

NORTH JERSEY DISTRICT WATER SUPPLY COMMISSION

PUBLIC COMMISSION MEETING

WEDNESDAY, AUGUST 29, 2018

The monthly Public Meeting of the Commission was called to order by Chairman Charles P. Shotmeyer on Wednesday, August 29, 2018 at 9:04 a.m., One F.A. Orechio Drive, Wanaque, New Jersey.

Chairman Charles P. Shotmeyer, Vice Chairman Howard L. Burrell and Commissioners Alan S. Ashkinaze, Jerome P. Amedeo, Donald C. Kuser and Robert C. Garofalo were recorded present. Also present were Timothy J. Eustace, Executive Director; Todd R. Caliguire, Deputy Executive Director, William Schaffner, Chief Financial Officer and John Wyciskala, Esq., Commission Counsel from the law firm of Inglesino, Webster, Wyciskala & Taylor, LLC. Craig Ambrose, Assistant Counsel of the Governor's Authority Unit, participated via teleconference.

Chairman Shotmeyer asked everyone to stand and recite the Pledge of Allegiance.

Pursuant to the requirements of N.J.S.A. 10:4-6, et seq., Commission Secretary Kim Diamond acknowledged compliance with the statute. Commission Secretary Diamond advised that the provisions of the Open Public Meetings Act have been complied with as to the posting of notice in a public place reserved for such announcement and transmittal to the mass media for publication.

Commission Secretary Kim Diamond read the following resolution:

***WHEREAS**, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and*

***WHEREAS**, the public body is of the opinion that such circumstances recently exist.*

***NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the North Jersey District Water Supply Commission of the State of New Jersey as follows:*

- 1. The public shall be excluded from discussions of the hereinafter-specified subject matters; the general natures of the subject matters to be discussed are Personnel, Pending Litigation and Contracts;*
- 2. It is anticipated at this time that the above stated subject matters will be ratified during the Public Meeting to follow or as soon thereafter as the reason for discussing the matters in the Executive Conference no longer exists.*
- 3. This Resolution shall take effect immediately.*

Commissioner Ashkinaze offered a motion to adopt the resolution regarding Section 8, Chapter 231, P.L. 1975 of the Open Public Meetings Act; seconded by Vice Chairman Burrell and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Amedeo, Kuser and Garofalo voting in the affirmative. The Public Meeting was recessed at 9:06 a.m.

Chairman Shotmeyer reconvened the Public Meeting at 9:46 a.m.

PUBLIC COMMISSION BUSINESS

ACTION REQUIRED:

Commissioner Ashkinaze offered a motion to approve the Public Commission Meeting Minutes of July 25, 2018; seconded by Commissioner Kuser and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Kuser and Garofalo voting in the affirmative. Commissioner Amedeo abstained.

Commissioner Ashkinaze offered a motion to approve the Public Work Session Minutes of July 25, 2018; seconded by Vice Chairman Burrell and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Kuser and Garofalo voting in the affirmative. Commissioner Amedeo abstained.

Commissioner Ashkinaze offered a motion to approve the Purchase Requisitions over \$5000 Report for July 2018 in the amount of \$117,335.80; seconded by Vice Chairman Burrell and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Amedeo, Kuser and Garofalo voting in the affirmative.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Commission Invoices:

- a. **Invoice #2022-05 from Alpine Painting & Sandblasting for Contract #2022 – Task #3-6 Filters, Surface Wash & Pipe Gallery in the amount of \$256,215.00**
Maria Alliegro, Director of Engineering and Chris Clamser, Project Engineer approved invoice 3(a) for payment.
- b. **Invoice #19 from Stone Hill Construction for Contract #1096 – Clarifier System Rehabilitation in Basins 5 & 6 in the amount of \$1,581,092.92**
Paul Serillo, Director of Facilities and Michael Dox, Plant Electrical Engineer approved invoice 3(b) for payment.
- c. **Invoice #0883456 from Arcadis US, Inc. for Contract #1095 – Security Project Construction Oversight in the amount of \$6,424.80**
Charles Billings, Director of IT and Edwin Reyes, Project Engineer approved invoice 3(c) for payment.
- d. **Invoice #2361 from Boulder Hill Tree Service, LLC for Contract #2006-03 (C) – Clear and Remove Trees in the amount of \$47,392.80**
Maria Alliegro, Director of Engineering and Les Malytskyy, Project Manager approved invoice 3(d) for payment
- e. **Various Invoices from DLB Associates Consulting Engineering for Contract #1045 – Electrical Infrastructure Study in the amount of \$18,924.00**
Paul Serillo, Director of Facilities and Michael Dox, Plant Electrical Engineer approved invoice 3(e) for payment.
- f. **Various Invoices from Tectonic Engineering & Surveying for Contract #2000 – Land Surveying Services in the amount of \$97,630.72**
Maria Alliegro, Director of Engineering and James Stachura, Project Engineer approved invoice 3(f) for payment
- g. **Invoice #4 from Rapid Pump & Meter Service Co., Inc. for Contract #2025 – WSPS Traveling Screen Replacement in the amount of \$67,278.07**
Maria Alliegro, Director of Engineering and Chris Clamser, Project Engineer approved invoice 3(g) for payment.
- h. **Various Invoices from USIC, LLC for Contract #2019 – Underground Locating in the amount of \$7,977.44**
Maria Alliegro, Director of Engineering and James Stachura, Project Engineer approved invoice 3(h) for payment.

