY	400	\$1.00	\$400.00	\$1.00	\$400.00	\$0.01	\$4.00	\$1.00	\$400.00	\$1.00	\$400.00
5	Excavation and Removal of Rock, If and Where Directed	CY	50	\$100.00	\$5,000.00	\$1.00	\$50.00	\$0.01	\$0.50	\$1.00	\$50.00	\$1.00	\$50.00
6	Fer HMA Milling, 3-Inches or Less	SY	26,250	\$5.80	\$152,250.00	\$4.50	\$118,125.00	\$5.85	\$151,562.50	\$4.00	\$105,000.00	\$5.00	\$131,250.00
7	Infrared Pavement Restoration	SF	150	\$50.00	\$7,500.00	\$72.00	\$10,800.00	\$30.00	\$4,500.00	\$1.00	\$150.00	\$25.00	\$3,750.00
8	Hot Mix Asphalt Driveway Restoration, 2" Thick	SY	50	\$90.00	\$4,500.00	\$85.00	\$4,250.00	\$100.00	\$5,000.00	\$100.00	\$5,000.00	\$5.00	\$2,500.00
9	Hot Mix Asphalt Base Course	TONS	2,240	\$80.00	\$179,200.00	\$95.00	\$212,800.00	\$0.01	\$22.40	\$100.00	\$224,000.00	\$38.00	\$85,120.00
10	Hot Mix Asphalt Surface Course	TONS	3,230	\$106.00	\$333,000.00	\$102.00	\$329,460.00	\$102.00	\$329,460.00	\$100.00	\$323,000.00	\$100.00	\$323,000.00
11	Granite Block Curb Restoration	LF	100	\$1.00	\$100.00	\$50.00	\$5,000.00	\$20.00	\$2,000.00	\$100.00	\$10,000.00	\$40.00	\$4,000.00
12	4-inch Thick Concrete Sidewalk Restoration	SY	30	\$1.00	\$30.00	\$125.00	\$3,750.00	\$20.00	\$600.00	\$150.00	\$4,500.00	\$120.00	\$3,600.00
13	6-inch Thick Concrete Driveway Apron Restoration	SY	20	\$1.00	\$20.00	\$150.00	\$3,000.00	\$55.00	\$1,100.00	\$150.00	\$3,000.00	\$150.00	\$3,000.00
14	Paver Block Restoration	SY	5	\$1.00	\$5.00	\$200.00	\$1,000.00	\$200.00	\$500.00	\$500.00	\$500.00	\$2,500.00	\$12,500.00
15	4"-8" Wide Thermoplastic Line Striping	LF	900	\$5.50	\$4,950.00	\$2.00	\$1,800.00	\$2.00	\$1,800.00	\$2.00	\$1,800.00	\$2.50	\$2,250.00
16	12"-24" Wide Thermoplastic Line Striping	LF	600	\$12.00	\$7,200.00	\$6.00	\$3,600.00	\$3.00	\$1,800.00	\$6.00	\$3,600.00	\$10.00	\$6,000.00
17	Topsoiling, Seeding and Mulching	SY	500	\$8.00	\$4,000.00	\$10.00	\$5,000.00	\$10.00	\$5,000.00	\$10.00	\$5,000.00	\$5.00	\$2,500.00
18	Furnishing and Installing New Ductile Iron Water Mains 6-Inch Diameter	LF	350	\$125.00	\$43,750.00	\$150.00	\$52,500.00	\$200.00	\$70,000.00	\$140.00	\$49,000.00	\$150.00	\$52,500.00
19	Furnishing and Installing New Ductile Iron Water Mains 8-Inch Diameter	LF	9,800	\$130.00	\$1,274,000.00	\$154.00	\$1,509,200.00	\$227.00	\$2,224,600.00	\$140.00	\$1,372,000.00	\$165.00	\$1,617,000.00
20	Installing Tie-in to Existing Water System	Each	17	\$4,000.00	\$68,000.00	\$2,500.00	\$42,500.00	\$2,000.00	\$34,000.00	\$800.00	\$13,600.00	\$1,600.00	\$27,200.00
21	Furnishing and Installing Corporation, Up to 1-inch Diameter:	EA	235	\$1,400.00	\$329,000.00	\$1,200.00	\$282,000.00	\$700.00	\$164,500.00	\$800.00	\$188,000.00	\$1,600.00	\$376,000.00
22	Furnishing and Installing Corporation, 1-1/2-inch to 2" Diameter	EA	2	\$9,000.00	\$18,000.00	\$1,500.00	\$3,000.00	\$700.00	\$1,400.00	\$1,000.00	\$2,000.00	\$2,500.00	\$5,000.00
23	Furnishing and Installing 12"as" Tapping Sleeve and Gate Valve	EA	1	\$14,000.00	\$14,000.00	\$12,000.00	\$12,000.00	\$25,000.00	\$25,000.00	\$10,000.00	\$10,000.00	\$14,000.00	\$14,000.00
24	Gate Valve, 6-inch Diameter	EA	17	\$3,000.00	\$51,000.00	\$2,000.00	\$34,000.00	\$2,000.00	\$34,000.00	\$3,000.00	\$51,000.00	\$4,000.00	\$68,000.00
25	Gate Valve, 8-inch Diameter	EA	66	\$3,000.00	\$198,000.00	\$2,700.00	\$178,200.00	\$3,000.00	\$198,000.00	\$4,000.00	\$264,000.00	\$5,000.00	\$330,000.00
26	Furnishing and Installing Fire Hydrants	EA	17	\$7,000.00	\$119,000.00	\$10,000.00	\$170,000.00	\$5,000.00	\$85,000.00	\$8,000.00	\$136,000.00	\$10,000.00	\$170,000.00
27	Furnishing and Installing Copper Service Lins, Up to 1-inch Diameter	LF	5,000	\$10.00	\$50,000.00	\$10.00	\$50,000.00	\$40.00	\$200,000.00	\$80.00	\$400,000.00	\$1.00	\$5,000.00
28	Furnishing and Installing Copper Service Line, 1-1/2-inch to 2-inch Diameter:	LF	50	\$45.00	\$2,250.00	\$50.00	\$2,500.00	\$40.00	\$2,000.00	\$100.00	\$5,000.00	\$1.00	\$50.00
29	Furnishing and Installing New Curb Steps 1-inch Curb Stop	EA	235	\$425.00	\$99,875.00	\$1,200.00	\$282,000.00	\$700.00	\$164,500.00	\$800.00	\$188,000.00	\$1,600.00	\$376,000.00
30	Furnishing and Installing New Curb Stop, 1-1/2-inch to 2-inch Diameter:	EA	2	\$650.00	\$1,300.00	\$1,500.00	\$3,000.00	\$700.00	\$1,400.00	\$1,000.00	\$2,000.00	\$2,500.00	\$5,000.00
31	Decommissioning of Tee	EA	31	\$1,000.00	\$31,000.00	\$1.00	\$31.00	\$500.00	\$15,500.00	\$2,000.00	\$62,000.00	\$200.00	\$6,200.00
32	Decommissioning of Hydrant	EA	17	\$1,500.00	\$25,500.00	\$500.00	\$8,500.00	\$500.00	\$8,500.00	\$500.00	\$8,500.00	\$200.00	\$3,400.00
33	Crew Downtime	Crew HR	25	\$1,000.00	\$25,000.00	\$1,375.00	\$34,375.00	\$100.00	\$2,500.00	\$800.00	\$20,000.00	\$1,100.00	\$27,500.00
34	Allowance	ALLOW	1	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
TOTAL BID AMOUNT:					\$3,215,330.00		\$3,516,091.00		\$3,821,249.40		\$3,908,050.00		\$3,937,695.00

Total price on bid page, \$1200, calculation error

Bid Item	Description	Units	Quantity	Pacific Construction		Montana Construction Corp Inc.	
				Unit Price	Total Price	Unit Price	Total Price
1	Maintenance and Protection of Traffic	LS	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
2	Mobilization and Demobilization	LS	1	\$125,000.00	\$125,000.00	\$120,000.00	\$120,000.00
3	Test Pit Excavation	CY	50	\$65.00	\$3,250.00	\$125.00	\$6,250.00
4	Excavation, Additional Depth, If and Where Directed	CY	400	\$15.00	\$6,000.00	\$1.00	\$400.00
5	Excavation and Removal of Rock, If and Where Directed	CY	50	\$150.00	\$7,500.00	\$1.00	\$50.00
6	Fer HMA Milling, 3-Inches or Less	SY	26,250	\$4.52	\$118,650.00	\$5.00	\$131,250.00
7	Infrared Pavement Restoration	SF	150	\$60.00	\$9,000.00	\$40.00	\$6,000.00
8	Hot Mix Asphalt Driveway Restoration, 2" Thick	SY	50	\$24.00	\$1,200.00	\$45.00	\$2,250.00
9	Hot Mix Asphalt Base Course	TONS	2,240	\$80.00	\$179,200.00	\$85.00	\$190,400.00
10	Hot Mix Asphalt Surface Course	TONS	3,230	\$106.00	\$342,380.00	\$100.00	\$323,000.00
11	Granite Block Curb Restoration	LF	100	\$60.00	\$6,000.00	\$70.00	\$7,000.00
12	4-inch Thick Concrete Sidewalk Restoration	SY	30	\$80.00	\$2,400.00	\$90.00	\$2,700.00
13	6-inch Thick Concrete Driveway Apron Restoration	SY	20	\$85.00	\$1,700.00	\$100.00	\$2,000.00
14	Paver Block Restoration	SY	5	\$200.00	\$1,000.00	\$200.00	\$1,000.00
15	4"-8" Wide Thermoplastic Line Striping	LF	900	\$1.90	\$1,710.00	\$2.00	\$1,800.00
16	12"-24" Wide Thermoplastic Line Striping	LF	600	\$5.70	\$3,420.00	\$8.00	\$4,800.00
17	Topsoiling, Seeding and Mulching	SY	500	\$50.01	\$25,005.00	\$5.00	\$2,500.00
18	Furnishing and Installing New Ductile Iron Water Mains 6-Inch Diameter	LF	350	\$150.00	\$52,500.00	\$180.00	\$63,000.00
19	Furnishing and Installing New Ductile Iron Water Mains 8-Inch Diameter	LF	9,800	\$179.00	\$1,744,200.00	\$205.00	\$2,009,000.00
20	Installing Tie-in to Existing Water System	Each	17	\$4,000.00	\$68,000.00	\$2,500.00	\$42,500.00
21	Furnishing and Installing Corporation, Up to 1-inch Diameter:	EA	235	\$3,000.00	\$705,000.00	\$300.00	\$70,500.00
22	Furnishing and Installing Corporation, 1-1/2-inch to 2" Diameter	EA	2	\$9,500.00	\$19,000.00	\$500.00	\$1,000.00
23	Furnishing and Installing 12"as" Tapping Sleeve and Gate Valve	EA	1	\$10,000.00	\$10,000.00	\$12,000.00	\$12,000.00
24	Gate Valve, 6-inch Diameter	EA	17	\$2,500.00	\$42,500.00	\$2,000.00	\$34,000.00
25	Gate Valve, 8-inch Diameter	EA	66	\$2,400.00	\$158,400.00	\$2,000.00	\$132,000.00
26	Furnishing and Installing Fire Hydrants	EA	17	\$10,000.00	\$170,000.00	\$7,500.00	\$127,500.00
27	Furnishing and Installing Copper Service Lins, Up to 1-inch Diameter	LF	5,000	\$20.00	\$100,000.00	\$60.00	\$300,000.00
28	Furnishing and Installing Copper Service Line, 1-1/2-inch to 2-inch Diameter:	LF	50	\$25.00	\$1,250.00	\$80.00	\$4,000.00
29	Furnishing and Installing New Curb Steps 1-inch Curb Stop	EA	235	\$250.00	\$58,750.00	\$350.00	\$82,750.00
30	Furnishing and Installing New Curb Stop, 1-1/2-inch to 2-inch Diameter:	EA	2	\$500.00	\$1,000.00	\$700.00	\$1,400.00
31	Decommissioning of Tee	EA	31	\$500.00	\$15,500.00	\$1,200.00	\$37,200.00
32	Decommissioning of Hydrant	EA	17	\$1,500.00	\$25,500.00	\$5,000.00	\$85,000.00
33	Crew Downtime	Crew HR	25	\$1,000.00	\$25,000.00	\$1,375.00	\$34,375.00
34	Allowance	ALLOW	1	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
TOTAL BID AMOUNT:					\$4,190,837.40		\$4,969,110.00

