

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

Northwest Bergen County Utilities Authority

PLEASE TAKE NOTICE, that in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. and in consideration of Executive Order No. 103, issued by Governor Murphy on March 9, 2020 declaring a State of Emergency and a Public Health Emergency in the State of New Jersey, the Northwest Bergen County Utilities Authority does hereby notify the public that to protect the health, safety and welfare of our citizens while ensuring the continued functioning of government, the Northwest Bergen County Utilities Authority Work Session and Annual Reorganization Meeting scheduled for Tuesday, February 16, 2021 at 7:00 p.m. at the offices of the Northwest Bergen County Utilities Authority located at 30 Wyckoff Avenue, Waldwick, New Jersey will be held via Zoom ONLY. Formal action will be taken. The agendas will be placed on the Northwest Bergen County Utilities Authority website, nbcua.com, at least 48 hours prior to the meeting. Members of the public who wish to participate in the meeting may do so by going to [Zoom.us](https://zoom.us) and entering the meeting ID of 830 4078 6595 and followed by the passcode 963008 at 7:00 P.M. Members of the public may also access the meeting by dialing in at 1-646-558-8656, and then following the prompts to input the meeting ID and passcode. Phone service provider rates may apply. Individuals calling into this number will be able to fully participate in the meeting, including providing public comment. A non-public dial in number will be used if executive session is required.

Alison Gordon, Secretary
Northwest Bergen County
Utilities Authority

February 12, 2021

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

AGENDA REORGANIZATION MEETING February 16, 2021

1. Meeting called to Order
2. Open Public Meetings Act Statement
3. Roll Call
4. Election of Officers:
 - a) Election of Chairman for ensuing year
 - b) Election of Vice-Chairman for ensuing year
5. Chairman's Remarks
6. Approval of Minutes – Regular Meeting – January 12, 2021
Special Meeting – January 12, 2021
7. Public Comments (any subject)
8. Consideration for approval list of Resolutions attached dated February 16, 2021
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 8 through 17)
19. Adjournment

February 12, 2021

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

REORGANIZATION MEETING

February 16, 2021

RESOLUTIONS

- 10-2021 Approval of vouchers, payroll and tax deposits
- 11-2021 Regular Employment – Jason Paneque, O&M Helper
- 12-2021 Approval of 2021 Meeting Schedule
- 13-2021 Designation of Authority Newspapers for 2021
- 14-2021 Designation of Depositories for 2021
- 15-2021 Resolution authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units pursuant to N.J.S.A.40A:11-12a
- 16-2021 Authorization to renew a Shared Services Agreement with Upper Saddle River
- 17-2021 Authorization to increase the not-to-exceed cost of the Professional Services Agreement with T&M Associates for engineering services related to the Pump Station Improvements Project
- 18-2021 Qualification of Individuals/Firms for provision of Legal Services
- 19-2021 Qualification of Individuals/Firms for provision of Engineering Services
- 20-2021 Qualification of Individuals/Firms for provision of Auditing Services
- 21-2021 Qualification of Individuals/Firms for provision of Bond Counsel Services
- 22-2021 Qualification of Individuals/Firms for provision of Risk Management Services
- 23-2021 Retention of Authority Auditor for 2021
- 24-2021 Retention of Authority General Counsel for 2021
- 25-2021 Retention of Authority Labor Counsel for 2021
- 26-2021 Retention of Bond Counsel for 2021
- 27-2021 Retention of Risk Manager for 2021
- 28-2021 Retention of Consulting Engineer 2021
- 29-2021 Retention of Consulting Engineer for Instrumentation, Automation and Computer Systems for 2021
- 30-2021 Retention of Consulting Engineer for 2022 Service Charges
- 31-2021 Retention of Consulting Engineer for General Incinerator Advice for 2021

MOTIONS

- 21-01 Motion to approve an unpaid Leave of Absence – Gregory Kuipers, O&M Helper

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 10-2021

Date: February 16, 2021

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 January 2021 and Health Benefits and Dental Benefits transfers for February 2021; 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 February 16, 2021 be and they hereby are approved for payment from the proper accounts as follows:

ACCOUNT: Payroll Account
Net Payroll: \$231,648.90

ACCOUNT: Tax Deposit Account
Total: \$106,201.25

ACCOUNT: Health Benefits Contribution Employer
Total Transfer: \$117,699.89

ACCOUNT: Health Benefits Contribution Employee
Total: \$4,750.68

ACCOUNT: Dental Benefits
Total Transfer: \$4,407.91

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 10-2021

Date: February 16, 2021

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

ACCOUNT: PERS and Contributory Insurance

Total Transfer: \$31,651.16

ACCOUNT: Operating Account

Total: \$281,391.42

ACCOUNT: General Improvement Account

Total: \$100,111.25

CHAIRMAN

SECRETARY

RECORDED VOTE:

	Bonagura	Duch	Jordan	Kelahr	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY
MEETING SCHEDULE FOR 2021

Month	Work Session & Regular Meetings	Notes
March	16 th	
April	20 th	
May	18 th	
June	15 th	
July	20 th	
August	No meetings scheduled	
September	21 st	
October	19 th	A special meeting will be held to approve the 2022 Introduced Budget
November	9 th *	*2nd Tuesday of the month
December	14 th *	*2 nd Tuesday of the Month Public Hearing for 2022 Budget will be held.
January 2022	11 th *	*2 nd Tuesday of the month Public Hearing on the 2022 Service Charges will be held
February 2022	15 th	Reorganization Meeting

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 15-2021

Date: February 16, 2021

**RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED
STATE CONTRACT VENDORS FOR CONTRACTING UNITS
PURSUANT TO N.J.S.A.40A:11-12a**

WHEREAS, the Northwest Bergen County Utilities Authority, pursuant to N.J.S.A.40A:1-12a and N.J.A.C.5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Northwest Bergen County Utilities Authority has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Northwest Bergen County Utilities Authority intends to enter into contracts with the attached Referenced State Contract Vendors, but not limited to the attached, through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts.

NOW, THEREFORE, BE IT

RESOLVED, by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Northwest Bergen County Utilities Authority authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list, but not limited to the attached, pursuant to all conditions of the individual State contracts; and
2. The governing body of the Northwest Bergen County Utilities Authority pursuant to N.J.A.C.5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Financial Officer; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 15-2021

Date: February 16, 2021

**RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED
STATE CONTRACT VENDORS FOR CONTRACTING UNITS
PURSUANT TO N.J.S.A.40A:11-12a**

3. The duration of the contracts between the Northwest Bergen County Utilities Authority and the Referenced State Contract Vendors shall be from January 1, 2021 to December 31, 2021.

IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 16, 2021.

SECRETARY

CHAIRMAN

RECORDED VOTE:

	Bonagura	Duch	Jordan	Kelاهر	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

REFERENCED STATE CONTRACT VENDORS

<u>Commodity/Service</u>	<u>Vendor</u>	<u>State Contract No.</u>
General Office Supplies	T-0052 WB Mason, Inc.	A-88839 (exp. 5/6/202)
Custodial/Maintenance Supplies	M-0052 Grainger, Inc.	79875 (exp. 6/30/2023)
Fire Extinguisher Maintenance	G-0576 FYR Fyter Sales	45627 (exp. 9/30/2021)
Laboratory Supplies	T-0983 – Hach Chemical T-0115 – Fisher Scientific T-0115 – J&H Berge T-0115 – VWR Scientific	85091 (exp. 2/28/2021) 75827 (12/31/2023) 75819 (12/31/2023) 75846 (12/31/2023)
Vehicles	T-2100 – Chase Winner Ford T-2100 - Beyer Ford	88726 (7/31/2021) 88726 (7/31/2021)
AB PLC Equipment	T-1316 – Turtle & Hughes	80801 (exp. 1/31/21)
Misc. Supplies	Grainger	00566 (2/28/23)
Motor Services	Universal Electric	PVSC CO-OP (8/23)
Electrical Services	Longo Industries	PVSC CO-OP (exp. 7/13/23)
Electrical Supply	T-0167 Jewel Electric	00608 (exp. 06/30/21)

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 16-2021

Date: February 16, 2021

**AUTHORIZATION TO RENEW A SHARED SERVICES AGREEMENT WITH THE
BOROUGH OF UPPER SADDLE RIVER**

WHEREAS, the State of New Jersey encourages local units to enter into agreements for the joint provision of municipal services; and

WHEREAS, the State of New Jersey authorizes entering into such agreements for shared services pursuant to NJSA 40A:65-1 et. seq.; and

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) and the Borough of Upper Saddle River (the “Borough”) had entered into a Shared Services Agreement which commenced January 1, 2020 and had a termination date of December 31, 2020 for the Authority to 1) act as the New Jersey Licensed Collection System Operator for the Borough in the sanitary sewer system collection area defined on the sewer map attached and as more specifically defined in the attached Agreement 2) respond to sanitary sewer collection emergencies 24 hours a day, 7 days a week 3) coordinate all third party repairs of the collections system 4) coordinate, participate and correspond to any and all NJDEP inspections and actions regarding the sanitary sewer collection system 5) coordinate with the Borough any NJDEP hotline calls and correspondence regarding the sanitary collection system 6) upon request, coordinate and conduct a manhole inspection program and 7) upon request, can conduct New Jersey State Certified Backflow Preventer tests; and

WHEREAS, the Borough has adopted its Resolution No. 38-21 authorizing entering into a new shared services agreement with the Authority to receive the same services as previously provided; and

WHEREAS, the Authority desires to enter into this agreement with the Borough for a duration of one (1) year subject to the terms and conditions set forth in said agreement attached hereto.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 16-2021

Date: February 16, 2021

**AUTHORIZATION TO RENEW A SHARED SERVICES AGREEMENT WITH THE
BOROUGH OF UPPER SADDLE RIVER**

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

1. The Authority agrees to enter into a Shared Services Agreement with the Borough of Upper Saddle River for a duration of one (1) year to provide the services described in Paragraph 3 above; and
2. The Executive Director of the Authority be and is hereby authorized on behalf of the Authority to execute the Shared Services Agreement with the Borough of Upper Saddle River annexed hereto and made a part thereof.

IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Commissioners of the Authority on **February 16, 2021**.

CHAIRMAN

SECRETARY

RECORDED VOTE:

	Bonagura	Duch	Jordan	Kelaher	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

SHARED SERVICES AGREEMENT

THIS SHARED SERVICES AGREEMENT, made and entered into this _____ day of _____, 20____, by and among:

THE BOROUGH OF UPPER SADDLE RIVER, a Municipal Corporation of the State of New Jersey, in the County of Bergen, hereinafter referred to as “USR” and the NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY, doing business at 30 Wyckoff Avenue, P.O. Box 255, Waldwick, New Jersey 07463, hereinafter referred to as “NBCUA”.

WHEREAS, the State of New Jersey encourages local units to enter into agreements for the joint provision of services; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 *et. seq.*) promotes the broad use of shared services as a technique to reduce local expenses funded by property taxpayers; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 *et. seq.*) allows for any local unit to enter into an agreement with any other local unit or units to provide or receive any services that each local unit participating in the agreement is empowered to provide or receive within its own jurisdiction; and

WHEREAS, USR and the NBCUA have researched the feasibility of entering into an agreement under the authority of Uniform Shared Services and Consolidation Act, whereby the NBCUA would provide to USR the services of a licensed collection system operator, in addition to other services as outlined more specifically in Paragraph 3 of this Agreement; and

WHEREAS, USR has adopted Resolution #~~38-21~~ which authorizes USR to enter into an agreement with the NBCUA, for the services as outlined in Paragraph 3.

NOW, THEREFORE, this Agreement is entered into by and among Upper Saddle River and the NBCUA for the purpose of defining and specifying the obligations of the parties and Upper Saddle River and the NBCUA hereby agree as follows:

1. Pursuant to N.J.S.A. 40A:65-1 *et. seq.*, both USR and the NBCUA shall adopt the appropriate Resolution, which will formally authorize the entering into of this Agreement between the parties.
2. The duration of this Agreement shall be for a period of one (1) year following the commencement date. The commencement date shall be January 1, 2021.
3. The NBCUA shall provide the following services to the Borough of Upper Saddle River:
 - a. **The NBCUA shall act as the New Jersey Licensed Collection System Operator for the Borough of Upper Saddle River in the sanitary sewer system collection area defined on the enclosed sewer map as “THE COMMONS” and “PORCELNOSA”. In the future, at any time**

during the length of this agreement, the need arises to expand the aforementioned collection system area, USR will notify NBCUA in writing. NBCUA will respond, in kind, with an amended cost. If agreed upon, said agreement will be amended to include the expanded sewer areas.

- b. NBCUA will respond to sanitary sewer collection emergencies 24 hours a day, seven days a week.
 - c. NBCUA will coordinate all third party repairs of the collections system.
 - d. NBCUA will, when necessary, coordinate, participate and correspond to any and all NJDEP inspections and actions regarding the sanitary collection system.
 - e. NBCUA will coordinate with USR any NJDEP Hotline calls and correspondence regarding the sanitary collection system.
 - f. NBCUA, upon request, can coordinate and conduct a manhole inspection program that will involve the physical inspection of every manhole within USR.
 - g. NBCUA, upon request, can conduct annual NJ State Certified Backflow Preventer tests on all of your backflow prevention devices.
4. In consideration for the services to be rendered by the NBCUA to USR, pursuant to Paragraph 3 above, USR shall pay to NBCUA:
- a. Four (4) equal installments of \$1,000.00 on or before March 1st, June 1st, September 1st and December 1st of each year, for a total annual compensation of \$4,000.00. Additional cost will be billed as follows:
 - b. Non-Business hours – emergency responses (per man) \$111.71/hr
 - c. Business hours emergency/non-basic repair and catch basin maintenance (per man) \$ 89.38/hr
 - d. Third Party Contractors for repairs and/or spare parts \$Direct Cost
 - e. Manhole Inspection Program \$ 45.00/MH
 - f. Backflow Preventer Tests \$150.00/unit
5. The NBCUA shall provide USR with an invoice reflecting all time and work provided by its staff for repairs and response service during the previous month. Said invoices shall be paid by USR within 45 days of receipt.
6. The parties agree to be bound by this Agreement for a minimum of twelve (12) months. Starting six (6) months from the Commencement Date, either party may terminate this Agreement by giving at least six (6) months written notice to the other party.
7. Each party to this Agreement represents to the other party thereto that the Officials executing this Agreement are fully authorized and empowered to do so and to bind the parties to the terms of this Agreement, pursuant to law.
8. The parties recognize that the individuals who shall be designated as the Primary Contact Persons are, the Licensed Collection System Operator and Superintendent of the NBCUA for the NBCUA and the _____,

for USR. The Primary Contact individual shall be noticed on all issues of importance and shall be responsible for initiating all requests for repairs and corrective actions to be carried out by NBCUA or USR, as applicable.

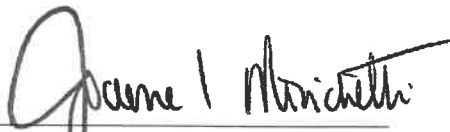
- 8. The Primary Contact Persons shall jointly and cooperatively implement and complete a reporting form to memorialize and record all required and/or performed repairs, corrective actions and responses to USR's collection system.
- 9. The NBCUA will provide a certificate of insurance designating USR as an additional insured, with the same limits and coverage as the NBCUA has in place with their current insurance program.
- 10. USR assumes all liability for, and agrees to indemnify and hold the NBCUA and its agents, servants, employees, guests, licensees and invitees, harmless against any and all claims, losses, damages, injuries and expenses, arising out of, resulting from, or incurred in connection with any acts or omissions by USR, its agents, servants or employees.
- 11. The effective date of this Agreement shall be January 1, 2021 and the expiration shall be December 31, 2021, unless the agreement is terminated pursuant to paragraph 6 above.
- 12. The NBCUA agrees to comply with all applicable federal, state, county and municipal laws, rules and regulations.
- 13. The terms of this Agreement shall constitute the entire understanding between the parties and may only be amended by a written document executed by both parties.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals, this month, day and year first above written.

ATTEST:

BOROUGH OF UPPER SADDLE RIVER



By: 
MAYOR

Date: 2-8-2021

ATTEST:

