



PASSAIC VALLEY WATER COMMISSION

RESOLUTION #21-65

RESOLUTION OF PASSAIC VALLEY WATER COMMISSION

DATE OF ADOPTION: JULY 14, 2021

Factual Contents certified to by Louis Amodio, Administrative Secretary. Approved as to Form and Legality on basis of facts set forth by Yaacov Brisman, General Counsel. Entering Executive Closed Session in accordance with Open Public Meetings Act, R.S. 10:4-6 et seq. Pursuant to the Open Public Meetings Act,

COMMISSIONER: SANCHEZ offers the following Resolution for adoption:

WHEREAS, Section 8 of the Open Public Meetings Act, c. 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the public body is of the opinion that such circumstances presently exist:

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of Passaic Valley Water Commission:

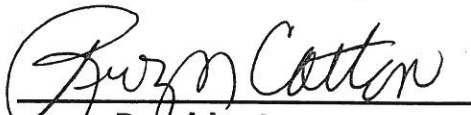
1. The public shall be excluded from discussion of the hereinafter-specified subject Matters; the general nature of the subject matters being; Financial, Insurance, Personnel, Contracts, Negotiations, Security, Law: other matters as may be discussed *in camera*.
2. It is anticipated at this time that the above-stated subject matters will be ratified During public meeting following or as soon thereafter as the reason for discussion no Longer exists.
3. This Resolution shall take effect immediately.

Second by COMMISSIONER: VAN RENSALIER Time: 11:04 AM

RECORD OF COMMISSION VOTE ON FINAL PASSAGE

	AYE	NAY	ABSTAIN	ABSENT
FRIEND, G.	<u>X</u>	___	___	___
DEPADUA, C.	<u>X</u>	___	___	___
LEVINE, J.	<u>X</u>	___	___	___
SANCHEZ, R.	<u>X</u>	___	___	___
VAN RENSALIER, R.	<u>X</u>	___	___	___
KOLODZIEJ, J.	<u>X</u>	___	___	___
COTTON, R.	<u>X</u>	___	___	___

Adopted at a meeting of Passaic Valley Water Commission.


President
RUBY N. COTTON


Secretary
JEFFREY LEVINE

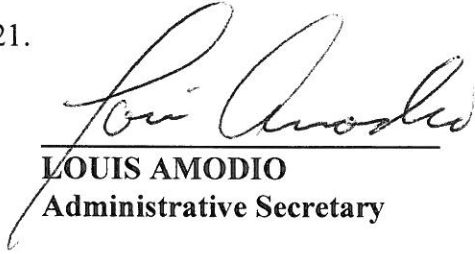
This Resolution, when adopted, must remain in the custody of the Administrative Secretary.



PASSAIC VALLEY WATER COMMISSION

CERTIFICATION

I, LOUIS AMODIO, Administrative Secretary of the Passaic Valley Water Commission in the County of Passaic, and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy of a legal quorum of the Original Resolution duly passed and adopted by a majority of the full membership of the Passaic Valley Water Commission at its meeting of July 14, 2021.



LOUIS AMODIO
Administrative Secretary

**RESOLUTION: 21-66
PASSAIC VALLEY WATER COMMISSION**

**RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF
AN AGREEMENT WITH COUNTY OF BERGEN
FOR REPLACEMENT OF THE PASSAIC AVENUE BRIDGE OVER THE
SADDLE RIVER, LODI, NEW JERSEY**

**BERGEN COUNTY BRIDGE NO. 020031B
BERGEN COUNTY PROJECT NO. 1800564**

DATE OF ADOPTION: JULY 14, 2021

Approved as to form and legality by Law Department on basis of facts set forth by Purchasing, Engineering and Finance Departments.

Introduced by Commissioner: **KOLODZIEJ**

Seconded by Commissioner: **SANCHEZ**

WHEREAS, the County of Bergen (the "County") is planning to undertake the replacement of Bergen County Bridge No. 020031B, located on Passaic Avenue over the Saddle River in the Borough of Lodi (the "Project"), and

WHEREAS, the Passaic Valley Water Commission (the "Commission") owns and operates an existing water system in the area of the Project; and

WHEREAS, the Project will impact existing PVWC facilities and will require the relocation of the existing water main and protection of existing facilities that are owned and operated by the Commission; and

WHEREAS, the County will, at its sole cost and expense, contract for and cause to be constructed, all items in the County's contract plans and specifications for the Project related to the existing and proposed facilities that are owned and operated by the Commission; and

WHEREAS, the Commission is desirous of entering into an Agreement allowing for the protection and relocation of its water system in the project area; and

WHEREAS, the County has issued a Memorandum of Agreement dated May 6, 2021 (the "Agreement"), and a copy of the Agreement has been attached to a copy of the Director of Engineering's memorandum dated July 6, 2021 and are attached hereto and made a part hereof as Exhibit A; and

WHEREAS, PVWC's Director of Engineering, and PVWC's General Counsel as to form and legality, have reviewed the Agreement and recommend acceptance and approval of same;

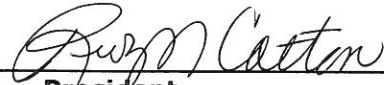
NOW, THEREFORE, BE IT RESOLVED, by Passaic Valley Water Commission, in the County of Passaic, New Jersey:

1. The Commission and the County have agreed to the terms in the attached Agreement; and
2. That appropriate named officers and employees of the Commission, i.e. the Board President, or the Board Vice President, and attested to by the Board Secretary, or their alternates, as shall be determined by a majority vote of the Commission, all as set forth below, are hereby authorized to bind the Commission and the appropriate employees of the Commission are hereby directed to perform such acts and execute such documents as are necessary to implement the terms and intentions of this resolution and the submissions provided in connection therewith, all as set forth hereinabove.

RECORD OF COMMISSION VOTE ON FINAL PASSAGE

	AYE	NAY	ABSTAIN	ABSENT
FRIEND, G.	<u>X</u>	___	___	___
DEPADUA, C.	<u>X</u>	___	___	___
VAN RENSALIER, R.	<u>X</u>	___	___	___
SANCHEZ, R.	<u>X</u>	___	___	___
KOLODZIEJ, J.	<u>X</u>	___	___	___
LEVINE, J.	___	___	___	<u>X</u>
COTTON, R.	<u>X</u>	___	___	___

Adopted at a meeting of Passaic Valley Water Commission.


President
RUBY N. COTTON


Secretary
JEFFREY LEVINE

This Resolution, when adopted, must remain in the custody of the Administrative Secretary.

CERTIFICATION

I, LOUIS AMODIO, Administrative Secretary of the Passaic Valley Water Commission in the County of Passaic, and the State of New Jersey do

hereby certify that the foregoing Resolution is a true copy thereof of the foregoing Resolution duly passed and adopted by a majority of a legal quorum of the full membership of the Passaic Valley Water Commission at its duly noticed and convened meeting of the said Commission on July 14, 2021.

A handwritten signature in cursive script, appearing to read "Louis Amodio", is written over a horizontal line.

LOUIS AMODIO
Administrative Secretary

PASSAIC VALLEY WATER COMMISSION
PVWC MEMORANDUM DATED JULY 6, 2021
MEMORANDUM OF AGREEMENT DATED MAY 6, 2021

EXHIBIT A

PASSAIC VALLEY WATER COMMISSION

INTER-OFFICE MEMORANDUM

Date: July 6, 2021

To: Hon. Commissioners

From: P. Porcaro

cc: L. Amodio

Subject: Memorandum of Agreement Dated May 6, 2021
for the execution of an Agreement with the County of Bergen for the
Replacement of the Passaic Avenue Bridge over the Saddle River, Borough
of Lodi, New Jersey

Bergen County Bridge No. 020031B
Bergen County Project No. 1800564

This project involves the replacement of the Passaic Avenue Bridge over the Saddle River, Borough of Lodi by the County of Bergen (County).

The County issued a Memorandum of Agreement dated May 6, 2021 (the "Agreement") for the relocation of the existing water main and protection of existing facilities that are owned and operated by the Commission at the Project at the sole cost and expense of the County (see attached copy of the Agreement).

The Engineering Department has reviewed the Agreement and found it to be acceptable. The County will be incorporating PVWC's water main requirements into their contract documents.

Accordingly, it is recommended that the Commission execute the Agreement with the PVWC resolution at the next Commission meeting.



Bergen County Department of Planning & Engineering
One Bergen County Plaza - 4th Floor
Hackensack, NJ 07601-7076

Proposed Work

The following is understood between Bergen County Engineering, the County's Engineering consultant, McLaren Technical Services, Inc. (McLaren), and PVWC:

- Bergen County's selected contractor (the Contractor) shall be responsible for the installation of a new 12-inch DIP main as shown on Sheet 1 of 3 of the enclosed coordination drawings entitled PVWC Water Main Relocation Plan, prepared by McLaren. The utility work shall proceed in accordance with the provisions set forth below at no cost to PVWC.

Related Utility Work

The Contractor will complete the following related utility work in conjunction with the bridge construction and water main installation:

1. Reset water valve castings to the new roadway grade.
2. Remove and/or abandon water mains once the new water main has been placed into service.

The following is also understood:

3. The Contractor shall be responsible for furnishing and installing all materials required to replace the existing water main as described herein and as described in the Contract Documents.
4. Required easements and NJDEP project permits shall be secured by Bergen County.
5. PVWC requires 48-hour notice before any water main installation to allow them the opportunity to be present to conduct any required inspections.
6. Tie-ins to the existing main shall be performed by the Contractor. The tie-in points, which were identified and approved by PVWC, shall be confirmed with test pits excavated by the Contractor.
7. PVWC requires at least 7 days' notice prior to the planned date for the tie-in to the existing main on each side of the bridge to make arrangements for shut down of the main and to coordinate public notification.
8. PVWC shall be responsible for inspection of the water main installation work at no cost to Bergen County and/or the Contractor.
9. PVWC shall comply with the project schedule and coordinate with the Contractor to accomplish inspections of the water main installation work as quickly as possible.
10. The Contractor shall comply with all PVWC construction requirements including disinfection and testing of the new main.
11. The Contractor shall comply with PVWC materials standards and provide cut sheets to PVWC for approval prior to construction.



Bergen County Department of Planning & Engineering
One Bergen County Plaza - 4th Floor
Hackensack, NJ 07601-7076

12. PVWC shall supply all applicable standards requested by McLaren, Bergen County, and/or the Contractor.

The County of Bergen and McLaren thanks PVWC for their efforts and cooperation throughout this process.

Agreement and Acceptance of the above:

PVWC

County of Bergen

Signature

Signature

Name

Name

Title

Title

Date: _____

Date: _____

RESOLUTION: 21-67
RESOLUTION OF PASSAIC VALLEY WATER COMMISSION

**AUTHORIZING THE SALE OF ITS SURPLUS PERSONAL PROPERTY
NO LONGER NEEDED FOR PUBLIC USE ON AN
ON-LINE AUCTION WEBSITE**

DATE OF ADOPTION: JULY 14, 2021

Introduced by Commissioner: **KOLODZIEJ**

Seconded by Commissioner: **SANCHEZ**

WHEREAS, Passaic Valley Water Commission ("PVWC") is the owner of certain miscellaneous materials, vehicles, and equipment ("Surplus Personal Property") which PVWC has determined are no longer needed for public use; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of Surplus Personal Property no longer needed for public use through the use of an on-line auction service; and

WHEREAS, a copy of a memorandum dated July 8, 2021 from the Director of Purchasing recommending the auction is attached hereto and made a part hereof as Exhibit A; and

WHEREAS, the Business Administrator has reviewed the above-referenced memorandum and proposed auction and concur with the Director of Purchasing's recommendations; and

WHEREAS, in accordance with N.J.S.A. 40A:11-36, a Public Notice (legal newspaper advertisement) informing the public as to the nature of the Surplus Personal Property being sold and how to obtain more information on the sale, will be published (and placed on PVWC's website), within the required time frames, and a copy of the Public Notice (with a general description of the Surplus Personal Property to be included in the auction) is attached hereto and made a part hereof as Exhibit B; and

WHEREAS, pursuant to the Passaic County Cooperative Contract, PVWC will utilize the on-line services of GovDeals, Inc., 100 Capitol

Commerce Blvd., Montgomery, AL 36117, Phone: (866) 377-1494; Fax: (334) 387-0519 located at www.GovDeals.com for conducting the sales; and

WHEREAS, the terms and conditions of the agreement entered into between GovDeals and PVWC, along with the agreed-to compensation to GovDeals, are available at www.GovDeals.com and a copy of the said agreement is on file and available for inspection at the office of the Administrative Secretary of PVWC; and

WHEREAS, the scheduled date and time for the auction, with items and/or groups of items as applicable, shall be as set forth in the Public Notice; and

WHEREAS, pursuant to N.J.S.A. 40A:11-36, sales shall be held not less than seven (7) days, nor more than fourteen (14) days after the latest publication of the Public Notice; and

WHEREAS, all sales will be made to the highest bidder, all sales shall be final, and all Surplus Personal Property will be sold "As Is-Where Is", free from any guarantee or warranty; and

WHEREAS, all Surplus Personal Property purchased will be required to be removed by the successful bidder(s) from PVWC's premises within ten (10) business days of the close of the auction, and any and all Surplus Personal Property not sold at the auction (or removed by the successful bidders within the stipulated time frame) shall subsequently be properly disposed of by PVWC personnel; and

WHEREAS, within the parameters established by the governing law, PVWC reserves the right to accept or reject any or all bids;

NOW, THEREFORE, BE IT RESOLVED, by Passaic Valley Water Commission, in the County of Passaic, New Jersey:

1. PVWC is hereby authorized to sell the Surplus Personal Property as generally described and set forth in the Public Notice attached hereto as Exhibit B, utilizing the on-line auction website entitled www.GovDeals.com; and

2. That the Public Notice attached hereto as Exhibit B shall be placed on PVWC's website and published in a newspaper circulating in the member municipalities of PVWC no earlier than seven (7) days nor no later than fourteen (14) days prior to said sale; and
3. That the appropriate officials and employees of the Commission are hereby authorized to perform such acts and execute such documents as are necessary to implement the terms and intentions of this Resolution and the submissions provided in connection therewith.

