

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

PLEASE TAKE NOTICE the Northwest Bergen County Utilities Authority does hereby notify the public that the Work Session and the Regular Meeting scheduled for Wednesday, November 9, 2022 at 7:00 p.m. will be held at the Authority's offices located at 30 Wyckoff Avenue, Waldwick, New Jersey. Formal action will be taken. The agendas will be placed on the Authority website, nbcua.com, at least 48 hours prior to the meeting.

Alison Gordon, Secretary
Northwest Bergen County
Utilities Authority

November 4, 2022

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

AGENDA REGULAR MEETING November 9, 2022

1. Meeting called to Order
2. Open Public Meetings Act Statement
3. Roll Call
4. Swearing in of Commissioners
 - a. William Soukas
5. Chairman's Remarks
6. Approval of Minutes
 - a. Regular Meeting – October 18, 2022
 - b. Special Meeting – October 18, 2022
7. Public Comments (any subject)
8. Consideration for approval of list of Resolutions attached dated November 9, 2022
9. Report of Committees:
 - a. Finance Committee
 - b. Personnel Committee
 - c. Insurance Committee
 - d. Operating Committee
 - e. Strategic Plan Subcommittee
 - f. Buildings and Grounds Committee
 - g. Safety and Security Committee
10. Report of Treasurer
11. Report of General Counsel
12. Report of Consulting Engineer
13. Report of Executive Director
14. Report of Authority Engineer
15. Report of Superintendent
16. Old Business
17. New Business
18. Public Comments (on subjects 4 through 17)
19. Adjournment

November 4, 2022

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTIONS

November 9, 2022

CONSENT AGENDA

RESOLUTIONS

- 99-2022 Approval of Payment of Vouchers, Payroll, Tax Deposits and Pensions and Benefits
- 100-2022 Northwest Bergen County Utilities Authority, NJEIP S340700-20 – Designation of Authorized Representative
- 101-2022 Resolution Authorizing the Northwest Bergen County Utilities Authority to Approve a Sewer Connection Application with Sylwia Kaldon for 301 Wiley Place, Wyckoff, New Jersey Sewer Connection
- 102-2022 Permanent Employment – Brian Frank as Electrical Supervisor
- 103-2022 Authorization of Signors for Provident Bank Account
- 104-2022 Authorization to Engage the Engineering Services of T&M Associates for the Rehabilitation of Manholes in the Allendale Interceptor

MOTIONS

- 22-04 Motion to approve an unpaid leave of absence for Theodoros Perides, O&M Helper

November 4, 2022

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 99-2022

Date: November 9, 2022

APPROVAL OF VOUCHERS, PAYROLL TRANSFERS, PAYROLL TAX DEPOSITS AND PENSIONS & BENEFITS TRANSFERS

WHEREAS, the Northwest Bergen County Utilities Authority has received vouchers in claim for payment of materials supplied and/or rendered; and

WHEREAS, the said vouchers have been reviewed and the amount indicated on each voucher has been determined to be due and owing; and

WHEREAS, the Northwest Bergen County Utilities Authority has made payroll transfers, payroll tax deposits and Pensions & Benefits transfers for the month of October 2022 and Health Benefits and Dental Benefits transfers for November 2022; and

WHEREAS, the Commissioners of the Authority have reviewed the vouchers, payroll transfers, payroll tax deposits, Pensions and Benefits, and Health and Dental Benefits transfers listed on the attached reports and have found them to be in order.

NOW, THEREFORE, BE IT RESOLVED,

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority, that all vouchers, payroll transfers, payroll tax deposits, Pensions & Benefits and Health and Dental Benefits transfers listed and reports attached hereto, dated November 9, 2022 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account
Net Payroll: \$313,096.50

