

**BERGEN COUNTY UTILITIES AUTHORITY
MINUTES OF THE REGULAR MEETING
JANUARY 24, 2013**

**In the matter of the 409TH Regular Meeting of
The Bergen County Utilities Authority**

1. The **proof of meeting notice** calling the January 24, 2013 meeting was read into the record by Richard Wierer, Acting Secretary.
2. Roll Call:

COMMISSIONERS PRESENT:

Andrew "Chuck" Vaccaro, Chairman
Ronald Phillips, Vice Chairman
James L. Cassella, Commissioner
Paul A. Juliano, Commissioner
David J. Lorenzo, Commissioner
Richard D. Schooler, Commissioner
George P. Zilocchi, Commissioner

ALSO PRESENT: Robert E. Laux, Executive Director
Richard D. Wierer, Deputy Executive Director
Authority Staff and Professional Consultants

3. Chairman Vaccaro led the Commissioners and others present in the salute to the flag.
4. Chairman Vaccaro opened the meeting to the public and asked if anyone present wished to be heard. Hearing no further response, the meeting was closed to the public.
5. Motion that the Minutes covering the December 20, 2012 Work Session be approved was moved by Commissioner Schooler and seconded by Commissioner Juliano and was carried.
6. FINANCE AND LEGAL COMMITTEE;

Resolution 13-1-001 – Approve bills and the claims supported by vouchers totaling \$5,459,692.34 and Authorize the Chief Financial Officer to issue the necessary checks therefor, and to charge the accounts indicated, all as more fully set forth on the Chief Financial Officer's check list. Motion to adopt the resolution was made by Commissioner Cassella and Seconded by Commissioner Schooler. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-1-002 – Resolution to Ratify and Approve Financial Actions directed by Wallace Nowosielecki, Treasurer & Chief Financial Officer, during the month of December 2012. Motion to adopt the resolution was made by

Commissioner Cassella and Seconded by Commissioner Schooler. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-1-003 – Designation of Chief Financial Officer as the Authority's Public Agency Compliance Officer Pursuant to N.J.S.A. 17:27-3.5. Motion to adopt the resolution was made by Commissioner Cassella and Seconded by Commissioner Schooler. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-1-004 – Resolution to Designate Qualify Professional firms pursuant to N.J.S.A. 19:44A-20 et seq. Motion to adopt the resolution was made by Commissioner Cassella and Seconded by Commissioner Schooler. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-1-005 – Resolution to Authorize Renewal of Membership in Water Environmental Research Foundation. Motion to adopt the resolution was made by Commissioner Cassella and Seconded by Commissioner Schooler. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-1-006 – Resolution to Authorize Application and Agreement with NJDEP for Recycling Enhancement Act Tax Fund to fund the Authority's recycling programs. Motion to adopt the resolution was made by Commissioner Cassella and Seconded by Commissioner Schooler. A roll call was taken and the resolution was adopted as reflected in these minutes.

7. CONSTRUCTION & ENGINEERING COMMITTEE:

Resolution 13-2-001 - Resolution to Qualify Professional firms pursuant to N.J.S.A 19:44A-20 et seq. Motion to adopt the resolution was made by Commissioner Phillips and Seconded by Commissioner Schooler. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-2-002 - Resolution to Award Contract No. 13-02 to Brentwood Industusties, Inc. dba Polychem Systems, to Furnish and Deliver Spare Non-Metallic Sludge Collector Tank Parts. Motion to adopt the resolution was made by Commissioner Phillips and Seconded by Commissioner Schooler. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-2-003 - Resolution to Authorize confirming Purchase Order to Kickham Boiler & Engineering, Inc., St. Louis, MO., for emergency replacement of Heat Recovery Unit 2 – (Cogeneration Unit 2). Motion to adopt the resolution was made by Commissioner Phillips and Seconded by

Commissioner Schooler. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-2-004 - Resolution to Award Contract Requisition No. 91197-13 to Atlantic Analytical Laboratory, LLC, Whitehouse Station, NJ, for monthly gas testing services. Motion to adopt the resolution was made by Commissioner Phillips and Seconded by Commissioner Schooler. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-2-005 - Resolution to Award Contract No. 12-34 (Re-bid) to Polydyne, Inc., to furnish and deliver Hi- Molecular Weight Cationic Dry Polymer for Sludge Dewatering, Gravity Belt Thickeners (2 Years). Motion to adopt the resolution was made by Commissioner Phillips and Seconded by Commissioner Schooler. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-2-006 – Resolution to Authorize Amendment to Professional Service Agreement - Birdsall Services Group, for additional Energy and Air Pollution Control Permit Management Engineering Services. Motion to adopt the resolution was made by Commissioner Phillips and Seconded by Commissioner Schooler. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-2-007 - Resolution to Authorize execution of Change Order No. One (1) (Final) to process the net increase of \$32,042.45 to Contract No. 12-02, Annual On-Call Sewer Repair or Replacement Work, with J. Fletcher Creamer & Son, Inc., for an adjusted total contract amount of \$168,412.15. Motion to adopt the resolution was made by Commissioner Phillips and Seconded by Commissioner Schooler. A roll call was taken and the resolution was adopted as reflected in these minutes.

Resolution 13-2-008 – Resolution to Award Contract 13-01 To J. Fletcher Creamer & Son, Inc. for Annual Buried Infrastructure On Call Sewer Repair/Replace Work. Motion to adopt the resolution was made by Commissioner Phillips and Seconded by Commissioner Schooler. A roll call was taken and the resolution was adopted as reflected in these minutes.

8. PERSONNEL & ADMINISTRATION COMMITTEE:

Resolution 13-3-001 - Resolution to Qualify Professional firms pursuant N.J.S.A. 19:44A-20 et seq. Motion to adopt the resolution was made by Commissioner Lorenzo and Seconded by Commissioner Juliano. A roll call was taken and the resolution was adopted as reflected in these minutes.

BERGEN COUNTY UTILITIES AUTHORITY
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Resolution 13-3-002 -. Authorize agreement with NHLLC Northern New Jersey, LLC for In-service Training of Microsoft Windows 7 and Microsoft Office 2010. Motion to adopt the resolution was made by Commissioner Lorenzo and Seconded by Commissioner Schooler. A roll call was taken and the resolution was adopted as reflected in these minutes.

