

RESOLUTION NO. 2024- 176

A RESOLUTION AWARDING AN OPEN-END CONTRACT
TO ATLANTIC ANALYTICAL LABORATORY, LLC,
LEBANON, NJ FOR SAMPLING AND ANALYSIS OF
NATURAL GAS, IN THE AMOUNT OF \$85,000.00.

WHEREAS, the City of Vineland has heretofore advertised for bids for Sampling and Analysis of Natural Gas for the contract period of one year commencing June 9, 2024, COV BID #2024-16, in accordance with specifications on file in the office of the Purchasing Agent; and

WHEREAS, on April 3, 2024, bids were received, duly opened and read aloud, being referred to the Business Administrator for tabulation, evaluation, report and recommendation; and

WHEREAS, the Business Administrator has, under date of May 7, 2024 submitted a written report and tabulation of the bids received and has recommended that an open-end contract for Sampling and Analysis of Natural Gas, be awarded to Atlantic Analytical Laboratory, LLC, Lebanon, NJ, for \$78,000.00 plus \$7,000.00 contingency for two additional gas samples, for a total amount of \$85,000.00, said bid being the lowest responsive responsible bid received and considered in the best interest of the City of Vineland; now, therefore,

BE IT RESOLVED by the Council of the City of Vineland that said open-end contract for Sampling and Analysis of Natural Gas, for the contract period of one year commencing June 9, 2024 through June 8, 2025, COV BID #2024-16, be and the same is awarded to Atlantic Analytical Laboratory, LLC, Lebanon, NJ, on their bid in the amount of \$78,000.00 plus \$7,000.00 contingency for two additional gas samples, for a total amount of \$85,000.00, said bid being the lowest responsive responsible bid received and considered in the best interest of the City of Vineland, and the Purchasing Agent be and the same is hereby authorized and directed to issue purchase order contract for the same in behalf of the City; and

BE IT FURTHER RESOLVED that the City Comptroller has certified that the funds for the contract to be awarded herein are available.

Adopted:

President of Council

ATTEST:

City Clerk



May 7, 2024

REPORT TO: THE MAYOR AND COUNCIL

RE: Proposals Submitted to the Purchasing Board on 4/3/24

Dear Mayor and Members of Council:

Submitted to you herewith for your consideration is our evaluation of the proposals submitted to the Purchasing Board on April 3, 2024.

SAMPLING AND ANALYSIS OF NATURAL GAS FOR THE CONTRACT PERIOD OF ONE YEAR COMMENCING JUNE 9, 2024 THROUGH JUNE 8, 2025, COV BID #2024-16

It is the recommendation of the Director of Municipal Utilities, which has the concurrence of the Purchasing Agent and the Business Administrator that an open-ended contract be awarded to the lowest responsive responsible bidder, Atlantic Analytical Laboratory, LLC, Lebanon, NJ, in the amount of \$78,000.00 plus \$7,000.00 contingency for two additional gas samples, for a total amount of \$85,000.00.

We trust that the above recommendation will receive your favorable consideration and that the recommended resolutions will be adopted as presented.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Robert E. Dickenson, Jr.", is written over the typed name and title.

Robert E. Dickenson, Jr.
Business Administrator

/wr



**REQUEST FOR RESOLUTION FOR CONTRACT AWARDS
UNDER 40A:11-5 EXCEPTIONS
(PROFESSIONAL SERVICES, EUS, SOFTWARE MAINTENANCE, ETC)**

April 4, 2024
(DATE)

1. Service (detailed description): Sampling and Analysis of Natural Gas

2. Amount to be Awarded: \$ 85,000.00 *(78,000.00 + \$7000.00 Contingency for (2) additional gas samples (3,250.00 ea))*
 Encumber Total Award
 Encumber by Supplemental Release

3. Amount Budgeted: \$ 90,000.00

4. Budgeted: By Ordinance No. _____
Or Grant: Title & Year _____

5. **Account Number to be Charged: \$42,500.00 to 4-05-55-502-9001-53353 E553X
\$42,500.00 to 4-05-55-502-9001-53353 E553C

6. Contract Period: One Year (June 9, 2024 to June 8, 2025)

7. Date To Be Awarded: April 23, 2024

8. Recommended Vendor and Address: Atlantic Analytical Laboratory, LLC
291 Route 22 East - Salem Industrial Park Bldg 2
Lebanon, NJ 08833

9. Justification for Vendor Recommendation:(attach additional information for Council review)
This vendor has performed natural gas sampling and analysis for VMEU for
for several years with very satisfactory results. Bid was below engineers estimate.
No other bids were received.

Non-Fair & Open (Pay-to-Play documents required)
 Fair & Open: How was RFP advertised? _____

10. Evaluation Performed by: Jeff Davis

11. Approved by: *John Lellic*

12. Attachments:
 Awarding Proposal
 Other: RFP

- Send copies to:
Purchasing Division
Business Administration

** If more than one account #, provide break down

PURCHASING AGENT REVIEW
COV BID # 2024-16



Proposals were received and opened Wednesday, April 3, 2024 at 2:00 PM for Sampling & Analysis of Natural Gas from the following:

Atlantic Analytical Laboratory: \$ 78,000.00

Comments: The loan bidder submitted all the mandatory documents.

Recommendation: Award should go to Atlantic Analytical Laboratory, LLC as they submitted the lowest, responsive responsible bid unless the using department can justify reasons not to award to them.

Jeanine N. Meneghetti, QPA
Purchasing Agent

A small, handwritten mark or signature in black ink, possibly initials, located to the right of the Purchasing Agent's name.

TABULATION OF BIDS

COV BID 2024-16 SAMPLING & ANALYSIS OF NATURAL GAS

APRIL 3, 2024

Engineers Estimate: \$ 79,380.00

	Atlantic Analytical Laboratory 291 Rte. 22 E., Bldg. 2 Lebanon, NJ 08833
Ownership Disclosure	YES
Affir. Action Plan	YES
Check List	YES
Proposal	YES
Ack. Addend.	YES
Iran Disclosure	YES
TOTAL BID	\$78,000.000



Specifications received by the following:

Eurofins ANA Laboratory

Precision Testing Labs

Prime Vendor