TREASURER'S CERTIFICATION

I hereby certify funds are available in the 2024 Capital Budget for payment of a contract with Shauger Property Services, Inc., for the Stiles Avenue Water Main Replacement Project. The total maximum amount of this contract will not exceed \$3,215,330.00. This item will be charged to Account No. 02-00-500-499 (Main Rehabilitation and Replacement).



CHARLES MAGGIO, Treasurer

Dated: September 19, 2024



19 Saddle Road
Cedar Knolls, NJ 07927
(973) 326-6880
(973) 326-6864
customerservice@smcmua.org
smcmua.org

Resolution No. 102-24

RESOLUTION AUTHORIZING AWARD OF A PROFESSIONAL SERVICE CONTRACT FOR
PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH
THE JONES WOODS TANK (0.3 MG) IMPROVEMENTS PROJECT

WHEREAS, the Authority requested a proposal from Mumford-Bjorkman Associates, Inc. (MBA) for professional engineering services in connection with the Jones Woods Tank (0.3 MG) Improvements Project; and

WHEREAS, the proposal dated September 3, 2024, in the not to exceed amount of \$75,600.00, was reviewed by the Engineering Manager as set forth in a memorandum dated September 5, 2024, a copy of which is annexed hereto; and

WHEREAS, this Contract is being awarded without public bidding as a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and in compliance with N.J.S.A. 19:44A-20.5 (Pay-to-Play Law); and

WHEREAS, MBA has completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Treasurer has determined and certified in writing that the value of the Contract will exceed \$17,500; and

WHEREAS, the Treasurer has certified that sufficient funds are available in the 2024 Budget; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that notice of the awarding of professional service contracts be printed once in a newspaper authorized by law to publish the Authority's legal advertisement;

Board Members

Morristown:
Arthur Clarke
Max Huber

Morris Township:
Michael Chumer
Matthew Loughman

Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nathan Kiracofe
Nicola Marucci

Executive Director: Drew Saskowitz

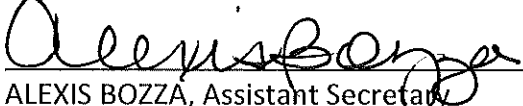
Chief Financial Officer: Charles Maggio

NOW THEREFORE BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority as follows:

1. That the proposal of Mumford-Bjorkman Associates, Inc., dated September 3, 2024, for professional engineering services in connection with the Jones Woods Tank (0.3 MG) Improvements Project, be and the same is hereby accepted and approved at a total not-to-exceed maximum amount of \$75,600.00.
2. The Executive Director be and is hereby authorized and directed to execute a Professional Service Contract on behalf of the Authority.
3. This contract is awarded without competitive bidding as a "Professional Service Contract" in accordance with the Local Public Contracts Law because the services to be rendered are professional services as therein defined; and
4. Copies of this Resolution shall be filed in the office of the Secretary of SMCMUA and in the respective offices of the Clerks of the Township of Hanover, the Township of Morris, the Town of Morristown and the Borough of Morris Plains, and notice of the award shall be printed once in the Daily Record in accordance with the Local Public Contracts Law.

* * * * *

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on September 19, 2024.


 ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Max Huber	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: September 19, 2024



MEMORANDUM

TO: SMCMUA Board

FROM: Sophia (Heng) Dyer, PE, Engineering Manager SD

RE: Recommendation of Award – Professional Services in Connection with Jones Wood Tank (0.3MG) Improvements

DATE: 9/5/24

CC: Drew Saskowitz, LOR, Executive Director
Charles Maggio, CMFO, QPA, Chief Financial Officer
Alexis Bozza, QPA, Executive Administrative Assistant

Mumford-Bjorkman Associates, Inc. (MBA) submitted a proposal for professional services in connection with the Jones Wood Tank (0.3 MG) Improvements Project.

Project Scope

Services to be provided in support of the tank capital improvement project include design phase consultation, bid phase consultation, contract administration and daily inspection services.

Proposal Review and Recommendation for Award

It is recommended that a contract be awarded to MBA in the total not-to-exceed maximum amount of \$75,600.00.

The Treasurer has certified that sufficient funds are available in the 2024 Budget.

Description of Account	Account	Budget Year	Amount
Tank Improvements	CAPITAL: 02-00-500-495	2024	75,600.00



MBA

MUMFORD-BJORKMAN ASSOCIATES, INC

September 3, 2024

Mrs. Sophia Dyer, PE
Southeast Morris County Municipal Utilities Authority
19 Saddle Road
Cedar Knolls, NJ 07927

Re: Consulting and Inspection Services
300,000 gallon Jones Woods Tank

Dear Mrs. Dyer, PE:

Mumford-Bjorkman Associates (MBA) is pleased to submit a proposal in accordance with your August 22, 2024, RFP for the above referenced project.

We believe our past experience with Southeast Morris County Municipal Utilities Authorities (SMCMUA) Tanks, coupled with our extensive water tank and coatings knowledge accrued over the past 30+ years, make MBA an exceptionally qualified firm to serve you and SMCMUA. As requested, below are the services we can provide for this project.

SCOPE of WORK and PRICING

1. Design Phase Consultation

A complete set of project specifications is the key to getting a tank rehabilitated and painted with a coating system that will provide a long service life. MBA's technical specifications are thorough, concise, and only reference relevant OSHA, SSPC, NACE, AWWA, and NJAC standards that are specific to your tank. They also protect our customers by including critical verbiage regarding containment, and ensuring that OSHA standards are met.

In this instance a complete final draft of Division 1 and the Technical Specification shall be provided by SMCMUA for MBA to review.

Our cost to review the owner's existing specifications and documentation for a fixed rate of two hundred dollars (\$200) per hour, inclusive of all expenses. We anticipate that approximately fifteen hours (15) will be required. Total not to exceed cost for this phase will be three thousand dollars (\$3,000.00), inclusive of all expenses.

2. Bid Phase Consultation

MBA will be present during the pre-bid meeting and will assist SMCMUA during the bidding phase, answering any questions and assisting SMCMUA with preparing an addendum, if required. Our attendance at the pre-bid meeting will be billed at our daily inspection rate of \$1,300.00 (one thousand three hundred dollars) per day, inclusive of all expenses. Our cost to assist with answering of questions and assisting with addendum preparation will be billed at two hundred dollars (\$200) per hour, inclusive of all expenses. We anticipate approximately ten (10) hours will be required. Total not to exceed cost for this phase will be three thousand three hundred dollars (\$3,300.00) inclusive of all expenses.

3. Contract Administration

MBA provides project consulting and contract administration services for many of our clients, and will work with you and SMCMUA through the entire rehabilitation process. Over the course of the project, MBA can:

- Assist with coordinating cell antenna relocations (if necessary).
- Review contractor submittals and shop drawings.
- Review progress payments and change order requests.
- Provide interpretation of project specifications if disputes arise, and provide clarifications and respond to requests for information/requests for clarification (RFI/RFC) as required.
- Review submitted Contractor QC Reports and photographs for discrepancies and proper adherence to specifications.
- Provide technical expertise regarding tank repairs and coatings.

Pricing for these services is two hundred dollars (\$200) per hour, inclusive of all expenses. Travel time for meetings and site visits will be charged at this rate. We anticipate that approximately 20 hours will be required. Unused time will not be billed. Total not to exceed cost for this phase will be four thousand dollars (\$4,000.00) inclusive of all expenses.

Note: If meetings are held on site during rehabilitation and MBA personnel already on site (ie: our Daily Inspector) attend, then there will be no charge for attendance at meeting. If additional personnel are required, then this charge will be assigned.

4. Daily Inspection Services

MBA's primary service is providing resident inspectors during the repair and painting of water storage tanks. Our inspectors have various certifications from NACE and SSPC, now known as AMPP. All successfully completed confined space entry training and fall prevention training, are well versed in proper and safe rigging practices, and actively enter and gain access to all work areas on a daily basis.

As your inspection firm, we will represent you during the coating phase of the tank project. MBA will verify that the specification is followed by the Contractor, and we will serve as your technical advisor, assisting you throughout the course of the tank rehabilitation project.