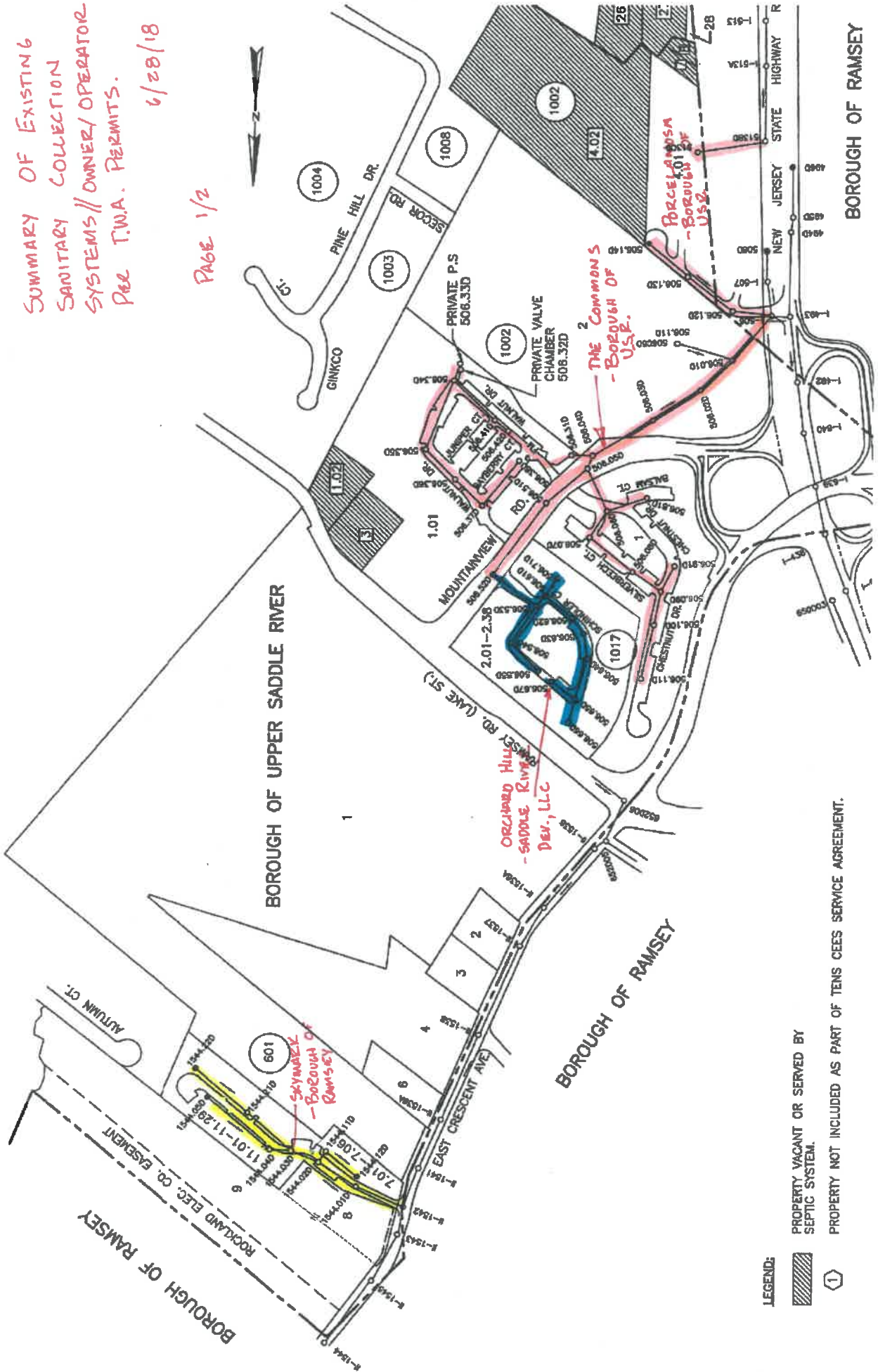
NORTHWEST BERGEN COUNTY
UTILITIES AUTHORITY

By: _____

SUMMARY OF EXISTING
 SANITARY COLLECTION
 SYSTEMS // OWNER/ OPERATOR
 PER T.W.A. PERMITS.

6/28/18

PAGE 1/2

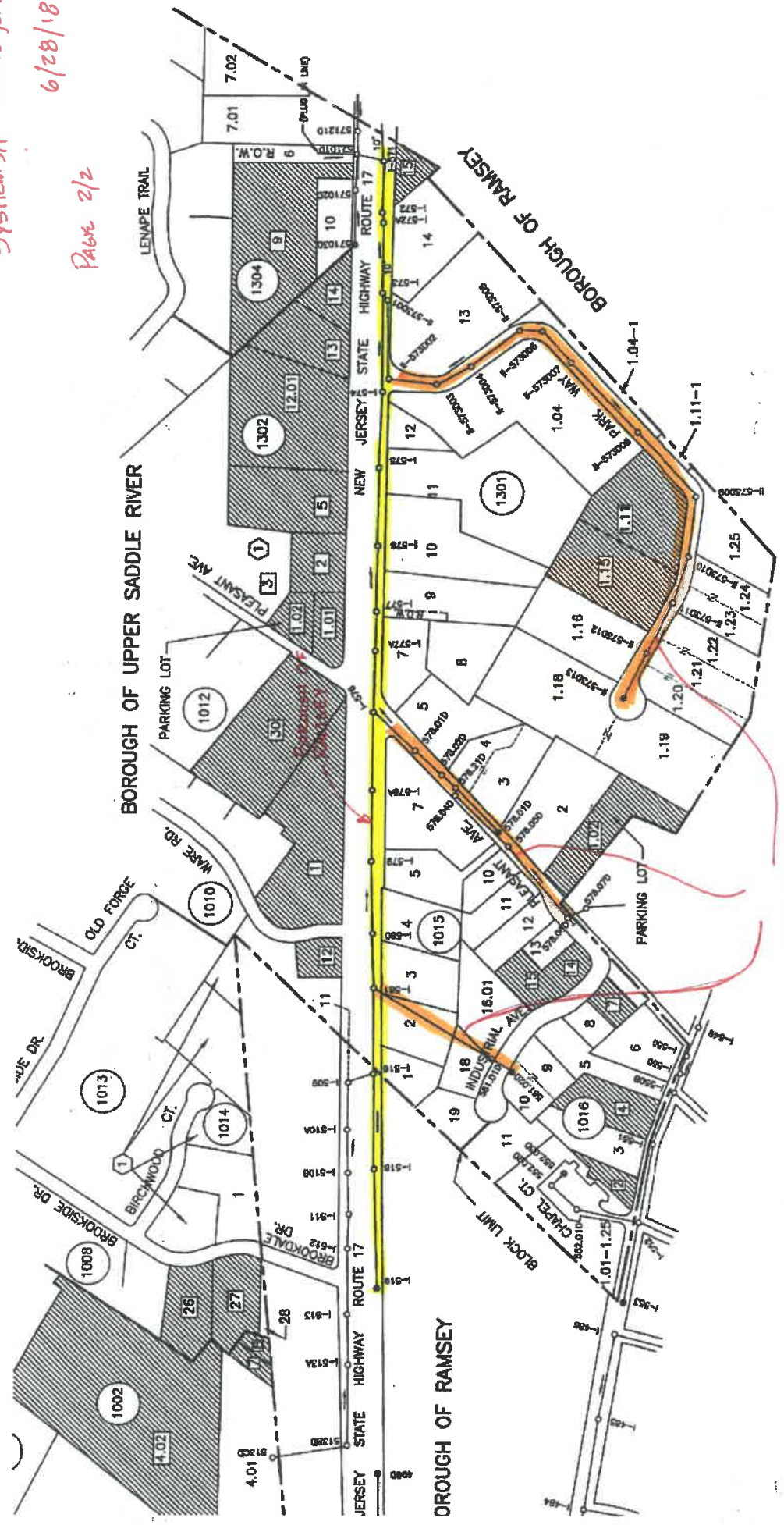


BOROUGH OF RAMSEY

LEGEND:
 [Hatched Box] PROPERTY VACANT OR SERVED BY SEPTIC SYSTEM.
 [Circle with 1] PROPERTY NOT INCLUDED AS PART OF TENS CEES SERVICE AGREEMENT.

SUMMARY OF EXISTING
SANITARY COLLECTION
SYSTEMS// OWNERS/PRIORITIES
6/28/18

PAGE 2/2



UNDETERMINED

**BOROUGH OF UPPER SADDLE RIVER
RESOLUTION #38-21
February 4, 2021**

**Shared Services – Northwest Bergen County Utilities Authority
Licensed Collection System Operator**

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq. (“the Act” or “the statute”) permits a local unit to enter into an agreement with another local unit to provide or receive any services which each local unit is empowered to provide or receive; and

WHEREAS, the Northwest Bergen County Utilities Authority (“NBCUA”) would provide to the Borough the services of a Licensed Collection System Operator; and

WHEREAS, the Borough is required to have a Licensed Collection System Operator under the regulations of the Department of Environmental Protection; and

WHEREAS, an Agreement has been prepared for such service which relates to sanitary sewer and collection areas as detailed in said Agreement, effective January 1, 2021..

NOW THEREFORE BE IT RESOLVED that Mayor Joanne L. Minichetti and Borough Clerk Joy Convertini be and are hereby authorized to execute the Agreement on behalf of the Borough.

Councilperson	Moved	Second	Ayes	Nays	Absent	Abstain
DeFuccio			X			
DiMartino		X				
Ditkoff	X					
Durante			X			
Florio			X			
Rotella			X			

I hereby certify that the above resolution was adopted by the Mayor and Council on February 4, 2021.


Joy C. Convertini, R.M.C., Municipal Clerk

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 17-2021

Date: February 16, 2021

AUTHORIZATION TO INCREASE THE NOT-TO-EXCEED COST OF THE PROFESSIONAL SERVICES AGREEMENT WITH T&M ASSOCIATES FOR ENGINEERING SERVICES RELATED TO THE WASTEWATER PUMP STATIONS IMPROVEMENTS PROJECT

WHEREAS, by Resolution No. 82-2017 (the “Original Resolution”) dated December 12, 2017, the Authority retained T&M Associates (the “Engineering Firm”) to provide engineering services related to the Wastewater Pump Station Improvements Project (the “Project”) and the Authority and Engineering Firm entered into a professional services agreement (the “Agreement”); and

WHEREAS, the Original Resolution and Agreement provides for the Engineering Firm’s compensation to be capped at \$537,000 and in the event the Engineering Firm anticipates it will exceed that amount, to seek further authorization from the Authority at such time; and

WHEREAS, the Engineering Firm has requested an increase of \$162,000 due to various tasks including additional Construction Administration and Field Inspection, the Midland Park Bypass Structure Upgrade, Darlington Pump Station Utility Site Plan and the Midland Park I-Beam Design; and

WHEREAS, the Authority’s Certifying Finance Officer has certified that funds are available for the increased cost of engineering services related to the Project.

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

1. The Original Resolution and the Professional Services Agreement with T&M Associates be amended to increase the not to exceed amount to \$699,000 for engineering services related to the Wastewater Pump Stations Improvements Project.
2. The Original Resolution and Agreement, unless expressly modified, shall remain in full force and effect.
3. Notice of this amendment shall be published in accordance with applicable law.
4. This Resolution shall take effect immediately.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 17-2021

Date: February 16, 2021

AUTHORIZATION TO INCREASE THE NOT-TO-EXCEED COST OF THE PROFESSIONAL SERVICES AGREEMENT WITH T&M ASSOCIATES FOR ENGINEERING SERVICES RELATED TO THE WASTEWATER PUMP STATIONS IMPROVEMENTS PROJECT

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 16, 2021.