- i. Invoice #2009-05 from Allied Construction Group, Inc. for Contract #2009 – Wash Water Pump Modifications in the amount \$6,777.68**
Maria Alliegro, Director of Engineering and Chris Clamser, Project Engineer approved invoice 3(i) for payment.
- j. Invoice #22647 from Public Strategies Impact LLC for Community/Media Relations Consulting in the amount of \$4,250.00**
Tim Eustace, Executive Director approved invoice 3(j) for payment.
- k. Various invoices from Wilmington Trust – Trustee Fees in the amount of \$10,500.00**
William Schaffner, Chief Financial Officer approved invoice 3(k) for payment.
- l. Invoice #111-1786552 from BNY Mellon – W/N/P 2009 Revenue Refunding Bonds in the amount of \$3,850.00**
William Schaffner, Chief Financial Officer approved invoice 3(l) for payment.

Commissioner Ashkinaze offered a motion to approve invoices 3(a) through 3(l); seconded by Commissioner Kuser and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Amedeo, Kuser and Garofalo voting in the affirmative.

Resolution – Approving and Ratifying Emergency Repair Work to the Bloomfield Passaic Avenue Aqueduct Leak

Commission Secretary Kim Diamond read the following resolution:

**COMMISSION APPROVING AND RATIFYING EMERGENCY REPAIR WORK
TO THE BLOOMFIELD PASSAIC
AVENUE AQUEDUCT LEAK**

WHEREAS, the North Jersey District Water Supply Commission (“Commission”) is a public body corporate duly organized and existing under and by virtue of the laws of the State of New Jersey, exercising public and essential governmental functions and providing for the public health and welfare, and is engaged in developing raw water sources, storing water and distributing a reliable supply of potable water to its participating municipalities; and

WHEREAS, on or about July 18, 2018 the Commission was notified by the Township of Bloomfield of a major water leak; and

WHEREAS, the leak was found to be originating from the Commission’s 74” steel water main in a critical area of the aqueduct on Passaic Avenue in Bloomfield (“Bloomfield Passaic Avenue Aqueduct”), therefore it was imperative that it be repaired as soon as possible to avoid an interruption of water supply service, and a potential aqueduct failure; and

WHEREAS, in light of the foregoing, the Commission’s engineering staff recommended that the Commission immediately excavate the aqueduct to locate and then repair the leak; and

WHEREAS, pursuant to its enabling legislation, N.J.S.A., 58:5-20, the Commission is entitled to undertake work by its own employees or outside contractors when the safety or protection of its or other public property or the public convenience requires, or the exigency of the situation will not allow for advertisement or public bidding to address any emergency conditions; and

WHEREAS, pursuant to Section I, Subsection I of its Purchasing Policies and Procedures Manual, the Commission may make purchases of materials and services without the necessity of public bidding when it is determined by the Commission’s Executive Director and Chief Financial Officer (“CFO”) that an emergency exists; and

WHEREAS, based upon the recommendation of the Commission’s engineering staff, the Commission’s Executive Director and CFO have determined that the leak at the Bloomfield Passaic Avenue Aqueduct constituted an emergency warranting immediate action and repairs without the necessity of engaging in public advertisement and bidding; and

WHEREAS, the Commission obtained a quote on a time and materials basis for the emergency services from J. Fletcher Creamer & Son, Inc. (“Creamer”), a qualified firm experienced in the work necessary to expeditiously undertake these emergency services with respect to the Bloomfield Passaic Avenue Aqueduct leak; and

WHEREAS, the Commission determined that Creamer’s rates were reasonable under the circumstances and authorized the firm to complete the emergency repair work; and

WHEREAS, Creamer performed all the necessary emergency repair work on a time and materials basis for a fee of \$20,724.17; and

WHEREAS, the Chief Financial Officer of the Commission has certified that the funds were available for these emergency services.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the North Jersey District Water Supply Commission, in accordance with the provisions of N.J.S.A. 58:5-20 and Section I, Subsection I of its Purchasing Policies and Procedures Manual, that the leak at the Bloomfield Passaic Avenue Aqueduct constituted an emergency warranting immediate action and repairs without the necessity of engaging in public advertisement and bidding; and

BE IT FURTHER RESOLVED that the Board of Commissioners hereby ratifies the actions of the Executive Director and CFO of the Commission in determining that an emergency existed; and

BE IT FURTHER RESOLVED that the Board of Commissioners hereby ratifies the retention of Creamer to undertake the emergency repair services, without public bidding, on a time and materials basis in the amount of \$20,724.17; and

BE IT FURTHER RESOLVED that a copy of this resolution shall be maintained in the Office of the Executive Director and made available for public inspection.