At the start of the project, we strongly recommend a pre-construction meeting with the contractor to review the scope of work, your expectations, and go over site specific requirements. We find these meetings lead to a smoother running project.

Once cleaning and coating operations start on site, we will provide full-time daily inspection during production work, at which time our inspector will:

- A. Evaluate the surface preparation, the quality of the blast, and the profile as stated within the specification and requirements set forth in SSPC and NACE.
- B. Review the application during painting to verify that the Contractor is applying the coating within the limits of the specification and manufacturer's product data sheets.
- C. Verify the ambient weather conditions using a digital dewmeter. The temperatures, relative humidity and dew point will be recorded to determine if the application of the coatings is within the limitations of the specification and manufacturer's product data sheets.
- D. Review the mixing prior to the application of any coating, to determine if the mixing of the materials is proper and correct, and in accordance with the specification and manufacturer's product data sheets. If there is a required set up time, our inspector will see that the material has set in accordance with the paint manufacturer's product data sheets.
- E. Measure the dry film thickness of the coating by a dry film thickness gauge, as stipulated in the specification. The gauge will be calibrated, using the National Bureau of Standard Shims or shims provided by the gauge manufacturer. The

- procedure for calibration and operation of the gauge will be in accordance with SSPC-PA2.
- F. Thoroughly inspect the surfaces, prior to applying the intermediate or finish coat, to verify that they are clean and free of all foreign materials. All oil, grease, or dirt should be removed by the Contractor in accordance with SSPC-SP1, Solvent Cleaning, prior to applying the next coat.
 - G. Perform holiday testing, if required in the specification, on the designated surfaces using a holiday detector. Our inspector will perform the testing, utilizing the Contractor's rigging, as long as it is deemed safe.
 - H. Properly check each coating that has been applied for adequate cure prior to applying the next coat. The limits and requirements set forth in the specification and manufacturer's product data sheets shall be followed.

Over the course of the project and upon completion, MBA will submit daily inspection reports with details about the work, enhanced with digital photographs taken periodically throughout the project. MBA project managers are updated daily about project status and completion, and can provide same day notification should on-site events warrant notification of you and SMCMUA. Otherwise, our Daily Inspection reports and photographs will be compiled and forwarded to you digitally approximately every two weeks.

Pricing for full-time painting observation services is one thousand three hundred (\$1,300) per day for work performed in 2025, inclusive of all expenses. Based on similarly sized tanks with a similar scope of work, MBA estimates that this tank will require the approximately thirty days of full time inspection.

Attendance at the pre-construction meeting will be charged at this rate. There will be no extra charges for overtime or weekend work. Holidays will be billed at 1.5 times the daily rate. Days will be billed by the day. Unused days will not be billed.

5. Allowance

In the pricing summary below, the requested allowance is listed for unforeseen tasks authorized by SMCMUA.

6. Pricing Summary

		<u>Price/ Unit</u>	<u>#</u>	<u>Total</u>
1. Design Phase Consultation		\$200	15	\$3,000
2. Bid Phase Consultation	Pre-Bid Meeting	\$1,300	1	\$1,300
	Assistance during bidding phase	\$200	10	\$2,000
3. Contract Administration		\$200	20	\$4,000
4. Daily Inspection Services		\$1,300	31	\$40,300
5. Allowance		\$25,000	1	\$25,000
			TOTAL	\$75,600

CONCLUSION

For over thirty years, MBA has provided quick, reliable service, including emergency same-day assistance, to local municipalities, engineering firms, and water companies. Our growth, numerous repeat customers, and word-of-mouth recommendations are all a result of our primary focus: customer satisfaction.

We appreciate this opportunity to continue our work with you and the Southeast Morris County Municipal Utilities Authority. If you should have any questions, please email me, at mike@mbatanks.com, or call our office at (302) 655-8234. For more information on our company and inspection services, please visit our website at www.mbatanks.com.

Yours truly,

Mumford-Bjorkman Associates, Inc.



Michael F. Catts, Jr.
President

TREASURER'S CERTIFICATION

I hereby certify that the maximum amount of the contract to be awarded to Mumford-Bjorkman Associates, Inc., for professional engineering services in connection with the Jones Woods Tank (0.3 MG) Improvements Project is \$75,600.00.

I further certify that funds are available for payment of same which will be charged to Capital Account No. 02-00-500-495 (Tank Improvement).



CHARLES MAGGIO, Treasurer

Dated: September 19, 2024



 19 Saddle Road
 Cedar Knolls, NJ 07927
 (973) 326-6880
 (973) 326-6864
 customerservice@smcmua.org
 smcmua.org

Resolution No. 103-24

RESOLUTION AUTHORIZING AWARD OF A PROFESSIONAL SERVICE CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH GEOGRAPHIC INFORMATION SYSTEMS AND HYDRAULIC MODELING SERVICES USING BENTLEY WATERGEMS

WHEREAS, the Authority requested a proposal from Larson Design Group (LDG) for professional engineering services in connection with geographic information systems and hydraulic modeling services using Bentley WaterGEMS; and

WHEREAS, the proposal dated August 30, 2024, in the not to exceed amount of \$268,500.00, was reviewed by the Engineering Manager as set forth in a memorandum dated September 5, 2024, a copy of which is annexed hereto; and

WHEREAS, this Contract is being awarded without public bidding as a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and in compliance with N.J.S.A. 19:44A-20.5 (Pay-to-Play Law); and

WHEREAS, LDG has completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Treasurer has determined and certified in writing that the value of the Contract will exceed \$17,500; and

WHEREAS, the Treasurer has certified that sufficient funds are available in the 2024 Budget; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that notice of the awarding of professional service contracts be printed once in a newspaper authorized by law to publish the Authority's legal advertisement;

Board Members

Morristown:
Arthur Clarke
Max Huber

Morris Township:
Michael Chumer
Matthew Loughman

Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nathan Kiracofe
Nicola Marucci

Executive Director: Drew Saskowitz

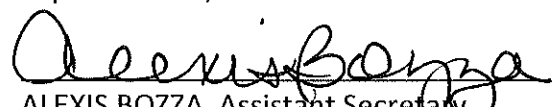
Chief Financial Officer: Charles Maggio

NOW THEREFORE BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority as follows:

1. That the proposal of Larson Design Group (LDG) for professional engineering services in connection with geographic information systems and hydraulic modeling services using Bentley WaterGEMS, be and the same is hereby accepted and approved at a total not-to-exceed maximum amount of \$268,500.00.
2. The Executive Director be and is hereby authorized and directed to execute a Professional Service Contract on behalf of the Authority.
3. This contract is awarded without competitive bidding as a "Professional Service Contract" in accordance with the Local Public Contracts Law because the services to be rendered are professional services as therein defined; and
4. Copies of this Resolution shall be filed in the office of the Secretary of SMCMUA and in the respective offices of the Clerks of the Township of Hanover, the Township of Morris, the Town of Morristown and the Borough of Morris Plains, and notice of the award shall be printed once in the Daily Record in accordance with the Local Public Contracts Law.

* * * * *

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on September 19, 2024.


 ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Max Huber	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: September 19, 2024



MEMORANDUM

TO: SMCMUA Board
FROM: Sophia (Heng) Dyer, PE, Engineering Manager SD
RE: Recommendation of Award – Professional Services in Connection with GIS and Hydraulic Modeling with Larson Design Group
DATE: 9/5/24
CC: Drew Saskowitz, LOR, Executive Director
Charles Maggio, CMFO, QPA, Chief Financial Officer
Alexis Bozza, QPA, Executive Administrative Assistant
Nicholas Buono, IT Director

Larson Design Group (LDG) submitted a proposal for professional services in connection with GIS and hydraulic modeling services.

Project Scope

LDG has been providing GIS technical and support services to SMCMUA since 2019. LDG has been providing hydraulic modeling services since 2023. The scope covers tasks outlined in the GIS master plan document for calendar year 2025 as well as improvements needed to be made to the hydraulic model. They include,

- GIS Infrastructure Support – server and patches support, enterprise updates and enhancements and activity monitoring
• Operations and office workflows modifications and improvements
• Data accuracy through field verification
• Asset management workshop (as part of the business utility management program)
• Training – GIS and hydraulic modeling

Proposal Review and Recommendation for Award

It is recommended that a contract be awarded to Larson Design Group in the total not-to-exceed maximum amount of \$268,500.00 The Treasurer has certified that sufficient funds are available in the 2024 Budget.

Table with 4 columns: Description of Account, Account, Budget Year, Amount. Row 1: Professional Services, CAPITAL 02-00-500-488, 2024, \$268,500.00



August 30, 2024

Mrs. Sophia (Heng) Dyer, PE – Engineering Manager
Southeast Morris County Municipal Utilities Authority
19 Saddle Road
Cedar Knolls, NJ 07927

Re: Proposal for 2025 GIS Support Services

Dear Mrs. (Heng) Dyer,

Larson Design Group (LDG) values our relationship with Southeast Morris County Municipal Utilities Authority (SMCMUA), and we are excited about the opportunity to continue our involvement with the GIS Program. In support of continued GIS support, strategy, system updates, enhanced GIS workflows, integration, and training, the following is a breakdown of the GIS task and fee for 2025.

Primary Tasks:

Task 1: GIS Infrastructure Support

LDG will provide ongoing technical support for existing SMCMUA enterprise deployment, Database Architecture, Utility Network ArcGIS Pro processes, and Web GIS Support. Support tasks will include database administration, enterprise patches, updates, and troubleshooting issues; utility network support and enhancements; desktop processes; and web GIS administration support.

- Server Patches and Updates
- General Enterprise Support
- Utility Network upgrade to Latest Version
- Utility Network Support / Enhancements
- Enterprise Upgrade to 11.5
- ArcGIS Monitor

Task 2: Applications / Workflows

LDG will provide ongoing support for the existing operations and office workflows that rely on GIS applications and processes. LDG will support the workflows by adding database enhancements, application enhancements, scripts, automations, reports, and processes. Our team will also troubleshoot problems and issues if and when they arise. LDG will be available to train new and existing staff on the documented processes when needed.

