

RESOLUTION NO. 2024- 235

A RESOLUTION AUTHORIZING AN AGREEMENT WITH MONTROSE ENVIRONMENTAL SOLUTIONS, INC., ROBBINSVILLE, NJ FOR PROFESSIONAL ARCHITECTURAL/ENGINEERING SERVICES IN CONNECTION WITH W-4/T-4 BI-WEEKLY (26 VISITS) AND ON CALL LICENSED OPERATOR SUPPORT.

WHEREAS, the City Council of the City of Vineland has adopted Resolution No. 2023-630, a Resolution pre-qualifying certain firms to submit proposals for as needed Architectural and Engineering Services, RFQ 2023-41; and

WHEREAS, the City of Vineland has a need for Professional Architectural/Engineering Services in connection with W-4/T-4 BI-Weekly (26 VISITS) and On Call Licensed Operator Support; and

WHEREAS, the Director of Municipal Utilities has recommended that a contract for the required services be awarded to Montrose Environmental Solutions, Inc., Robbinsville, NJ, in accordance with Professional Services Contract No. C24-0025 and Montrose Environmental Solutions, Inc. proposal, pursuant to a fair and open process; and

WHEREAS this contract is awarded in an amount not to exceed \$46,860.00 for specified services; and

WHEREAS, the availability of funds for said Professional Services Contract to be awarded herein have been certified by the Chief Financial Officer; and

WHEREAS, the Local Public Contract Law (N.J.S.A. 40A:11-1, et seq) requires that the Resolution authorizing the award of contract for Professional Services without competitive bidding and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Vineland that said contract for Professional Services for Architectural/Engineering Services in connection with W-4/T-4 BI-Weekly (26 VISITS) and On Call Licensed Operator Support be awarded to Montrose Environmental Solutions, Inc., Robbinsville, NJ, in accordance with Professional Services Contract No. C24-0025 and in accordance with Montrose Environmental Solutions, Inc. proposal, pursuant to a fair and open process, in an amount not to exceed \$46,860.00.

Adopted:

President of Council

ATTEST:

City Clerk

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

5/15/24

(DATE)

1. Service (detailed description): W-4/T-4 BI-WEEKLY (26 VISITS) AND ON CALL
AS NEEDED, LICENSED OPERATOR SUPPORT

2. Amount to be Awarded: \$ 46,860.00

- Encumber Total Award
 Encumber by Supplemental Release



3. Amount Budgeted: \$ 100,000.00

4. Budgeted: By Ordinance No. N/A
Or Grant: Title & Year N/A

5. **Account Number to be Charged: 4-07-55-5028006-53102

6. Contract Period: February 1, 2024 - January 31, 2025

7. Date To Be Awarded: _____

8. Recommended Vendor and Address: Montrose Enviromental Solutions, Inc.
500 Horizon Dr. Ste 540, Robbinsville, NJ

9. Justification for Vendor Recommendation:(attach additional information for Council review)
W-4/T-4 water license operational support required by the state of NJ to run our facility

- Non-Fair & Open (Pay-to-Play documents required)
 Fair & Open: How was RFP advertised? RFQ #24-0025 A+E

10. Evaluation Performed by: William Kennedy WAK

11. Approved by: Joseph J. Prato

12. Attachments:
 Awarding Proposal
 Other: _____

- Send copies to:
Purchasing Division
Business Administration

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



Proposal

January 29, 2024

Electronic Mail Delivery Only

Mr. John Lillie
Director of Vineland Municipal Utility
640 East Wood Street
Vineland, NJ 08360

**RE: Engineering & Licensed Operator Support for 2024
City of Vineland Water Utility
Opportunity Number: OPP-2024-01-29-048952**

Dear Mr. Lillie:

Montrose Environmental Solutions, Inc. (Montrose) is pleased to provide the City of Vineland continued Engineering and Licensed Operator Support (LOS) for 2024. The proposed scope of work and estimated cost to perform Engineering & Licensed Operator Services for the City of Vineland is described below.

PROJECT BACKGROUND

The City of Vineland Water and Sewer Utility (VWSU) is a Community Water Supply System identified with the Public Water Supply Identification Number (PWSID) No. NJ0614003. VWSU serves a total population of approximately 33,000 persons through 14,500 service connections located within the City of Vineland boundaries.

An existing water allocation permit (#5148) is in place that grants the City of Vineland Water Department the right to divert a total of 440.5 million gallons of water per month and 3,645 million gallons of water per year, at a maximum rate of 15,950 gallons per minute, from the existing water supply wells. The water supply for the City of Vineland water system is derived from thirteen (13) deep water supply wells constructed in the Kirkwood-Cohansey Aquifer. Twelve (12) of the wells are currently active.

The total source pumping capacity for the VWSU is 15,250 gallons per minute. The utility currently has a water supply firm capacity of 17.6 million gallons per day and an estimated excess capacity of 2.4 million gallons per day. The existing water treatment facilities supports the twelve (12) active existing water supply wells for the VWSU.

The VMSU system includes eight (8) water storage facilities, located throughout the City, which provide a total water storage capacity of 7.65 million gallons. The system also includes two (2) 12-inch diameter emergency interconnections with neighboring Newfield Borough and Buena Borough.



