

Resolution 17-114

RESOLUTION AUTHORIZING SECOND AMENDMENT TO PROFESSIONAL SERVICES CONTRACT WITH MOTT MACDONALD FOR CONSULTING ENGINEERING SERVICES USER CHARGE SYSTEM – UNMETERED EQUIVALENT UNITS UPDATE

WHEREAS, a need exists for the procurement of professional engineering services to assist the Rockaway Valley Regional Sewerage Authority (“RVRSA”) relevant to updating RVRSA’s User Charge System with respect to unmetered Equivalent Units; and

WHEREAS, by Resolution 16-0132, adopted December 8, 2016, RVRSA authorized Mott MacDonald, having an office at 321 Wall Street, Princeton, New Jersey, to undertake such services as set forth in Mott MacDonald’s proposal dated November 22, 2016, in an amount not to exceed \$18,000.00 without prior authorization; and

WHEREAS, by Resolution 17-093, adopted July 13, 2017, the Authority authorized the execution of an amendment to the existing contract for Professional Engineering Services, with the firm of Mott MacDonald, having an office at 111 Wood Avenue South, Iselin, New Jersey, in accordance with proposal dated June 23, 2017, in an amount not to exceed \$15,000.00 without prior authorization, for Professional Engineering Services User Charge System-Unmetered Equivalent Units update and for a new General Consulting Engineering Services total contract amount of \$33,000.00; and

WHEREAS, the RVRSA has received a proposal from Nancy C. Wohlieb, P.E., C.M.E., Mott MacDonald, dated September 12, 2017, attached hereto, for the performance of additional professional engineering services as set forth therein; and

WHEREAS, the RVRSA desires to authorize Mott MacDonald to undertake additional services as set forth in the proposal for the same dated September 12, 2017, attached hereto and made a part hereof, in an amount not to exceed \$15,000.00 without prior authorization, for a new total contract amount of \$48,000.00; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40:11-1 et seq.) authorizes contracts for the provision of “Professional Services,” which may be awarded without public advertising and competitive bidding, provided a notice is published in the official newspaper stating the nature, duration, service and amount of contract, and that the Resolution and contract are available for public inspection at the offices of the RVRSA and the clerk’s office of the municipalities creating the RVRSA.

WHEREAS, funds are available for these purposes at line item 01-503-020.

NOW, THEREFORE, BE IT RESOLVED by the Rockaway Valley Regional Sewerage Authority as follows:

1. The Executive Director of the Rockaway Valley Regional Sewerage Authority is hereby authorized and directed to execute a second amendment to the existing contract for Professional Engineering Services, with the firm of Mott MacDonald, having an office at 111 Wood Avenue South, Edison, New Jersey, in accordance with proposal dated

September 12, 2017, attached hereto and made a part of, in an amount not to exceed \$15,000.00 without prior authorization, for a new total contract amount for engineering services of \$48,000.00, and conditioned upon the submission by Mott MacDonald of copies of its New Jersey Business Registration Certificate and Business Entity Disclosure Certification, insurance and any and all documents required by law or as may be required by RVRSA.

2. This contract is awarded without competitive bidding as a "Professional Service" pursuant to the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-5.
3. A notice of contract award shall be published in the official newspaper, stating the nature, duration, service and amount of the contract, and that the Resolution and contract are on file and available for public inspection at the RVRSA and the clerk's office of the municipalities creating the Authority.
4. This Resolution shall take effect as provided by law.

CERTIFICATION

I do hereby certify that this Resolution was adopted at a regular meeting of the Rockaway Valley Regional Sewerage Authority held on September 14, 2017

on motion of: Michael Guadagno

second by: Glenn Corbett


ROLL CALL VOTE:

YEAS: (6) Andes, Corbett, Guadagno, Lowell, Rossi, Schonro

NAYS: (0) None

ABSTAIN: (1) Laverty

ABSENT: (3) Cegelka, Recchia and Vincitore


Michael Guadagno
Board Secretary

Sept mtc.