Commissioner Ashkinaze offered a motion to adopt the resolution approving and ratifying emergency repair work to the Bloomfield Passaic Avenue Aqueduct Leak; seconded by Commissioner Kuser and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Amedeo, Kuser and Garofalo voting in the affirmative.

Resolution – Authorizing the Emergency Repair of Sodium Hypochlorite Tanks

Commission Secretary Kim Diamond read the following resolution:

**RESOLUTION OF THE NORTH JERSEY DISTRICT WATER SUPPLY
COMMISSION AUTHORIZING THE EMERGENCY REPAIR OF SODIUM
HYPOCHLORITE TANKS**

WHEREAS, the North Jersey District Water Supply Commission (“Commission”) is a public body corporate duly organized and existing under and by virtue of the laws of the State of New Jersey, exercising public and essential governmental functions and providing for the public health and welfare, and is engaged in developing raw water sources, storing water and distributing a reliable supply of potable water to its participating municipalities; and

WHEREAS, the Commission stores its sodium hypochlorite disinfectant in four (4) tanks, and tests the integrity of the tanks every five (5) years in accordance with New Jersey Department of Environmental Protection (“NJDEP”) standards; and

WHEREAS, as a result of the integrity testing performed on the sodium hypochlorite tanks, it was discovered that the protective resin on the inside of the tanks has significantly degraded and requires immediate repair; and

WHEREAS, the Commission's operations staff recommended that the Commission immediately proceed with the repair of the degraded sodium hypochlorite tanks and that such repair work be immediately undertaken as an emergency procurement; and

WHEREAS, pursuant to its enabling legislation, N.J.S.A., 58:5-20, the Commission is entitled to undertake work by its own employees or outside contractors when the safety or protection of its or other public property or the public convenience requires, or the exigency of the situation will not allow for advertisement or public bidding to address any emergency conditions; and

WHEREAS, pursuant to Section I, Subsection I of its Purchasing Policies and Procedures Manual, the Commission may make purchases of materials and services without the necessity of public bidding when it is determined by the Commission's Executive Director and Chief Financial Officer ("CFO") that an emergency exists; and

WHEREAS, based upon the recommendation of the Commission's operations staff, the Commission's Executive Director and CFO have determined that the internal damage to the sodium hypochlorite tanks constitutes an emergency warranting immediate repair without the necessity of engaging in public advertisement and bidding; and

WHEREAS, the Commission has obtained a quote for the emergency services from Ryan Herco Flow Solutions ("Ryan"), a qualified firm experienced in the repair of sodium hypochlorite tanks; and

WHEREAS, Ryan has proposed to perform all necessary emergency repairs for a lump sum fee of \$17,250.00 per tank, contingent upon whether additional tank degradation is discovered once the repair work commences; and

WHEREAS, the Commission's operations staff have recommended that the Commission allocate \$80,000.00 for the emergency repairs of all four tanks in the event that additional tank degradation is discovered once the repair work commences; and

WHEREAS, the Commission has reviewed Ryan's proposal and the recommendation of its operations staff and determined that an \$80,000.00 allocation for the emergency repair work is reasonable under the circumstances; and

WHEREAS, the Commission desires to authorize Ryan to perform the necessary emergency repair work to the sodium hypochlorite tanks for an amount not to exceed \$80,000.00; and

WHEREAS, the Chief Financial Officer of the Commission has certified that the funds are available for these emergency services.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the North Jersey District Water Supply Commission, in accordance with the provisions of N.J.S.A. 58:5-20 and Section I, Subsection I of its Purchasing Policies and Procedures Manual, that the degradation of the sodium hypochlorite tanks constitutes an emergency warranting immediate action and repairs without the necessity of engaging in public advertisement and bidding; and

BE IT FURTHER RESOLVED that the Board of Commissioners hereby ratifies the actions of the Executive Director and CFO of the Commission in determining that an emergency exists; and

BE IT FURTHER RESOLVED that the Board of Commissioners hereby authorizes the retention of Ryan to undertake the emergency repair services, without public bidding, for an amount not to exceed \$80,000.00; and

BE IT FURTHER RESOLVED that a copy of this resolution shall be maintained in the Office of the Executive Director and made available for public inspection.