9. Chairman Vaccaro announced a short recess to allow time for the Acting Secretary to prepare minutes of this Regular Meeting.
10. Chairman Vaccaro announced the Regular Meeting would reconvene.
11. The Acting Secretary then distributed proposed minutes of the January 24, 2013 Regular Meeting for review by the Commissioners.
12. Move to approve the Minutes of the Regular Meeting of January 24, 2013 as distributed by the Acting Secretary, such minutes to include this motion approving the minutes, without the requirement of further review or approval at a subsequent Regular Meeting. Motion to adopt the Minutes of the Regular Meeting of January 24, 2013 was made by Commissioner Vaccaro and second by Commissioner Schooler and was unanimously carried.
13. Upon motion duly made, seconded and unanimously carried, the meeting was adjourned.

Respectfully submitted,



Richard Wierer
Acting Secretary

January 24, 2013

BERGEN COUNTY UTILITIES AUTHORITY
 Minutes of the Regular Meeting
 January 24, 2013

Resolution #	13-1-001	13-1-002	13-1-003	13-1-004	13-1-005	13-1-006
Chairman Vaccaro	Y	Y	Y	Y	Y	Y
Comm. Phillips	Y	Y	Y	Y	Y	Y
Comm. Bentz	-	-	-	-	-	-
Comm. Cassella	Y	Y	Y	Y	Y	Y
Comm. DeLisio	-	-	-	-	-	-
Comm. Juliano	A	A	Y	Y	Y	Y
Comm. Lorenzo	Y	Y	Y	Y	Y	Y
Comm. Schooler	Y	Y	Y	Y	Y	Y
Comm. Zilocchi	Y	Y	Y	Y	Y	Y

Resolution #	13-2-001	13-2-002	13-2-003	13-2-004	13-2-005	13-2-006
Chairman Vaccaro	Y	Y	Y	Y	Y	Y
Comm. Phillips	Y	Y	Y	Y	Y	Y
Comm. Bentz	-	-	-	-	-	-
Comm. Cassella	Y	Y	Y	Y	Y	Y
Comm. DeLisio	-	-	-	-	-	-
Comm. Juliano	Y	Y	Y	Y	Y	Y
Comm. Lorenzo	Y	Y	Y	Y	Y	Y
Comm. Schooler	Y	Y	Y	Y	Y	Y
Comm. Zilocchi	Y	Y	Y	Y	Y	Y

Resolution #	13-2-007	13-2-008
Chairman Vaccaro	Y	Y
Comm. Phillips	Y	Y
Comm. Bentz	-	-
Comm. Cassella	Y	Y
Comm. DeLisio	-	-
Comm. Juliano	Y	Y
Comm. Lorenzo	Y	Y
Comm. Schooler	Y	Y
Comm. Zilocchi	Y	Y

Resolution #	13-3-001	13-3-002
Chairman Vaccaro	Y	Y
Comm. Phillips	Y	Y
Comm. Bentz	-	-
Comm. Cassella	Y	Y
Comm. DeLisio	-	-
Comm. Juliano	Y	Y
Comm. Lorenzo	Y	Y
Comm. Schooler	Y	Y
Comm. Zilocchi	Y	Y

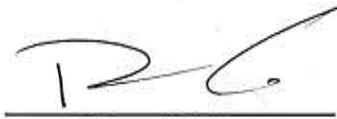
Y = Yes A = Abstain
 R = Recuse N = No
 - = Absent

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

BE IT RESOLVED by the Commissioners of the Bergen County Utilities Authority that the Financial Actions directed by Wallace Nowosielecki, Treasurer & Chief Financial Officer, during the month of December, 2012 be and are hereby ratified and approved.

1. The formal action(s) of the Commissioners of the Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of *N.J.S.A. 40:14B-14(b)*.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of January 24, 2013.



Richard Wierer
Acting Secretary

Dated: January 24, 2013

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

BE IT RESOLVED, by the Commissioners of The Bergen County Utilities Authority that Wallace Nowosielecki, the Authority's Chief Financial Officer, shall be and is hereby appointed to serve as the Authority's **Public Agency Compliance Officer** to perform the requisite duties associated with such title, as set forth in N.J.S.A. 17:27-3.5, at no additional compensation, to administer and/or implement Chapter 127, P.L. 1975, and the rules and regulations promulgated thereunder, as amended, effective immediately, for the calendar year 2013, until a successor is appointed and/or qualified to serve, or at the pleasure of the Authority, whichever shall earliest occur;

BE IT FURTHER RESOLVED that the Executive Director shall be and he is hereby directed to provide the State of New Jersey, Department of the Treasury, Division of Contract Compliance and Equal Employment Opportunity, Public Contracts, with the telephone number, facsimile and E-mail address of Wallace Nowosielecki's designation as **Public Agency Compliance Officer**; and

BE IT FURTHER RESOLVED that the formal action(s) of the Commissioners of The Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14(b).

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of January 24, 2013.



Richard Wierer
Acting Secretary

DATED: January 24, 2013

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, the Authority has followed the fair and open process pursuant to N.J.S.A. 19:44A-20 et seq. for receiving Requests for Qualifications; and

WHEREAS, the Authority issued a Request For Qualifications for Appraisal Services, Auditor, Bond Counsel, Bond Underwriters, Financial Consultant, Grants/Government Services Consultant, Legal Services, and Title Services in accordance with the requirements of N.J.S.A. 19:44A-20, et. seq.; on December 31, 2012 and,

WHEREAS, the Authority received and opened Qualifications for the above listed positions on **January 16, 2013**; and

WHEREAS, pursuant to the Request For Qualifications, the Authority's Review Team conducted a review of the responses received and recommends that the firms listed below be deemed qualified for the following positions; and

WHEREAS, the Authority's Finance & Legal Committee recommends that the firms listed below be deemed qualified for the following positions.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Bergen County Utilities Authority that the following firms be and are hereby qualified to render services on behalf of the Authority for the year of 2013:

Appraisal Services

None Submitted

Auditor

Lerch, Vinci & Higgins, LLP.