Existing workflows and products:

- Hydrant Inspections (enhance with latest field maps release)
- Valve Inspections (enhance with latest field maps release)
- Leak Investigation

Larson Design Group

3000 Westinghouse Drive, Suite 400, Cranberry Township, PA 16066
724.591.8562 | larsondesigngroup.com



- Safety Forms / Checklists (enhance with web hooks)
- Field Verification and Collection Workflows
- Lead Service Line Inventories
- Hubs / Public-facing Applications.
- Rave Notification Workflows (enhance)
- Dashboards

New workflows

- Water quality
- Lease Service Line Workflow
 - Workflows to track replacement
 - Report to DEP
- DEP Reporting as part of the water quality Act
- Meter replacement workflows
- Operations Workflow Enhancements
- New Hub Applications
- Applications to enhance communication with other agencies

Task 3: Round 2 Accuracy

Round 2 accuracy will focus on field verification of mapping discrepancies, as-builts and other drawings, new construction, and phase two of curb stop collection. Our team will assist SMCMUA with field work, editing workflows, QA/QC, and other collection workflows. LDG will document and properly train field staff on SMCMUA standards for updating and editing features when water distribution features are uncovered.

Taks related to Round two data collection relate to

- Field Data Collection
- Field Verification
- QA/QC
- Training
- Documentation

Task 4: Utility Network Enhancements

In support of SMCMUA initiatives to build a digital twin our team will further extend the utility network. We will build enhancement to network the inside of buildings, create associations, containments, and create attribute rules to support workflow automation. The Utility Network is the centralized database of record on which the majority of the data, maps and applications rely. Versions and database administrations tasks are necessary to properly maintain the network and keep the database and elements in good working order. The Utility network is very stable and support products and workflows across the platform. The next step in the Utility Network is enhancement. We will further customize the database to better visualize, Manage, and Automate tasks.



Network enhancements will include

- Enhancement to trace configurations
- Meter / customer associations
- Attribute Rules and Automation
- Enhancements to the interior of structures
- Containments in containments for interior space – structure data
- Configuring licenses when we move to 11.5 next summer
- Other enhancements

Task 5: Training

It is important for staff to understand, correct behaviors, and reinforcing processes. This helps build synergy and inter department workflows. Training informs staff of not only the processes and tools but highlights the importance of data and how that data is being used by other departments. Onboarding and recurring training will educate and reinforce workflows. The training will focus on Inspection and data collection workflows, reports, Isolation Traces, Editing, using Applications, and scenarios and updates to the hydraulic model. The training will consist of in person and virtual training. Our team will also create onboarding training videos for new staff that will be made available during orientation.

Training Will include:

- Field Inspection and Collection workflows
- ArcGIS Pro editing Workflows
- Isolation Trace / Rave Notification Workflows
- ArcGIS Pro Editing Workflows
- Staff Assessment
- Hydraulic Model training

Task 6: Data Updates and Maintenance

LDG will work with the SMCMUA engineering department to migrate data, update attributes, and update the geometry in the Utility Network database.

The anticipated work and level of effort associated with these tasks will be:

- Digitizing and conflating engineer drawings supplied by SMCMUA in an appropriate format.



- As-builts
- Construction Drawings
- Design Drawings
- Easements
- Attachments

Task 7: Asset Management Workshop / Report

The Asset Management workshop will be held during the first quarter of 2025 with a finished memo by March 31st, 2024.

Asset Management Workshop will identify areas where SMCMUA would benefit from an asset management system. We will also look at what asset management means to each department. We will set up a survey to solicit feed back and have a one-day workshop at SMCMUA

- Get feedback from Various SMCMUA department
- What does asset management mean to departments
- What are must haves
- What would you like to get out of a system
- Features and capabilities
- What systems need to be integrated

Task 8: Engineering and Related GIS Support

This task will focus on engineering and additional GIS related engineering support. As part of this task, we will create a pilot project modeling the interior of one of SMCMUA water distribution buildings. Our team will use Lyca Scanners to model the interior facilities in CAD. We will work with SMCMUA to identify the building and level of modeling. The remainder of the budget will be allocated to support and related engineering tasks for asset management and Integration projects

Tasks	Fee Not to Exceed
Task 1: GIS Infrastructure Support	\$30,000.00
Task 2: New / Existing Workflow Enhancements	\$42,000.00
Task 3: Round 2 Accuracy	\$35,000.00
Task 4: Utility Network Enhancements	\$25,000.00
Task 5: Training	\$30,000.00
Task 6: Data Updates / Maintenance	\$35,000.00
Task 7: Asset Management Workshop / Report	\$16,000.00
Task 8: Engineering and Related GIS Support	\$50,000.00



Expenses:	\$5,500.00
Total:	\$268,500.00

The tasks and not-to-exceed amounts are based on LDG's understanding of the SMCMUA GIS Program and the skillsets utilized to support previous requests for support.

Timeline / Benchmarks (assuming November start date)

Task 1: GIS Infrastructure Support

- Year-long support (upgrades and patches coordinated with SMCMUA IT)

Task 2: New and Existing Workflows

- Year-long support for all new existing GIS workflows

Task 3: Round 2 Accuracy

- April / May look at Round 2 field work and verification tasks

Task 4: Utility Network Enhancements

- Year-long support for Utility Network and new enhancements

Task 5: Training

- Quarter 2 GIS Training
- Quarter 2 Hydraulic Model Training
- Quarter 1 Create GIS Onboarding Videos

Task 6: Data Updates / Maintenance

- Year-long data updates and maintenance

Task 7: Asset Management Workshop / Memo

- Survey 123 questionnaire (**January 6th–10th**)
- Compile the results (**January 20th–24th**)
- 1 day in-person Asset Management workshop (**February 3rd –February 7th**) or a date that works for SMCMUA
- Preliminary asset management memo for review **March 7th**
- Final Asset management memo **March 28th**

Task 8: Engineering / Related GIS Support

- Select facility / level of modeling (**May**)
- Onsite scanning of facility (**June 2nd- 6th**)
- Model Review (**July**)
- Final modeled facility (**August**)

Deliverable

Task 1: GIS Infrastructure Support

- Support / update documentation as needed.

Task 2: New and Existing Workflows



- Support / update documentation as needed.
- Task 3: Round 2 Accuracy
- Task 4: Utility Network Enhancements
- Support / update documentation as needed
- Task 5: Training
- Support / create and update training documentation
 - GIS and Hydraulic model documentation
 - Training videos
- Task 6: Data Updates / Maintenance
- Task 7: Asset Management Workshop
- Survey 123 Questionnaire
 - Preliminary memo
 - Final memo
- Task 8: Engineering / Related GIS Services
- Preliminary Model
 - Final Model

LDG 2025 Rates

Position	Hourly Rate
Project Manager	\$160.00
Sr. Systems Engineer / Sr. GIS Analyst	\$150.00
GIS Analyst	\$115.00
Sr. GIS Technician	\$95.00
GIS Technician	\$80.00
Planner	\$106.00
Sr. Planner	\$145.00
Hydraulic Modeler	\$150.00

If you have any questions, please feel free to contact Matt Kalcich at LDG's Williamsport, PA office at 570.651.1575 or via mcalcich@larsondesigngroup.com

Sincerely,

LARSON DESIGN GROUP



Wesley Backer
Vice President, Planning & GIS

cc: M. Kalcich, W. Baker

GTS/gts

TREASURER'S CERTIFICATION

I hereby certify that the maximum amount of the contract to be awarded to Larson Design Group (LDG) for professional engineering services in connection with geographic information systems and hydraulic modeling services using Bentley WaterGEMS is \$268,500.00.

I further certify that funds are available for payment of same which will be charged to Capital Account No. 02-00-500-488 (Professional Services).



CHARLES MAGGIO, Treasurer

Dated: September 19, 2024



 19 Saddle Road
 Cedar Knolls, NJ 07927
 (973) 326-6880
 (973) 326-6864
 customerservice@smcmua.org
 smcmua.org

Resolution No. 104-24

RESOLUTION AUTHORIZING CHANGE ORDER NO. 2 FOR
REPAIR OF JONES WOODS ACCESS DRIVE

WHEREAS, the Authority entered into a contract with T.R. Weniger, Inc., dated June 13, 2024, for repair of Jones Woods Access Drive at a maximum cost of \$195,450.00 (“Contract”); and

WHEREAS, the Engineering Manager has advised by memorandum dated September 5, 2024, that a change order is needed; and

WHEREAS, the overall increase will not exceed \$38,722.85, as more particularly set forth in the memorandum and the proposed change order, copies of which are annexed hereto; and

WHEREAS, the Authority has determined that the services to be performed are necessary and reasonable; and will benefit the Water System; and

WHEREAS, funds are available and have been certified by the Treasurer;

NOW THEREFORE, BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority as follows:

1. The proposed change order annexed hereto be and the same is hereby approved.
2. The Executive Director or the Chief Financial Officer be and are hereby authorized to execute and deliver the said change order for SMCMUA.

* * * * *

Board Members

Morristown:
Arthur Clarke
Max Huber

Morris Township:
Michael Chumer
Matthew Loughman

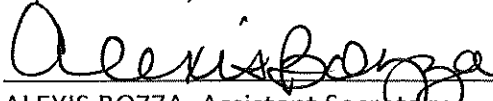
Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nathan Kiracofe
Nicola Marucci

Executive Director: Drew Saskowitz

Chief Financial Officer: Charles Maggio

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on September 19, 2024.


ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Max Huber	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: September 19, 2024



MEMORANDUM

TO: SMCMUA Board

FROM: Sophia (Heng) Dyer, PE, Engineering Manager SD

RE: Recommendation of Change Order #2 – Repair of Jones Woods Access Drive

DATE: 9/5/24

CC: Drew Saskowitz, LOR, Executive Director
Charles Maggio, CMFO, QPA, Chief Financial Officer
Alexis Bozza, QPA, Executive Administrative Assistant

SMCMUA Board awarded a contract to TR Weniger, Inc. in connection to the referenced project per Resolution 66-24, dated June 13, 2024. The original contract amount was \$195,450.00 including an allowance of \$60,000.00. There was one (1) previous ‘no dollar’ change order (as defined by SMCMUA’s legal counsel), that reduced the allowance value to \$36,587.75 but did not change the overall contract price.