ACCOUNT: Tax Deposit Account
Total: \$128,901.70

ACCOUNT: Health Benefits Contribution Employer
Total Transfer: \$117,386.82

ACCOUNT: Health Benefits Contribution Employee
Total: \$4,229.80

ACCOUNT: Dental Benefits
Total Transfer: \$3,924.11

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 99-2022

Date: November 9, 2022

APPROVAL OF VOUCHERS, PAYROLL TRANSFERS, PAYROLL TAX DEPOSITS AND PENSIONS & BENEFITS TRANSFERS

ACCOUNT: PERS and Contributory Insurance

Total Transfer: \$31,878.61

ACCOUNT: Operating Account

Total: \$467,238.62

ACCOUNT: General Improvement Account

Total: \$474,434.75

MICHAEL KASPARIAN, CHAIRMAN

ALISON GORDON, SECRETARY

RECORDED VOTE:

	Bonagura	Jordan	Kelaheer	Lo Iacono	Ortega	Soukas	Tombalakian	Kasparian
Offered								
Seconded								
Aye								
Nay								
Absent								
Abstain								
Recuse								

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 100-2022

Date: November 9, 2022

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
NJEIFP LOAN NO. S340700-20**

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) intends to file a loan application with the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank for the Authority’s Sludge Cake Receiving Facility at the Wastewater Treatment Plant Project:

The Authority has determined that the existing incinerators at the wastewater treatment plant are not operating to their fullest capacity. The Authority has decided to construct a cake receiving facility which will allow sludge cake to be accepted from outside facilities. The objective is for the plant to operate the incinerators 24-hours a day, seven days a week, to reduce operation and maintenance costs and achieve optimal efficiency.

NOW, THEREFORE BE IT RESOLVED, that John Danubio, Assistant Executive Director, be authorized to act as the Authorized Representative to represent the Authority in all matters relating to the project undertaken pursuant to the above referenced New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank. The Authorized Representative may be contacted at:

Northwest Bergen County Utilities Authority
30 Wyckoff Avenue at Authority Drive
Waldwick, NJ 07463-0255
(201) 447-2660

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 100-2022

Date: November 9, 2022

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
NJEIFP LOAN NO. S340700-20**

I do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by Northwest Bergen County Utilities Authority at a meeting duly held on the following date: Wednesday, November 9, 2022.

CHAIRMAN

SECRETARY

	Bonagura	Jordan	Kelaheer	Lo Iacono	Ortega	Soukas	Tombalakian	Kasparian
Offered								
Seconded								
Aye								
Nay								
Absent								
Abstain								
Recuse								

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 101-2022

Date: November 9, 2022

**RESOLUTION AUTHORIZING
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
TO APPROVE A SEWER CONNECTION APPLICATION
WITH SYLWIA KALDON
FOR THE 301 WILEY PLACE, WYCKOFF NEW JERSEY
SEWER CONNECTION**

WHEREAS, the Northwest Bergen County Utilities Authority (the “NBCUA”) has previously determined the need for and facilitated the construction of sanitary sewer lines within the Township of Wyckoff (the “Township”); and

WHEREAS, the NBCUA has previously resolved to construct sanitary sewer lines to assist in the collection and disposal of sanitary and other waste waters arising within the boundaries of the Township of Wyckoff; and

WHEREAS, the NBCUA has received a Sewer Connection Application from Sylwia Kaldon regarding 301 Wiley Place (a single-family residence) who is desirous of collaborating with the Township of Wyckoff for the connection to an existing Township of Wyckoff sanitary sewer located at the Wiley Place. The proposed connection/extension is designed to provide sanitary sewer service to a single-family residence. The sewer connection will connect to an existing Township of Wyckoff sanitary sewer located in Wiley Place. The proposed connection will involve constructing approximately 160 linear feet of 8-inch DIP, one (1) manhole, and modification of an existing manhole and appurtenances to collect and dispose of sanitary and other wastewater arising within the boundaries of 301 Wiley Place of the Township of Wyckoff and to be received and serviced by the NBCUA. The application for this connection/extension projects an average daily increase in flow of 300 gallons per day (GPD). Based on this projection, one (1) additional residential equivalent dwelling unit (“EDU”) will become tributary to the Authority from the Township of Wyckoff (“Project”); and

WHEREAS, the NBCUA Technical Advisor, Samuel N. Brewer submitted a memorandum on October 27, 2022, to the Interim Executive Director and NBCUA’s General Counsel indicating that the Authority currently has sufficient capacity to accept the additional flow from this Project and recommended the approval of the Sewer Connection Application by the Authority;