Bond Counsel

McManimon Scotland & Baumann
Parker McCay P.A.

Bond Underwriters

NW Capital Markets Inc.
Powell Capital Markets Inc.

Financial Consultant

Acacia Financial Group, Inc.
NW Financial Group, LLC

Grants/Government Services Consultant

Bruno Associates, Inc
Gibbons

Legal Services

Florio Perrucci Steinhardt & Fader, LLC
Florio & Kenny, LLP
Johnson & Conway, LLP
Kaufman, Semeraro, Bern, Deutsch & Leibman, LLP
Law Office of Stephen P. Sinisi, Esq., LLC
Maraziti, Falcon & Hekley, LLP
Schwartz Simon Edelstein & Celso LLC
Waters, McPherson, McNeill, PC

Title Services

Two Rivers Title Company LLC

BE IT FURTHER RESOLVED that the formal action(s) of the Commissioners of The Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14b.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of January 24, 2013.



Richard Wierer
Acting Secretary

Dated: January 24, 2013

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, the **Water Environment Research Foundation (WERF)** is a not-for-profit foundation dedicated to advancing science and technology to address water quality issues as they impact water resources, the atmosphere, lands, and the quality of life; and

WHEREAS, **WERF** produces peer-reviewed research reports used by its subscribers and others to develop scientifically-based approaches, processes, and technologies to improve the management of waters resources; and

WHEREAS, **WERF** represents that it is staffed by a team of environmental professionals, including a committee of distinguished scientists and engineers who provide oversight, advice, and review of the Authority's wastewater and stormwater collection and treatment projects; and

WHEREAS, **WERF** further represents that its investigators are comprised of individuals and organizations from municipal agencies, academia, government laboratories, and various industrial and consulting firms whose experience extends the spectrum of **WERF's** research covering the areas of wastewater and stormwater collection and treatment systems, watersheds and ecosystems, and of human and environmental health; and

WHEREAS, **WERF** is funded through contributions and subscriptions from utilities, municipal agencies, corporations, consulting firms, associations, state regulatory agencies, private individuals and foundations, as well as congressional appropriations, the United States Environmental Protection Agency, and other governmental agencies; and

WHEREAS, in the aggregate, **WERF** leverages subscriber investments \$4:\$1; and

WHEREAS, in 2012, Authority investment was leveraged \$863:\$1; and

WHEREAS, **WERF** has submitted a proposal dated December 18, 2012, to induce the Authority to renew its subscription and re-join **WERF**, which proposal has been reviewed by the Executive Director and Chief Engineer of the Authority; and

WHEREAS, the Authority's Executive Director and Chief Engineer have recommended that the Authority renew its subscription to **WERF**. The proposed annual subscription/dues for 2013 is \$31,125 based on \$415 per million gallons per day (mgd) and an average flow of 75 mgd during a twelve month period commencing January 1, 2013, through December 31, 2013; and

WHEREAS, the Authority has determined, based upon the foregoing, that it is necessary and/or desirable for its efficient operations to renew its subscription and rejoin **WERF** for 2013; and

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

1. The Chairman shall be and is hereby authorized to renew the subscription by and between the Authority and **WERF**, in the amount not to exceed \$31,125.
2. The Chief Financial Officer's Certification that funds are available shall be maintained on file at the Authority.
3. A copy of this resolution and the agreement to subscribe/join **WERF** shall be placed on file and made available for public inspection in the office of the Executive Director, upon execution by the Authority.
4. A notice of this subscription renewal shall be published in the form prescribed by law.
5. The formal action(s) of the Commissioners of the Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions *N.J.S.A. 40:14B-14(b)*.

I hereby certify the foregoing to be a true copy of the resolution adopted by the Bergen County Utilities Authority at its meeting on January 24, 2013.



Richard Wierer
Acting Secretary

Dated: January 24, 2013

BERGEN COUNTY UTILITIES AUTHORITY

RESOLUTION

WHEREAS, P.L. 2007, c. 311 et seq. provides for the awarding of Recycling Enhancement Tax entitlements by the Department of Environmental Protection to designate solid waste management districts to assist them in the preparation, revision and implementation of comprehensive solid waste management recycling plans; and

WHEREAS, The Bergen County Utilities Authority (the "Authority"), as planning and implementing agency for the Bergen County Solid Waste Management District, has made application for such financial assistance; and

WHEREAS, the application made by the Authority on behalf of the Bergen County Solid Waste Management District to the Commissioner of the New Jersey Department of Environmental Protection is for a **2012 Recycling Enhancement Act Tax Fund in the amount of \$566,500.00**; and

WHEREAS, upon approval of the foregoing application, the Authority proposes to utilize the funds derived from the **2012 Recycling Enhancement Act Tax Fund** to fund the Authority's Recycling Programs (the "Programs"); and

WHEREAS, the Authority, as planning and implementing agency for the Bergen County Solid Waste Management District, deems it in the best interest of the Authority's constituent municipalities and rate payers, to apply for the **2012 Recycling Enhancement Act Tax Fund** to fund its share of the costs of the Programs; and

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

1. The Chair shall be and is hereby authorized to execute an agreement by and between the Authority and the New Jersey Department of Environmental Protection for **the 2012 Recycling Enhancement Act Tax Fund** in the amount of **\$566,500.00** for the express purpose of funding solid waste services, to wit, the Programs;

2. The Authority does hereby hold the State of New Jersey, and its departments and agencies harmless from any damages, losses and claims which may arise directly or indirectly from the execution of the tax grant;

3. The Authority hereby accepts the terms and conditions set forth in the Recycling Enhancement Act and the guidelines promulgated under it;

4. The formal action(s) of the Commissioners of The Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14(b).

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of January 24, 2013.



Richard Wierer
Acting Secretary

Dated: January 24, 2013

BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION

WHEREAS, the Authority has followed the fair and open process pursuant to *N.J.S.A. 19:44A-20 et. seq.* for receiving requests for qualifications; and

WHEREAS, the Authority issued a Request for Qualifications for **CONSULTING ENGINEERS, ENERGY SERVICES CONSULTANTS, AND CONSTRUCTION MANAGEMENT SERVICES CONSULTANTS** in accordance with the requirements of *N.J.S.A. 19:44A-20 et. seq.*, on December 31, 2012.