RECORD OF COMMISSION VOTE ON FINAL PASSAGE

	AYE	NAY	ABSTAIN	ABSENT
FRIEND, G.	<u>X</u>	—	—	—
DEPADUA, C.	<u>X</u>	—	—	—
VAN RENSALIER, R.	<u>X</u>	—	—	—
SANCHEZ, R.	<u>X</u>	—	—	—
KOLODZIEJ, J.	<u>X</u>	—	—	—
LEVINE, J.	—	—	—	<u>X</u>
COTTON, R.	<u>X</u>	—	—	—

Adopted at a meeting of Passaic Valley Water Commission.



President
RUBY N. COTTON

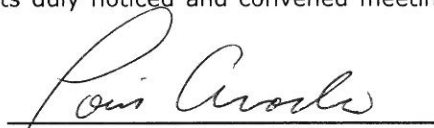


Secretary
JEFFREY LEVINE

This Resolution, when adopted, must remain in the custody of the Administrative Secretary.

CERTIFICATION

I, LOUIS AMODIO, Administrative Secretary of the Passaic Valley Water Commission in the County of Passaic, and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy thereof of the foregoing Resolution duly passed and adopted by a majority of a legal quorum of the full membership of the Passaic Valley Water Commission at its duly noticed and convened meeting of the said Commission on July 14, 2021.



LOUIS AMODIO
Administrative Secretary

PASSAIC VALLEY WATER COMMISSION
SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR
PUBLIC USE ON AN ON-LINE AUCTION WEBSITE

DIRECTOR OF PURCHASING'S MEMORANDUM
DATED JULY 8, 2021

EXHIBIT A

**PASSAIC VALLEY WATER COMMISSION
INTEROFFICE MEMORANDUM**

Date: July 8, 2021
To: Hon. Commissioners
From: Gregg Lucianin
cc: L. Amodio
Y. Brisman
Y. Weiss
Re: Online Auction of Surplus Property

This is a request for approval to proceed with a contract with GovDeals.com to auction Passaic Valley Water Commission's surplus vehicles and equipment, most of which is stored at the 1525 Main Avenue parking lot.

GovDeals has been awarded a cooperative contract from the Passaic County Government and Passaic Valley Water Commission is registered with the Passaic County CoOp.

A list of the surplus goods is attached to a resolution for the Board's action.

Respectfully Submitted,

Gregg Lucianin
Purchasing Agent

PASSAIC VALLEY WATER COMMISSION
SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR
PUBLIC USE
ON AN ON-LINE AUCTION WEBSITE

FORM OF PUBLIC NOTICE AND SCHEDULE OF SURPLUS PERSONAL
PROPERTY INCLUDED IN THE AUCTION

EXHIBIT B

**PASSAIC VALLEY WATER COMMISSION
PUBLIC NOTICE**

**SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR
PUBLIC USE ON AN ON-LINE AUCTION WEBSITE**

NOTICE IS HEREBY GIVEN THAT Passaic Valley Water Commission (PVWC) will sell at an on-line Public Auction, "as is", and "where is"; and free from any guarantee or warranty; its materials, vehicles, and equipment (referred to herein as "Surplus Personal Property" and/or "Items") as generally described on the attached "Schedule of Surplus Personal Property".

The on-line Public Auction will commence on Monday, June 14, 2021 and shall end on Thursday, June 24, 2021.

Additional details of the auction can be found at www.govdeals.com. All bidders are required to electronically register for bidding on this website. All bidders participating in this auction agree that they have read and fully understood the terms and conditions outlined on the website and agree to be bound thereby.

Items may be previewed by the public prior to sale. There will be a non-mandatory pre-auction meeting at PVWC's Main Offices located at 1525 Main Avenue, Clifton, NJ on Thursday, June 17, 2021 at 10:00 a.m. and Tuesday, June 22, 2021 at 2:00 p.m. Representatives of PVWC will on hand to coordinate previews of Items.

The sale(s) will be made to the highest bidder(s); however, within the parameters established by the governing law, PVWC reserves the right to accept or reject any or all bids. All sales are final.

The successful bidder shall pay the full bid price by wire transfer, cashier's check or money order to GovDeals prior to taking possession of the Items purchased. The successful bidder shall take any and all action necessary to remove from the Premises, within ten (10) business days from the completion and close of the auction, and at its own cost and expense, all Items purchased. The successful bidder will be responsible for any damage it causes in removing said Items.

Passaic Valley Water Commission

Louis Amodio
Administrative Secretary

Gregg Lucianin
Purchasing Agent

For Sale at Auction

MISC EQUIPMENT	
2007±	Tow Behind Compressor (Scrap)
2005±	Skid Steer add on attachment for New Holland
2005±	Skid Steer add on attachment for New Holland

RESOLUTION: 21-68
RESOLUTION OF PASSAIC VALLEY WATER COMMISSION

**BUILDER'S RISK INSURANCE 6-MONTH EXTENSION
COMMENCING AUGUST 2021 FOR CONTRACT NO. 15-B-25
"WATER STORAGE IMPROVEMENTS PHASE 1 – STANDBY
EMERGENCY GENERATORS"**

DATE OF ADOPTION: JULY 14, 2021

Approved as to form and legality by Law Department on basis of facts set forth by Purchasing, Engineering and Finance Departments.

Introduced by Commissioner: **KOLODZIEJ**

Seconded by Commissioner: **SANCHEZ**

WHEREAS, on December 21, 2016 the Passaic Valley Water Commission ("PVWC") awarded Contract No. 15-B-25 "Water Storage Improvements Phase 1-Standby Emergency Generators" (the "Contract") to the successful bidder, Stone Hill Contracting, Inc.; and

WHEREAS, § 5.6 of the General Conditions to the Contract provided that PVWC purchase and maintain property insurance upon the Work at the site in the amount of the full replacement cost, which insurance was written on a Builder's Risk policy form and subsequently procured by PVWC and PVWC has periodically extended this coverage through August 11, 2020; and

WHEREAS, in order to continue to satisfy § 5.6 of the Contract, PVWC's insurance consultants, EPIC Insurance Brokers & Consultants ("EPIC") contacted C.N.A. to provide an extension to the Builder's Risk Insurance Policy No. 6050122428 and the provider only was willing to extend the Builder's Risk coverage for an additional 6-month period ending February 11, 2022; and

WHEREAS, a copy of the EPIC Insurance Brokers & Consultants email correspondence dated June 25, 2021, including the cost proposal for the 6-month extension for Builder's Risk coverage in the amount of \$15,691.00 for the total premium and with increased deductibles is attached hereto and made a part hereof as Exhibit A; and

WHEREAS, the Chief Financial Officer, and the General Counsel (as to form and legality) have reviewed the above-referenced

memorandum and concur with the Director of Engineering's recommendations; and

WHEREAS, PVWC's Chief Financial Officer has certified, with respect hereto, that funds are currently available for said purpose and said certificate is attached hereto as Exhibit B;

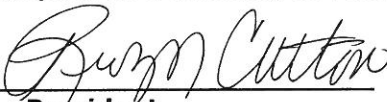
NOW, THEREFORE, BE IT RESOLVED, by Passaic Valley Water Commission, in the County of Passaic, New Jersey:

1. That in accordance with Contract No. 15-B-25 "Water Storage Improvements Phase 1 - Standby Emergency Generators" the PVWC wishes to continue coverage with C.N.A. for Builder's Risk insurance in accordance with C.N.A.'s cost proposal attached hereto; and
2. That the appropriate officers of the Commission are hereby authorized to execute whatever documents are needed to bind coverage, and to take whatever steps are needed to secure and maintain this policy accordance with this Resolution and the submissions provided in connection therewith.

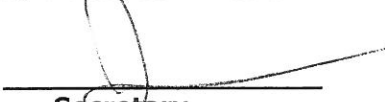
RECORD OF COMMISSION VOTE ON FINAL PASSAGE

	AYE	NAY	ABSTAIN	ABSENT
FRIEND, G.	<u>X</u>	___	___	___
DEPADUA, C.	<u>X</u>	___	___	___
VAN RENSALIER, R.	<u>X</u>	___	___	___
SANCHEZ, R.	<u>X</u>	___	___	___
KOLODZIEJ, J.	<u>X</u>	___	___	___
LEVINE, J.	___	___	___	<u>X</u>
COTTON, R.	<u>X</u>	___	___	___

Adopted at a meeting of Passaic Valley Water Commission.



President
RUBY N. COTTON

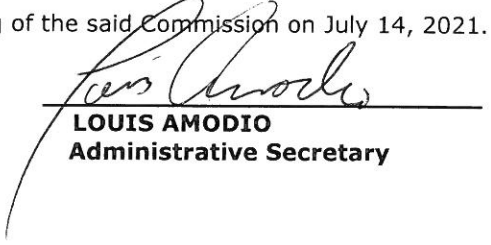


Secretary
JEFFREY LEVINE

This Resolution, when adopted, must remain in the custody of the Administrative Secretary.

CERTIFICATION

I, LOUIS AMODIO, Administrative Secretary of the Passaic Valley Water Commission in the County of Passaic, and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy thereof of the foregoing Resolution duly passed and adopted by a majority of a legal quorum of the full membership of the Passaic Valley Water Commission at its duly noticed and convened meeting of the said Commission on July 14, 2021.



LOUIS AMODIO
Administrative Secretary

PASSAIC VALLEY WATER COMMISSION

CONTRACT 15-B-25

**WATER STORAGE IMPROVEMENTS-PHASE 1
STANDBY EMERGENCY GENERATORS**

**EPIC INSURANCE BROKERS & CONSULTANTS GROUP'S
CORRESPONDENCE DATED JUNE 25, 2021**

EXHIBIT A

Porcaro, Patrick

From: Jon Ziman <Jon.Ziman@epicbrokers.com>
Sent: Friday, June 25, 2021 8:43 AM
To: Guido S. Weber, Esq.
Cc: Annmarie Westerfield; Dave Sgalia; Joe Scibona; Alesandrelli, Julie; Brisman, Yaacov; Umstead, Ron; Lisa Siciliano
Subject: RE: PVWC/Standby Generator Project (15-B-25)/CNA Policy 6050122428

Guido:

C.NA has provided the following offer for a 6 month extension, and their reasoning for not offering a 12 month extension at this time.

Please review and advise contact name and number for the loss control visit.

C.NA will agree to extend this project for 6 months, with the subjectivity that all recommendations if made must be complied with. In the meantime we will need a contact name and phone number to set up a loss control visit.

8/11/2021-2/11/2022

Premium: \$15,691

AOP and Testing Deductible \$50,000 vs. the current \$25,000

With regard to the request for a 12 month quote as well, at this time we are only approving only a 6 month extension. We will need to get Loss Control out on this project for a few times to continue to monitor the project. While this is a complex project the amount of time it is taking to be completed is a concern. This project was started back in 2017 and is now going on 4/5 years which way to long even for this type of project. They have faced multiple delays. A 6 month ext. is fair at this time to continue to monitor the project delays and further issues.