Project Scope

The project was completed, and the Contractor demobilized from the site. Two days later a major storm came through the area and caused damage to the newly paved access drive. The access drive is proposed to be repaired and reinforced in the areas of damage. Additionally, the repairs will be extended approximately 500 feet to stabilize an area that was not included in the original scope of work and to eliminate washout of the gravel drive over a pedestrian foot bridge.

Change Order Request and Recommendation

The Engineering Division requests an amendment to the current contract for \$38,722.85 as per Change Order No. 2 (attached). The Treasurer has certified sufficient funds are available in the 2024 Budget.

Description of Account	Account	Budget Year	Amount Requested
Tank Improvements	CAPITAL: 02-00-500-495	2024	38,722.85



19 Saddle Road
 Cedar Knolls, NJ 07927
 (973) 326-6880
 (973) 326-6864
 customerservice@smcmua.org
 smcmua.org

CHANGE ORDER NO. 2

CONTRACTOR: T.R. WENIGER, INC 1900 NEW BRUNSWICK AVENUE PISCATAWAY, NJ 08854	DATE: 8/26/2024 CONTRACT: REPAIR OF JONES WOODS ACCESS DRIVE PAGE: 1 OF 1
OWNER: Southeast Morris County Municipal Utilities Authority 19 Saddle Road Cedar Knolls, NJ 07927	ENGINEER: SMCMUA Engineering Department 19 Saddle Road Cedar Knolls, NJ 07927

LIST OF ATTACHMENTS: Contractor's breakdown of additional trenching

To Contractor:
 In accordance with N.J.A.C. 5:34-4 and the Contract Documents, you are hereby advised of the following changes in the contract quantities or in the case of supplementary work, you agree to its performance by your firm at the prices stated:

ITEM NO.	DESCRIPTION	UNIT	PREVIOUS QUANTITY	W/CHANGE ORDERS	UNIT PRICE	NET INCREASE/ DECREASE	REASON FOR CHANGE
3	Dense Graded Aggregate	Tons	500	451.91	\$ 50.00	\$ (2,404.50)	Note 1
4	2-Inch Clean Stone	Tons	371.83	646.79	\$ 75.00	\$ 20,622.00	Note 1
5	Rip Rap	Tons	100	123.42	\$ 100.00	\$ 2,342.00	Note 1
9	Underground Enclosure	Each	2	0.00	\$ 500.00	\$ (1,000.00)	Note 1
11	Allowance for Additional Work	Allow	\$ 36,587.75	\$ -	-	\$ (36,587.75)	Note 2
14S	Additional Trench-Equipment and Labor	LS	0	1	\$ 19,850.00	\$ 19,850.00	Note 3
15S	Native Seed Mix Premium	LS	0	1	\$ 601.10	\$ 601.10	Note 4
16S	Erosion Repairs-labor and equipment	LS	0	1	\$ 14,000.00	\$ 14,000.00	Note 5
17S	Split Rail Fence	LS	0	1	\$ 300.00	\$ 300.00	Note 6
18S	New Work-trail Start labor and equipment	LS	0	1	\$ 7,000.00	\$ 7,000.00	Note 7
19S	New Work-trail end labor and equipment	LS	0	1	\$ 14,000.00	\$ 14,000.00	Note 7

- Note 1: Rectified quantities with original estimate
- Note 2: Utilized allowance to pay for additional items
- Note 3: Additional erosion became evident during construction
- Note 4: Neighbors requested a custom native seed mix which was much more expensive than the previously requested mix.
- Note 5: Immediately after contractor demobilized a large storm hit the area and eroded parts of the trail (8/18/24)
- Note 6: Fence determined necessary for safety
- Note 7: Additional work outside original project limits damaged by large storm

CHANGE IN CONTRACT PRICE	
ORIGINAL CONTRACT PRICE:	\$ 195,450.00
NET CHANGES FROM PREVIOUS COs	
CONTRACT PRICE PRIOR TO THIS CHANGE ORDER:	\$ 195,450.00
NET (INCREASE OR DECREASE) OF THIS CHANGE ORDER:	\$ 38,722.85
CONTRACT PRICE WITH ALL APPROVED CHANGE ORDERS:	\$ 234,172.85

CHANGE IN CONTRACT TIME	
ORIGINAL CONTRACT COMPLETION DATE:	
NET CHANGES FROM PREVIOUS COs (calendar days):	
COMPLETION DATE PRIOR TO THIS CHANGE ORDER:	
CALENDAR DAY (INCREASE OR DECREASE) OF THIS CO:	
COMPLETION DATE WITH ALL APPROVED COs:	

RECOMMENDED BY:
 SMCMUA PROJECT MANAGER/ENGINEER

 8/26/2024

ACCEPTED BY:
 T.R. WENIGER, INC

 8-28-24
 SIGNATURE: _____ DATE
 Timothy Weniger, Jr.
 NAME PRINTED: _____ DATE

RECOMMENDED BY:
 SMCMUA ENGINEERING DEPARTMENT

 8/26/2024

APPROVED BY:
 SOUTHEAST MORRIS COUNTY MUA EXECUTIVE DIRECTOR

 DREW SASKOWITZ DATE

REVIEWED BY:
 SOUTHEAST MORRIS COUNTY MUA CHIEF FINANCIAL OFFICER

 CHARLES MAGGIO DATE

Estimate Certificate

For Work Performed and Material Furnished in the Construction of:

Repair of Jones Wood Access Drive
SMCMUA

Contractor:
T. R. Weniger, Inc.
1900 New Brunswick Ave
Piscataway, NJ 08854

Erosion Repairs

Item	Description	Unit	Unit Price	Original Contract Quantity	Amended Contract Quantity	Quantity Prev. Allowed	Quantity Allowed This Est.	Quantity Allowed to Date	Total Amt. Allowed to Date	Amount Due This Estimate
1	Crew Rate with Equipment	Day	\$ 7,000.00	2.00		-	2.00	2.00	\$ 14,000.00	\$ 14,000.00
2	Rip-rap	Ton	\$ 100.00	50.00		-	50.00	50.00	\$ 5,000.00	\$ 5,000.00
3	1.5" Stone	Ton	\$ 75.00	100.00		-	100.00	100.00	\$ 7,500.00	\$ 7,500.00
4	Fence	LS	\$ 300.00	1.00		-	1.00	1.00	\$ 300.00	\$ 300.00
TOTAL									\$ 26,800.00	\$ 26,800.00

New Work Trail End

Item	Description	Unit	Unit Price	Original Contract Quantity	Amended Contract Quantity	Quantity Prev. Allowed	Quantity Allowed This Est.	Quantity Allowed to Date	Total Amt. Allowed to Date	Amount Due This Estimate
1	Crew Rate with Equipment	Day	\$ 7,000.00	2.00		-	2.00	2.00	\$ 14,000.00	\$ 14,000.00
2	1.5" Stone	Ton	\$ 75.00	100.00		-	100.00	100.00	\$ 7,500.00	\$ 7,500.00
TOTAL									\$ 21,500.00	\$ 21,500.00

New Work Trail Start

Item	Description	Unit	Unit Price	Original Contract Quantity	Amended Contract Quantity	Quantity Prev. Allowed	Quantity Allowed This Est.	Quantity Allowed to Date	Total Amt. Allowed to Date	Amount Due This Estimate
1	Crew Rate with Equipment	Day	\$ 7,000.00	1.00		-	1.00	1.00	\$ 7,000.00	\$ 7,000.00
2	Rip-rap	Ton	\$ 100.00	25.00		-	25.00	25.00	\$ 2,500.00	\$ 2,500.00
3	1.5" Stone	Ton	\$ 75.00	25.00		-	25.00	25.00	\$ 1,875.00	\$ 1,875.00
TOTAL									\$ 11,375.00	\$ 11,375.00

TREASURER'S CERTIFICATION

I hereby certify additional funds in the amount of \$38,722.85 are available in the 2024 Budget for payment of a change order to the contract for repair of the Jones Woods access drive to T.R. Weniger, Inc., dated June 13, 2024, for a revised not to exceed contract amount of \$234,172.85. This item will be charged to Capital Account No. 02-00-500-495 (Tank Improvements).



CHARLES MAGGIO, Treasurer

Dated: September 19, 2024



- 19 Saddle Road
Cedar Knolls, NJ 07927
- (973) 326-6880
- (973) 326-6864
- customerservice@smcmua.org
- smcmua.org

Resolution No. 105-24

RESOLUTION AUTHORIZING USE OF VENDOR UNDER THE
MORRIS COUNTY COOPERATIVE PRICING COUNCIL

WHEREAS, the Authority is a participant in a Cooperative Pricing Agreement with the Morris County Cooperative Pricing Council ("MCCPC"); and

WHEREAS, SMCMUA wishes to purchase a utility vehicle from Ciocca FMFL, Inc., an authorized vendor under the MCCPC, during the 2024 budget year; and

WHEREAS, the purchase of work, materials and supplies through Cooperative Pricing Councils, such as the MCCPC, is authorized without additional advertising by the participants under Section 11 (5) of the Local Public Contracts Law, N.J.S.A. 40A:11-11(5); and

WHEREAS, Ciocca FMFL, Inc., has been awarded a contract (Contract No. 15-C) by the MCCPC for and including the budget year 2024 for this item; and

WHEREAS, the cost is estimated not to exceed \$76,434.00; and

WHEREAS, the Treasurer has certified the availability of funds in the 2024 Budget;

NOW THEREFORE, BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority that Ciocca FMFL, Inc., be authorized for use for the budget year 2024 to purchase a utility vehicle.

* * * * *

Board Members

Morristown:
Arthur Clarke
Max Huber

Morris Township:
Michael Chumer
Matthew Loughman

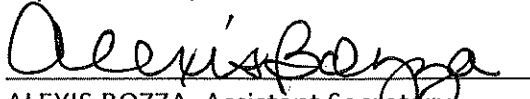
Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nathan Kiracofe
Nicola Marucci

Executive Director: Drew Saskowitz

Chief Financial Officer: Charles Maggio

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on September 19, 2024.


ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Max Huber	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: September 19, 2024

TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds available (\$76,434.00) in SMCMUA's 2024 Budget for the purchase of a utility vehicle from Ciocca FMFL, Inc. This item will be charged to Account No 02-00-500-487 (Vehicles and Equipment).