WHEREAS, the Authority received and opened qualifications on January 16, 2013; and

WHEREAS, pursuant to the Request for Qualifications, the Authority's review team conducted a review of the responses received and recommends that the firms listed below be deemed qualified to provide the services of a consulting engineer, energy consultant, and construction management.

WHEREAS, the Authority's Construction & Engineering Committee recommends that the firms listed below be deemed qualified to provide said services.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Bergen County Utilities Authority that the following firms be and are hereby qualified to render the following services for 2013.

CONSULTING ENGINEERS

Alaimo Group Consulting Engineers
Boswell Engineering
Carroll Engineering
CME Associates
Concord Engineering
Hatch Mott MacDonald
Malcolm Pirnie/Arcadis US, Inc
Maser Consulting P.A.
Neglia Engineering Associates
Paulus, Sokolowski, and Sartor, LLC
Remington, Vernick and Arango Engineers
T & M Associates
URS Architects/Engineers, Inc.

ENERGY SERVICES CONSULTANTS

Birdsall Services Group, Inc
Concord Engineering
Paulus, Sokolowski, and Sartor, LLC

Remington, Vernick and Arango Engineers

CONSTRUCTION MANAGEMENT SERVICES CONSULTANTS

Alaimo Group Consulting Engineers
Boswell Engineering
Concord Engineering
CME Associates
Hatch Mott MacDonald
Malcolm Pirnie/Arcadis US, Inc
Neglia Engineering Associates
Remington, Vernick and Arango Engineers
T & M Associates

BE IT FURTHER RESOLVED that the formal action(s) of the Commissioners of the Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of *N.J.S.A. 40:14B-14b*.

I hereby certify the forgoing to be a true copy of the resolution adopted by the Bergen County Utilities Authority at its meeting of January 24, 2013.



Richard Wierer
Acting Secretary

Dated: January 24, 2013

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, on prior occasion, upon advertisement and pursuant to specifications, the Authority solicited bid proposals to **Furnish and Deliver Spare Non-Metallic Sludge Collector Tank Parts (2 Years)**, pursuant to and in accordance with **Contract No. 13-02**; and

WHEREAS, the following sole bid proposal was received by the Authority on **January 15, 2013** for **Contract No.13-02**:

Vendor	Total Bid Price	Notes
Brentwood Industries, Inc. dba Polychem Systems Reading, PA 19611	\$134,974.58	
Viking Chains, Inc. Delta, BC V46 1A1	\$164,820.82	
GMH Associates of America, Inc. Trenton, NJ 08638	\$165,795.00	

WHEREAS, the Authority's **Qualified Purchasing Agent** has reviewed the bid proposal and has recommended that **Brentwood Industries, Inc. dba Polychem Systems** be awarded **Contract No. 13-02** in accordance with N.J.S.A. 40:11-4, as the lowest complying and responsible bidder; and

WHEREAS, on the basis of the foregoing, the Authority has determined that **Brentwood Industries, Inc. dba Polychem Systems** constitutes the lowest complying and responsible bidder for **Contract No.13-02**, in accordance with N.J.S.A. 40A:11-4; and

WHEREAS, publicly bid contracts are in compliance with the fair and open process pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the award of this Contract is necessary for the efficient operation of the Authority; and

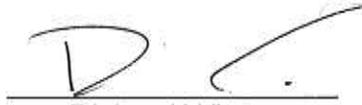
WHEREAS, the Authority's Chief Financial Officer has certified that funds are available for this purpose; and

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

1. **Brentwood Industries, Inc. dba Polychem Systems** shall be and is hereby determined to be the lowest complying and responsible bidder to **Furnish and Deliver Spare Non-Metallic Sludge Collector Tank Parts (2 Years)**, constituting **Contract No.13-02** for a Two (2) year period for a total of **\$134,974.58**.

2. The Chairman is hereby authorized to execute an agreement with **Brentwood Industries, Inc. dba Polychem Systems of 621 Brentwood Drive, Reading, PA 19611 to Furnish and Deliver Spare Non-Metallic Sludge Collector Tank Parts (2 Years)**, constituting **Contract No.13-02** for a total of **\$134,974.58**.
3. The bid security of all unsuccessful bidders shall be returned in accordance with N.J.S.A. 40A:11-1, et seq.
4. The Chief Financial Officer's Certification that funds are available shall be on file at the Authority and made a part hereof.
5. The formal action(s) of the Commissioners of the Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14b.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of January 24, 2013.



Richard Wierer
Acting Secretary

Dated: January 24, 2013

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, on or about on or about December 18, 2012, an unforeseeable emergency occurred **requiring the Emergency Replacement of Heat Recovery Unit 2 – (Cogeneration Unit 2)**; and

WHEREAS, without the use of this unit, between 28,000 and 30,000kwhr/day of electric costing approximately \$3,000/day would have to be purchased; and

WHEREAS, the Chief Engineer determined that the **Required Emergency Replacement of Heat Recovery Unit 2** was emergently required and necessary to ensure the public's health and welfare, as set out in a Certification of Emergency executed by the Chief Engineer on December 18, 2012; and

WHEREAS, **Requisition No. 91859** and **Purchase Order No. 108504**, were issued on or about December 21, 2012, in the amount of **\$96,500.00** for the emergency replacement of Heat Recovery Unit 2 to be performed by **Kickham Boiler & Engineering, Inc.**; and

WHEREAS, the Chief Engineer has determined and recommended that **Kickham Boiler & Engineering, Inc. Co.** is competent, qualified, experienced and has a proven reputation performing boiler maintenance and replacement; and

WHEREAS, subject to N.J.S.A. 40A:11-6, emergency contracts may be negotiated or awarded without competitive bidding, when an emergency affecting the public health, safety or welfare requires the immediate delivery of goods or the performance of services; and

WHEREAS, the Chief Engineer executed a Certificate of Emergency and forwarded same to the Commissioners of the Authority, dated December 18, 2012 and his Certificate is attached hereto and made a part hereof; and

WHEREAS, emergency contracts are exempted from compliance with the fair and open process under N.J.S.A. 19:44A-20.4 et seq. so long as an Emergency Procurement Form is sent to the Division of Local Government Services within 30 days of the issuance of the emergency contract; and

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

1. The Authority hereby confirms, ratifies and approves the declaration of emergency by the Authority's Chief Engineer, dated December 18, 2012, resulting in emergency replacement work to the Authority's **Cogeneration Unit 2**.