NOW THEREFORE BE IT RESOLVED, that the NBCUA Chairman, Interim Executive Director, Superintendent, and the NBCUA’s General Counsel are authorized to prepare any and all documentation in order to facilitate the sewer connection to service 301 Wiley Place

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TO APPROVE A SEWER CONNECTION APPLICATION
WITH SYLWIA KALDON
FOR THE 301 WILEY PLACE, WYCKOFF NEW JERSEY
SEWER CONNECTION**

with the Township of Wyckoff and to report back to the NBCUA Commissioners on the status of same; and the NBCUA shall be responsible for ensuring the intended construction of sanitary sewer lines shall comply with all laws of the State of New Jersey Local Public Contracts Law, N.J.S.A 40A:11-1 *et. seq.*, and all other provisions of the revised statutes of the State of New Jersey.

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority as follows:

1. The Authority hereby authorizes the approval of the Sewer Connection Application submitted by Sylwia Kaldon, subject to the following Authority requirements;
2. Construction in conformance with all applicable requirements of the Township of Wyckoff, where applicable.
3. Inspection and approval of the installation of sewers, appurtenances by the Township of Wyckoff, where applicable.
4. Observation and approval by the Authority of infiltration/exfiltration testing, with the Authority to receive two (2) days advanced notice prior to the testing of all newly constructed sewers.
5. Reimbursement to the Authority by the applicant for all engineering expenses incurred by the Authority for inspection and final testing of the sewers and appurtenances.
6. Payment to the Authority by the applicant for all Authority application fees, legal fees, and other application, administrative, technical, and other review expenses relating to the project.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

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Date: November 9, 2022

**RESOLUTION AUTHORIZING
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
TO APPROVE A SEWER CONNECTION APPLICATION
WITH SYLWIA KALDON
FOR THE 301 WILEY PLACE, WYCKOFF NEW JERSEY
SEWER CONNECTION**

7. Any manhole constructed or modified by reason of this project must be fitted with sewer guards.
8. Water conserving plumbing fixtures shall be installed in the building serviced by this connection.
9. Notification of the Authority when sanitary sewer construction commences.
10. Submission to the Authority for its approval, NJDEP form WQM-005, "Certification for Approval by Local Agency," when the construction of this connection is completed.
11. The Chairman, or his designee, be and hereby is authorized to execute any such documents in connection the Sewer Connection Application.
12. The Northwest Bergen County Utilities Authority shall be responsible for ensuring that all the construction of sanitary sewer lines comply with all laws of the State of New Jersey Local Public Contracts Law, N.J.S.A 40A:11-1 et. seq., and all other provisions of the revised statutes of the State of New Jersey.

IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Northwest Bergen County Utilities Authority upon a roll call vote of all Commissioners of the Authority eligible to vote at a regular meeting held on September 20, 2022.

MICHAEL KASPARIAN, CHAIRMAN

ALISON GORDON, SECRETARY

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 101-2022

Date: November 9, 2022

**RESOLUTION AUTHORIZING
THE NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
TO APPROVE A SEWER CONNECTION APPLICATION
WITH SYLWIA KALDON
FOR THE 301 WILEY PLACE, WYCKOFF NEW JERSEY
SEWER CONNECTION**

DATED: November 9, 2022

RECORDED VOTE:

	Bonagura	Jordan	Kelaheer	Lo Iacono	Ortega	Soukas	Tombalakian	Kasparian
Offered								
Seconded								
Aye								
Nay								
Absent								
Abstain								

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 103-2022

Date: November 9, 2022

AUTHORIZATION OF SIGNOR FOR PROVIDENT BANK ACCOUNT

WHEREAS, the Northwest Bergen County Utilities Authority (hereinafter referred to as the "Authority") wishes to continue its banking relationship with Provident Bank (hereinafter referred to as the "Bank" or "Provident Bank");

WHEREAS, the Bank requires certain resolutions and authorization of certain individuals by the Authority to conduct routine business with the Bank.