CHARLES MAGGIO, Treasurer

Dated: September 19, 2024



19 Saddle Road
Cedar Knolls, NJ 07927
(973) 326-6880
(973) 326-6864
customerservice@smcmua.org
smcmua.org

Resolution No. 106-24

RESOLUTION INCREASING AUTHORIZED AMOUNT FOR USE OF VENDOR UNDER
THE STATE OF NEW JERSEY COOPERATIVE PURCHASING PROGRAM

WHEREAS, the Authority is a participant in the State of New Jersey Cooperative Purchasing Program 1-NJCP ("NJCPP"); and

WHEREAS, the purchases of goods and services by local contracting units through the State agency without advertising is authorized under Section 12 of the Local Public Contracts Law, N.J.S.A. 40A:11-12; and

WHEREAS, Barton & Cooney was awarded a contract (Contract No. 89331) for printing and mailing services by NJCPP; and

WHEREAS, the Authority previously authorized the purchasing of such services for and including the budget year 2024 up to the amount of \$60,000.00, by Resolution No. 146-23 dated December 21, 2023; and

WHEREAS, the Authority wishes to increase the amount authorized to purchase additional services from Barton & Cooney by \$30,000.00; and

WHEREAS, the revised not to exceed amount of services is estimated not to exceed the revised amount stated of \$90,000.00; and

WHEREAS, the Authority additionally wishes to purchase a mason dump truck from Route 23 Automall, LLC, an authorized vendor under NJCPP Contract No. 17-FLEET-00241, during the 2024 budget year; and

WHEREAS, the cost of the vehicle is estimated not to exceed \$108,665.00; and

WHEREAS, the Treasurer of the Authority has certified the availability of funds for these items in the 2024 Budget;

NOW THEREFORE BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority as follows:

Board Members

Morristown:
Arthur Clarke
Max Huber

Morris Township:
Michael Chumer
Matthew Loughman

Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nathan Kiracofe
Nicola Marucci

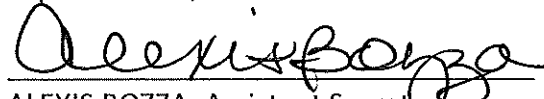
Executive Director: Drew Saskowitz

Chief Financial Officer: Charles Maggio

1. The authorized amount for printing and mailing services by Barton & Cooney be and is hereby increased by \$30,000.00 for a revised not to exceed amount of \$90,000.00; and
2. SMCMUA is authorized to purchase a mason dump truck from Route 23 Automall, LLC, in the not to exceed amount of \$108,665.00.

* * * * *

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on September 19, 2024.


 ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Max Huber	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: September 19, 2024

TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds available in the 2024 Budget to purchase work, materials and supplies from the vendors listed below through the State of New Jersey Cooperative Purchasing Program 1-NJCP in 2024. The costs are estimated not to exceed the amounts stated:

CONTRACT	VENDOR	ITEMS	CONTRACT EXP DATE	BUDGET ACCT #	ACCOUNT NAME	INITIAL AMOUNT	REVISED AMOUNT
89331	Barton & Cooney	Printing & Mailing Services	09/30/24	02-40-400-617 02-92-492-659	Customer Service and Collections: Customer Record and Collection, Lockbox Other: Contingency	\$60,000	\$90,000

CONTRACT	VENDOR	ITEMS	CONTRACT EXP DATE	BUDGET ACCT #	ACCOUNT NAME	AMOUNT
17-FLEET-00241	Route 23 Automall LLC	Mason Dump Truck	02/13/25	02-00-500-487	Vehicles & Equipment	\$108,665



CHARLES MAGGIO, Treasurer

Dated: September 19, 2024



19 Saddle Road
Cedar Knolls, NJ 07927
(973) 326-6880
(973) 326-6864
customerservice@smcmua.org
smcmua.org

Resolution No. 107-24

RESOLUTION AUTHORIZING AN ENERGY AGENT CONTRACT WITH GABEL ASSOCIATES, INC., AND AUTHORIZING DREW SASKOWITZ, EXECUTIVE DIRECTOR, OR IN HIS ABSENCE TOMASZ KADZIELA, PRINCIPAL ENGINEER, TO AWARD A CONTRACT AND/OR REJECT BIDS IN RESPONSE TO THE REQUEST FOR BIDS FOR ELECTRIC GENERATION SERVICE ISSUED ON BEHALF OF THE NEW JERSEY SEWERAGE AND MUNICIPAL UTILITY AUTHORITY ELECTRICAL SUPPLY AGGREGATION

WHEREAS, The Southeast Morris County Municipal Utilities Authority (the "Authority") has participated in the formation and implementation of the New Jersey Sewerage and Municipal Utility Authority Electrical Supply Aggregation ("NJSMUAESA"), which is a consortium of New Jersey Sewerage and Municipal Utility Authorities formed for the purpose of soliciting and securing bids on an aggregated basis for electric generation service from licensed electric power suppliers pursuant to the provisions of the "Electric Discount and Energy Competition Act" (P.L. 1999, c.23, N.J.S.A. 48:3-49 et. seq., the "Act"), and thereby enjoying the benefits of joint purchasing and bulk power purchasing discounts; and

WHEREAS, the existing electric power supply contracts for the Authority's electric accounts, awarded and entered as a result of a bid conducted by the NJSMUAESA in March 2023 will expire upon the meter read dates in November 2024 and May 2025 for each Authority electric account; and

WHEREAS, the Authority desires to continue its purchase of electric generation service for its electric accounts as a participant in the NJSMUAESA to derive the benefits of bulk purchasing discounts; and

WHEREAS, the NJSMUAESA intends to issue a Request for Bids ("RFB") on or about September 13, 2024, for the purpose of seeking bids for electric generation service from licensed electric power suppliers to replace the current supply contracts scheduled to expire in November 2024 and May 2025; and

WHEREAS, as a participant in the NJSMUAESA, the Authority requires the services of an "Energy Agent," as defined in the "Electric Discount and Energy Competition Act," to administer the bid process and arrange for the sale of retail electric generation service by a licensed retail electric power supplier to the Authority; and

Board Members

Morristown:
Arthur Clarke
Max Huber

Morris Township:
Michael Chumer
Matthew Loughman

Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nathan Kiracofe
Nicola Marucci

Executive Director: Drew Saskowitz

Chief Financial Officer: Charles Maggio

WHEREAS the Authority previously approved the retention of Gabel Associates, Inc. as the Authority's Energy Agent in connection with the procurement of electricity supply for the Authority's electric accounts; and

WHEREAS, the Energy Agent shall provide the Authority with services, including but not limited to, analyzing the Authority's energy needs, quantifying the Authority's load profile, developing an energy plan for the Authority, preparing bid specifications and, upon approval of the bid specifications, bidding a contract for the supply of electric generation service to the Authority; and

WHEREAS, the Energy Agent shall not receive any monetary compensation directly from the Authority for the services to be provided; and

WHEREAS, the Authority and the Energy Agent agree that the electricity supply contracts ("ESC") between the Authority and the awarded supplier(s) shall provide that the awarded supplier pay the Energy Agent a monthly administrative fee for each account served at a rate of \$.0005 per kilowatt-hour for all months of the ESC; and

WHEREAS, it is the NJSMUAESA's intent to receive bid price submittals on or about October 18, 2024, in response to the RFB to be issued on or about September 13, 2024; and

WHEREAS, due to the fact that the electricity market is highly volatile and bid prices will not be guaranteed past 3:00 p.m. on the day that bids are accepted, the award or rejection of bid(s) must be made on the Authority's behalf by its designated representative by no later than 3:00 p.m. on bid day;

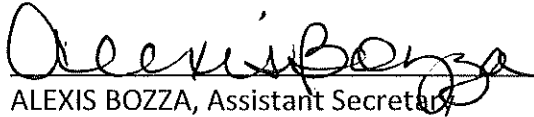
NOW, THEREFORE, BE IT RESOLVED that The Southeast Morris County Municipal Utilities Authority (the "Authority") is hereby authorized to participate with the NJSMUAESA for the purpose of securing bids for electric generation service from licensed electric power suppliers for a contract to replace the existing electricity supply contracts expiring in November 2024 and May 2025, pursuant to the "Electric Discount and Energy Competition Act" (P.L. 1999, c.23, N.J.S.A. 48:3-49 et. seq., the "Act"), Local Public Contracts Law, N.J.S.A. 40A:11-1 et. seq., and applicable regulations.

BE IT FURTHER RESOLVED that the Authority's Executive Director, Drew Saskowitz, or in his absence the Principal Engineer, Tomasz Kadziela, is hereby authorized to act in his sole discretion as the Authority's designated representative to award a contract for the applicable Bid Groups to the low, qualified bidder for the contract term and pricing product deemed most beneficial to the Authority, by executing an Award Letter on the day of bid receipt and subsequently executing the Model Supply Contract, or reject an electricity bid, in conjunction with the NJSMUAESA Request for Bids to be issued on or about September 13, 2024. Such authorization to award a contract to the low bidder as the Authority's designated representative is subject to the low bid being equal to or less than the Trigger Price(s) to be established for the applicable Bid Groups containing the Authority's accounts prior to the date of receipt of bids by the NJSMUAESA, under the advisement of the Energy Agent.

BE IT FURTHER RESOLVED that, notwithstanding the foregoing, the Authority's Executive Director, Drew Saskowitz, or in his absence the Principal Engineer, Tomasz Kadziela, may reject any bid, including, if necessary, all bids (and not award a contract), and if desirable, to authorize the NJSMUAESA to rebid the contract, provided that such rejection is in accordance with the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et. seq.

* * * * *

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on September 19, 2024.


ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Max Huber	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Nicola Marucci	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: September 19, 2024



19 Saddle Road
Cedar Knolls, NJ 07927
(973) 326-6880
(973) 326-6864
customerservice@smcmua.org
smcmua.org

Resolution No. 108-24

RESOLUTION RATIFYING FORM FOR REQUESTING PUBLIC RECORDS
PURSUANT TO THE OPEN PUBLIC RECORDS ACT

WHEREAS, the Authority is subject to the provisions of the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. (the "Act"); and

WHEREAS, the Act requires the Custodian of Public Records to adopt a form to be used for requests for access to Authority public records; and

WHEREAS, Charles Maggio, the Authority's Custodian of Public Records, has adopted such a request form.