2. The Authority hereby accepts the Certificate of Emergency of Eric Andersen, P.E., Chief Engineer, of December 18, 2012, and same is to be placed on file in the office of the Executive Director and available for public inspection.

3. **Requisition No. 91859 to Kickham Boiler & Engineering, Inc. Co.** for the replacement work at Cogeneration Unit 2 shall be and is hereby accepted for processing and payment, for an amount not to exceed **\$96,500.00**, in accordance with the Authority's emergency purchase protocol.

4. An Emergency Procurement Form, shall be sent to the Division of Local Government Services within thirty (30) days of January 24, 2013.

5. The Chief Financial Officer's Certification that funds are available shall be maintained on file at the Authority.

6. The formal action(s) of the Commissioners of The Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14(b).

I hereby certify the forgoing to be a true copy of the resolution adopted by the Bergen County Utilities Authority at its meeting of January 24, 2013.



Richard Wierer
Acting Secretary

Dated: January 24, 2013

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, on prior occasion, upon advertisement on the Authority's website and pursuant to specifications, the Authority solicited proposals for **Monthly Gas Testing**, pursuant to and in accordance with **Requisition No. 91197-13**, and

WHEREAS, the following proposal was received by the Authority on or before January 17, 2013:

<u>Vendor</u>	<u>Total Amount Bid</u>
Atlantic Analytical Laboratory, LLC. Whitehouse, NJ 08888	\$33,120.00

WHEREAS, this procurement item is below the Authority's bid threshold of \$36,000.00; and

WHEREAS, this contract has been awarded through a fair and open process because it was publicly advertised and opened pursuant to N.J.S.A. 19:44A-20.4; and

WHEREAS, the Authority's Purchasing Manager has reviewed the proposal from **Atlantic Analytical Laboratory, LLC.** and has recommended that **Atlantic Analytical Laboratory, LLC.** should be awarded **Requisition No.91197-13**, as the lowest complying and responsible vendor, as defined under N.J.S.A. 40A:11-2 and allowable under the fair and open process pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, on the basis of the foregoing, the Authority has determined that the proposal from **Atlantic Analytical Laboratory, LLC.** constitutes the lowest complying and responsible quotation for **Requisition No. 91197-13**, in accordance with N.J.S.A. 40A:11-3 and N.J.S.A. 19:44A-20.4; and

WHEREAS, the award of the Contract is necessary for the efficient operation of the Authority; and

WHEREAS, the Authority's Chief Financial Officer has certified that funds are available for this purpose; and

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

1. The proposal of Atlantic Analytical Laboratory, LLC. in the amount of **\$33,120.00** shall be and is hereby determined to be the lowest complying and responsible quotation for **Monthly Gas Testing** constituting **Requisition No.91197-13**.

2. The Executive Director shall be and he is hereby authorized to execute an agreement with **Atlantic Analytical Laboratory, LLC.** of 291 Route 22 East Salem Industrial Park Building #4, Whitehouse, NJ 08888 for **Monthly Gas Testing**, constituting **Requisition No. 91197-13** for the total amount of **\$33,120.00.**

3. The Chief Financial Officer's Certification that funds are available shall be on file at the Authority and made a part hereof.

4. The formal action(s) of the Commissioners of the Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14b.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of January 24, 2013.



Richard Wierer
Acting Secretary

Dated: January 24, 2013

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, on prior occasion, upon advertisement and pursuant to specifications, the Authority solicited bid proposals to **Furnish and Deliver Hi-Molecular Weight Cationic Dry Polymer for Sludge Dewatering, Gravity Belt Thickeners – Two Year Contract**, pursuant to and in accordance with **Contract No. 12-34 Rebid**; and

WHEREAS, the following bid proposals for **Contract No. 12-34 Rebid** were received by the Authority on December 6, 2012:

Vendor	Polymer	Bid Price	Average Operation Cost (\$/DT)
Polydyne, Inc.	NE-1942	\$1.63 / lb.	\$23.74
	NE-1528	\$1.63 / lb.	\$30.94
BASF Corporation	ZETAG 8160	\$1.45 / lb.	\$26.31
	ZETAG 8140	\$1.45 / lb.	(Did Not Qualify)
Atlantic Coast Polymers, Inc	ACP-355	\$1.79 / lb.	(NO TEST)

*Atlantic Coast Polymers chose not to test ACP 355.

WHEREAS, Appendix A to the bid documents for **Contract No. 12-34 Rebid** provides that the “determination of the most cost-effective product will be based upon the product performance relative to the other products bid and tested”; and

WHEREAS, **Contract No. 12-34 Rebid** specified an extensive testing protocol to enable the Authority to evaluate and determine the lowest complying and responsible bidder; and

WHEREAS, following the receipt of bids, Authority staff tested the polymer samples in order to determine which vendor submitted the most cost effective polymer, and therefore, the lowest complying and responsible bid; and

WHEREAS, the performance test data has been reviewed and evaluated by the Authority’s Operation and Maintenance Department as set forth in a memorandum dated January 14, 2013, from the Authority’s Plant Manager to the Authority’s Chief Engineer; and

WHEREAS, the Authority’s Director of Water Pollution Control Division / Chief Engineer has reviewed the recommendation and results embodied in the performance test data as set forth in the memorandum dated January 14, 2013 from the Authority’s Plant Manager and recommends that **Polydyne, Inc.** be awarded **Contract No. 12-34 Rebid** for its product **Clarifloc NE-1942**, in the amount of **\$1.63 / lb.** for a 250,000 lbs. cost amount not to exceed **\$815,000.00** for two years pursuant to and in accordance with N.J.S.A. 40A:11-1 et seq., as the lowest complying and responsible bidder; and

WHEREAS, on the basis of the foregoing, the Authority has concluded that **Polydyne, Inc.** constitutes the lowest complying and responsible bidder for **Contract No. 12-34 Rebid**, in accordance with N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, publicly bid contracts are in compliance with the fair and open process pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the award of this Contract is necessary for the efficient operation of the Authority; and

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

1. **Polydyne Inc.** shall be and is hereby determined to be the lowest complying and responsible bidder to **Furnish and Deliver Hi-Molecular Weight Cationic Dry Polymer for Sludge Dewatering, Gravity Belt Thickeners - Two Year Contract**, constituting **Contract No. 12-34 Rebid** for its product **Clarifloc NE-1942** for a 250,000 lbs. cost amount not to exceed **\$1.63/ lb.** for two years in an amount not to exceed **\$815,000.00**.