CHAIRMAN

SECRETARY

Recorded Vote:

	Bonagura	Duch	Jordan	Kelاهر	Lo Iacono	Mongelli	Ortega	Plumley	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:

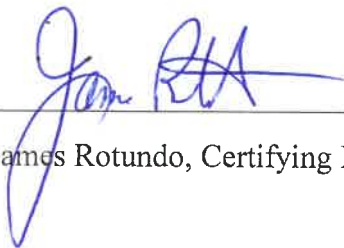
CONTRACT: Consulting Engineer for Wastewater Pump Station Improvements

VENDOR: T&M Associates

AMOUNT: increase of \$162,000, new budget \$699,000

ACCOUNT NO.: 7000/6620

Date: February 16, 2021



James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 18-2021

Date: February 16, 2021

QUALIFICATION OF INDIVIDUALS/FIRMS FOR PROVISION OF LEGAL SERVICES

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.4 with respect to the retention of the following professional:

LEGAL SERVICES 2021

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 15, 2021; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 9, 2021 from the following Individuals/Firms:

- Eric M. Bernstein & Associates – Warren, NJ
- Bern Root, LLC – Englewood, NJ
- Weiner Law Group, LLP – Parsippany, NJ

and;

WHEREAS, the Authority convened to evaluate the Request for Qualifications; and

WHEREAS, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

WHEREAS, the Authority intended to qualify persons and/or firms that: (i) possessed the professional, financial and administrative capabilities to provide the proposed legal services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

WHEREAS, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority’s objective was to select organizations or individuals that would provide high quality and cost effective services to the citizens served by the Authority; and

WHEREAS, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority applied its selection criteria and evaluated the proposals based upon the most advantageous submission, with the following factors being considered: (i) experience and reputation in the field; (ii) knowledge of the Authority and the subject matter addressed under the contract, (iii) availability to accommodate the required meetings of the Authority; and (iv) other factors demonstrated to be in the best interest of the Authority; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 18-2021

Date: February 16, 2021

QUALIFICATION OF INDIVIDUALS/FIRMS FOR PROVISION OF LEGAL SERVICES

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

1. The Authority hereby designates the following individuals/firms as qualified to provide Legal Services to the Authority:
 - Eric M. Bernstein & Associates – Warren, NJ
 - Bern Root, LLC – Englewood, NJ
 - Weiner Law Group, LLP – Parsippany, NJ

2. This Resolution shall take effect immediately upon adoption.

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 16, 2021.

SECRETARY

CHAIRMAN

Recorded Vote:

	Bonagura	Duch	Jordan	Kelahr	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 19-2021

Date: February 16, 2021

QUALIFICATIONS OF INDIVIDUALS/FIRMS FOR PROVISION OF ENGINEERING SERVICES

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.4 with respect to the retention of the following professional:

CONSULTING ENGINEERING SERVICES

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 15, 2021; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 9, 2021 from the following Individuals/Firms:

- CME Associates – Parlin, NJ
- CP Professional Services – Sparta, NJ
- Chavond Barry Engineering Corp. – Blawenburg, NJ
- Suburban Consulting Engineers, Inc. – Flanders, NJ
- Engineered Solutions Corporation – Wayne, NJ
- Boswell Engineering – South Hackensack, NJ
- Neglia Engineering Associates – Lyndhurst, NJ
- T&M Associates – Middletown, NJ
- MFS Engineers & Surveyors – South Plainfield, NJ
- PS&S – Warren, NJ
- Maser Consulting – Red Bank, NJ
- Tighe & Bond – Westfield, MA

WHEREAS, the Authority convened to evaluate the Request for Qualifications; and

WHEREAS, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

WHEREAS, the Authority intended to qualify persons and/or firms that: (i) possessed the professional, financial and administrative capabilities to provide the proposed engineering services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

WHEREAS, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority’s objective was to select an organization or individual that would provide high quality and cost effective services to the citizens served by the Authority; and

WHEREAS, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority applied its selection criteria and evaluated the proposals based upon the most advantageous submission, with the following factors being considered: (i) experience and reputation in the field; (ii) knowledge of the Authority and the subject matter addressed under the contract, (iii) availability to accommodate the required meetings of the Authority; and (iv) other factors demonstrated to be in the best interest of the Authority.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 19-2021

Date: February 16, 2021

QUALIFICATIONS OF INDIVIDUALS/FIRMS FOR PROVISION OF ENGINEERING SERVICES

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

- 1. The Authority hereby designates the following individuals/firms as qualified to provide Consulting Engineering services to the Authority:
- CME Associates – Parlin, NJ
- CP Professional Services – Sparta, NJ
- Chavond Barry Engineering Corp. – Blawenburg, NJ
- Suburban Consulting Engineers, Inc. – Flanders, NJ
- Engineered Solutions Corporation – Wayne, NJ
- Boswell Engineering – South Hackensack, NJ
- Neglia Engineering Associates – Lyndhurst, NJ
- T&M Associates – Middletown, NJ
- MFS Engineers & Surveyors – South Plainfield, NJ
- PS&S – Warren, NJ
- Maser Consulting – Red Bank, NJ
- Tighe & Bond – Westfield, MA
2. This Resolution shall take effect immediately upon adoption.

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 16, 2021.

SECRETARY

CHAIRMAN

Recorded Vote:

Table with 10 columns (Bonagura, Duch, Jordan, Kelaher, Lo Iacono, Mongelli, Ortega, Plumley, Kasparian) and 8 rows (Offered, Seconded, Aye, Nay, Absent, Abstain, Recuse).

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 20-2021

Date: February 16, 2021

QUALIFICATION OF INDIVIDUALS/FIRMS FOR PROVISION OF AUDITING SERVICES

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.4 with respect to the retention of the following professional:

AUDITOR FOR 2021

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 15, 2021; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 9, 2021 from the following Individuals/Firms:

- Wielkocz, & Company, LLC – Pompton Lakes, NJ

and

WHEREAS, the Authority convened to evaluate the Request for Qualifications; and

WHEREAS, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

WHEREAS, the Authority intended to qualify persons and/or firms that: (i) possessed the professional, financial and administrative capabilities to provide the proposed legal services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

WHEREAS, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority’s objective was to select organizations or individuals that would provide high quality and cost effective services to the citizens served by the Authority; and

WHEREAS, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority applied its selection criteria and evaluated the proposals based upon the most advantageous submission, with the following factors being considered: (i) knowledge of utility authorities and the subject matter addressed under the contract; (ii) experience with providing auditing services to independent utility authorities in New Jersey; (iii) availability to accommodate

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 20-2021

Date: February 16, 2021

QUALIFICATION OF INDIVIDUALS/FIRMS FOR PROVISION OF AUDITING SERVICES

the required meetings of the Authority; (iv) hourly billing rates for staff; and (v) other factors demonstrated to be in the best interest of the Authority.

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

1. The Authority hereby designates the following individuals/firms as Qualified to provide Auditing Services to the Authority:
 - Wielkotz, & Company, LLC – Pompton Lakes, NJ
2. This Resolution shall take effect immediately upon adoption.

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 16, 2021.

SECRETARY

CHAIRMAN

Recorded Vote:

	Bonagura	Duch	Jordan	Kelahr	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 21-2021

Date: February 16, 2021

QUALIFICATION OF INDIVIDUALS/FIRMS FOR PROVISION OF BOND COUNSEL SERVICES

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.4 with respect to the retention of the following professional:

BOND COUNSEL SERVICES

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 15, 2021; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 9, 2021 from the following Individuals/Firms:

- Gibbons, PC – Newark, NJ
- Wilentz, Goldman & Spitzer, PA – Woodbridge, NJ

and

WHEREAS, the Authority convened to evaluate the Request for Qualifications; and

WHEREAS, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

WHEREAS, the Authority intended to qualify persons and/or firms that: (i) possessed the professional, financial and administrative capabilities to provide the proposed bond counsel services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

WHEREAS, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority’s objective was to select organizations or individuals that would provide high quality and cost effective services to the citizens served by the Authority; and

WHEREAS, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority applied its selection criteria and evaluated the proposals based upon the most advantageous submission, with the following factors being considered: (i) experience and reputation in the field; (ii) knowledge of the Authority and the subject matter addressed under the contract, (iii) availability to accommodate the required meetings of the Authority; and (iv) other factors demonstrated to be in the best interest of the Authority; and

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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 21-2021

Date: February 16, 2021

QUALIFICATION OF INDIVIDUALS/FIRMS FOR PROVISION OF BOND COUNSEL SERVICES

1. The Authority hereby designates the following individuals/firms as Qualified to provide Bond Counsel Services to the Authority:
 - Gibbons, PC – Newark, NJ
 - Wilentz, Goldman & Spitzer, PA – Woodbridge, NJ

2. This Resolution shall take effect immediately upon adoption.

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 16, 2021.