NOW THEREFORE, BE IT RESOLVED, by The Southeast Morris County Municipal Utilities Authority as follows:

1. The form of Request for Public Records adopted by the Custodian of Public Records and annexed hereto as Exhibit "A" be and the same is hereby ratified and approved.

* * * * *

Board Members

Morristown:
Arthur Clarke
Max Huber

Morris Township:
Michael Chumer
Matthew Loughman

Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nathan Kiracofe
Nicola Marucci

Executive Director: Drew Saskowitz

Chief Financial Officer: Charles Maggio

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on September 19, 2024.

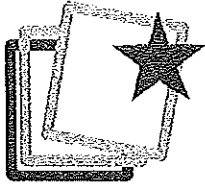

ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

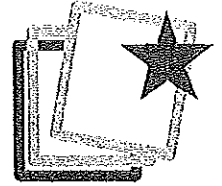
<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Max Huber	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Nicola Marucci	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: September 19, 2024

Exhibit "A"



Southeast Morris County Municipal Utilities Authority
OPEN PUBLIC RECORDS ACT REQUEST FORM
 19 Saddle Rd, Cedar Knolls, NJ 07927, USA
 (973) 326-6880 & (973) 326-6864 (Fax)
 customerservice@smcmua.org
 Charles Maggio



Important Notice

The last page of this form contains important information related to your rights concerning government records. Please read it carefully.

Requestor Information – Please Print

First Name _____ MI _____ Last Name _____
 E-mail Address _____
 Mailing Address _____
 City _____ State _____ Zip _____
 Telephone _____ FAX _____
 Preferred Delivery: Pick Up _____ US Mail _____ On-Site Inspect _____ Fax _____ E-mail _____

Under penalty of N.J.S.A. 2C:28-3, I certify that

- I **HAVE** / **HAVE NOT** been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States;
- I, or another person, **WILL** / **WILL NOT** use the requested government records for a commercial purpose;
- I **AM** / **AM NOT** seeking records in connection with a legal proceeding.

Signature _____ Date _____

Payment Information

Maximum Authorization Cost \$ _____
 Select Payment Method
 Cash _____ Check _____ Money Order _____
 Fees: Letter size pages - \$0.05 per page
 Legal size pages - \$0.07 per page
 Other materials (CD, DVD, etc) – actual cost of material
 Delivery: Delivery / postage fees additional depending upon delivery type.
 Extras: Special service charge dependent upon request.

Record Request Information: Please be as specific as possible in describing the records being requested. Also, please note that your preferred method of delivery will only be accommodated if the custodian has the technological means and the integrity of the records will not be jeopardized by such method of delivery.

Note: If you confirmed above that the records sought are in connection with a legal proceeding, identification of that proceeding is required below.

AGENCY USE ONLY

Est. Document Cost _____
 Est. Delivery Cost _____
 Est. Extras Cost _____
 Total Est. Cost _____
 Deposit Amount _____
 Estimated Balance _____
 Deposit Date _____

AGENCY USE ONLY

Disposition Notes
 Custodian: If any part of request cannot be delivered in seven business days, detail reasons here.

In Progress - Open _____
 Denied - Closed _____
 Filled - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
Custodian Signature _____		Date _____	

DEPOSITS

The custodian may require a deposit against costs for reproducing documents whenever the custodian anticipates that the documents requested will cost in excess of \$5 to reproduce. N.J.S.A. 47:1A-5(f).

Where a special service charge is warranted under OPRA, that amount will be communicated to you as required under the statute. You have the opportunity to review and object to the charge prior to it being incurred. If, however, you approve of the fact and amount of the special service charge, you may be required to pay a deposit or pay in full prior to reproduction of the documents.

YOUR REQUEST FOR RECORDS IS DENIED FOR THE FOLLOWING REASON(S):

(To be completed by the Custodian of Records – check the box of the numbered exemption(s) as they apply to the records requested. If multiple records are requested, be specific as to which exemption(s) apply to each record. Response is due to requestor as soon as possible, but no later than seven (7) or fourteen (14) business days. See page 5 for additional response details)

N.J.S.A. 47:1A-1.1

- Inter-agency or intra-agency advisory, consultative or deliberative material
- Legislative records
- Law enforcement records:
 - Medical examiner photos
 - Criminal investigatory records (however, N.J.S.A. 47:1A-3(b) lists specific criminal investigatory information which must be disclosed)
 - Victims' records and/or OPRA requests submitted by victims seeking their own records
- Personal firearms records or personal identifying information connected to any license authorizing hunting with a firearm.
- Trade secrets and proprietary commercial or financial information
- Any record within the attorney-client privilege
- Administrative or technical information regarding computer hardware, tablets, telephones, electronic computing devices, software applications, and networks or devices operation them which, if disclosed would jeopardize computer security
- Emergency or security information or procedures for any buildings or facility which, if disclosed, would jeopardize security of the building or facility or persons therein
- Security measures and surveillance techniques which, if disclosed, would create a risk to the safety or persons, property, electronic data or software
- Security alarm system activity and access reports, including video footage the disclosure of which does not compromise the integrity of the security system
- Information which, if disclosed, would give an advantage to competitors or bidders including detailed or itemized cost estimates prior to bid opening
- Information generated by or on behalf of public employers or public employees in connection with:
 - Any sexual harassment complaint filed with a public employer
 - Any grievance filed by or against an employee
 - Collective negotiations documents and statements of strategy or negotiating
- Information that is a communication between a public agency and its insurance carrier, administrative service organization or risk management office
- Information that is to be kept confidential pursuant to court order
- Certificate of honorable discharge issued by the United States government (commonly Form DD-214 or NGB-22) filed with a public agency
- Oath of allegiance, oath of office, or other affirmation; except that full name, title, and oath date.
- Privacy Information:
 - Social security numbers
 - Credit card or debit card numbers
 - Bank account information
 - Month and day of birth
 - Personal e-mail address required by a public agency for government applications, services, or programs
 - Telephone numbers
 - Drivers' license numbers
 - Primary or secondary addresses for covered persons or immediate family members per N.J.S.A. 47:1B-1 (Daniel's Law)
- Portion of any document disclosing personal information of any person provided to a public agency for sole purpose of receiving official notifications
- Lists (including personal information) of persons identifying as in need of special assistance in the event of an emergency maintained by a municipality or county
- Portion of any record disclosing the personal identifying information of a person under 18 years old
- Personal identifying information contained on domestic animal permits, license, and registrations.
- Metadata
- New Jersey Firemen's Association financial relief applications
- Owner and maintenance manuals
- HIPAA information and indecent or graphic images of a person's intimate parts as defined in N.J.S.A. 47:1A-5.2
- Certain records of higher education institutions:
 - Research records
 - Questions or scores for exam for employment or academics
 - Charitable contribution information
 - Rare book collections gifted for limited access
 - Admission applications

- Student records, grievances or disciplinary proceedings revealing a students' identification
- Biotechnology trade secrets N.J.S.A. 47:1A-1.2
- Convicts requesting their victims' records N.J.S.A. 47:1A-2.2
- Ongoing investigations of non-law enforcement agencies (must prove disclosure is inimical to the public interest) N.J.S.A. 47:1A-3(a)
- Public defender records N.J.S.A. 47:1A-5(k)
- Upholds exemptions contained in other State or federal statutes and regulations, Executive Orders, Rules of Court, and privileges created by State Constitution, statute, court rule or judicial case law N.J.S.A. 47:1A-9
- Personnel and pension records (however, the following information must be disclosed:
 - An individual's name, title, position, salary, payroll record, length of service, date of separation and the reason for such separation, and the amount and type of any pension received
 - When required to be disclosed by another law, when disclosure is essential to the performance of official duties of a person duly authorized by this State or the US, or when authorized by an individual in interest
 - Data contained in information which disclose conformity with specific experiential, educational or medical qualifications required for government employment or for receipt of a public pension, but not including any detailed medical or psychological information N.J.S.A. 47:1A-10

N.J.S.A. 47:1A-1

- "a public agency has a responsibility and an obligation to safeguard from public access a citizen's personal information with which it has been entrusted when disclosure thereof would violate the citizen's reasonable expectation of privacy."

Burnett v. County of Bergen, 198 N.J. 408 (2009). Without ambiguity, the court held that the privacy provision "is neither a preface nor a preamble." Rather, "the very language expressed in the privacy clause reveals its substantive nature; it does not offer reasons why OPRA was adopted, as preambles typically do; instead, it focuses on the law's implementation." "Specifically, it imposes an obligation on public agencies to protect against disclosure of personal information which would run contrary to reasonable privacy interests."

Executive Order No. 21 (McGreevey 2002)

- Records where inspection, examination or copying would substantially interfere with the State's ability to protect and defend the State and its citizens against acts of sabotage or terrorism, or which, if disclosed, would materially increase the risk or consequences of potential acts of sabotage or terrorism.
- Records exempted from disclosure by State agencies' proposed rules.

Executive Order No. 26 (McGreevey 2002)

- Certain records maintained by the Office of the Governor
- Resumes, applications for employment or other information concerning job applicants while a recruitment search is ongoing
- Records of complaints and investigations undertaken pursuant to the Model Procedures for Internal Complaints Alleging Discrimination, Harassment or Hostile Environments
- Information relating to medical, psychiatric or psychological history, diagnosis, treatment or evaluation
- Information in a personal income or other tax return
- Information describing a natural person's finances, income, assets, liabilities, net worth, bank balances, financial history or activities, or creditworthiness, except as otherwise required by law to be disclosed
- Test questions, scoring keys and other examination data pertaining to the administration of an examination for public employment or licensing
- Records in the possession of another department (including NJ Office of Information Technology or State Archives) when those records are made confidential by regulation or EO 9.

Other Exemption(s) contained in a State statute, resolution of either or both House of the Legislature, regulation, Executive Order, Rules of Court, any federal law, federal regulation or federal order pursuant to N.J.S.A. 47:1A-9(a).

(Please provide detailed information regarding the exemption from disclosure for which you are relying to deny access to government records. If multiple records are requested, be specific as to which exemption(s) apply to each record.)

REQUEST FOR RECORDS UNDER THE COMMON LAW

If, in addition to requesting records under OPRA, you are also requesting the government records under the common law, please check the box below.