2. The Chairman shall be and is hereby authorized to execute an agreement with **Polydyne Inc.** of One Chemical Plant Road, Riceboro, GA 31323 to **Furnish and Deliver Hi-Molecular Weight Cationic Dry Polymer for Sludge Dewatering, Gravity Belt Thickeners-Two Year Contract** constituting **Contract No. 12-34 Rebid**, for its product **Clarifloc NE-1942** for a 250,000 lbs. cost amount not to exceed **\$1.63 / lb.**, for two years in an amount not to exceed **\$815,000.00**.

3. The Chief Financial Officer's Certification that funds are available shall be maintained on file at the Authority.

4. The bid security of all unsuccessful bidders shall be returned in accordance with N.J.S.A. 40A:11-1, et seq.

5. The formal action(s) of the Commissioners of the Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14(b).

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of January 24, 2013.



Richard Wierer
Acting Secretary

Dated: January 24, 2013

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, there exists the need to engage the additional services of **Birdsall Services Group**, a licensed professional engineer, to serve as **Energy Management and related Air Pollution Control Permit Engineering Consultant**; and

WHEREAS, said services are recognized as "professional services" as same shall be rendered by person(s) authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of an advanced type of learning acquired by a prolonged formal course of specialized instruction and study, pursuant to and in accordance with *N.J.S.A. 40A:11-2(6)*; and

WHEREAS, *N.J.S.A. 40A:11-1, et seq.* provides that a contract for professional engineering services may be awarded without competitive bidding as a "professional service"; and

WHEREAS, contracts awarded by the Authority are done so through a fair and open process, *N.J.S.A. 19:44A-20.4 et seq.* through a publicly advertised Request for Qualifications (RFQ) and

WHEREAS, on February 23, 2012, **Birdsall Services Group** was appointed to serve as **Energy Management and related Air Pollution Control Permit Engineering Consultant** based on hourly rates and usage not to exceed \$300,000, without further action by the Board of Commissioners; and

WHEREAS, **Birdsall Services Group** has submitted a proposal to provide additional unforeseeable **Energy Management and related Air Pollution Control Permit Engineering Services** dated December 20, 2012, which proposal has been reviewed by the Authority; and

WHEREAS, the additional services include as follows:

1. Additional Services for Energy and Air Permitting (Energy and Sustaining Division)

A revision of an air permit application for sludge processes at the Authority's Edgewater Water Pollution Control Facility, a Title V Permit modification to remove specific equipment that was no longer operable at the plant, and preparation of a bid document for required stack testing for both the cogeneration unit blower engines.

In addition, a grant application was submitted to and accepted by the Renewable Energy Program section of New Jersey's Clean Energy Program. This grant is to

reward the Authority with fifty thousand dollars (\$50,000.00) to expand and itemize the fats, oils, and grease (FOG) pilot study to meet the New Jersey program requirements. **Birdsall Services Group** has forwarded the initial study to the Authority for its review and is finalizing the submittal to the Renewable Energy Program. The program will pay twenty-five thousand dollars (\$25,000.00) to the Authority upon review and acceptance of the report, and the additional twenty-five thousand dollars to implement the recommendations from the pilot study. Since the enriching of sludge in the anaerobic digesters is an important part of developing enough bio-gas to run an additional cogeneration engine (moving closer to becoming energy self-sufficient), proceeding with this second step is in the best interest of the Authority. Not only would the additional twenty-five thousand dollars be refunded to the Authority, but the Authority will be in position to request up to an additional two and one half million dollars of grant money to help fund an expansion of the cogeneration program currently run by the Authority.

Also, necessary tasks have been completed since the beginning of October 2012 and additional tasks need to be done before the expiration of this contract. The preparation of the third and fourth quarter Excess Emission Reports (The third quarter report was completed and submitted in October. The fourth quarter report will be prepared and submitted in January.); the Combustion Adjustment Report for the two large boilers, which has been completed and submitted in December; the annual Compliance Certification Report, which will be prepared and submitted in January; and preparation of affirmative defense letter, if warranted. Also, this will cover other ongoing projects including the FOG pilot demonstration study to determine biogas generation and resulting additional revenues to the Authority through tipping fees and additional electricity generation.

2. Incorporation of Black Start System into the Plant Back-up Power Generation

Additional work is necessary to complete the required design for the Black Start System for the cogeneration unit. This will be completed for the upcoming January 24th meeting at the Authority.

WHEREAS, Authority Director of Water Pollution Control Division/Chief Engineer has verified that the additional scope of work was unforeseeable at the time of Request for Proposal and contract award on February 23rd, 2012, and

WHEREAS, the contract amendment will not exceed \$60,000 for a total amended contract price of \$360,000; and

WHEREAS, the Authority has determined, based upon the foregoing, that it is necessary for its efficient operation to amend the services of **Birdsall Services Group** to perform additional **Energy Management and related Air Pollution Control Permit Engineering Services** for the Authority; and

WHEREAS, *N.J.S.A. 40A:11-1, et seq.* requires that the resolution authorizing the amendment of a contract for professional services and the amendment resolution itself be available for public inspection; and

WHEREAS, the Chief Financial Officer of the Authority has certified that funds are available for this purpose; and

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Authority as follows:

1. That the contract amendment proposal from **Birdsall Services Group** dated December 20, 2012, to the 2012/2013 Energy Air Permit Compliance and Special Engineering Services Agreement, approved by the Resolution dated February 23, 2012, in the amount of \$300,000 shall be and is hereby increased in an amount not to exceed \$60,000 to perform certain unforeseeable but necessary professional services.