Ms. JoAnn Mondsinì
Executive Director
Rockaway Valley Regional Sewerage Authority
RD #1
99 Greenbank Road
Boonton, NJ 07005-7118

Your Reference
EDU Billing Summary

Our Reference
380564

pw:\380564-RVRS
GENERAL ENGINEERING
2017\380564-EU01-USER
CHARGE UNITS
UPDATE\Design\Documents\
UMA Status 9-7-2017.doc

111 Wood Avenue South
Iselin NJ 08830-4112
United States of America

T +1 (800) 832 3272
F +1 (973) 376 1072
mottmac.com

**Request for Professional Engineering Services User Charge System-
Unmetered Equivalent Units Update**

September 12, 2017

Dear Ms. Mondsinì:

Thank you for the opportunity to meet with you and your staff on September 7, 2017 to update you on our progress related to the above-referenced project. As discussed, Mott MacDonald is near complete with its updates to the unmetered areas (refer to our June 23, 2017 proposal) component of the Authority user charge system. We provided you a draft Wastewater Flow Calculation Metered Flow and Unmetered Equivalent Units ("Schedule A") incorporating the requested changes and updated in metering. During our discussion, we advised that there are about a dozen or so areas that either due to insufficient mapping of local sewers or inconsistent tax map data require field investigation to confirm whether or not the areas in question are associated with an unmetered area of the Authority. It was discussed that these areas would be investigated further by Authority personnel in conjunction with the local operators. A general list of these areas was provided at our meeting to your team. More specific details regarding these areas will be provided to you by our office. Upon completion of their fieldwork, we can finalize the EDU counts in the various unmetered areas.

In addition to field verification of some portions of the unmetered areas, additional GIS and investigation into tax map data is needed. Of the 9,234 entries included in the RVRSA connection database, which includes sewer connections since 1999, approximately 95% have been correlated to the current parcel database in GIS. We have updated the Unmetered Area Worksheet based on this database. The remaining 5% of the uncorrelated entries appear to be data anomalies and require additional review for any correlation to the unmetered areas. Performing this work will facilitate determining connections made by year and impact to the unmetered areas. We were also in agreement that further investigation of the non-residential flow in these unmetered areas is needed and that Mott MacDonald could assist the Authority with updating this information on a limited basis. We note that it may be necessary to have the local municipalities assist and confirm the non-residential flows since there have been numerous undocumented changes over the past 17 years.

As previously noted the foregoing work and detailed backup will be provided to RVRSA for their files. Digital shapefiles utilized in ArcMAP or other GIS platforms will also be provided.



We note that our current general consulting contract is for \$33,000 based upon the following:

<u>Task</u>	<u>Authorization</u>	<u>Amount Utilized</u>
General Advice	\$15,000	\$1,153.71
Industrial Pre-Treatment	\$3,000	\$0
Unmetered Area Study	\$15,000	\$15,973.81
Total	\$33,000	\$17,127.52

Our previous authorization for the Unmetered Area Study component was \$15,000. Accordingly, based upon the above we propose an additional authorization of \$15,000 to address the above work. Should RVRSA authorize this work, the following would result:

<u>Task</u>	<u>Amount Utilized</u>
General Advice	\$1,153.71
Industrial Pre-Treatment	\$0
Unmetered Area Study	\$30,000
Total	\$31,153.71

*Per JoAnn,
Keep Annual PS budget @ 15,000
IPP " @ 3,000
org usercharge @ 15,000
add'l \$ needed @ 15,000
new total → 48,000
Contract JM
9-14-17*

Since our general contract is on a time and material basis for labor and expenses actually incurred and rates determined by our current rate table in effect, we propose that this number is budgetary. Only the labor and expenses actually performed will be billed to the RVRSA.

If you have any additional questions, please do not hesitate to contact me. We are prepared to proceed with this project immediately. Thank you again for the opportunity to serve the RVRSA.

Very truly yours,

Nancy C. Wohlleb, P.E., C.M.E.
Senior Associate / Principal P.M.
T 973-912-2616
nancy.wohlleb@mottmac.com