SECRETARY

CHAIRMAN

Recorded Vote:

	Bonagura	Duch	Jordan	Kelahr	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 22-2021

Date: February 16, 2021

**QUALIFICATIONS OF INDIVIDUALS/FIRMS FOR PROVISION OF
RISK MANAGEMENT SERVICES**

WHEREAS, the Authority has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.4 with respect to the retention of the following professional:

RISK MANAGEMENT SERVICES

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 15, 2021; and

WHEREAS, the Authority has received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 9, 2021 from the following Individuals/Firms:

- Alamo Insurance Group, Inc. - Secaucus, NJ
- Arthur Caughlan & Gerard Quinn Risk Management & Insurance
A division of Nelson-Patterson and Conklin & Kraft – New Milford, NJ and;

WHEREAS, the Authority convened to evaluate the Request for Qualifications; and

WHEREAS, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a response to the Statements for Request for Qualifications; and

WHEREAS, the Authority intended to qualify a person and/or firm that (i) possessed the professional, financial and administrative capabilities to provide the proposed Risk Management Services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority's service area; and

WHEREAS, pursuant to Section 5 of the Authority's Request for Qualifications, the Authority's objective was to select an organization or individual that would provide high quality and cost effective services to the citizens served by the Authority; and

WHEREAS, pursuant to Section 5 of the Authority's Request for Qualifications, the Authority applied its selection criteria and evaluated the Qualifications based upon the most advantageous submission, with the following factors being considered: (i) experience and reputation in the field; (ii) knowledge of the Authority and the subject matter addressed under the contract, (iii) availability to accommodate the required meetings of the Authority; (iv) the specific services to be provided by each respondent; (v) the fee for the services; and (vi) other factors demonstrated to be in the best interest of the Authority; and

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

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 22-2021

Date: February 16, 2021

**QUALIFICATIONS OF INDIVIDUALS/FIRMS FOR PROVISION OF
RISK MANAGEMENT SERVICES**

1. The Authority hereby designates the following individuals/firms as qualified to provide Risk Manager Services to the Authority:
 - Alamo Insurance Group, Inc. – Secaucus, NJ
 - Arthur Caughlan & Gerard Quinn Risk Management & Insurance
A division of Nelson-Patterson and Conklin & Kraft – New Milford, NJ

2. This Resolution shall take effect immediately upon adoption.

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 16, 2021.

SECRETARY

CHAIRMAN

Recorded Vote:

	Bonagura	Duch	Jordan	Kelahr	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 23-2021

Date: February 16, 2021

RETENTION OF AUDITOR FOR 2021 PURSUANT TO N.J.S.A. 19:44A-20.4

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of the following professional:

AUDITOR FOR 2021

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on **January 15, 2021**; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **February 9, 2021**; and

WHEREAS, the Authority convened to evaluate the Request for Qualifications; and

WHEREAS, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

WHEREAS, the Authority intended to qualify a person and/or firm that: (i) possessed the professional, financial and administrative capabilities to provide the proposed auditing services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

WHEREAS, by **Resolution No. 20-2021**, the Authority identified one firm as qualified to perform the auditing services required by the Authority; and

WHEREAS, the firm of Wielkotz & Company, LLC (the “Firm”) was determined to be highly qualified and eminently capable of providing auditing services to the Authority; and

WHEREAS, the Authority has determined that it is in its best interest to retain the Firm as set forth in this Resolution; and

WHEREAS, the services to be provided shall be as follows:

- Preparation of unaudited Y/E financial statement and required Journal Entries (Y/E Closeout) for 2021

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 23-2021

Date: February 16, 2021

RETENTION OF AUDITOR FOR 2021 PURSUANT TO N.J.S.A. 19:44A-20.4

- Preparation of Annual Statutory Audit for 2021
- Preparation of Semi-Annual Unaudited Financial Statement ending June 30, 2021
- Connection Fee Rate Preparation of 2021 Sewer Update and Public Hearing
- Review of the Authority Deferred Compensation Plan
- Preparation and filing of Arbitrage Rebate Analysis (2009)
- Review and Support in Preparation of 2022 Annual Budget
- Secondary Market Bond Disclosure Form (EMMA Filing Requirement)
- Certification of various capital improvement sewer projects

WHEREAS, services rendered on behalf of the Authority, not listed above will be billed based upon the Firm’s standard billing rates, as follows:

POSITION	AMOUNT PER HOUR
Partner	\$200.00
Senior Manager	\$175.00
Manager	\$150.00
Senior Associate	\$125.00
Associate	\$100.00
Administrative Staff	\$75.00

WHEREAS, the compensation to the Firm for the rendering of auditing services for 2021 will not exceed \$77,850 without prior authorization; and

WHEREAS, the Authority’s Certifying Finance Officer has certified that funds are available for the retention of the Firm for auditing services.

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

1. The Authority hereby retains Wielkocz & Company, LLC for the year ending December 31, 2021 and until a successor has been named.
2. Compensation to the professional shall not exceed seventy-seven thousand eight hundred and fifty dollars (\$77,850).
3. The Executive Director of the Authority is hereby authorized to execute any necessary documents on behalf of the Authority to engage the services of Wielkocz & Company, LLC.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 23-2021

Date: February 16, 2021

RETENTION OF AUDITOR FOR 2021 PURSUANT TO N.J.S.A. 19:44A-20.4

4. In the event that the Firm anticipates it will exceed the amount set forth, it shall seek further authorization from the Authority at such time.
5. The Certifying Finance Officer’s Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
6. Notice of the contract award shall be advertised in accordance with applicable law.
7. This Resolution shall take effect immediately upon adoption

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 16, 2021.

SECRETARY

CHAIRMAN

Recorded Vote:

	Bonagura	Duch	Jordan	Kelaheer	Lo Iacono	Mongelli	Ortega	Plumley	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:

DESCRIPTION: Auditing Services for 2021

VENDOR: Wielkotz & Company, LLC

AMOUNT: \$77,850

ACCOUNT NO.: 2100/4010

Date: February 16, 2021



James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 24-2021

Date: February 16, 2021

RETENTION OF GENERAL COUNSEL FOR 2021 PURSUANT TO N.J.S.A. 19:44A-20.4

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of the following professional:

LEGAL SERVICES FOR 2021

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on **January 15, 2021**; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **February 9, 2021**; and

WHEREAS, the Authority convened to evaluate the Request for Qualifications; and

WHEREAS, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

WHEREAS, the Authority intended to qualify a person and/or firm that: (i) possessed the professional, financial and administrative capabilities to provide the proposed legal services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

WHEREAS, by **Resolution 18-2021**, the Authority identified a number of firms as qualified to perform the legal services required by the Authority; and

WHEREAS, the firm of Bern Root, LLC (the “Firm”) is deemed to be highly qualified and capable of providing legal services to the Authority based upon the extensive experience of members and associates of the firm; and

WHEREAS, the Authority has determined that the Firm, shall provide professional legal services to the Authority, including all matters which, in the opinion of the Commissioners of the Authority, shall be referred to General Counsel, including, but not limited to the following:

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 24-2021

Date: February 16, 2021

RETENTION OF GENERAL COUNSEL FOR 2021 PURSUANT TO N.J.S.A. 19:44A-20.4

- a. Attendance at work sessions, regular, special and emergency meetings of the Authority Commissioners, including meetings outside of Bergen County, at municipal offices, County offices, State government offices and non-governmental offices;
- b. Attendance at all other meetings which the Commissioners or Executive Director deem necessary that General Counsel attend;
- c. Attendance at all public hearings (budget, rates, plan amendments, amendments to Wastewater Rules and Regulations, etc.);
- d. Attendance at all Commissioners' standing committee meetings as requested;
- e. Consultation (in person and/or by telephone) with Commissioners, staff, department heads and Authority personnel requiring the performance of legal services relating to Authority matters;
- f. Representation in any and all regulatory proceedings before State agencies, including but not limited to the New Jersey Department of Environmental Protection and the Office of Administrative Law ('OAL');
- g. Consultation and legal services related to Open Public Records Act and Open Public Meetings Act compliance;
- h. Representation in any and all litigation in which the Commissioners authorize General Counsel to represent the Authority's interest(s);
- i. Research and preparation of legal opinions requested by the Commissioners, Executive Director or his designee, or initiated by General Counsel in the performance of requisite legal services on behalf of the Authority;
- j. Review of correspondence referred to General Counsel by the Commissioners, Executive Director, Authority staff or consultants, and preparation of correspondence initiated by General Counsel in the performance of General Counsel's requisite legal services on behalf of the Authority;
- k. Legal Services relating to the preparation and/or review of agreements, resolutions, bid specifications, bid proposals and contracts, as required by the Commissioners or the Authority's Executive Director, or his designee;
- l. Attention to non-routine contract issues as may be assigned by the Authority from time to time with respect to special projects;
- m. Any and all other matters for which the services of General Counsel are deemed necessary by the Commissioners of the Authority;
- n. Review and/or preparation of routine (i.e. transmittal) correspondence (excluding, e.g., legal opinions);
- o. Preparation of monthly synopsis of General Counsel's legal services performed on behalf of the Authority

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 24-2021

Date: February 16, 2021

RETENTION OF GENERAL COUNSEL FOR 2021 PURSUANT TO N.J.S.A. 19:44A-20.4

- p. Upon receipt, review of draft meeting minutes of work session, regular, special, and emergency meeting minutes of the Authority Commissioners;
- q. Review certification of meeting minutes of the Authority subject to the approval of the Bergen County Executive pursuant to N.J.S.A. 40:14B-14(b);
- r. Preparation and review of public bidding specifications for compliance with Local Public Contracts Law;
- s. Drafting and preparation of Authority Resolutions as requested and review of all in-house prepared Resolutions;
- t. Review and interpretation of contracts, resolutions and other legal documents as required to ensure the proper conduct of the Authority;
- u. Provide legal advice when required that deal with day-to-day operation of the Authority;
- v. Consultation with Board officers and staff, in person, or by telephone, when required;
- w. Attend to matters involving municipal relations and issues involving the Department of Environmental Protection and other State and Federal Agencies.