2. The Chairman shall be and is hereby authorized to execute an agreement similar in form and substance to the contract amendment, on file at the Authority offices, by and between the Authority and **Birdsall Services Group** memorializing the scope of services and hourly billing rates to be paid for such services as is acceptable to the Authority, as evidenced by the Chairman's signature thereon.

3. A copy of this resolution and the amended agreement retaining **Birdsall Services Group** as **Energy Management and related Air Pollution Control Permit Engineering Consultant** shall be placed on file and made available for public inspection in the office of the Executive Director, upon execution by the Authority.

4. The total amount authorized to be paid pursuant to the contract awarded and contract amendment herein shall not exceed **\$360,000** without further action by the Board of Commissioners.

5. The Chief Financial Officer's Certification that funds are available shall be placed on file and made available for public inspection in the Office of the Executive Director, upon execution by the Authority.

6. A notice of this contract amendment shall be published in the form prescribed by law.

7. The formal action(s) of the Commissioners of Authority embodied herein are expressly contingent upon and subject to the provisions of *N.J.S.A. 40:14B-14(b)*.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of January 24, 2013.



Richard Wierer
Acting Secretary

Dated: January 24, 2013

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, on prior occasion, upon advertisement and pursuant to specifications, the Authority solicited bid proposals for **Annual Buried Infrastructure On-Call Sewer Repair or Replacement Work**, pursuant to and in accordance with **Contract No. 12-02**; and

WHEREAS, by way of resolution dated January 31, 2012, J. Fletcher Creamer & Son, Inc. of Hackensack, New Jersey, was determined to be the lowest complying and responsible bidder for **Annual Buried Infrastructure On-Call Sewer Repair or Replacement Work**, constituting **Contract No. 12-02**, in the amount of \$136,370.00; and

WHEREAS, on or about January 10, 2013, the special engineer for **Contract No. 12-02**, Neglia Engineering Associates, submitted **Change Order No. One (1) (Final)** to the contract for **Annual Buried Infrastructure On-Call Sewer Repair or Replacement Work**, recommending a net increase of \$32,042.45; and

WHEREAS, all work performed, resulting in the net increase of \$32,042.45, was done on an emergency basis due to Superstorm Sandy and other unforeseeable events; and

WHEREAS, if such emergency work did not occur immediately, it would pose a threat to the public's health, safety, and welfare; and

WHEREAS, a detailed description of the contract work time quantities that were increased or reduced due to final as-built construction during the term of the contract with associated cost breakdowns, price receipts, material quotations, force account summation sheets, and other documentation are provided for in **Change Order No. One (1) (Final)** as prepared by the Authority's special engineer, Neglia Engineering Associates, and signed and dated by both the contractor, J. Fletcher Creamer & Son, Inc. and Neglia Engineering Associates representatives; and

WHEREAS, a copy of said **Change Order No. One (1) (Final)** form with attachments are on file with the Authority's Executive Director and are available for review upon request; and

WHEREAS, the Authority's Executive Director and Chief Engineer/Director of Water Pollution Control Division have reviewed and have recommended approval of **Change Order No. One (1) (Final)** to process the net increase of \$32,042.45 as stated in the change order to the contract for **Annual**

Buried Infrastructure On-Call Sewer Repair or Replacement Work, in accordance with **Contract No. 12-02**, for the adjusted amount of \$168,412.15.

WHEREAS, **Change Order No. One (1) (Final)** to process the net increase of \$32,042.45 as stated in change order from Neglia Engineering Associates, the consulting engineer for **Annual Buried Infrastructure On-Call Sewer Repair or Replacement Work**, in accordance with **Contract No. 12-02**, for the adjusted amount of \$168,412.15, is necessary for the efficient operation of the Authority; and

WHEREAS, Article 8 – Owner’s (Authority’s) Responsibilities of the Contract Specifications General Conditions states that the Authority is obligated to execute appropriate change orders recommended by engineer; and

WHEREAS, the total cost of **Change Order No. One (1) (Final)** with adjustments in contract and as-built quantities of work amounts to twenty-three percent (23%) of the original contract price, and therefore, special additional administrative procedures are required by the Authority in accordance with New Jersey Local Public Contracts Law; and

WHEREAS, the Authority’s Chief Financial Officer has certified that funds are available for this purpose; and

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

1. The Chief Engineer/Director of Water Pollution Control Division shall be and he is hereby authorized to execute **Change Order No. One (1) (Final)** to process the net increase of \$32,042.45 as stated in the contract modification proposal from Neglia Engineering Associates, the consulting engineer for **Annual Buried Infrastructure On-Call Sewer Repair or Replacement Work**, in accordance with **Contract No. 12-02**, for an adjusted total contract amount of \$168,412.15.

2. The Chief Financial Officer's certification that funds are available shall be maintained on file at the Authority and made a part hereof.

3. The Authority shall submit the requisite documentation to the New Jersey Division of Local Government Services as required by the New Jersey Local Public Contracts Law and the rules and regulations promulgated thereunder.

4. The formal action(s) of the Commissioners of the Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of *N.J.S.A. 40:14B-14(b)*.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of January 24, 2013.