A public record under the common law is one required by law to be kept, or necessary to be kept in the discharge of a duty imposed by law, or directed by law to serve as a memorial and evidence of something written, said, or done, or a written memorial made by a public officer authorized to perform that function, or a writing filed in a public office. The elements essential to constitute a public record are that it be a written memorial, that it be made by a public officer, and that the officer be authorized by law to make it.

Yes, I am also requesting the documents under common law.

If the information requested is a "public record" under common law and the requestor has a legally recognized interest in the subject matter contained in the material, then the material must be disclosed if the individual's right of access outweighs the State's interest in preventing disclosure.

Please set forth your interest in the subject matter contained in the requested material:

Note that any challenge to a denial of a request for records under the common law cannot be made to the Government Records Council, as the Government Records Council only has jurisdiction to adjudicate challenges to denials of OPRA requests. A challenge to the denial of access under the common law can be made by filing an action in Superior Court.

1. All "government records" as defined in N.J.S.A. 47:1A-1.1 are subject to public access under the Open Public Records Act ("OPRA"), unless specifically exempt.
2. A request for access to a government record under OPRA must be in writing, hand-delivered, mailed, transmitted electronically, or otherwise conveyed to the appropriate custodian. N.J.S.A. 47:1A-5(g). In accordance with OPRA, custodians will generally have seven (7) business days to respond, unless:
 - The requestor seeks "immediate access" records as outlined in N.J.S.A. 47:1A-5(e); where the custodian must respond "immediately" disclosing responsive records not to exceed twenty-four (24) months old.
 - The requestor seeks information required to be disclosed by N.J.S.A. 47:1A-3(b), where the custodian must respond disclosing the information within twenty-four (24) hours or as a soon as practical;
 - The requestor is seeking records for a "commercial purpose" as defined in N.J.S.A. 47:1A-1.1, where the response time frame is fourteen (14) business days, but the custodian shall notify the requestor of the additional time within seven (7) business days. N.J.S.A. 47:1A-5(i). However, the response time frame can be reduced to seven (7) business days upon payment of no more than two times the cost to produce the responsive records.
 - The requestor is seeking records requiring review for compliance with "Daniel's Law" (N.J.S.A. 47:1B-1, et seq.), where the response time frame is fourteen (14) business days, but the custodian shall notify the requestor of the additional time within seven (7) business days. N.J.S.A. 47:1A-5(i).
 - Fire district employing one or fewer full-time employees serving as custodians may add seven (7) business days to the seven (7) or fourteen (14) business day response time frames.

The applicable response time does not commence until the custodian receives the request form. N.J.S.A. 47:1A-5(h). If you submit the request form to any other officer or employee, the recipient must either forward the request to the appropriate custodian or direct you to the appropriate custodian. Id.

3. Requestors are not required to use this OPRA request form; however, a written equivalent not containing the form requirements of N.J.S.A. 47:1A-5(f) and N.J.S.A. 47:1A-5(g) may be denied by a custodian.
4. Requestors may submit requests anonymously. A request submitted anonymously shall not be considered incomplete. N.J.S.A. 47:1A-5(f). If you elect not to identify yourself accurately or provide an accurate address, e-mail address, or telephone number, the custodian is not required to respond until you reappear before the custodian seeking a response to the original request. Further, anonymous requestors are prohibited from filing a complaint with either the GRC or the Courts. N.J.S.A. 47:1A-6.
5. The fees for duplication of a "government record" in printed form are listed on page 1 of this form. The custodian will notify you of any special service charges or other additional charges authorized by State law or regulation before processing your request. Payment shall be made by cash, check or money order payable to the responding agency.
6. You may be charged a prepayment or deposit when a request for copies exceeds \$5.00. The custodian will contact you and advise you of any deposit requirements. You agree to pay the balance due upon delivery of the records.
7. Under OPRA, a custodian must deny access to a person who has been convicted of an indictable offense in New Jersey, any other state, or the United States, and who is seeking government records containing personal information pertaining to the person's victim or the victim's family. N.J.S.A. 47:1A-2.2. This includes anonymous requests for said information.
8. By law, the responding agency must notify you that it grants or denies a request for access to government records within applicable response time frame after the custodian receives the request. If the record requested is in storage, the custodian will advise you within seven (7) or fourteen (14) business days after receipt of the request when the record can be made available and the estimated cost for reproduction within no more than twenty-one (21) business days from date of notification. N.J.S.A. 47:1A-5(i).
9. You may be denied access to a government record if your request would substantially disrupt agency operations and the custodian is unable to reach a reasonable solution with you. N.J.S.A. 47:1A-5(g).
10. If the custodian is unable to comply with your request for access to a government record, they will indicate the specific bases for denial on the request form or other written correspondence and send it to you.
11. Except as otherwise provided by law or by agreement with the requester, if the custodian fails to respond to you in writing within seven (7) or fourteen (14) business days of receiving a request, the failure to respond is a deemed denial of your request. N.J.S.A. 47:1A-5(g); N.J.S.A. 47:1A-5(i).
12. If your request for access to a government record has been denied or unfilled within the seven (7) or fourteen (14) business days required by law, you have a right to challenge the decision by the responding agency to deny access. At your option, you may either: 1) institute a proceeding in the Superior Court of New Jersey; or 2) file a complaint with the Government Records Council ("GRC") by completing the Denial of Access Complaint Form. All questions regarding complaints filed in Superior Court should be directed to the Court Clerk in your County. Questions regarding the GRC's Denial of Access Complaint process can be directed to the GRC toll-free telephone at 866-850-0511, by mail at PO Box 819, Trenton, NJ, 08625, by e-mail at Government.Records@dca.nj.gov, or at their web site at www.state.nj.us/grc. The Council can answer general inquiries about OPRA.
13. Information provided on this form may be subject to disclosure under the Open Public Records Act.



19 Saddle Road
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smcmua.org

Resolution No. 109-24

RESOLUTION AUTHORIZING EXTENSION OF AGREEMENT WITH PERFORMYARD

WHEREAS, the Authority entered into a one-year agreement dated September 26, 2023, with PerformYard for performance review platform services (the "Agreement"); and

WHEREAS, in a memorandum dated, September 9, 2024, the HR Manager of the Authority recommended that the Agreement be extended for an additional period of two-years; a copy of which memorandum is attached as Exhibit A; and

WHEREAS, this purchase is being made without public bidding as being less than the bidding threshold of \$44,000.00 provided in the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.); and

WHEREAS, PerformYard has completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and will prohibit them from making any reportable contributions through the term of the agreement; and

WHEREAS, the Treasurer has determined and certified in writing that the value of the Contract will exceed \$17,500.00; and

WHEREAS, the maximum cost to the Authority is \$9,983.00 per year or a total not to exceed amount of \$19,966.00; and

WHEREAS, the Treasurer has certified that there are sufficient funds available in the 2024 Budget for the portion to be expended in 2024; the portions to be expended in 2025 and 2026 are subject to funds being available in the 2025 and 2026 Budgets respectively; and

NOW THEREFORE BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority as follows:

Board Members

Morristown:
Arthur Clarke
Max Huber

Morris Township:
Michael Chumer
Matthew Loughman

Morris Plains:
Rolph R. Rotando
Patricia Webster

Hanover Township:
Nathan Kiracofe
Nicola Marucci

Executive Director: Drew Saskowitz

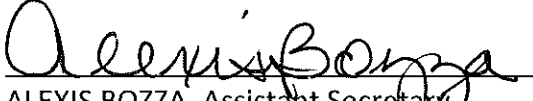
Chief Financial Officer: Charles Maggio

1. That the agreement for performance review platform services be extended for a period of two years with PerformYard in the total not to exceed amount of \$19,966.00.

2. That the Executive Director or HR Manager be and are hereby authorized and directed to execute the purchase agreement on behalf of SMCMUA in the manner provided by law.

* * * * *

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on September 19, 2024.


 ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Max Huber	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: September 19, 2024



- 19 Saddle Road
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- (973) 326-6880
- (973) 326-6864
- customerservice@smcmua.org
- smcmua.org

MEMORANDUM

TO: SMCMUA Board

FROM: Heather Brandao, HR Manager *HB*

RE: PerformYard

DATE: September 9, 2024

CC: Drew Saskowitz, Executive Director
Charles Maggio, CMFO, QPA, Chief Financial Officer

PerformYard, the performance review platform currently used by SMCMUA, is approaching its expiration date. They have offered a discount for extending the agreement for multiple years. The annual cost is \$9,983, which amounts to \$149 per profile for 67 profiles. The total cost for this two-year extension will not exceed \$19,966.

To continue utilizing this platform for performance management and employee engagement, it is recommended to extend the contract for two years. The Treasurer has certified that there are sufficient funds available in the 2024 Budget for the portion to be expended in 2024; the portion to be expended in 2025 is subject to funds being available in the 2025 Budget. This will be charged to Account No. 02-35-400-628 (Human Resources - Employee Management and Engagement).

TREASURER'S CERTIFICATION

I hereby certify funds for payment of an extension with PerformYard for performance review platform services as follows:

1. In 2024, funds are available in the amount of \$2,495.75.
2. In 2025, funds will be available, subject to the approval of the 2025 Budget, in the amount of \$9,983.00.
3. In 2026, funds will be available, subject to the approval of the 2026 Budget, in the amount of \$7,487.25.

The total maximum amount of this extension will not exceed \$19,966.00. This item will be charged to Account No. 35-400-628 (Human Resources - Employee Management and Engagement).


CHARLES MAGGIO, Treasurer

Dated: September 19, 2024



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Resolution No. 110-24

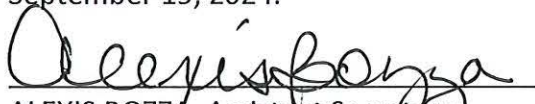
RESOLUTION AUTHORIZING CLOSED SESSION DISCUSSION

RESOLVED that a negotiations discussion be held in closed session pursuant to subsection 7 of Section 12b of the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.); and

BE IT FURTHER RESOLVED that since the discussion is to be conducted in closed session as permitted by the Act and will involve: (i) questions of attorney/client privilege; and (ii) a current claim that may result in litigation, it is not known at this time when, or if, the contents of the discussion or any part thereof may be disclosed.

* * * * *

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on September 19, 2024.


 ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
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Patricia Webster	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Nicola Marucci	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: September 19, 2024

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