WHEREAS, the Firm's rates for performing these legal services shall be \$150 per hour;
and

WHEREAS, the Authority's Certifying Finance Officer has certified that funds are available for the award of a professional services agreement with the Firm.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Northwest Bergen County Utilities the following:

1. The Authority hereby retains the firm of Bern Root, LLC for the twelve-month term commencing on the date of this resolution.
2. The Executive Director of the Authority is hereby authorized to execute the Professional Services Agreement required for execution and delivery by the Authority and the professional, with compensation to the professional in an amount not to exceed **\$75,000**.
3. In the event that the Firm anticipates it will exceed the amount set forth herein, it shall seek further authorization from the Authority at such time.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 24-2021

Date: February 16, 2021

RETENTION OF GENERAL COUNSEL FOR 2021 PURSUANT TO N.J.S.A. 19:44A-20.4

- 4. The Certifying Finance Officer’s Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
- 5. Notice of the contract award shall be advertised in accordance with applicable law.
- 6. This Resolution shall take effect immediately upon adoption.

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 16, 2021.

SECRETARY

CHAIRMAN

Recorded Vote:

	Bonagura	Duch	Jordan	Kelaheer	Lo Iacono	Mongelli	Ortega	Plumley	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: General Counsel for 2021

VENDOR: Bern Root, LLC

AMOUNT: \$75,000

ACCOUNT NO.: 2100/4020

Date: February 16, 2021



James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 25-2021

Date: February 16, 2021

RETENTION OF LABOR COUNSEL FOR 2021 PURSUANT TO N.J.S.A. 19:44A-20.4

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of the following professional:

LEGAL SERVICES FOR 2021

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on **January 15, 2021**; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **February 9, 2021**; and

WHEREAS, the Authority convened to evaluate the Request for Qualifications; and

WHEREAS, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

WHEREAS, the Authority intended to qualify persons and/or firms that (i) possessed the professional, financial and administrative capabilities to provide the proposed legal services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

WHEREAS, by **Resolution 18-2021** the Authority identified a number of Individuals/Firms as qualified to perform Legal Services required by the Authority; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 25-2021

Date: February 16, 2021

RETENTION OF LABOR COUNSEL FOR 2021 PURSUANT TO N.J.S.A. 19:44A-20.4

WHEREAS, the Authority requires the services of Labor Counsel to provide specific legal services to the Authority; and

WHEREAS, the firm of Eric M. Bernstein & Associates, LLC (the “Firm”) was determined to be highly qualified and capable of providing these legal services to the Authority; and

WHEREAS, the Authority has determined that it is in its best interest to retain the Firm as Labor Counsel as set forth in this Resolution; and

WHEREAS, the services to be rendered will be compensated at the following Hourly Rates as presented in the Proposal submitted to the Authority:

- Hourly Rate for all standard service including negotiations, advice, preparation of contracts or agreements, disciplinary investigations and proceedings and other non-litigation services: **\$135.00 per hour**
- Hourly Rate for Paralegals when requested and authorized: **\$ 60.00 per hour; and**

WHEREAS, the compensation to the Firm for the rendering of labor counsel services will not exceed \$15,000 without prior authorization; and

WHEREAS, the Authority’s Certifying Finance Officer has certified that funds are available for the award of a professional services agreement with the Firm.

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

1. The Authority hereby retains Eric M. Bernstein & Associates for the twelve-month term commencing on the Resolution date.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 25-2021

Date: February 16, 2021

RETENTION OF LABOR COUNSEL FOR 2021 PURSUANT TO N.J.S.A. 19:44A-20.4

2. The Authority shall enter into a professional services agreement for the aforementioned for execution and delivery by the Authority and the professional, with compensation to the professional in an amount not to exceed \$15,000.
3. The Executive Director of the Authority is hereby authorized to execute the aforementioned professional services agreement on behalf of the Authority.
4. In the event that the Firm anticipates it will exceed the amount set forth, it shall seek further authorization from the Authority at such time.
5. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
6. Notice of the contract award shall be advertised in accordance with applicable law.
7. This Resolution shall take effect immediately upon adoption.

IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Commissioners of the Authority on **February 16, 2021**.

CHAIRMAN

SECRETARY

RECORDED VOTE:

	Bonagura	Duch	Jordan	Kelاهر	Lo Iacono	Mongelli	Ortega	Plumley	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: Labor Counsel for 2021

VENDOR: Eric M. Bernstein & Associates, LLC

AMOUNT: \$15,000

ACCOUNT NO.: 2100/4020

Date: February 16, 2021


James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 26-2021

Date: February 16, 2021

RETENTION OF BOND COUNSEL PURSUANT TO N.J.S.A. 19:44a-20.4

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of the following professional:

BOND COUNSEL

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 15, 2021; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 9, 2021; and

WHEREAS, the Authority requires a Bond Counsel to provide the services necessary for the issuance of bonds required for financing potential projects; and

WHEREAS, the Authority convened to evaluate the Request for Qualifications; and

WHEREAS, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

WHEREAS, the Authority intended to qualify a person and/or firm that: (i) possessed the professional, financial and administrative capabilities to provide the proposed services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

WHEREAS, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority’s objective was to select an organization or individual that would provide high quality and cost effective services to the citizens served by the Authority; and

WHEREAS, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority applied its selection criteria and evaluated the proposals based upon the most

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 26-2021

Date: February 16, 2021

RETENTION OF BOND COUNSEL PURSUANT TO N.J.S.A. 19:44a-20.4

advantageous submission, with the following factors being considered: (i) experience and reputation in the field; (ii) knowledge of the Authority and the subject matter addressed under the contract; (iii) availability to accommodate the required meetings of the Authority; and (iv) other factors demonstrated to be in the best interest of the Authority; and

WHEREAS, John D. Draikiwicz of the firm of Gibbons, PC was determined to be highly qualified and capable of providing this service to the Authority; and

WHEREAS, the Authority has determined that it is in its best interest to retain the professional John D. Draikiwicz of the firm of Gibbons, PC as set forth in this Resolution; and

WHEREAS, the compensation for the rendering of bond counsel services will not exceed \$75,000 without prior authorization; and

WHEREAS, the Authority's Certifying Finance Officer has certified that funds are available for the award of a professional services agreement with the Firm.

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

1. The Authority hereby retains John D. Draikiwicz of the firm of Gibbons, PC to serve as Bond Counsel for a twelve-month term commencing on the Resolution date.
2. The Authority shall enter into a professional services agreement for the aforementioned for execution and delivery by the Authority and the professional, with compensation to the professional in the amount not to exceed \$75,000.
3. The Executive Director of the Authority is hereby authorized to execute the aforementioned professional services agreement on behalf of the Authority.
4. In the event that Gibbons, PC anticipates it will exceed the amount set forth, it shall seek further authorization from the Authority at such time.
5. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
6. Notice of the contract award shall be advertised in accordance with applicable law.
7. This resolution shall take effect immediately upon adoption.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 26-2021

Date: February 16, 2021

RETENTION OF BOND COUNSEL PURSUANT TO N.J.S.A. 19:44a-20.4

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 16, 2021.

SECRETARY

CHAIRMAN

Recorded Vote:

	Bonagura	Duch	Jordan	Kelahr	Lo Iacono	Mongelli	Ortega	Plumley	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:

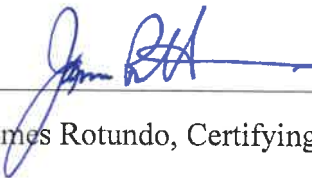
CONTRACT: Bond Counsel for 2021

VENDOR: Gibbons, PC

AMOUNT: \$75,000

ACCOUNT NO.: 7000/6620

Date: February 16, 2021



James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 27-2021

Date: February 16, 2021

RETENTION OF RISK MANAGER PURSUANT TO N.J.S.A.19:44A-20.4

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) is currently a participating member in the New Jersey Utilities Joint Insurance Fund (the “NJUAJIF”); and

WHEREAS, the NJUAJIF offers coverage to Utility Authorities of the State of New Jersey who agree to become members (“members”) for: Workers Compensation; Employer Liability (other than Motor Vehicle); Property Damage (other than Motor Vehicle); and Motor Vehicle; and

WHEREAS, the NJUAJIF by-laws provide that each member may appoint an Insurance Producer to perform various professional services relating to membership in NJUAJIF, including the evaluation of claims exposures; explanation of coverage and options; preparation of applications and claims; review of annual assessment, losses and reports, and such other services required by the member; and

WHEREAS, an amount up to six percent (6%) of the annual assessment charged by the NJUAJIF is reserved for compensation to the Insurance Producer if one is selected by the member, otherwise it is reimbursed to the member; and

WHEREAS, the Authority has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of Risk Manager; and

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 15, 2021; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 9, 2021; and

WHEREAS, the Authority convened to evaluate the Request for Qualifications; and

WHEREAS, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a response to the Statements for Request for Qualifications; and

WHEREAS, the Authority intended to qualify a person and/or firm that (i) possessed the professional, financial and administrative capabilities to provide the proposed Risk Management Services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 27-2021

Date: February 16, 2021

RETENTION OF RISK MANAGER PURSUANT TO N.J.S.A.19:44A-20.4

WHEREAS, by Resolution No. 22-2021 the Authority identified two (2) firms as qualified to perform Risk Management Services required by the Authority; and

WHEREAS, the firm of Alamo Insurance Group, Inc. was determined to be highly qualified and eminently capable of providing Risk Management Services to the Authority; and

WHEREAS, the Authority has determined that it is in the best interest to retain Alamo Insurance Group as set forth in this Resolution; and

WHEREAS, the services to be provided shall be as follows:

1. Evaluation of the Authority's insurance coverage and assistance in selection of appropriate coverage;
2. Assistance in preparation of documentation required by insurance companies related to statement of values, vehicle schedules, etc.;
3. Review of Authority's premiums and loss funds and assistance in preparation of insurance budget;
4. Review of loss and engineering reports;
5. Attendance and participation at Safety Committee Meetings (as requested) to assist in promoting safety goals and objectives;
6. Advice to Safety Committee on loss containment activities;
7. Attend meetings with staff, management and others, as requested;
8. Apprise Authority regarding developments affecting insurance coverage;
9. Any additional consulting services required by the Authority; and

WHEREAS, Alamo Insurance Group, Inc. will provide to the Authority professional Risk Management Consulting Services as required in the by-laws of the NJUAJIF at a not to exceed 3% of the NJUAJIF assessment.