NOW, THEREFORE BE IT RESOLVED, the Authority authorizes the Interim Executive Director, Robert Laux, Assistant Executive Director, John Danubio and Board Secretary, Alison Gordon to have the following authority of the bank accounts held at Provident Bank:

1. Exercise all the powers listed in this Resolution;
2. Open all deposit or share account(s) in the name of the Authority;
3. Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with the Bank; and

FURTHER RESOLVED, Provident Bank located at 345 Franklin Avenue, Wyckoff, New Jersey is designated as a depository for the funds of the Authority and to provide other financial accommodations indicated in this Resolution; and

FURTHER RESOLVED, this Resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Bank. Any and all prior Resolutions adopted by the Commissioners of the Authority and certified to the Bank as governing the operation of this Authority's account (s) are in full force and effect, until the Bank receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a Resolution must be accompanied by documentation, satisfactory to the Bank, establishing the authority for the changes; and

FURTHER RESOLVED, the signature of an Agent named in this Resolution is conclusive evidence of their authority to act on behalf of the Authority. Any agent, so long as he/she acts in a representative capacity as agent of the Authority, is authorized to act on behalf of the Authority for the effective exercise of the powers set

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 103-2022

Date: November 9, 2022

AUTHORIZATION OF SIGNOR FOR PROVIDENT BANK ACCOUNT

forth herein, from time to time with the Bank, subject to any restrictions on this resolution or otherwise agreed to in writing; and

FURTHER RESOLVED, all transactions, if any, with respect to any deposits, withdrawals, rediscounts, and borrowings by or on behalf of the Authority with the Bank prior to the adoption of this Resolution are hereby ratified, approved and confirmed; and

FURTHER RESOLVED, the Authority agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Authority. The Authority authorizes the Bank, at any time, to charge the Authority for all checks, drafts, or other orders, for the payment of money, that are drawn on the Bank, so long as they contain the required signature for this purpose; and

FURTHER RESOLVED, the Authority acknowledges and agrees that the Bank may furnish at its discretion automated access devices to Agents of the Authority to facilitate those powers authorized by this Resolution or other Resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, electronic banking, mobile banking, credit cards, automated teller machines (ATM), and debit cards; and

FURTHER RESOLVED, The Authority acknowledges and agrees that the Bank may rely on alternative signature and verification codes issued to or obtained from the Agents named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Bank, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this Resolution (or that are filed separately by the Authority with the Bank from time to time), the Bank is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Authority authorizes each Agent to have custody of the Authority's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Bank shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 103-2022

Date: November 9, 2022

AUTHORIZATION OF SIGNOR FOR PROVIDENT BANK ACCOUNT

IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Northwest Bergen County Utilities Authority upon a roll call vote of all Commissioners of the Authority eligible to vote at a regular meeting held on November 9, 2022.

MICHAEL KASPARIAN, CHAIRMAN

DOUGLAS M. BERN, ESQ.
ASSISTANT SECRETARY

RECORDED VOTE:

	Bonagura	Jordan	Kelaheer	Lo Iacono	Ortega	Soukas	Tombalakian	Kasparian
Offered								
Seconded								
Aye								
Nay								
Absent								
Abstain								
Recuse								

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 104-2022

Date: November 9, 2022

RESOLUTION TO ENGAGE THE SERVICES OF T&M ASSOCIATES TO PROVIDE THE ENGINEERING PROFESSIONAL SERVICES REQUIRED FOR THE PLANNING & DESIGN, FUNDING & BIDDING ASSISTANCE OF THE REHABILITATION OF CERTAIN MANHOLES IN THE ALLENDALE INTERCEPTOR (Project # S340700-19)

WHEREAS, the Northwest Bergen County Utilities Authority (hereinafter the "Authority") requires the services of an engineer to undertake and complete necessary and essential professional engineering services in connection with the planning and design as well as funding & bidding assistance for the Rehabilitation of Certain Manholes in the Allendale Interceptor Project, Project # S340700-19 (hereinafter referred to as the "Project"); and