Proposal

PROJECT UNDERSTANDING

Montrose is an approved Engineering Vendor for 2024 and has been providing professional services to the City of Vineland Water Utility since 2011, working under annual contracts/purchase orders. Services provided included working with the water utility to resolve issues with existing treatment facilities, preparing bid specifications for various projects and NJDEP permit acquisitions for these projects, and review of miscellaneous construction contracts completed by others for the Water Utility.

Mr. Haimowitz is a Montrose employee, familiar with the Vineland water system, and he possesses an active New Jersey T-4 Water Treatment Plant Operator's License and is not committed to any Water Treatment location. Mr. Haimowitz has been providing his service on an interim basis since October, 2022 until such time Mr. Kennedy acquires his T-4 Certificate. William Kennedy has passed his test and will be the Permanent T-4 Operator upon the issuance of the T-4 Certificate.

Please note that NJDEP has informed the City of Vineland that a T3 is needed for emergencies and any time Bill is unavailable. The City does not have a T-3 operator or backup T-4. The City of Vineland would like to have Mr. Haimowitz continue to assist with projects they are actively working on and Mr. Haimowitz is able to continue as the back up to William Kennedy filling this NJDEP requirement. Bill Kennedy has his T-4 license but needs to submit the required DEP065 Licensed Operator change notification form to the NJDEP and list Mr. Haimowitz as his back up.

SCOPE OF WORK

Phase 10 - 20243 Engineering and Licensed Operator Back up Support

Mr. Haimowitz will be the backup T & W Licensed Operator for the City of Vineland Water & Sewer Utility. It is proposed Mr. Haimowitz be on site on selected days that the city and Mr. Haimowitz mutually agreed on.

Mr. Haimowitz's, Licenses & Certificates consist of: Professional Engineer (PE), NJ; S-4 Sewerage Treatment Plant Operator, New Jersey; C-4 Collections System Operator, New Jersey; T-4 Water Treatment Plant Operator, New Jersey; W-4 Water Distribution Operator, New Jersey; N-2 Industrial Waste Treatment Operator.

Montrose proposes continuing in (Phase 10) to track costs associated with professional services supporting the City of Vineland Water Utility for February 1, 2024 through January 31, 2025. We will invoice the City of Vineland monthly.



Proposal

PROPOSED COST

Estimated costs for the above describe scope of work:

Tasks	Cost
Phase 10A	
2024 Licensed Operator Support W-4 & T-4 License 26 single day site visits X \$1610/week	\$41,860
Phase 10B	
2024 Estimated On call support (work to be bill as required)	\$5,000
TOTAL	\$46,860

*The budget is for a total of 26 site visits (6-hour day) starting February 1st 2024 – January 31st 2025, Lump Sum.

As shown above, Montrose proposes to be on-site for one 6-hour day for a Lump Sum fee of \$1,610 per day. The (26) single day rate of \$1,610 will be on a lump sum basis in accordance with this proposal.

Either party can cancel these services provided at least two-week advanced written authorization from the client or Montrose for any changes (increases or decreases) in the contract budget and scope. Authorization or approval is also requested from the City for any changes. Montrose recommends an additional \$5,000 be allocated for virtual meetings or any required out of the office work for the City.

TERMS AND CONDITIONS

Montrose proposes to utilize the Terms and Conditions under the existing Professional Services Contract between the City of Vineland and Montrose executed February 1, 2024, and effective through January 31, 2025.

We trust this proposal is consistent with your understanding and would be pleased to discuss any questions you may have. To accept the terms of this proposal, please sign and return the Proposal Acceptance Agreement.

This proposal is subject to adjustments to reflect any applicable changes in scope and/or law, including but not limited to revised requirements, regulatory guidance, client guidance, statutes, codes, ordinances, procedures, rules, regulations, and guidance documents that become effective after the date of this proposal and would materially affect the work to be performed.



Proposal

CLOSING COMMENTS

We appreciate the opportunity to support the City of Vineland with this project. If you have any questions or require additional information, please contact me at 609.320.2340/ greeve@montrose-env.com

Very truly yours,
Montrose Environmental Solutions, Inc.

Regina C Reeve
Designer and Water System Technician

Frederick J. Shoyer III
Sr. Project Consultant, LSRP, N2

CC: J. Prato, City of Vineland

RCR:FJS:jm

PROPOSAL ACCEPTANCE AGREEMENT

BY SIGNING THIS PROPOSAL ACCEPTANCE AGREEMENT, THE CLIENT ACCEPTS THE PROPOSAL AND AGREES TO BE BOUND BY ITS TERMS, INCLUDING THE GENERAL TERMS AND CONDITIONS ATTACHED THERETO AND ALL OTHER ATTACHMENTS REFERENCED THEREIN. THE PROPOSAL AND ATTACHMENTS THERETO CONSTITUTE THE ENTIRE AGREEMENT BETWEEN THE CLIENT AND MONTROSE ENVIRONMENTAL SOLUTIONS, INC., WITH RESPECT TO THE PROJECT REFERENCED IN THE PROPOSAL AND SUPERSEDE ALL PRIOR WRITTEN OR ORAL STATEMENTS OR UNDERSTANDINGS.

PROPOSAL OPP-2024-01-29-048952 ACCEPTED FOR CITY OF VINELAND WATER AND SEWER UTILITY

Client (Signature): John Lillie

By (Type/Print): John Lillie

Title: Director VMU

Date: 1-31-24