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

1. The Authority does hereby agree to retain the firm of Alamo Insurance Group as its Insurance Producer for the project described above for a twelve (12) month term commencing on the Resolution date for purposes of the Authority's Membership in the New Jersey Utilities Authority's Joint Insurance Fund.
2. The Authority shall enter into a professional services agreement for the aforementioned for execution and delivery by the Authority and the professional, with

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 27-2021

Date: February 16, 2021

RETENTION OF RISK MANAGER PURSUANT TO N.J.S.A.19:44A-20.4

compensation to the professional at a fee of (3%) of the Authority’s NJUJIF’s Annual Assessment.

- 3. The Executive Director of the Authority is hereby authorized to execute the aforementioned professional services agreement on behalf of the Authority.
- 4. Notice of the contract award shall be advertised in accordance with applicable law.
- 5. This Resolution shall take effect immediately upon adoption.

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 16, 2021.

CHAIRMAN

SECRETARY

RECORDED VOTE:

	Bonagura	Duch	Jordan	Kelahr	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 28-2021

Date: February 16, 2021

RETENTION OF CONSULTING ENGINEER FOR 2021 PURSUANT TO N.J.S.A. 19:44A-20.4

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of the following professional:

CONSULTING ENGINEER

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on **January 15, 2021**; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **February 9, 2021**; and

WHEREAS, the Authority convened to evaluate the Request for Qualifications; and

WHEREAS, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

WHEREAS, the Authority intended to qualify persons and/or firms that (i) possessed the professional, financial and administrative capabilities to provide the proposed engineering services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

WHEREAS, by **Resolution 19-2021** the Authority identified a number of Engineering Firms as qualified to perform Engineering Services required by the Authority; and

WHEREAS, the firm of T&M Associates (the “Firm”) was determined to be highly qualified and eminently capable of providing Consulting Engineering Services to the Authority; and

WHEREAS, the Authority has determined that it is in its best interest to retain the firm of T&M Associates as Authority Consulting Engineer as set forth in this Resolution; and

WHEREAS, the services rendered on behalf of the Authority include:

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 28-2021

Date: February 16, 2021

RETENTION OF CONSULTING ENGINEER FOR 2021 PURSUANT TO N.J.S.A. 19:44A-20.4

- Attendance at all Authority Meetings
- Preparation of the Authority Annual Report, including all necessary inspections and investigations required to prepare the Report
- Miscellaneous Engineering General Consulting Services as requested by the Authority Staff; and

WHEREAS, services rendered on behalf of the Authority will be billed based upon the Firm's Hourly Billing Rates attached to this Resolution at a not-to-exceed cost of \$120,000 for the services described above; and

WHEREAS, the Firm has agreed that they will not bill the Authority for time resulting from travel to/from the Authority office in Waldwick, NJ; and

WHEREAS, the Authority's Certifying Finance Officer has certified that funds are available for the award of a professional services agreement with the Firm.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Authority hereby retains T&M Associates as Consulting Engineer for the twelve-month term commencing on the date of this resolution.
2. The Authority shall enter into a professional services agreement for the aforementioned for execution and delivery by the Authority and the professional, with compensation to the professional at the Firm's Billing Rates, in an amount not to exceed **\$120,000**.
3. The Executive Director of the Authority is hereby authorized to execute the aforementioned professional services agreement on behalf of the Authority.
4. In the event that the Firm anticipates it will exceed the amount set forth above, it shall seek further authorization from the Authority at such time.
5. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
6. Notice of the contract award shall be advertised in accordance with applicable law.
7. This Resolution shall take effect immediately upon adoption.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 28-2021

Date: February 16, 2021

RETENTION OF CONSULTING ENGINEER FOR 2021 PURSUANT TO N.J.S.A. 19:44A-20.4

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 16, 2021.

CHAIRMAN

SECRETARY

RECORDED VOTE:

	Bonagura	Duch	Jordan	Kelاهر	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

2021 Schedule of Hourly Billing Rates

BILLING TITLE	BILLING RATE/HR
Technical and Field Staff Entry Level	\$82.00
Field Staff - Grade 1	\$92.00
Technical Staff - Grade 1, Administrative Support Staff	\$100.00
Field Staff - Grade 2	\$109.00
Technical Staff - Grade 2 Professional Entry Level	\$126.00
Field Staff - Grade 3	\$126.00
Technical Staff - Grade 3	\$141.00
Field Staff - Grade 4	\$141.00
Technical Staff - Grade 4 Professional I	\$159.00
Field Staff - Grade 5	\$159.00
Technical Staff - Grade 5 Professional II	\$172.00
Professional III Supervising Field Staff	\$185.00
Professional IV Supervising Technical Staff	\$199.00
Professional V (Field & Support)	\$199.00
Professional V	\$233.00
Supervising Professional Unit Supervisor, Professional VI	\$256.00
Group Manager Professional VII	\$281.00
Principal, Manager, Professional VIII, IX	\$295.00

Billing Basis: Fixed Rate for Each Billing Title

NBUA-2021

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

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 Engineer for 2021

VENDOR: T&M Associates

AMOUNT: \$120,000

ACCOUNT NO.: 2100/4030

Date: February 16, 2021



James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 29-2021

Date: February 16, 2021

**RETENTION OF CONSULTING ENGINEER FOR 2021 FOR INSTRUMENTATION,
AUTOMATION AND COMPUTER SYSTEMS PURSUANT TO N.J.S.A. 19:44A-20.4**

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of the following professional:

CONSULTING ENGINEERING SERVICES

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on **January 15, 2021**; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **February 9, 2021**; and

WHEREAS, the Authority convened to evaluate the Request for Qualifications; and

WHEREAS, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

WHEREAS, the Authority intended to qualify persons and/or firms that (i) possessed the professional, financial and administrative capabilities to provide the proposed engineering services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

WHEREAS, by **Resolution 19-2021** the Authority identified a number of Engineering Firms as qualified to perform Engineering Services required by the Authority; and

WHEREAS, the firm of Engineered Solutions Corporation was determined to be highly qualified and eminently capable of providing Consulting Engineering Services to the Authority; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 29-2021

Date: February 16, 2021

**RETENTION OF CONSULTING ENGINEER FOR 2021 FOR INSTRUMENTATION,
AUTOMATION AND COMPUTER SYSTEMS PURSUANT TO N.J.S.A. 19:44A-20.4**

WHEREAS, the Authority has determined that it is in its best interest to retain the firm of Engineered Solutions Corporation as a Consulting Engineer for instrumentation, automation and computer systems engineering support in the design, maintenance and troubleshooting of control and SCADA systems as well as normal plant facilities; and

WHEREAS, services rendered on behalf of the Authority will be billed based upon Engineered Solutions Corporation's Hourly Billing Rates attached to this Resolution at a not-to-exceed cost of \$75,000 for the services described above; and

WHEREAS, Engineered Solutions Corporation has agreed that they will not bill the Authority for time resulting from travel to/from the Authority office in Waldwick, NJ; and

WHEREAS, the Authority's Certifying Finance Officer has certified that funds are available for the retention of the Firm for consulting engineering services.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Authority hereby retains Engineered Solutions Corporation as a Consulting Engineer for the services outlined in this Resolution for a twelve-month term commencing on the date of this resolution with compensation to the professional at the Firm's Billing Rates, in an amount not to exceed \$75,000.
2. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
3. In the event that the Firm anticipates it will exceed the amount set forth above, it shall seek further authorization from the Authority at such time.
4. That notice of this award shall be advertised in accordance with applicable law.
5. This Resolution shall take effect immediately upon adoption.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 29-2021

Date: February 16, 2021

**RETENTION OF CONSULTING ENGINEER FOR 2021 FOR INSTRUMENTATION,
AUTOMATION AND COMPUTER SYSTEMS PURSUANT TO N.J.S.A. 19:44A-20.4**

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 16, 2021.