WHEREAS, the Authority intends for this Project to be funded with loan assistance from the New Jersey Environmental Infrastructure Financing Program pursuant to N.J.A.C. 7:22-3.1 *et seq.*, and the New Jersey Environmental Infrastructure Trust Loan pursuant to N.J.A.C. 7:22-4.1 *et seq.* and all applicable interim and final rules and regulations published in the New Jersey Register through June 2005; and

WHEREAS, T&M Associates, the Authority's current Consulting Engineer, has developed the attached proposal to perform these services and other ancillary services at a cost not to exceed \$55,515; and

WHEREAS, it is in the Authority's best interests for T&M Associates to provide these services, in accordance with the terms set forth in the attached agreement; and

WHEREAS, the Authority hired T&M Associates to serve as the Consulting Engineer to the Authority for the fiscal year 2022 in accordance with the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-1 *et seq.*) as well as federal procurement rules and regulations; and

WHEREAS, prior to hiring T&M Associates as Consulting Engineer, the Authority published a Request for Qualifications ("RFQ") in its official newspaper on January 14, 2022, requesting qualifications from individuals and/or firms to provide consulting engineering services; and

WHEREAS, as a result of that RFQ response, eleven (11) responses were received; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 104-2022

Date: November 9, 2022

RESOLUTION TO ENGAGE THE SERVICES OF T&M ASSOCIATES TO PROVIDE THE ENGINEERING PROFESSIONAL SERVICES REQUIRED FOR THE PLANNING & DESIGN, FUNDING & BIDDING ASSISTANCE OF THE REHABILITATION OF CERTAIN MANHOLES IN THE ALLENDALE INTERCEPTOR (Project # S340700-19)

WHEREAS, the Authority evaluated the proposal received based on established criteria made available to all respondents and appointed T&M Associates as its Consulting Engineer at its February 15, 2022 Commissioners' Meeting; and

WHEREAS, the Authority's Certifying Finance Officer has certified that funds are available for the retention of T&M Associates for these professional services; and

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority, as follows:

1. The Authority does hereby accept the proposal from T&M Associates in the not-to-exceed amount of \$55,515 for Engineering services in connection with the planning and design as well as funding & bidding assistance for the Rehabilitation of Certain Manholes in the Allendale Interceptor Project, Project # S340700-19.
2. The Chairman or Vice Chairman of the Authority is authorized to execute an Agreement with T&M Associates to provide Engineering and Professional Services required for the Planning & Design, Funding & Bidding Assistance of the Rehabilitation of Certain Manholes in the Allendale Interceptor Project, Project # S340700-19.
3. The Executive Director and Authority Engineer of the Authority are authorized to execute such other documents and undertake such other tasks that are reasonably required to carry out and consummate the transactions contemplated by the attached Agreement.
4. The Secretary is directed to cause notice to be published as required by law; and
5. Upon execution, a fully executed and confirmed copy of the Agreement shall be placed on file in the office of the Executive Director and available for public inspection.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 104-2022

Date: November 9, 2022

RESOLUTION TO ENGAGE THE SERVICES OF T&M ASSOCIATES TO PROVIDE THE ENGINEERING PROFESSIONAL SERVICES REQUIRED FOR THE PLANNING & DESIGN, FUNDING & BIDDING ASSISTANCE OF THE REHABILITATION OF CERTAIN MANHOLES IN THE ALLENDALE INTERCEPTOR (Project # S340700-19)

I hereby certify that this is a true copy of a resolution adopted by the Northwest Bergen County Utilities Authority upon a roll call vote of all Commissioners of the Authority eligible to vote at a public meeting held on November 9, 2022.