Jon Ziman, CPCU, CIC
NJUA Underwriting Manager
Vice President, Director of Marketing



One Blue Hill Plaza, Pearl River, New York
P.O. Box 1689, Pearl River, N.Y. 10965
jon.ziman@epicbrokers.com
201.661.2460 Direct | 201.396.5018 Cell
epicbrokers.com | CA License 0B29370
Edgewood Partners Insurance Center

PASSAIC VALLEY WATER COMMISSION

CONTRACT 15-B-25

**WATER STORAGE IMPROVEMENTS-PHASE 1
STANDBY EMERGENCY GENERATORS**

PVWC'S FINANCIAL CERTIFICATION SHEET

EXHIBIT B

OFFICE OF THE COMPTROLLER

CERTIFICATION OF AVAILABILITY OF FUNDS

It is hereby certified that subject to Commission approval of future Budgets, with respect to multi-budget year contracts, there are or will be sufficient available funds for expenditures to be incurred as result of any contract or commitment to be entered into by Passaic Valley Water Commission as follows:

Description of Project or Contract: Builders Risk Insurance (C.N.A) for PVWC Contract 15-B-25

Amount of Project or Contract: \$ 15,691.00

1. Acct: # 001-0901-419-95-24 Capital / Reservoir Covers

Specific Appropriation to which expenditures will be charged: Capital Budget 2021/2022

Other comments: Six (6) Month Extension

Date of Certification: 07/08/2021 Certified: \$ 15,691.00


Yitzchak Weiss
Comptroller and Chief Financial Officer

YW:gbl

Inland Marine

New Business Declaration

POLICY NUMBER C 6050122428	COVERAGE PROVIDED BY The Continental Insurance Co. 151 N Franklin CHICAGO, IL 60606	FROM - POLICY PERIOD - TO 08/11/2021 02/11/2022
	INSURED NAME AND ADDRESS PASSAIC VALLEY WATER COMMISSION 1525 MAIN AVE CLIFTON, NJ 07011-2170	
AGENCY NUMBER 935673	AGENCY NAME AND ADDRESS EDGEWOOD PARTNERS INSURANCE CENTER ONE BLUE HILL PLAZA PO BOX 1689 PEARL RIVER, NY 10965 Phone Number: (201)661-2000	
BRANCH NUMBER 190	BRANCH NAME AND ADDRESS NEW JERSEY BRANCH. 184 LIBERTY CORNER RD STE 402 WARREN, NJ 07054 Phone Number: (908)991-4500	

This policy becomes effective and expires at 12:01 A.M. standard time at your mailing address on the dates shown above.

The Named Insured is a Corporation.

Your policy is composed of this Declarations, with the attached Common Policy Conditions, Coverage Forms, and Endorsements, if any. The Policy Forms and Endorsement Schedule shows all forms applicable to this policy at the time of policy issuance.

The Policy Premium Is	\$15,691.00
New Jersey PLIGA Surcharge	\$83.16
Total Policy Charges	\$15,774.16

Terrorism Risk Insurance Extension Act Premium	\$91.00
--	---------

In return for the payment of the premium, and subject to all the terms and conditions contained here-in, we agree to provide the insurance as stated.

POLICY NUMBER
C 6050122428

INSURED NAME AND ADDRESS
PASSAIC VALLEY WATER COMMISSION
1525 MAIN AVE
CLIFTON, NJ 07011-2170

INLAND MARINE SUMMARY OF COVERAGES

Builders Risk

- Builders Risk Coverage Form - CNA71622

POLICY NUMBER

C 6050122428

INSURED NAME AND ADDRESS

PASSAIC VALLEY WATER COMMISSION

1525 MAIN AVE

CLIFTON, NJ 07011-2170

INLAND MARINE LOSS PAYEE SCHEDULE

All loss payees as their interests may appear in the Covered Property.

The following provisions apply in accordance with the insurable interest of the loss payee: Loss Payable, Lender's Loss Payable, or Contract of Sale.

Description of Property: Any Covered Property in which a loss payee, creditor or lender holds an interest, including any person or organization you have entered a contract with for the sale of the Covered Property.



POLICY NUMBER
C 6050122428

INSURED NAME AND ADDRESS
PASSAIC VALLEY WATER COMMISSION
1525 MAIN AVE
CLIFTON, NJ 07011-2170

FORMS AND ENDORSEMENTS SCHEDULE

DECLARATIONS AND SCHEDULES

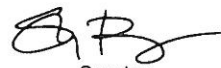
FORM NUMBER		FORM TITLE
CM0001	09/2004	Commercial Inland Marine Conditions
CNA71622XX	07/2013	Builders Risk Coverage Form
CNA71625XX	06/2016	Builders Risk Declarations - Specified Location
CNA71649XX	07/2013	Earthquake & Volcanic Eruption Sublimit&Deductible
CNA71651XX	07/2013	Flood Sublimit&Deductible
G144291A	03/2003	Economic And Trade Sanctions Condition
G15028A	08/1989	Loss Payable Provision
IL0003	09/2008	Calculation of Premium
IL0017	11/1998	Common Policy Conditions
IL0208	09/2007	New Jersey Changes - Cancellation And Nonrenewal
IL0952	01/2015	Cap on Losses From Certified Acts of Terrorism

***** PLEASE READ THE ENCLOSED IMPORTANT NOTICES CONCERNING YOUR POLICY *****

FORM NUMBER		FORM TITLE
CNA62823XX	07/2017	Req For Jurisdictional Inspection Of Pressure Equip
CNA62848NJ	02/2019	Policyholder Notice - New Jersey PLIGA Surcharge
G145041A	05/2003	IMP INF Economic And Trade Sanctions Condition


Chairman of the Board

Countersignature


Secretary

RESOLUTION: 21-69
RESOLUTION OF PASSAIC VALLEY WATER COMMISSION
PROFESSIONAL SERVICES (OR EXTRAORDINARY UNSPECIFIABLE
SERVICES) SOLICITED THROUGH THE FAIR AND OPEN PROCESS,
YEAR 2021, FOR ENGINEERING, DISTRIBUTION AND RELATED
SERVICES

DATE OF ADOPTION: JULY 14, 2021

Introduced by Commissioner: **KOLODZIEJ**

Seconded by Commissioner: **SANCHEZ**

WHEREAS, Passaic Valley Water Commission ("PVWC") has solicited for professional services (or extraordinary unspecifiable Services) for Engineering, Distribution and Related Services (hereinafter the "Project"), with said solicitation and procurement of responses (and evaluation of same) undertaken through a fair and open process, as defined in N.J.S.A. 19:44A-20.7 (hereinafter the "Fair and Open Process"); and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i) and the Fair and Open Process require that notice, with respect to contracts for professional services (or extraordinary unspecifiable services), procured through the Fair and Open Process and awarded without competitive bids, must be publicly advertised; and

WHEREAS, following public advertisement as required by New Jersey law, in accordance with an appropriate form of notice in the official newspaper of PVWC and any other such publications as may have been deemed appropriate, PVWC has received a response to provide professional services (or extraordinary unspecifiable services) related to the Project from at least one (1) professional provider (or provider of extraordinary unspecifiable services) with the exception of Project 21-P-2, Professional Services for Title Searches and Related Matters, where no responses were received; and

WHEREAS, each response received for the Project has been evaluated by PVWC based on criteria as set forth in the request for responses for the Project; and

WHEREAS, based on the said evaluation of each of the response(s) received, the firm(s) listed on the attached Exhibit A [the "Awardee(s)"] was/were, determined to be professionally qualified and capable of performing the required services with respect to the Project and its/their respective responses received on Thursday, June 24, 2021 for the Project [hereinafter the "Response(s)"]; and

WHEREAS, it is in the best interest of PVWC, its users and constituent municipalities to engage, or continue to engage, the services of the Awardee(s) at this time; and

WHEREAS, the services to be rendered pursuant hereto constitute professional services (or extraordinary unspecifiable services) within the meaning and intent of the Local Public Contracts Law; and

WHEREAS, the said response, or responses to the Project and solicitation are also on file in the office of the Administrative Secretary and available for inspection;

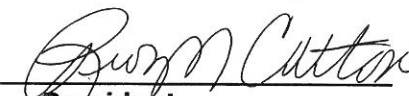
NOW, THEREFORE, BE IT RESOLVED, by Passaic Valley Water Commission, in the County of Passaic, New Jersey:

1. That PVWC hereby awards the Contract(s) to the Awardee(s) in accordance with N.J.S.A. 40A:11-1 et seq. and N.J.S.A. 19:44A-20.7, and in accordance with said Responses, for services related to the Project; and
2. That an appropriate official of PVWC, on behalf of PVWC, is hereby authorized and directed to execute the Contract(s) hereby awarded to the Awardee(s) and the Secretary of PVWC to attest to the Contract(s) and such other officers, employees and officials of PVWC are hereby authorized to perform such acts and execute such documents as are necessary to implement the terms and intentions of this Resolution; and
3. That this matter shall be advertised as required by New Jersey law, in accordance with an appropriate form of notice, and a copy of this Resolution and Agreement(s) shall be placed on file and made available for inspection at the office of the Administrative Secretary of Passaic Valley Water Commission.

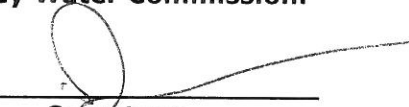
RECORD OF COMMISSION VOTE ON FINAL PASSAGE

	AYE	NAY	ABSTAIN	ABSENT
FRIEND, G.	<u>X</u>	—	—	—
DEPADUA, C.	<u>X</u>	—	—	—
VAN RENSALIER, R.	<u>X</u>	—	—	—
SANCHEZ, R.	<u>X</u>	—	—	—
KOLODZIEJ, J.	<u>X</u>	—	—	—
LEVINE, J.	—	—	—	<u>X</u>
COTTON, R.	<u>X</u>	—	—	—

Adopted at a meeting of Passaic Valley Water Commission.



President
RUBY N. COTTON

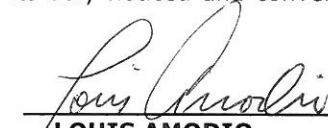


Secretary
JEFFREY LEVINE

This Resolution, when adopted, must remain in the custody of the Administrative Secretary.

CERTIFICATION

I, LOUIS AMODIO, Administrative Secretary of the Passaic Valley Water Commission in the County of Passaic, and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy thereof of the foregoing Resolution duly passed and adopted by a majority of a legal quorum of the full membership of the Passaic Valley Water Commission at its duly noticed and convened meeting of the said Commission on July 14, 2021.