Richard Wierer
Acting Secretary

Dated: January 24, 2013

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, on prior occasion, upon advertisement and pursuant to specifications, the Authority solicited bid proposals for **Annual Buried Infrastructure On Call Sewer Repair/Replacement Work**, pursuant to and in accordance with **Contract No. 13-01**; and

WHEREAS, the following bid proposals were received by the Authority on January 23, 2013 for **Contract No. 13-01**:

Vendor	Total Bid Price
J. Fletcher Creamer & Son, Inc. Hackensack, NJ	\$149,690.00
Colonnelli Bros, Inc. Hackensack, NJ	\$171,130.00
Montana Construction Corp, Inc. Lodi, NJ	\$207,560.00

WHEREAS, the Authority's Director of Water Pollution Control / Chief Engineer has reviewed the bid proposals and has recommended that **J. Fletcher Creamer & Son, Inc.** should be awarded **Contract No. 13-01** in accordance with N.J.S.A. 40A:11-4, as the lowest complying and responsible bidder; and

WHEREAS, on the basis of the foregoing, the Authority has determined that **J. Fletcher Creamer & Son, Inc.** constitutes the lowest complying and responsible bidder for **Contract No. 13-01**, in accordance with N.J.S.A. 40A:11-4; and

WHEREAS, publicly bid contracts are in compliance with the fair and open process pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the award of this Contract is necessary for the efficient operation of the Authority; and

WHEREAS, the Certificate of Available Funds, maintained on file at the Authority, sets forth that sufficient funds for the subject procurement have been allotted in the Authority's budget;

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

1. **J. Fletcher Creamer & Son, Inc.** shall be and is hereby determined to be the lowest complying and responsible bidder for **Annual Buried Infrastructure On Call Sewer Repair/Replacement Work**, constituting **Contract No. 13-01** for a total of **\$149,690.00**.

2. The Chairman be and he is hereby authorized to execute an agreement with **J. Fletcher Creamer & Son, Inc.** for **Annual Buried Infrastructure On Call Sewer Repair/Replacement Work**, constituting **Contract No. 13-01** for a total of **\$149,690.00**.

3. The Chief Financial Officer's Certification that funds are available shall be on file at the Authority and made a part hereof.

4. The bid security of all unsuccessful bidders shall be returned in accordance with N.J.S.A. 40A:11-1, et seq.

5. The formal action(s) of the Commissioners of the Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14b.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of January 24, 2013.



Richard Wierer
Acting Secretary

Dated: January 24, 2013

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, the Authority has followed the fair and open process pursuant to N.J.S.A. 19:44A-20 *et seq.* for receiving Requests for Qualifications; and

WHEREAS, the Authority issued a Request For Qualifications for General Insurance, Health Insurance and Public Relations Consultants, and Third Party Administrators for Cafeteria Plan, Dental Plan, Health Benefits and Worker's Compensation in accordance with the requirements of N.J.S.A. 19:44A-20, *et. seq.*; on December 31, 2012; and

WHEREAS, the Authority received and opened Qualifications for the above listed positions on **January 16, 2013**; and

WHEREAS, pursuant to the Request For Qualifications, the Authority's Review Team conducted a review of the responses received and recommends that the firms listed below be deemed qualified for the following positions; and

WHEREAS, the Authority's Personnel and Administration Committee recommends that the firms listed below be deemed qualified for the following positions.

NOW, THERERFORE, BE IT RESOLVED, by the Commissioners of the Bergen County Utilities Authority that the following firms be and are hereby qualified to render services on behalf of the Authority for the year of 2013:

General Insurance Consultant
Otterstedt Insurance Agency, Inc.

Health Insurance Consultant
LaMendola Associates, Inc

Public Relations Consultant
MWW Group

Third Party Administrator for Cafeteria Plan Section 125
Insurance Design Administrators

Third Party Administrator for Dental Plan
Delta Dental of New Jersey, Inc

Third Party Administrators for Health Benefits
Insurance Design Administrators

Third Party Administrator Workers Compensation/General Liability
Bergen Risk Managers, Inc.

BE IT FURTHER RESOLVED that the formal action(s) of the Commissioners of The Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14b.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of January 24, 2013.



Richard Wierer
Acting Secretary

Dated: January 24, 2013

**BERGEN COUNTY UTILITIES AUTHORITY
RESOLUTION**

WHEREAS, on prior occasion, upon advertisement on the Authority's website and pursuant to specifications, the Authority solicited proposals for **Training for Microsoft Windows 7 and Microsoft Office 2010**, pursuant to and in accordance with **Requisition No. 91730-13**, and

WHEREAS, the following proposal was received by the Authority on or before December 27, 2012:

<u>Vendor</u>	<u>Total Amount Bid</u>
NHLLC Northern New Jersey LLC Iselin, NJ 08830	\$34,000.00

WHEREAS, this procurement item is below the Authority's bid threshold of \$36,000.00; and

WHEREAS, this contract has been awarded through a fair and open process because it was publicly advertised and opened pursuant to N.J.S.A. 19:44A-20.4; and

WHEREAS, the Authority's Purchasing Manager and Director of Solid Waste and Information Technology Systems has reviewed the proposal from **NHLLC Northern New Jersey LLC** and has recommended that **NHLLC Northern New Jersey LLC** should be awarded **Requisition No.91730-13**, as the lowest complying and responsible vendor, as defined under N.J.S.A. 40A:11-2 and allowable under the fair and open process pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, on the basis of the foregoing, the Authority has determined that the proposal from **NHLLC Northern New Jersey LLC** constitutes the lowest complying and responsible quotation for **Requisition No. 91730-13**, in accordance with N.J.S.A. 40A:11-3 and N.J.S.A. 19:44A-20.4; and

WHEREAS, the award of the Contract is necessary for the efficient operation of the Authority; and

WHEREAS, the Authority's Chief Financial Officer has certified that funds are available for this purpose; and

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

1. The proposal of NHLLC Northern New Jersey LLC in the amount of **\$34,000.00** shall be and is hereby determined to be the lowest complying and responsible quotation for

Training for Microsoft Windows 7 and Microsoft Office 2010 constituting Requisition No.91730-13.

2. The Executive Director shall be and he is hereby authorized to execute an agreement with **NHLLC Northern New Jersey LLC of 111 Wood Ave South, Iselin, NJ, 08830** for **Training for Microsoft Windows 7 and Microsoft Office 2010**, constituting **Requisition No. 91730-13** for the total amount of **\$34,000.00**.

3. The Chief Financial Officer's Certification that funds are available shall be on file at the Authority and made a part hereof.

4. The formal action(s) of the Commissioners of the Bergen County Utilities Authority embodied herein are expressly contingent upon and subject to the provisions of N.J.S.A. 40:14B-14b.

I hereby certify the foregoing to be a true copy of the Resolution adopted by the Bergen County Utilities Authority at its meeting of January 24, 2013.



Richard Wierer
Acting Secretary

Dated: January 24, 2013