CHAIRMAN

SECRETARY

RECORDED VOTE:

	Bonagura	Duch	Jordan	Kelaher	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									

Engineered Solutions Corporation

2021 Hourly Billing Rates

CATEGORY	CONTRACT RATE (\$/hour)
Professional Engineering	255
Senior Engineer	180
Engineer, Senior Technical Support, Analyst, Senior Programmer	140
Technical Support, Programmer	115
Drafting	85
Administration	65

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 Engineer for 2021 for Instrumentation, Automation and Computer Systems

VENDOR: Engineered Solutions Corporation

AMOUNT: \$75,000

ACCOUNT NO.: 4500/6245

Date: February 16, 2021



James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 30-2021

Date: February 16, 2021

**RETENTION OF CONSULTING ENGINEER FOR 2022 SERVICE CHARGES
PURSUANT TO N.J.S.A. 19:44A-20.4**

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of the following professional:

CONSULTING ENGINEER FOR SERVICE CHARGES

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on January 15, 2021; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of February 9, 2021; and

WHEREAS, the Authority convened to evaluate the Request for Qualifications; and

WHEREAS, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

WHEREAS, the Authority intended to qualify persons and/or firms that: (i) possessed the professional, financial and administrative capabilities to provide the proposed engineering services, and (iii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

WHEREAS, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority’s objective was to select an organization or individual that would provide high quality and cost effective services to the citizens served by the Authority; and

WHEREAS, pursuant to Section 5 of the Authority’s Request for Qualifications, the Authority applied its selection criteria and evaluated the proposals based upon the most advantageous submission, with the following factors being considered: (i) experience and reputation in the field; (ii) knowledge of the Authority and the subject matter addressed under the contract, (iii) availability to accommodate the required meetings of the Authority; and (iv) other factors demonstrated to be in the best interest of the Authority; and

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 30-2021

Date: February 16, 2021

**RETENTION OF CONSULTING ENGINEER FOR 2022 SERVICE CHARGES
PURSUANT TO N.J.S.A. 19:44A-20.4**

WHEREAS, Paul Malmrose of the firm Tighe & Bond, Inc. was determined to be highly qualified and capable of providing Consulting Engineering Services to the Authority based on his experience of having served the Authority in various capacities, including determining service charges, since 1983; and

WHEREAS, the services to be rendered on behalf of the Authority include the following tasks:

1. Task 1: Review of 1st Quarter Meter Data
2. Task 2: Review of 2nd Quarter Meter Data
3. Task 3: Review of 2022 Preliminary User Service Charges
4. Task 4: Review of 2022 Final User Charges
5. Task 5: Miscellaneous Consulting Services

WHEREAS, services rendered on behalf of the Authority will be billed at a not to exceed cost of \$50,000; and

WHEREAS, the Authority's Certifying Finance Officer has certified that funds are available for the award of a professional services agreement with the Firm.

WHEREAS, the Authority has determined that it is in the best interest to retain the firm of Tighe & Bond as Consulting Engineer for Service Charges as set forth in this Resolution.

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

1. The Authority hereby retains Paul Malmrose of Tighe & Bond as Consulting Engineer for the 2022 Service Charges for the twelve (12) month term commencing on the Resolution date.
2. The Authority shall enter into a professional services agreement for the aforementioned for execution and delivery by the Authority and the professional, with compensation to the professional in an amount not to exceed \$50,000.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

NO. 30-2021

Date: February 16, 2021

**RETENTION OF CONSULTING ENGINEER FOR 2022 SERVICE CHARGES
PURSUANT TO N.J.S.A. 19:44A-20.4**

3. The Executive Director of the Authority is hereby authorized to execute the aforementioned professional services agreement on behalf of the Authority.
4. In the event that the Firm anticipates it will exceed the amount set forth above, it shall seek further authorization from the Authority at such time.
5. The Certifying Finance Officer’s Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
6. Notice of the contract award shall be advertised in accordance with applicable law.
7. This Resolution shall take effect immediately upon adoption.

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 16, 2021.

CHAIRMAN

SECRETARY

RECORDED VOTE:

	Bonagura	Duch	Jordan	Kelاهر	Lo Iacono	Mongelli	Ortega	Plumley	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:

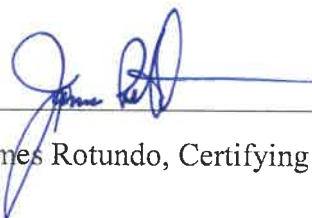
CONTRACT: Consulting Engineer for 2022 Service Charges

VENDOR: Tighe & Bond

AMOUNT: \$50,000

ACCOUNT NO.: 2100/4030

Date: February 16, 2021



James Rotundo, Certifying Finance Officer

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 31-2021

Date: February 16, 2021

**RETENTION OF ENGINEER FOR 2021 FOR GENERAL INCINERATOR ADVICE
PURSUANT TO N.J.S.A. 19:44A-20.4**

WHEREAS, the Northwest Bergen County Utilities Authority (the “Authority”) has adopted the fair and open process pursuant to N.J.S.A. 19:44A-20.7 with respect to the retention of the following professional:

CONSULTING ENGINEER

WHEREAS, the Authority issued a Request for Qualifications for such position and notice thereof was published on **January 15, 2021**; and

WHEREAS, the Authority received responses to the Request for Qualifications for the aforementioned position by the deadline date of **February 9, 2021**; and

WHEREAS, the Authority convened to evaluate the Request for Qualifications; and

WHEREAS, the Authority structured a competitive procurement process that sought to assure that each person and/or firm was provided an equal opportunity to submit a Qualification Statement in response to the Statements for Request for Qualifications; and

WHEREAS, the Authority intended to qualify persons and/or firms that (i) possessed the professional, financial and administrative capabilities to provide the proposed engineering services, and (ii) would agree to work under the compensation, terms and conditions determined by the Authority to provide the greatest benefit to the ratepayers of the Authority’s service area; and

WHEREAS, by **Resolution 19-2021** the Authority identified a number of Engineering Firms as qualified to perform Engineering Services required by the Authority; and

WHEREAS, the firm of Chavond Barry Engineering Corp. (the “Firm”) was determined to be highly qualified and eminently capable of providing Consulting Engineering Services to the Authority; and

WHEREAS, the Authority has determined that it is in its best interest to retain the Firm as a Consulting Engineer for General Incinerator Advice as set forth in this Resolution; and

WHEREAS, the services rendered on behalf of the Authority include:

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 31-2021

Date: February 16, 2021

**RETENTION OF ENGINEER FOR 2021 FOR GENERAL INCINERATOR ADVICE
PURSUANT TO N.J.S.A. 19:44A-20.4**

- Provide incineration, permitting and regulatory advice as requested.
- Attend meetings as requested.
- Be available for telephone conferences, advice and consultation that can be given by telephone.
- Provide operations and maintenance advice as requested by the Authority.
- Provide additional advice and general consulting and engineering services as requested by the Authority.

WHEREAS, services rendered on behalf of the Authority will be billed based upon the Firm's Hourly Billing Rates attached to this Resolution at a not-to-exceed cost of \$140,000 for general incineration advice; and

WHEREAS, the Firm has agreed that they will not bill the Authority for time resulting from travel to/from the Authority office in Waldwick, NJ; and

WHEREAS, the Authority's Certifying Finance Officer has certified that funds are available for the award of a professional services agreement with the Firm.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Northwest Bergen County Utilities Authority the following:

1. The Authority hereby retains Chavond Barry Engineering Corp. as a Consulting Engineer for the services outlined in this Resolution for a twelve-month term commencing on the date of this resolution.
2. The Authority shall enter into a professional services agreement for the aforementioned for execution and delivery by the Authority and the professional, with compensation to the professional at the Firm's Billing Rates, in an amount not to exceed \$140,000 for general incineration advice.
3. The Executive Director of the Authority is hereby authorized to execute the aforementioned professional services agreement on behalf of the Authority.
4. In the event that the Firm anticipates it will exceed the amount set forth above, it shall seek further authorization from the Authority at such time.
5. The Certifying Finance Officer's Certification of Available Funds shall be maintained on file at the Authority and made a part hereof.
6. Notice of the contract award shall be advertised in accordance with applicable law.
7. This Resolution shall take effect immediately upon adoption.

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

No. 31-2021

Date: February 16, 2021

**RETENTION OF ENGINEER FOR 2021 FOR GENERAL INCINERATOR ADVICE
PURSUANT TO N.J.S.A. 19:44A-20.4**

I hereby certify that this is a true copy of a resolution adopted by the Board of Commissioners of the Northwest Bergen County Utilities Authority on February 16, 2021.

SECRETARY

CHAIRMAN

Recorded Vote:

	Bonagura	Duch	Jordan	Kelاهر	Lo Iacono	Mongelli	Ortega	Plumley	Kasparian
Offered									
Seconded									
Aye									
Nay									
Absent									
Abstain									
Recuse									



CHAVOND-BARRY ENGINEERING CORP.

400 County Route 518 • P.O. Box 205
Blawenburg, New Jersey 08504-0205

Tel: (609) 466-4900
Fax: (609) 466-1231

MEMORANDUM

Effective January 1, 2021

The following is the listing of the 2021 standard hourly billing rates for our staff. The following rates will be held for the calendar year.

CBE 2021 Rate Schedule		
Personnel	Title	2021 Rates
John Yu	President	\$240
Louis T. Barry, P.E.	Chief Engineer	\$240
Albert T. Hamfeldt, P.E.	Senior Project Manager	\$180
Keith A. Croly	Incinerator Design Specialist	\$165
John B. Eichinger	Engineer Specialist	\$165
Sandra B. Rattner	Administrator	\$85
Thomas Vash	Field Manager	\$155
Darwin M. Owens, P.E.	Engineer Specialist	\$180

Unless otherwise agreed, travel time will be billed at normal hourly rates. Meals and lodging will be charged at the GSA 2021 per diem rate. Mileage will be charged at the IRS 2021 rate. Airfare, rental cars and related expenses will be billed at cost.

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 Engineer for 2021 General Incinerator Advice

VENDOR: Chavond Barry Engineering Corp.

AMOUNT: \$140,000

ACCOUNT NO.: 5000/6370

Date: February 16, 2021



James Rotundo, Certifying Finance Officer