LOUIS AMODIO
Administrative Secretary

PASSAIC VALLEY WATER COMMISSION
PROFESSIONAL SERVICES (EXTRAORDINARY UNSPECIFIABLE
SERVICES SOLICITED THROUGH THE
FAIR AND OPEN PROCESS - 2021

LIST OF PROJECTS, AWARDEES AND RESPONDERS

EXHIBIT A

**PASSAIC VALLEY WATER COMMISSION
PROFESSIONAL SERVICES (EXTRAORDINARY UNSPECIFIABLE SERVICES)
SOLICITED THROUGH THE FAIR AND OPEN PROCESS - 2021**

PROJECT NUMBER	PROJECT DESCRIPTION	RESPONDERS (Awardees Only)	RESPONDERS (Not Awarded)	AWARDEES-LAST YEAR	NTE Amount
21-P-2	Professional Services (New Jersey Licensed Title Company) for Title Searches and Related Matters	NO RESPONDERS	N/A	NO RESPONDERS	
21-P-3	Professional Services for New Jersey Licensed Land Surveying and Related Services	GEOD Corporation	Remington & Vernick CME Associates Colliers Engineering & Design Bowman Consulting Group Suburban Consulting Engineer Control Point Associates Colliers Engineering & Design	GEOD Corporation Remington & Vernick CME Associates Maser Consulting	\$40,000
21-P-3	Professional Services for New Jersey Licensed Land Surveying and Related Services	Paulus Sokoloski & Sartor			\$40,000
21-P-3	Professional Services for New Jersey Licensed Land Surveying and Related Services	Matrix New World Engineering, Land Survey and Architecture, PC			\$40,000
21-P-7	Professional Services for Financial Adviser	NW Financial Group	Phoenix Advisors, LLC Acacia Financial Group	NW Financial Group	\$40,000
21-P-14	General Consulting and Related Services for IT	Integrated Micro Systems	eMazzanti Technologies	NEW PROJECT	\$125,000
21-P-15	Cybersecurity Risk Analysis & Auditing Services for SCADA & Other PVWC Networks	Black Belt Security	N/A	NEW PROJECT	\$123,600

PASSAIC VALLEY WATER COMMISSION
PROFESSIONAL SERVICES (EXTRAORDINARY UNSPECIFIABLE SERVICES)
SOLICITED THROUGH THE FAIR AND OPEN PROCESS - 2021

PROJECT NUMBER	PROJECT DESCRIPTION	RESPONDERS (Awardees Only)	RESPONDERS (Not Awarded)	AWARDEES-LAST YEAR	NTE Amount
21-P-26	Professional Engineering Services for Water Supply Planning and Related Issues	Howard J. Woods Jr. & Associates	Alaimo Group Suburban Consulting Engineers Neglia Engineering CME Associates	Howard J. Woods Jr. & Associates	\$70,000
21-P-27	Professional Engineering Services for Upgraded Plant Process Optimization Integration and Related Matters	Jacobs Engineering	Neglia Engineering Carollo Engineers	Black & Veatch Corporation	\$80,000
21-P-28	Professional Engineering Services for Disinfection Optimization and Related Matters	Jacobs Engineering	N/A	Process Applications Arcadis US Inc.	\$65,000
21-P-30	Professional Engineering Services for Computational Fluid Dynamics Modeling	Jacobs Engineering	Mott MacDonald Carollo Engineers Neglia Engineering	Mott MacDonald Jacobs Engineering	\$80,000
21-P-31	Professional Engineering Services for Rate Studies and Related Matters	Howard J. Woods Jr. & Associates	Neglia Engineering Carollo Engineers	Howard J. Woods Jr. & Associates	\$60,000
21-P-32	Professional Services for Electrical Facilities and Operations Issues and Related Services	Associated Technology Inc. (ATI)	Remington & Vernick Paulus, Sokolowski & Sartor HDR Engineering	Associated Technology Inc. (ATI) Remington & Vernick	\$175,000

**PASSAIC VALLEY WATER COMMISSION
PROFESSIONAL SERVICES (EXTRAORDINARY UNSPECIFIABLE SERVICES)
SOLICITED THROUGH THE FAIR AND OPEN PROCESS - 2021**

PROJECT NUMBER	PROJECT DESCRIPTION	RESPONDERS (Awardees Only)	RESPONDERS (Not Awarded)	AWARDEES-LAST YEAR	NTE Amount
21-P-33	Professional Engineering Services for Environmental Regulatory Compliance Issues	T&M Associates	Remington & Vernick Suburban Consulting Engineers Boswell Engineering Pennoni Associates Inc. Matrix New World Engineering, Land Survey and Architecture, PC	Mott MacDonald Remington & Vernick Suburban Consulting Engineers	\$20,000
21-P-33	Professional Engineering Services for Environmental Regulatory Compliance Issues	Crew Engineers Inc.			\$20,000
21-P-33	Professional Engineering Services for Environmental Regulatory Compliance Issues	Mott MacDonald			\$25,000
21-P-34	Professional Engineering Services for Structural and Related Issues	Remington & Vernick	Alaimo Group Paulus, Sokolowski & Sartor Matrix New World Engineering, Land Survey and Architecture, PC HDR Engineering	Remington & Vernick Alaimo Group Maser Consulting	\$80,000
21-P-34	Professional Engineering Services for Structural and Related Issues	Colliers Engineering & Design			\$100,000

**PASSAIC VALLEY WATER COMMISSION
PROFESSIONAL SERVICES (EXTRAORDINARY UNSPECIFIABLE SERVICES)
SOLICITED THROUGH THE FAIR AND OPEN PROCESS - 2021**

PROJECT NUMBER	PROJECT DESCRIPTION	RESPONDERS (Awardees Only)	RESPONDERS (Not Awarded)	AWARDEES-LAST YEAR	NTE Amount
21-P-36	Professional Services for Asbestos Related Issues and Project Oversight/Compliance Certifications (Where Applicable)	Mott MacDonald	Pope Contracting Inc.	Mott MacDonald	\$15,000
21-P-36	Professional Services for Asbestos Related Issues and Project Oversight/Compliance Certifications (Where Applicable)	Matrix New World Engineering, Land Survey and Architecture, PC			\$50,000
21-P-38	Miscellaneous Professional Architectural Services for PVWC's Facilities	Bilow Garrett Group	Neglia Engineering Assoc. H2M Associates, Inc. Jacobs Engineering	Bilow Garrett Group Alaimo Group/Tri-State Architects Neglia Engineering Assoc. Coppa Montalbano Architects	\$125,000
21-P-38	Miscellaneous Professional Architectural Services for PVWC's Facilities	Coppa Montalbano Architects			\$50,000
21-P-39	Professional Services for NJ Licensed Land Surveying (small projects)	Paparozi Associates	Paulus Sokolowski & Srator GEOD Corp Control Point Associates KS Engineers PC Matrix New World Engineering, Land Survey and Architecture, PC CME Associates	Paparozi Associates Remington & Vernick	\$10,000
21-P-39	Professional Services for NJ Licensed Land Surveying (small projects)	Suburban Consulting Engineers			\$25,000
21-P-39	Professional Services for NJ Licensed Land Surveying (small projects)	Remington & Vernick			\$10,000

**PASSAIC VALLEY WATER COMMISSION
PROFESSIONAL SERVICES (EXTRAORDINARY UNSPECIFIABLE SERVICES)
SOLICITED THROUGH THE FAIR AND OPEN PROCESS - 2021**

PROJECT NUMBER	PROJECT DESCRIPTION	RESPONDERS (Awardees Only)	RESPONDERS (Not Awarded)	AWARDEES-LAST YEAR	NTE Amount
21-P-40	Professional Services for Water Quality & Accountability Act (WQAA) Compliance	Prana Water Consulting	Remington & Vernick Engineers T & M Associates Jacobs Engineering	Superior Services LLC Remington & Vernick Engineers*	\$90,000
21-P-40	Professional Services for Water Quality & Accountability Act (WQAA) Compliance	Crew Engineers Inc.			\$90,000
21-P-42	Miscellaneous Inspections and Other Regulatory Compliance Issues for PVWC's Reservoir Dams	French & Parrello	CME Associates Suburban Consulting Engineers Matrix New World Engineering, Land Survey and Architecture, PC	French & Parrello	\$90,000
21-P-44	Professional Services for Design, Procurement, Coordination and Implementation of Electronic/Instrumentation and Control Systems	Associated Technology Inc. (ATI)	Mott MacDonald Morehouse Engineering, Inc. T & M Associates	Mott MacDonald Associated Technology Inc. (ATI)	\$120,000
21-P-45	Professional Services for Hydraulic Analyses and Evaluations of PVWC's Distribution System	Crew Engineers Inc.	Mott MacDonald Neglia Engineering Assoc. Suburban Consulting Engineers Arcadis US Inc. Matrix New World Engineering, Land Survey and Architecture, PC CME Associates Carollo Engineers	Mott MacDonald H2M Associates, Inc.	\$125,000

**PASSAIC VALLEY WATER COMMISSION
PROFESSIONAL SERVICES (EXTRAORDINARY UNSPECIFIABLE SERVICES)
SOLICITED THROUGH THE FAIR AND OPEN PROCESS - 2021**

PROJECT NUMBER	PROJECT DESCRIPTION	RESPONDERS (Awardees Only)	RESPONDERS (Not Awarded)	AWARDEES-LAST YEAR	NTE Amount
21-P-46	Professional Engineering Services for Filtration System Problems, Filter Assessments, and Related Matters	Mott MacDonald	Jacobs Engineering H2M Associates	Mott Mac Donald	\$90,000
21-P-46	Professional Engineering Services for Filtration System Problems, Filter Assessments, and Related Matters	Carollo Engineers			\$90,000
21-P-47	Professional Services for GIS Software Management	Mott MacDonald	Matrix New World Engineering, Land Survey and Architecture, PC	Mott MacDonald	\$150,000
21-P-48	Professional Services for W-4 Licensed Operator	J & J Utility Consulting LLC	N/A	J & J Utility Consulting LLC	\$93,000
21-P-49	Professional Services for Background Checks	Castle Branch	N/A	M & T Investigations dba Terrier Claims Services	\$5,000
21-P-51	Professional Engineering Services for Corrosion Control and Microbiological Treatment	Cornwell Engineering Group	Jacobs Engineering	Cornwell Engineering Group Mott MacDonald	\$150,000
21-P-51	Professional Engineering Services for Corrosion Control and Microbiological Treatment	Mott MacDonald			\$150,000
21-P-59	Professional Services for Building MEP (Mechanical, Electrical, Plumbing) and Fire Protection Systems	Associated Technology Inc. (ATI)	T&M Associates HDR Engineering EI Associates	NEW PROJECT	\$40,000

RESOLUTION: 21-70
RESOLUTION OF PASSAIC VALLEY WATER COMMISSION

AWARD CONTRACT NO. 21-B-21 ENTITLED
"FURNISH AND DELIVER WATER METERS AND
METER REPAIR PARTS"

DATE OF ADOPTION: JULY 14, 2021

Introduced by Commissioner: **KOLODZIEJ**

Seconded by Commissioner: **SANCHEZ**

WHEREAS, on June 24, 2021, one (1) bid was received by Passaic Valley Water Commission ("PVWC") for Contract No. 21-B-21 entitled "Furnish and Deliver Water Meters and Meter Repair Parts" to provide Neptune water meters, meter reading equipment and meter repair parts as allowed in Resolution # 21-57, adopted on June 9, 2021; and

WHEREAS, said bid has been reviewed by the Executive Director, Director of Engineering and Director of Purchasing; and

WHEREAS, the Local Public Contracts Law provides for award of the Contract upon receipt of bid and qualifications of bidder therefor; and

WHEREAS, the responsible, responsive bid submitted for this contract was that of Neptune Technology Group Inc. of Tallassee, Alabama (the "Awardee") with respect to said bid in the amount of \$2,519,197.28; and

WHEREAS, PVWC's Chief Financial Officer has certified, with respect hereto, that funds are currently available for said purpose and a copy of the said certification is attached hereto and made a part hereof;

NOW, THEREFORE, BE IT RESOLVED, by Passaic Valley Water Commission, in the County of Passaic, New Jersey:

1. That Contract No. 21-B-21 "Furnish and Deliver Water Meters and Meter Repair Parts" in the total amount of

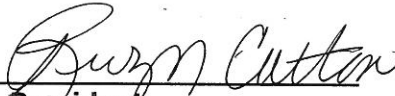
\$2,519,197.28 in connection with the above described goods and services is hereby awarded to the Awardee; and

2. That the appropriate officers of the Commission are hereby authorized to execute the Contract; and implement the terms of said Contract in accordance with this Resolution and the submissions provided in connection therewith, with respect to solicitation for bids made in connection with Contract 21-B-21 as set forth hereinabove.

RECORD OF COMMISSION VOTE ON FINAL PASSAGE

	AYE	NAY	ABSTAIN	ABSENT
FRIEND, G.	<u>X</u>	—	—	—
DEPADUA, C.	<u>X</u>	—	—	—
VAN RENSALIER, R.	<u>X</u>	—	—	—
SANCHEZ, R.	<u>X</u>	—	—	—
KOLODZIEJ, J.	<u>X</u>	—	—	—
LEVINE, J.	—	—	—	<u>X</u>
COTTON, R.	<u>X</u>	—	—	—

Adopted at a meeting of Passaic Valley Water Commission.



President
RUBY N. COTTON

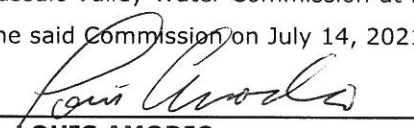


Secretary
JEFFREY LEVINE

This Resolution, when adopted, must remain in the custody of the Administrative Secretary.

CERTIFICATION

I, LOUIS AMODIO, Administrative Secretary of the Passaic Valley Water Commission in the County of Passaic, and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy thereof of the foregoing Resolution duly passed and adopted by a majority of a legal quorum of the full membership of the Passaic Valley Water Commission at its duly noticed and convened meeting of the said Commission on July 14, 2021.