Michael Kasparian, Chairman

Alison Gordon, Secretary

Recorded Vote:

	Bonagura	Jordan	Kelaheer	Lo Iacono	Ortega	Soukas	Tombalakian	Kasparian
Offered								
Seconded								
Aye								
Nay								
Absent								
Abstain								
Recuse								

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

CERTIFICATION OF AVAILABILITY OF FUNDS

I hereby certify to the Board of Commissioners of the Northwest Bergen County Utilities Authority that sufficient funds are available for payment of the following:

CONTRACT: Consulting Engineering Services for Planning & Design, Funding & Bidding Assistance for the Rehabilitation of Certain Manholes in the Allendale Interceptor Project

VENDOR: T&M Associates

AMOUNT: Not to Exceed \$ 55,515

ACCOUNT NO.: 7000/6620

Date: November 9, 2022

Robert Laux, Certifying Finance Officer



NBUA0H-16002

November 3, 2022

Via Email

Mr. Robert Laux, Acting Executive Director
Northwest Bergen County Utilities Authority
30 Waldwick Ave.
Waldwick, NJ 07463

Re: Rehabilitation of Manholes Found to have Defects in the Allendale Interceptor.

Dear Mr. Laux,

In May of 2021, T&M was authorized by the Authority to perform an above ground inspection of the sewer manholes within the Allendale Interceptor. During the inspection T&M found thirty (30) of the manholes requiring some level of repair or rehabilitation. The efforts range from locating and raising the frame and cover to grade, to full replacement of the frames and covers and in a majority of the manholes, complete rehabilitation. T&M is prepared to design the rehabilitation and repair of these manholes including grouting of the joints, spraying layers of cement and epoxy coatings, and installing chimney seals as needed.

T&M estimates the rehabilitation work to cost approximately \$353,800.00. However, this preliminary estimate will be finalized during design based on actual rehabilitation and/or repair work proposed. As a result of this initial investigative work, T&M has prepared this proposal for professional engineering services to assist in the development of the design specifications and drawings, as well as assist in acquiring funding for the proposed work, bidding, construction administration and field inspection during the ongoing construction process in order to rehabilitate the above mentioned 30 deficient manholes on the Allendale interceptor.

Our scope of work for this project is as follows:

- Prepare detailed construction drawings and/or maps outlining the locations of the manholes and the type of repair/rehabilitation required for each structure. Rehabilitation and/or repair details will also be provided as needed.
- Prepare front end and technical specifications for the work proposed including all materials needed to complete the rehabilitation and/or repair work selected.
- Prepare a final construction cost estimate for all work selected.
- The proposed contract is intended to be submitted to the NJ I-Bank under its current "Interceptor System Rehabilitation" funding application. T&M will submit the design documents prepared and coordinate with the NJDEP and the Office of Equal Opportunity (OEO) for review and approval of the contract and issuance of the Authorization to Advertise.
- Assist the Authority with bidding of the project, as well as attend the bid opening and prepare a Recommendation of Award. T&M will also coordinate with the NJDEP and solicit and obtain the Authorization to Award prior to entering into contract with the selected low bidder.

Please note that the work proposed includes rehabilitation and/or repair of the existing infrastructure. No new facilities or modifications to their existing size or locations are proposed; therefore, a Treatment



Works Approval (TWA) permit is not necessary. This will be verified during design, and we will confirm with the Authority as needed.

Traffic Control and the use of Traffic Control Directors will be included as part of the contract documents and the Contractor that is awarded the project will be required to coordinate this effort as needed during the ongoing construction work.

T&M's fee for providing the design, funding assistance, bidding for this project is **\$55,515**. A breakdown of this cost is provided in the table below.

Task	T&M Labor Costs
Design	\$30,500.00
Funding Assist.	\$13,070.00
Bidding Assist.	\$11,945.00

T and M will submitting a separate fee for CA&I when we better know the scope of the work.

Our office is prepared to begin work upon approval from the Authority.

If you have any further questions, please contact our office.

Very truly yours,

T&M ASSOCIATES

NICHOLAS C. ROTONDA, P.E.
VICE PRESIDENT

NCR:vs

cc: Howard Hurwitz, PE – NBCUA
John Danubio - NBCUA
David Ksyniak, PE - T&M Associates
Vito Spadavecchia - T&M Associates
George Dakes – T&M Associates



ACCEPTED BY:

BY:

NAME & TITLE:

FOR CLIENT:

DATE:

Northwest Bergen County Utilities Authority

The above signed represents that they have read and understand the attached Standard Terms and Conditions and have the authority to enter into this agreement on behalf of the client named above.