LOUIS AMODIO
Administrative Secretary

PASSAIC VALLEY WATER COMMISSION

INTER-OFFICE MEMO

DATE: July 8, 2021

FROM: Purchasing Department

TO: Yaacov Brisman
Yitzchak Weiss

RE: **Contract # 21-B-21 Furnish & Deliver Water Meters & Parts**

The Purchasing Department has reviewed the above stated Contract for required documents, affirmative action requirements, and the Contract proposal tabulations. The Finance Department has certified the availability of funds (see attached).

One (1) bid was received, the lowest responsive and responsible proposal was submitted by **Neptune Technology Group of Tallassee, AL in the amount \$ 2,519,197.28**

Respectfully submitted,

Gregg B. Lucianin
Buyer

cc: L. Amodio

OFFICE OF THE COMPTROLLER

CERTIFICATION OF AVAILABILITY OF FUNDS

It is hereby certified that subject to Commission approval of future Budgets, with respect to multi-budget year contracts, there are or will be sufficient available funds for expenditures to be incurred as result of any contract or commitment to be entered into by Passaic Valley Water Commission as follows:

Description of Project or Contract: **21-B-21 – Neptune Technology Group**

Amount of Project or Contract: \$ 2,519,197.28

1. Acct: # 001-0000-131-03-00 Inventory

Specific Appropriation to which expenditures will be charged: Capital Budget
2021/2022/2023

Other comments: Two (2) Year Contract Commencing: July 2021
Furnish and Deliver Water Meters & Repair Parts

Date of Certification: 07/08/2021 Certified: \$2,519,197.28



Yitzchak Weiss
Comptroller and Chief Financial Officer

YW:gbl

RESOLUTION: 21-71
RESOLUTION OF PASSAIC VALLEY WATER COMMISSION

AWARD CONTRACT NO. 21-B-23 ENTITLED
"FURNISH AND DELIVER TAPPING SLEEVES,
VALVES AND CURB BOXES"

DATE OF ADOPTION: JULY 14, 20221

Introduced by Commissioner: **KOLODZIEJ**

Seconded by Commissioner: **SANCHEZ**

WHEREAS, on June 24, 2021, four (4) bids were received by Passaic Valley Water Commission ("PVWC") for Contract No. 21-B-23 "Furnish and Deliver Tapping Sleeves, Valves and Curb Boxes"; and

WHEREAS, said bids have been reviewed by the Executive Director, Director of Engineering and Director of Purchasing; and

WHEREAS, the Local Public Contracts Law provides for award of the Contract upon receipt of bids and qualifications of bidders therefor; and

WHEREAS, the lowest responsible, responsive bid submitted for this contract was that of Atlantic Plumbing Supply of Long Branch, New Jersey (the "Awardee") with respect to said bid in the amount of \$1,000,822.72; and

WHEREAS, PVWC's Chief Financial Officer has certified, with respect hereto, that funds are currently available for said purpose and a copy of the said certification is attached hereto and made a part hereof;

NOW, THEREFORE, BE IT RESOLVED, by Passaic Valley Water Commission, in the County of Passaic, New Jersey:

1. That Contract No. 21-B-23 "Furnish and Deliver Tapping Sleeves, Valves and Curb Boxes" in the total amount of \$1,000,822.72 in connection with the above described goods and services is hereby awarded to the Awardee; and
2. That the appropriate officers of the Commission are hereby authorized to execute the Contract; and implement the terms of

said Contract in accordance with this Resolution and the submissions provided in connection therewith, with respect to solicitation for bids made in connection with Contract 21-B-23 as set forth hereinabove.

RECORD OF COMMISSION VOTE ON FINAL PASSAGE

	AYE	NAY	ABSTAIN	ABSENT
FRIEND, G.	<u>X</u>	—	—	—
DEPADUA, C.	<u>X</u>	—	—	—
VAN RENSALIER, R.	<u>X</u>	—	—	—
SANCHEZ, R.	<u>X</u>	—	—	—
KOŁODZIEJ, J.	<u>X</u>	—	—	—
LEVINE, J.	—	—	—	<u>X</u>
COTTON, R.	<u>X</u>	—	—	—

Adopted at a meeting of Passaic Valley Water Commission.



President
RUBY N. COTTON

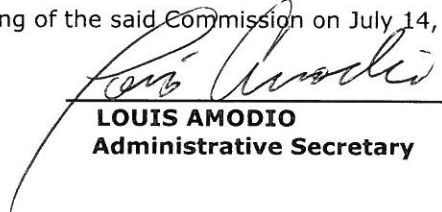


Secretary
JEFFREY LEVINE

This Resolution, when adopted, must remain in the custody of the Administrative Secretary.

CERTIFICATION

I, LOUIS AMODIO, Administrative Secretary of the Passaic Valley Water Commission in the County of Passaic, and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy thereof of the foregoing Resolution duly passed and adopted by a majority of a legal quorum of the full membership of the Passaic Valley Water Commission at its duly noticed and convened meeting of the said Commission on July 14, 2021.



LOUIS AMODIO
Administrative Secretary

PASSAIC VALLEY WATER COMMISSION

INTER-OFFICE MEMO

DATE: July 8, 2021

FROM: Purchasing Department

TO: Yaacov Brisman
Yitzchak Weiss

RE: **Contract # 21-B-23** "Furnish and Deliver Tapping Sleeves, Valves
And Curb Boxes"

The Purchasing Department has reviewed the above stated Contract for required documents, affirmative action requirements, and the Contract proposal tabulations. The Finance Department has certified the availability of funds (see attached).

Of the four (4) bids received, the lowest responsive and responsible bid submitted for all the bid items included in the Contract was Atlantic Plumbing of Long Branch, New Jersey in the amount of \$1,000,822.66

Respectfully submitted,

Gregg B. Lucianin
Buyer

cc: L. Amodio
J. Duprey

OFFICE OF THE COMPTROLLER

CERTIFICATION OF AVAILABILITY OF FUNDS

It is hereby certified that subject to Commission approval of future Budgets, with respect to multi-budget year contracts, there are or will be sufficient available funds for expenditures to be incurred as result of any contract or commitment to be entered into by Passaic Valley Water Commission as follows:

Description of Project or Contract: **21-B-23 – Atlantic Plumbing Supply**

Amount of Project or Contract: \$1,000,822.66

1. Acct: # 001-0000-131-01-00 Inventory

Specific Appropriation to which expenditures will be charged: Budget 2021/2022/2023

Other comments: Two (2) Year Contract Commencing: July 2021
Furnish and Deliver Valves, Tapping Gate Valves, Tapping Sleeves
& Curb Boxes

Date of Certification: 07/08/2021 Certified: \$1,000,822.66



Kitzchak Weiss
Comptroller and Chief Financial Officer

YW:gb1

RESOLUTION: 21-72
RESOLUTION OF PASSAIC VALLEY WATER COMMISSION
STATE CONTRACT #17-FLEET-01044
PROCUREMENT OF INDUCTIVELY COUPLED PLASMA –
MASS SPECTROMETER

DATE OF ADOPTION: JULY 14, 2021

Approved as to form and legality by Law Department on basis of facts set forth by Purchasing, Engineering and Finance Departments.

Introduced by Commissioner: **KOLODZIEJ**

Seconded by Commissioner: **SANCHEZ**

WHEREAS, it is desirous to procure a mass spectrometer for lead and copper testing for use by PVWC's Laboratory at the Little Falls Plant; and

WHEREAS, State Contract #17-FLEET-01044 (the "State Contract") is for the procurement of the mass spectrometer; and

WHEREAS, in accordance with N.J.S.A. 40A:11-12, PVWC may purchase goods or services under contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, PVWC has elected to procure the above-referenced mass spectrometer from PerkinElmer Health Sciences Inc., of Shelton, Connecticut (the "Awardee") under the State Contract, in the amount of \$147,983.78, and a copy of the mass spectrometer certification dated June 21, 2021 from PVWC's Laboratory Supervisor, along with other relevant correspondence, is attached hereto and made a part hereof as Exhibit A; and

WHEREAS, N.J.S.A. 40A:11-12 of the Local Public Contracts Law provides for the awarding of said contract to the Awardee; and

WHEREAS, the Director of Engineering, the Chief Financial Officer, and the General Counsel (as to form and legality) have reviewed the above-referenced certification and concur with the Laboratory Supervisor's recommendations; and

WHEREAS, PVWC's Chief Financial Officer has certified, with respect hereto, that funds are currently available for said purpose and a copy of the said certification is attached hereto and made a part hereof as Exhibit B;

NOW, THEREFORE, BE IT RESOLVED, by Passaic Valley Water Commission, in the County of Passaic, New Jersey;

1. That the State Contract for procurement of the above-referenced mass spectrometer is hereby awarded to the Awardee as set forth hereinabove; and
2. That the appropriate officers and employees of PVWC are hereby authorized and directed to perform such acts and execute such documents as are consistent herewith, with respect to the State Contract as set forth hereinabove.

RECORD OF COMMISSION VOTE ON FINAL PASSAGE

	AYE	NAY	ABSTAIN	ABSENT
FRIEND, G.	<u>X</u>	—	—	—
DEPADUA, C.	<u>X</u>	—	—	—
VAN RENSALIER, R.	<u>X</u>	—	—	—
SANCHEZ, R.	<u>X</u>	—	—	—
KOLODZIEJ, J.	<u>X</u>	—	—	—
LEVINE, J.	—	—	—	<u>X</u>
COTTON, R.	<u>X</u>	—	—	—

Adopted at a meeting of Passaic Valley Water Commission.



President
RUBY N. COTTON

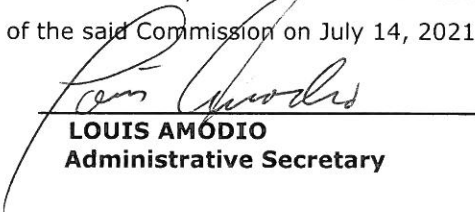


Secretary
JEFFREY LEVINE

This Resolution, when adopted, must remain in the custody of the Administrative Secretary.

CERTIFICATION

I, LOUIS AMODIO, Administrative Secretary of the Passaic Valley Water Commission in the County of Passaic, and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy thereof of the foregoing Resolution duly passed and adopted by a majority of a legal quorum of the full membership of the Passaic Valley Water Commission at its duly noticed and convened meeting of the said Commission on July 14, 2021.



LOUIS AMODIO
Administrative Secretary

PASSAIC VALLEY WATER COMMISSION

PROCUREMENT OF MASS SPECTROMETER

**PVWC'S LABORATORY SUPERVISOR'S
CERTIFICATION DATED JUNE 21, 2021
AND OTHER RELEVANT INFORMATION**

EXHIBIT A

INDUCTIVELY COUPLED PLASMA - MASS SPECTROMETER CERTIFICATION

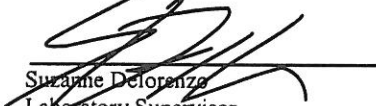
We make this certification to Gregg Lucianin, Purchasing Agent, for the procurement of a mass spectrometer for lead and copper testing.

- Passaic Valley Water Commission (PVWC) services the owner cities of Paterson, Passaic, Clifton and Prospect Park. PVWC also serves Lodi, North Arlington and parts of West Milford.
- Testing for various parameters within our drinking water system is required by the New Jersey Department of Environmental Protection and the Environmental Protection Agency.
- Advantages to ICP-MS include the favorable detection limits (0.01 to 0.1 µg/L for many elements), simple specimen preparation, high throughput, and the ability to measure more than one element simultaneously.
- ICP-MS will allow for quicker, more streamlined, and low-level detection of primary and secondary contaminants in drinking water including aluminum, antimony, arsenic, barium, beryllium, cadmium, chromium, cobalt, copper, lead, manganese, mercury, molybdenum, nickel, selenium, silver, thallium, thorium, uranium, vanadium, and zinc.
- The laboratory's primary focus will be on lead and copper analysis. Currently, PVWC ships all lead and copper testing samples, which includes numerous clients, to Brick MUA for testing.
- Sending out samples for testing increases the sample turn around time and incurs costs related to packaging, mailing, chain of custody and actual sampling.
- Upcoming changes to the Lead and Copper rule will result in increased sampling frequency and volume. Water providers will be required to sample at schools and childcare facilities including in-home daycares. This will dramatically increase the number of samples PVWC and its clients collect and analyze. Additionally, under the Find-and-Fix provision water systems are required to collect a follow-up sample for each tap sample site that exceeded 15 µg/L within 30 days of receiving the tap sample result.
- There are two mass spectrometers currently under State Contract; PerkinElmer and Agilent Technologies.
- The cost for the Perkin Elmer is approximately \$10,000 more than the cost for the Agilent at a price of \$147,983.78.
- In our opinion, these two manufacturers are the top performers for this type of equipment.
- Based upon our experience with various laboratory equipment manufacturers, PerkinElmer has a proven track record of lower maintenance issues and a more user-friendly interface, and, therefore, less down time, higher productivity for equipment use, and greater potential for cross-training staff.

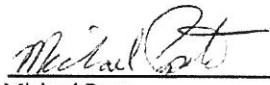
We hereby certify that the foregoing statements made by us are true to the best of our knowledge, information, and belief. We are aware that if any of the foregoing statements made by us are willfully false, we are subject to punishment.

Dated: June 21, 2021

By:


Suzanne DeLorenza
Laboratory Supervisor
Passaic Valley Water Commission

By:


Michael Psota
Chemist 2
Passaic Valley Water Commission



PerkinElmer Health Sciences Inc.
710 Bridgeport Avenue
Shelton, CT 06484-4794

Phone: 1-800-762-4000
Fax: 203-944-4901

PAGE 1 of 6

Quotation

To: MIKE PSOTA
PASSAIC VALLEY WATER COMMISSION
800 UNION BLVD
TOTOWA NJ 07512

Quotation No.: 22408020
Quotation Valid To: 08/01/2021
Quotation Date: 06/07/2021
Payment Terms: Net 60 Days
Freight Terms: FOB Factory - Freight Quoted
Ultimate Destination: UNITED STATES OF AMERICA

Telephone No.: 9732372048
Fax No.: 9732372060
Your Reference:

ITEM	MATERIAL	DESCRIPTION	QTY/EA	UNIT PRICE	TOTAL
1	N8150048	NexION 1000 ICP-MS The NexION 1000 is a fully computer-controlled, benchtop ICP-MS system. It includes an installation kit with installation solutions, gas lines, cooling lines, flexible vent tubing, waste container, sample introduction, torch and interface cones. The PerkinElmer NexION 1000 ICP Mass Spectrometer (ICP-MS) features an array of unique technologies that combine to deliver high performance no matter what your analytical challenge. Its robustness makes it easy to handle any sample matrix and address troublesome interferences; detect any particle size through industry-best data acquisition speeds (100,000 points/sec); and optimize productivity with the lowest maintenance ICP-MS on the market. With a patented LumiCoil RF coil that never needs to be changed and a unique, tightly controlled ion path that creates the cleanest analytical environment of any ICP-MS, the NexION 1000 eliminates virtually all maintenance requirements, for unsurpassed instrument uptime. The NexION 1000 features include: - An integrated 4-channel low-pulse peristaltic pump; - A cyclonic sample introduction system with a concentric nebulizer; and AMS for over 100x gas dilution. - A 34 MHz free-running, solid state ICP source with PlasmaLok technology to control ion energies; - Color-coded cassette torch mount that provides one-handed removal and replacement;	1	165,100.00	
SEND PURCHASE ORDERS TO: PerkinElmer Health Sciences, Inc. 710 Bridgeport Ave. Shelton, CT 06484-4794 Phone: 1-800-762-4000 Fax: 203-944-4901 Email: USInstrumentOrders@perkinelmer.com SALES REPRESENTATIVE: BOB HOPE PREPARED BY: Craig Cornut					



PerkinElmer Health Sciences Inc.
710 Bridgeport Avenue
Shelton, CT 06484-4794

Phone: 1-800-762-4000
Fax: 203-944-4901

PAGE 2 of 6

Quotation

To: MIKE PSOTA
PASSAIC VALLEY WATER COMMISSION

Quotation No.: 22408020
Quotation Valid To: 08/01/2021
Quotation Date: 06/07/2021

ITEM	MATERIAL	DESCRIPTION	QTY/EA	UNIT PRICE	TOTAL
		- A quadruple-stage vacuum system utilizing a triple inlet turbomolecular pump; - A triple cone interface to collimate the ion beam: - o Sampler cone: 1.1 mm diameter orifice, Nickel. - o Skimmer cone: 0.9 mm large diameter orifice, Nickel. - o Hyper skimmer cone: 1.0 mm large diameter orifice, Aluminum. - A system of three quadrupoles where; 1. The first is a Quadrupole Ion Deflector (QID) that selectively turns the beam 90 degrees and reduces neutrals and polyatomics; 2. The second Quadrupole is a patented Universal Cell (UCT) designed to offer the most efficient mode of the interference removal. The cell can operate in Standard mode (for samples with no significant interferences); Collision mode (for samples with simple polyatomic interferences); and Reaction mode (for efficient elemental analyses involving intense spectral interferences). The performance of the UCT is boosted by linearly accelerating axial field (AFT) to eliminate matrix effects; a scanning quadrupole to reject reaction by-products and ensure clean and controlled reactions; 3. A third Quadrupole made of a unique metal alloy, with exceptional thermal stability, and a 2.5 MHz thermally stabilized quadrupole power supply producing hyperbolic fields for excellent abundance sensitivity, on-the-fly variable resolution and outstanding mass stability. The NexION 1000 instrument simplifies ICP-MS by providing an easy-to-use, easy-to-maintain tool for ultratrace elemental analysis. The NexION 1000 instrument is ideal for environmental, geochemical, and general testing laboratories with moderate to heavy loads of samples comprising a wide range of concentrations. The SMARTintro sample introduction cassette (Purple) includes a 2.0 mm fixed injector which provides simple maintenance when replacing glassware. Power Requirements: Instrument: 200-240 V (+/- 10%), 50/60 Hz, Max. continuous current 16A, single-phase Vacuum pump: 12A single-phase 200-240V outlet Power Cords included: One 2.4-meter (8 ft.) mains cord terminated by an IEC 60309 connector rated 30A by UL (North America) and 32A by VDE (International) for 250V Dimensions: Width 81 cm, Depth 69 cm, Height 75 cm Product Weight: 150 kg Warranty: Includes PerkinElmer 1-year warranty Installation: Included Requires but not included: Syngistix software, chiller, computer,			



PerkinElmer Health Sciences Inc.
710 Bridgeport Avenue
Shelton, CT 06484-4794

Phone: 1-800-762-4000
Fax: 203-944-4901

PAGE 3 of 6

Quotation

To: MIKE PSOTA
PASSAIC VALLEY WATER COMMISSION

Quotation No.: 22408020
Quotation Valid To: 08/01/2021
Quotation Date: 06/07/2021

ITEM	MATERIAL	DESCRIPTION	QTY/EA	UNIT PRICE	TOTAL
		monitor, mouse, and keyboard			
		NJ State Discount:		-8,255.00	
		Sales Discount:		-33,020.00	
				123,825.00	123,825.00
2	N8140504	NexION Cell Solution Kit	1	1,028.00	
		Mat'l Disc Excursiv:		-1,028.00	
				0.00	0.00
3	N8150063	Dell Windows 10 ICP-MS System Controller	1	4,624.00	
		NJ State Discount:		-231.20	
		Sales Discount:		-832.32	
				3,560.48	3,560.48
4	N0786010	2 DXe Dual Rinse Station/1 Rinse Pump AS	1	9,900.00	
		NJ State Discount:		-495.00	
		Sales Discount:		-990.00	
				8,415.00	8,415.00
5	N0772046	WhisperCool 1 HP Chiller 208-230 V 60 Hz	1	6,200.00	
		1HP Whispercool™ Chiller			
		Cooling Capacity @ 20C: 2650 watts on 50Hz, 2900 watts on 60Hz			
		Pump Flow: 3.5 gpm / 13.2 lpm			
		Pump Pressure (adjustable): 90 psi maximum / 6.9 bar maximum (preset at 55 psi)			
		Microprocessor-based temperature controller			
		Large, easy to read digital temperature display (°C or °F)			
		Cool Command™ modulated refrigeration system for enhanced temperature stability and extended compressor life			
		Chiller is designed for indoor installation in ambient temperatures between 5° and 30°C (41° and 86°F); relative humidity should not exceed 80% (non-condensing)			
		Sound measurement @ 1 meter away: 65dBA (full load) / 62dBA (no load)			
		Electrical Requirements: 50Hz: 240V / 1PH / 12.2 Amps			
		Electrical Requirements: 60Hz: 208-230V/ 1PH / 12.2 Amps			
		Dimensions: 27.6" L x 14.5" W x 22.6" H / 70.2cm L x 36.8cm W x 57.5cm H			
		Shipping Weight: 99 lbs / 90 kgs			
		Manufacturer's Warranty: 2 years parts & labor			
		NJ State Discount:		-310.00	
		Sales Discount:		-620.00	



PerkinElmer Health Sciences Inc.
710 Bridgeport Avenue
Shelton, CT 06484-4794

Phone: 1-800-762-4000
Fax: 203-944-4901

PAGE 4 of 6

Quotation

To: MIKE PSOTA
PASSAIC VALLEY WATER COMMISSION

Quotation No.: 22408020
Quotation Valid To: 08/01/2021
Quotation Date: 06/07/2021

ITEM	MATERIAL	DESCRIPTION	QTY/EA	UNIT PRICE	TOTAL
				5,270.00	5,270.00
6	N8142012	Vacuum Pump Dolly for NexION Bench	1	214.00	
		NJ State Discount:		-10.70	
				203.30	203.30
9	N0200193	NexION Operator Training	1	3,310.00	
		New Inst Train Disc:		-3,310.00	
				0.00	0.00
10	N0236037	MAS BASIC ONSITE TRAIN 1-DAY 4 SEAT MAX	1	3,150.00	
		Sales Discount:		-630.00	
				2,520.00	2,520.00
20	REGDELMAS	Shipping & Handling fee	1	4,040.00	4,040.00
21	SDS-ASMAS	Lift Gate Required	1	150.00	150.00
Total Net Price in USD:					147,983.78



PerkinElmer Health Sciences Inc.
710 Bridgeport Avenue
Shelton, CT 06484-4794

Phone: 1-800-762-4000
Fax: 203-944-4901

PAGE 5 of 6

Quotation

To: MIKE PSOTA
PASSAIC VALLEY WATER COMMISSION

Quotation No.: 22408020
Quotation Valid To: 08/01/2021
Quotation Date: 06/07/2021

ITEM	MATERIAL	DESCRIPTION	QTY/EA	UNIT PRICE	TOTAL
OPTIONAL ITEMS (Not included in the quotation total)					
N9307523		6.0kVA Line Conditioner 220/230V 50Hz This Single-Phase Power Conditioner can support either 220 or 230V with a 50Hz input. Whether the electrical noise is generated on the line or by the load, the low impedance isolation transformer of this conditioner protects an instrument system from most problems created by power disturbances. Features and Benefits: - Protects sensitive instruments from power disturbances - Let through voltage is less than 10 volts normal mode and less than 0.5 volts neutral-to-ground when tested to ANSI/IEEE C62.41 Power Requirements: 220-230V 50Hz Dimensions: Width 31.8 cm, Depth 45.7 cm, Height 25.4 cm Product Weight: 59 Kg Warranty: Includes Manufacturer 5 Year Warranty For your convenience, most orders placed with PerkinElmer can be easily tracked using our Self Service Portal located at http://selfservice.perkinelmer.com/ . Simply enter your sales order number (provided with your order confirmation information) in combination with your purchase order number or postal code, and discover the current status of your shipment! Did you know that you can order selected products online at www.perkinelmer.com/shop? The amount displayed does not include tax. These charges will be added to the invoice if applicable. * Includes installation and one year warranty (parts, labor and travel) unless stated otherwise above. * Terms subject to credit approval.	1	12,540.00	12,540.00
BOB HOPE					
BY ISSUING A PURCHASE ORDER FOR ANY PRODUCTS AND/OR SERVICES					



PerkinElmer Health Sciences Inc.
710 Bridgeport Avenue
Shelton, CT 06484-4794

Phone: 1-800-762-4000
Fax: 203-944-4901

PAGE 6 of 6

Quotation

To: MIKE PSOTA
PASSAIC VALLEY WATER COMMISSION

Quotation No.: 22408020
Quotation Valid To: 08/01/2021
Quotation Date: 06/07/2021

ITEM	MATERIAL	DESCRIPTION	QTY/EA	UNIT PRICE	TOTAL
RELATED TO THIS QUOTATION, CUSTOMER AGREES TO THE APPLICABLE TERMS AND CONDITIONS LOCATED AT http://www.perkinelmer.com/corporate/policies/ , WHICH ARE HEREBY INCORPORATED HEREIN AND APPLICABLE HERETO. PERKINELMER RESERVES THE RIGHT TO UPDATE ITS TERMS AND CONDITIONS AT ANY TIME; HOWEVER, THE TERMS AND CONDITIONS IN EFFECT AS OF THE DATE OF THE PURCHASE ORDER RELATED TO THIS QUOTATION SHALL APPLY TO SUCH PURCHASE. TERMS SUBJECT TO CREDIT APPROVAL.					

PASSAIC VALLEY WATER COMMISSION
PROCUREMENT OF MASS SPECTROMETER
PVWC'S FINANCIAL CERTIFICATION SHEET

EXHIBIT B

OFFICE OF THE COMPTROLLER

CERTIFICATION OF AVAILABILITY OF FUNDS

It is hereby certified that subject to Commission approval of future Budgets, with respect to multi-budget year contracts, there are or will be sufficient available funds for expenditures to be incurred as result of any contract or commitment to be entered into by Passaic Valley Water Commission as follows:

Description of Project or Contract: **State Contract Purchase # 17-FLEET-01044**
Perkin Elmer Health Sciences

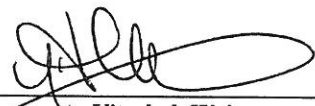
Amount of Project or Contract: \$147,983.78

1. Acct: # 001-0901-419-95-26 Lab Equipment

Specific Appropriation to which expenditures will be charged: Budget 2021

Other comments: Single Purchase: August 2021
Lab Equipment

Date of Certification: 07/08/2021 Certified: \$ 147,983.78



Yitzchak Weiss
Comptroller and Chief Financial Officer

YW:gbl

RESOLUTION: 21-73
RESOLUTION OF PASSAIC VALLEY WATER COMMISSION
CHANGES IN SCOPE OF PROFESSIONAL SERVICES FOR
PROJECT 19-P-89 ENTITLED "PROFESSIONAL SERVICES TO
ASSIST PVWC IN COMPETITIVE CONTRACTING PROCUREMENT
OF A NEW CMMS SYSTEM"

CHANGE ORDER NO. 2 – HUMAN RESOURCES
OPTIMIZATION ASSESSMENT

DATE OF ADOPTION: JULY 14, 2021

Approved as to form and legality by Law Department on basis of facts set forth by Purchasing, Engineering and Finance Departments.

Introduced by Commissioner: **KOLODZIEJ**

Seconded by Commissioner: **SANCHEZ**

WHEREAS, Project 19-P-89 entitled "Professional Services to Assist PVWC in Competitive Contracting Procurement of a New CMMS System" (the "Project") was awarded to Westin Technology Solutions, LLC ("Westin") of Milwaukee, Wisconsin at PVWC's Commission Meeting dated July 17, 2019 (PVWC Resolution 19-40) in accordance with the authorized scope of work, and with reimbursement to be on a time-and-materials basis, not to exceed \$558,920.00; and

WHEREAS, previously approved Change Order No. 1 increased the Contract Price by \$335,075.00 which brought the total adjusted Contract Price to \$893,995.00; and

WHEREAS, at PVWC's request, Westin has submitted a proposal dated June 29, 2021 (the "Proposal") to modify the Project to include a Human Resources Optimization Assessment, and a copy of the Proposal, including a description of the said additional services, along with a breakdown of the scope and additional costs related thereto, is attached hereto and made a part hereof as Exhibit A; and

WHEREAS, Proposed Change Order No. 2 further increases the total adjusted Contract Price by \$29,250.00 which brings the total adjusted Contract Price to \$923,245.00; and

WHEREAS, the Director of Engineering has reviewed Westin's Proposal and found it to be reasonable, considering the nature and

scope of additional Work involved, and has recommended that the said changes to the Project, and additional costs related thereto, be approved, and a copy of the Director of Engineering's memorandum dated July 7, 2021 recommending approval of the said changes to the Project is attached hereto and made a part hereof as Exhibit B; and

WHEREAS, the Chief Financial Officer and the General Counsel (as to form and legality) have reviewed the above-referenced memorandum and concur with the Director of Engineering's recommendations; and

WHEREAS, the said changes will be incorporated into an Amendment to Agreement for the Project, the form of which is also attached hereto and made a part hereof (in above-referenced Exhibit B); and

WHEREAS, the additional services to be rendered pursuant hereto constitute professional services (or extraordinary unspecifiable services) within the meaning and intent of the Local Public Contracts Law; and

WHEREAS, PVWC's Chief Financial Officer has certified, with respect hereto, that funds are currently available for said purpose and said certificate is attached hereto as Exhibit C;

NOW, THEREFORE, BE IT RESOLVED, by Passaic Valley Water Commission, in the County of Passaic, New Jersey;

1. That PVWC hereby approves Change Order No. 2 and awards the changes to the scope of Work for the Project as set forth in Westin's Proposal dated June 29, 2021 which changes result in an increase of \$29,250.00, with reimbursement to be on a time-and-materials, not-to-exceed basis, thereby increasing the total previously approved not-to-exceed amount for Project 19-P-89 to \$923,245.00; all as set forth hereinabove; and
2. That the appropriate officials of PVWC, and such other officers, employees and officials of PVWC, on behalf of PVWC, are hereby

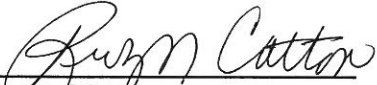
authorized to execute and enter into the said Amendment to the Agreement, and to perform such other acts and execute such documents as are necessary to implement the terms and intentions of this Resolution; and

3. That this matter shall be advertised as required by New Jersey law, in accordance with an appropriate form of notice, and a copy of this Resolution and Agreement shall be placed on file and made available for inspection at the office of the Administrative Secretary of Passaic Valley Water Commission.

RECORD OF COMMISSION VOTE ON FINAL PASSAGE

	AYE	NAY	ABSTAIN	ABSENT
FRIEND, G.	<u>X</u>	___	___	___
DEPADUA, C.	<u>X</u>	___	___	___
VAN RENSALIER, R.	<u>X</u>	___	___	___
SANCHEZ, R.	<u>X</u>	___	___	___
KOLODZIEJ, J.	<u>X</u>	___	___	___
LEVINE, J.	___	___	___	<u>X</u>
COTTON, R.	<u>X</u>	___	___	___

Adopted at a meeting of Passaic Valley Water Commission.



President
RUBY N. COTTON

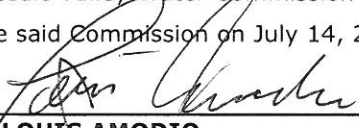


Secretary
JEFFREY LEVINE

This Resolution, when adopted, must remain in the custody of the Administrative Secretary.

CERTIFICATION

I, LOUIS AMODIO, Administrative Secretary of the Passaic Valley Water Commission in the County of Passaic, and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy thereof of the foregoing Resolution duly passed and adopted by a majority of a legal quorum of the full membership of the Passaic Valley Water Commission at its duly noticed and convened meeting of the said Commission on July 14, 2021.



LOUIS AMODIO
Administrative Secretary

PASSAIC VALLEY WATER COMMISSION

**CHANGES IN SCOPE OF PROFESSIONAL SERVICES FOR
PROJECT 19-P-89 ENTITLED "PROFESSIONAL SERVICES TO ASSIST
PVWC IN COMPETITIVE CONTRACTING PROCUREMENT OF A NEW
CMMS SYSTEM"**

**CHANGE ORDER NO. 2 – HUMAN RESOURCES
OPTIMIZATION ASSESSMENT**

**WESTIN'S PROPOSAL
DATED JUNE 29, 2021**

EXHIBIT A

Proposed Change Order

Human Resources Optimization Assessment

I. Background

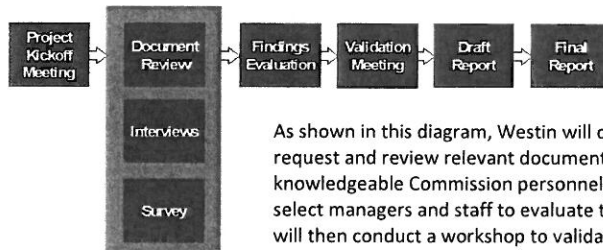
It is a pleasure for Westin Technology Solutions, LLC ("Westin") to submit this proposal to the Passaic Valley Water Commission ("PVWC" or "Commission"). Westin is currently under contract with the Commission for providing professional services in the *Competitive Contracting Procurement of a New CMMS System*. Westin has previously completed a Best Practices Review for the Commission's customer management program as well as its maintenance and infrastructure management program.

This proposal would continue Westin's services to conduct a best practices assessment for the Commission's Human Resources ("HR") Department. The project goal is to objectively evaluate the Commission's HR organization, existing services and related business practices. The Westin team will conduct a comprehensive study of the Department's current organizational structure, roles and responsibilities, levels of service, and operational functions against best industry practices and in alignment with the Commission's business goals. Based on the gap assessment against best practices, Westin will make a series of practical recommendations for improvement. The result of Westin's assessment efforts will be an objective, unbiased assessment of the Department with specific recommendations for enhancement.

Westin is very experienced in performing similar evaluations for water utilities of like size and complexity. At Westin, our primary business focus is improving water utility performance. For more than 40 years, utilities similar to the Commission have trusted Westin for its guidance in their improvement needs. Mr. Doug Spiers, Westin's Executive Vice President and Consulting Practice Leader, will serve as Westin's Project Manager for this important project.

II. Scope of Work

Westin's proven organizational assessment methodologies are designed to align our client's people, processes, and technology – thus providing sustainable performance improvement in the management, operations and maintenance of our client's utilities. A schematic of Westin's assessment approach is shown below.



As shown in this diagram, Westin will conduct a Project Kickoff Meeting, request and review relevant documents, facilitate individual interviews with knowledgeable Commission personnel, and conduct a confidential survey of select managers and staff to evaluate the Department's performance. Westin will then conduct a workshop to validate our findings and draft an Assessment Report for the Commission's review and comment before incorporating the Commission's comments into the Final Report. Each of these project elements are described in more detail below

Project Kickoff Meeting - We will begin by facilitating a Project Kickoff Meeting with the Commission's Project Manager and other select staff to introduce the Westin project team members, present the overall project approach and schedule, set the level of Commission involvement, and discuss the project logistics and deliverables. At this meeting, we will request a set of documents for our initial review, determine the key interviewees, schedule any on-site activities, discuss any initial areas of concern, and answer any questions. This initial Project Kickoff Meeting is envisioned to last approximately 1 ½ hours.

Document Reviews – Westin will also request a series of documents for our review prior to beginning any on-site activities. Requested documents are envisioned to include:

- Current Organizational Chart w/ identified vacancies
- Current HR Department programs/initiatives
- Relevant HR Policies (hiring, employment, education, promotion, disciplinary, termination, etc.)
- Commission's salary structure, benefits, and related practices
- Commission's education, training and certification programs
- Commission's knowledge management or succession programs
- Prior Class/Compensation studies or similar assessments
- Summary of PVWC positions able to retire within 3 years
- Sample Performance Reviews (individual names can be redacted)
- HR Department performance indicators

Interviews – Once the documents have been received and understood by the Westin team, we will conduct one-on-one interviews with select Commission personnel to gather additional details regarding the vision, current performance, employee service levels, and the existing culture of the Department. Westin envisions from 8 to 10 individual interviews with knowledgeable Commission personnel. These interviews will be designed to efficiently gather the requisite information using an open, interactive dialog approach. Each interview is expected to be in-person and last from 45 – 60 minutes. All specific discussions during the interviews will be confidential within Westin. Individual comments will not be attributed to any specific Commission employee. Westin's policy of strict confidentiality allows for open and honest discussions that produce the input necessary to make well-supported recommendations.

Organizational Survey – To efficiently gather additional current state information, Westin will employ a web-based survey instrument using Survey Monkey or similar tool. The goal is to cost-effectively elicit broader perceptions from the Commission's employees. We have several relevant organizational questionnaires and will modify the survey questions depending on the initial findings from the document reviews and interviews for more meaningful survey results.

Findings Evaluation – Based on the above activities, Westin will then compare our findings and observations against best practices to identify the current successes, as well as any significant areas for improvement. Westin will continue documenting the Department's baseline performance and begin to identify practical strategies and actions for improvements. During this effort, we will work closely with the Commission's Project Manager to clarify any information gaps needed to complete our evaluation.

Validation Workshop – Upon completion of the document reviews, interviews and workshops, Westin will facilitate a Validation Meeting with the Commission's Project Manager and other select management personnel to review our findings for factual accuracy. During this workshop, Westin will also present potential quick wins and the identified opportunities for mid-term and long-term organizational

improvement. Any gaps or ambiguities in the information assessed will be resolved through subsequent discussions with the PVWC Project Manager, records review, interviews, and/or additional on-site efforts.

Draft Assessment Report - After successful completion of the Validation Meeting, Westin will develop and deliver a Draft Assessment Report. The Draft Assessment Report will contain:

- An accurate, validated “as-is” assessment of the Commission HR Department’s organizational and operational performance against best practices;
- A list of potential “quick wins” that the Commission can implement in the near term; and
- A prioritized list of recommendations for significant organizational performance improvement.

Executive Presentation - Westin will present the results and recommendations from the Draft Assessment Report to the Commission’s executive management team. This interactive workshop is expected to last approximately 1 hour. Westin will then deliver the Draft Assessment Report to the Commission’s Project Manager for PVWC’s review and comment.

Final Assessment Report - Westin will gather any comments from the Commission and will include all relevant comments in the Final Assessment Report. Westin will then produce and deliver one hard copy and an electronic version of the Final Assessment Report to the Commission’s Project Manager.

Project Deliverables

- Draft Assessment Report
- Executive Team Presentation
- Final Assessment Report

III. Schedule and Fees

Westin can begin this assessment within two to three weeks of receiving the official Notice-to-Proceed. The estimated project duration is approximately 8 to 10 weeks from initial Project Kickoff to the Final Assessment Report, depending largely on the availability of key PVWC personnel during the project timeline.

IV. Estimated Fees

Westin’s estimated project fees are based on a Time & Material basis invoiced monthly for a not-to-exceed amount of **\$29,250** as shown below. This estimate includes all related project expenses.

Task	Labor	Travel	Total
HR Assessment	\$24,750	\$4,500	\$29,250

At Westin, we look forward to continuing to help the Commission on this important project.

PASSAIC VALLEY WATER COMMISSION

**CHANGES IN SCOPE OF PROFESSIONAL SERVICES FOR
PROJECT 19-P-89 ENTITLED "PROFESSIONAL SERVICES TO ASSIST
PVWC IN COMPETITIVE CONTRACTING PROCUREMENT OF A NEW
CMMS SYSTEM"**

**CHANGE ORDER NO. 2 – HUMAN RESOURCES
OPTIMIZATION ASSESSMENT**

**PVWC DIRECTOR OF ENGINEERING'S
MEMORANDUM DATED JULY 7, 2021
AND FORM OF AMENDMENT TO AGREEMENT**

EXHIBIT B

**PASSAIC VALLEY WATER COMMISSION
INTEROFFICE MEMORANDUM**

Date: July 7, 2021

To: Hon. Commissioners

From: P. Porcaro

cc: L. Amodio

Re: Modifications to Professional Services for Project 19-P-89 "Professional Services to Assist PVWC in Competitive Contracting Procurement of a New CMMS System" – Change Order No. 2, Human Resources Optimization Assessment

Summary

It is recommended that, under Project 19-P-89, Westin Technology Solutions, LLC ("Westin") of Milwaukee, Wisconsin be awarded an increase of \$29,250.00, increasing their total not-to-exceed amount to \$923,245.00 to provide PVWC with additional professional services related to the Project as set forth in the attached copy of Westin's proposal dated June 29, 2021.

These recommended modifications are set forth in more detail below.

Background

Westin is currently under contract to assist the PVWC for Professional Services in Competitive Contracting Procurement of a New CMMS System. The ultimate goal is to successfully replace PVWC's existing work order systems with a modern computerized maintenance management system ("CMMS") solution that will assist the Commission to better manage its infrastructure assets, add workforce efficiency, improve asset data quality, and more effective and efficient reporting.

The Project was awarded to Westin in accordance with the authorized scope of work, and with reimbursement to be on a time-and-materials basis, not to exceed \$558,920.00. The previously approved Change Order No. 1 increased the Contract Price by \$335,075.00 for Implementation Assistance and Post-Implementation Refinement.

At PVWC's request, Westin has submitted a proposal dated June 29, 2021 (the "Proposal") to modify the Project to include performing an optimization assessment of PVWC's Human Resources Department. A copy of the Proposal, including a description of the said additional services along with a breakdown of the scope and additional costs related thereto, is attached hereto.

Westin's Proposal appears to be reasonable, considering the nature and scope of additional Work involved, and it is recommended that the said changes to the Project, and additional costs related thereto, be approved. The additional services to be rendered pursuant hereto constitute professional services (or extraordinary unspecifiable services) within the meaning and intent of the Local Public Contracts Law.

Change Order No. 2 would increase the not-to-exceed total price for the Project by \$29,250.00 for a revised not-to-exceed total price of \$923,245.00.

Subject to concurrence and approval by the Law Department, the said changes will be incorporated into an Amendment to Agreement for the Project, the form of which is attached hereto.

**PASSAIC VALLEY WATER COMMISSION
AMENDMENT TO AGREEMENT FOR PROFESSIONAL SERVICES
(PROJECT 19-P-89)**

THIS AMENDMENT TO AGREEMENT (hereinafter "AMENDMENT") made as of _____, 20__ between PASSAIC VALLEY WATER COMMISSION ("PVWC"), a Public Utility Company organized pursuant to its enabling statute (N.J.S.A. 40:62-108 et seq.), having its principal place of business at 1525 Main Avenue, Clifton, New Jersey 07011, and Westin Technology Solutions, LLC a professional firm (hereinafter "PROFESSIONAL" and/or "contractor") having a place of business at 1000 North Water Street, Suite 950, Milwaukee, Wisconsin 53202.

WHEREAS, this AMENDMENT hereby modifies the previously signed and executed agreement (the "AGREEMENT") with PVWC and PROFESSIONAL who was awarded Project 19-P-89 entitled "Professional Services to Assist PVWC in Competitive Contracting Procurement of a New CMMS System" (hereinafter the "PROJECT") at PVWC's Commission Meeting dated July 17, 2019 (PVWC Resolution 19-40) and amendment to agreement under Change Order No. 1 dated June 9, 2021 (PVWC Resolution 21-60); and

WHEREAS, the original scope set forth in the PROFESSIONAL'S proposal for the PROJECT is hereby modified as set forth in PROFESSIONAL's proposal dated June 20, 2019, a copy of which is attached hereto and made a part hereof as Exhibit A; and

WHEREAS, the previously approved not-to-exceed total amount of \$893,995.00 for the PROJECT is hereby increased by \$29,250.00 for a revised not-to-exceed total amount of \$923,245.00; and

WHEREAS, the PROFESSIONAL will be reimbursed (on a time-and-materials, not-to-exceed basis) for the said additional professional services; and

All other provisions of the AGREEMENT remain in full force and effect.

WESTIN TECHNOLOGY SOLUTIONS, LLC.

Witness or Attest

By: _____
Secretary
(Seal)

By: _____
Authorized Signatory

PASSAIC VALLEY WATER COMMISSION

By: _____
LOUIS AMODIO
Administrative Secretary

By: _____
RUBY N. COTTON
President

PASSAIC VALLEY WATER COMMISSION

**CHANGES IN SCOPE OF PROFESSIONAL SERVICES FOR
PROJECT 19-P-89 ENTITLED "PROFESSIONAL SERVICES TO ASSIST
PVWC IN COMPETITIVE CONTRACTING PROCUREMENT OF A NEW
CMMS SYSTEM"**

**CHANGE ORDER NO. 2 – HUMAN RESOURCES
OPTIMIZATION ASSESSMENT**

PVWC'S FINANCIAL CERTIFICATION SHEET

EXHIBIT C

OFFICE OF THE COMPTROLLER

CERTIFICATION OF AVAILABILITY OF FUNDS

It is hereby certified that subject to Commission approval of future Budgets, with respect to multi-budget year contracts, there are or will be sufficient available funds for expenditures to be incurred as result of any contract or commitment to be entered into by Passaic Valley Water Commission as follows:

Description of Project or Contract: Westin Technology Solutions (Change Order #2)

Amount of Project or Contract: \$ 29,250.00

1. Acct: # 001-0901-419-95-07 Capital / Computers & Software

Specific Appropriation to which expenditures will be charged: Capital Budget 2021

Other comments: Change Order #2

Date of Certification: 07/08/2021 Certified: \$29,250.00



Vitzchak Weiss
Comptroller and Chief Financial Officer

YW:gb1

RESOLUTION:21-74
RESOLUTION OF PASSAIC VALLEY WATER COMMISSION
DATE OF ADOPTION: JULY 14, 2021

Approved as to form and legality by Law Department on the basis of facts set forth by Executive Director, Purchasing, and Finance Departments.

Introduced by Commissioner: **FRIEND**

Seconded by Commissioner: **SANCHEZ**

WHEREAS, Passaic Valley Water Commission ("PVWC") has solicited for professional services (or extraordinary unspecifiable Services) for Legal and Related Services (hereinafter the "Project"), with said solicitation and procurement of responses (and evaluation of same) undertaken through a fair and open process, as defined in N.J.S.A. 19:44A-20.7 (hereinafter the "Fair and Open Process"); and

WHEREAS, with the exception of 20-P-17, PVWC awarded Contracts for the Project; and

WHEREAS, this Resolution shall serve as a supplement to that Resolution and shall serve to award 20-P-17; and

WHEREAS, it is in the best interest of PVWC, its users and constituent municipalities to engage, or continue to engage, the services of the Awardee(s) at this time; and

WHEREAS, the services to be rendered pursuant hereto constitute professional services (or extraordinary unspecifiable services) within the meaning and intent of the Local Public Contracts Law; and

WHEREAS, in the event that a specific not-to-exceed amount has been established in the Response, and PVWC has subsequently accepted the same, PVWC's Comptroller has certified, with respect hereto, that funds are currently available for said purpose and said certificates are attached hereto as Exhibit C; and

WHEREAS, the said response, or responses to the Project and solicitation are also on file in the office of the Administrative Secretary and available for inspection;

NOW, THEREFORE, BE IT RESOLVED, by Passaic Valley Water Commission, in the County of Passaic, New Jersey:

1. That PVWC hereby awards the Contract for 20-P-17 to the following Awardee(s) in accordance with N.J.S.A. 40A:11-1 et seq. and N.J.S.A. 19:44A-20.7: (1) Bio & Laracca, P.C., and (2) Leitner, Tort, DeFazio & Brause, P.C.; and
2. That an appropriate official of PVWC, on behalf of PVWC, is hereby authorized and directed to execute the Contract hereby awarded to the Awardees and the Secretary of PVWC to attest to the Contract and such other officers, employees and officials of PVWC are hereby authorized to perform such acts and execute such documents as are necessary to implement the terms and intentions of this Resolution, and
3. That this matter shall be advertised as required by New Jersey law, in accordance with an appropriate form of notice, and a copy of this Resolution and Agreement(s) shall be placed on file and made available for inspection at the office of the Administrative Secretary of Passaic Valley Water Commission.

RECORD OF COMMISSION VOTE ON FINAL PASSAGE

	AYE	NAY	ABSTAIN	ABSENT
FRIEND, G.	<u>X</u>	___	___	___
DEPADUA, C.	<u>X</u>	___	___	___
VAN RENSALIER, R.	<u>X</u>	___	___	___
SANCHEZ, R.	<u>X</u>	___	___	___
KOLODZIEJ, J.	<u>X</u>	___	___	___
LEVINE, J.	___	___	___	<u>X</u>
COTTON, R.	<u>X</u>	___	___	___

Adopted at a meeting of Passaic Valley Water Commission.



President
RUBY COTTON

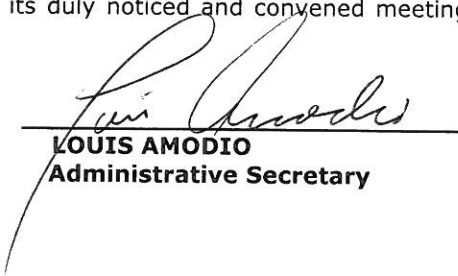


Secretary
JEFFREY LEVINE

This Resolution, when adopted, must remain in the custody of the Administrative Secretary.

CERTIFICATION

I, LOUIS AMODIO, Administrative Secretary of the Passaic Valley Water Commission in the County of Passaic, and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy thereof of the foregoing Resolution duly passed and adopted by a majority of a legal quorum of the full membership of the Passaic Valley Water Commission at its duly noticed and convened meeting of the said Commission on July 14, 2021.



LOUIS AMODIO
Administrative Secretary