Commissioner Ashkinaze offered a motion to adopt the resolution approving and ratifying the emergency repair of sodium hypochlorite tanks; seconded by Vice Chairman Burrell

and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Amedeo, Kuser and Garofalo voting in the affirmative.

Resolution – Authorizing Amendment No. 3 to Contract #1038 for Repairs to Gearboxes for Low Lift Pumps #3 and #4

Commission Secretary Kim Diamond read the following resolution:

**RESOLUTION OF THE NORTH JERSEY DISTRICT WATER
SUPPLY COMMISSION AUTHORIZING AMENDMENT NO. 3 TO
CONTRACT #1038 FOR REPAIRS TO GEARBOXES FOR
LOW LIFT PUMPS #3 AND #4**

WHEREAS, the North Jersey District Water Supply Commission (“Commission”) is a public body corporate duly organized and existing under and by virtue of the laws of the State of New Jersey, exercising public and essential governmental functions and providing for the public health and welfare, and is engaged in developing raw water sources, storing water and distributing a reliable supply of potable water to its participating municipalities; and

WHEREAS, the Commission previously determined there was a need to retain a qualified contractor to perform services regarding the inspection, evaluation and, if necessary, repair/rebuilding of two (2) Philadelphia 140 VP1 Gearboxes (the “Gearbox” or “Gearboxes”) for Low Lift Pumps #3 and #4 (the “Contractor Services”); and

WHEREAS, on or about July 25, 2013, the Commission publicly advertised and issued a request for qualifications and proposals (“RFQ/RFP #017-2013) for the Contractor Services; and

WHEREAS, on or about August 28, 2013, the Commission adopted a resolution awarding Philadelphia Gear a contract (“Contract #1038”) for the Contractor Services in a total not-to-exceed amount of \$387,120.00; and

WHEREAS, on or about September 25, 2013, the Commission adopted Resolution No. 1449 authorizing Amendment No. 1 to Contract #1038 to provide additional financial incentives to Philadelphia Gear to complete the work on the Gearbox for Low Lift Pump #4 (and parts for the Gearbox for Low Lift Pump #3) ahead of schedule, which incentive provisions were incorporated into the final executed Contract #1038; and

WHEREAS, following the removal of the Gearbox for Low Lift Pump #4, Philadelphia Gear noted significant wear to the input coupling that connects the motor to the Gearbox, and concluded that it was necessary to repair, replace and or modify the input coupling and associated drive blocks and oil systems in the Gearboxes; and

WHEREAS, on or about November 13, 2013, the Commission adopted Resolution No. 1457 authorizing Amendment No. 2 to Contract #1038 to increase the original contract price by \$37,990.00 to compensate Philadelphia Gear for the necessary repair, replacement and/or modification work to the input coupling and associated drive blocks and oil systems in the Gearboxes; and

WHEREAS, by letter dated March 10, 2014, the Commission issued a stop work order to Philadelphia Gear and tolled the time periods in Contract #1038 in order to inspect, repair, and rebuild Low Lift Pump #3 and/or modify the control house generator, thereby deferring the work on Low Lift Pump #3; and

WHEREAS, the Commission subsequently completed the aforementioned work and directed Philadelphia Gear to recommence work on Low Lift Pump #3; and

WHEREAS, during the inspection of the Gearbox to Low Lift Pump #3, it was discovered that both lower bores were oversized and outside of the OEM standards, therefore they will need to be machined and have new sleeves installed to bring them to OEM standards, which is an additional expense not covered by the standard service under Contract #1038; and

WHEREAS, at the request of the Commission, Philadelphia Gear submitted Amendment No. 3 to perform additional work to the Gearbox for Low Lift Pump #3 for the not-to-exceed amount of \$11,323.00; and

WHEREAS, the Commission has examined Philadelphia Gear’s requested Amendment No. 3 and determined that the services and fees set forth therein are reasonable, necessary and appropriate, and has decided to authorize the same; and

WHEREAS, the Chief Financial Officer of the Commission has certified that the funds will be available for this contract.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the North Jersey District Water Supply Commission that Amendment No. 3 to Contract #1038 with Philadelphia Gear be and is hereby approved in the not-to-exceed amount of \$11,323.00 for the additional work on the Gearbox for Low Lift Pump #3; and

BE IT FURTHER RESOLVED that the Executive Director and General Counsel are hereby authorized to prepare Amendment No. 3 to Contract #1038 in the amount of \$11,323.00 for the additional work on the Gearbox for Low Lift Pump #3, with all other terms and conditions of the contract to remain unchanged; and

BE IT FURTHER RESOLVED that the Chairman or Vice Chairman of the Commission is hereby authorized to execute Contract Amendment No. 3 and the Secretary of the Commission is authorized to attest to the signature of either the Chairman or Vice Chairman; and

BE IT FURTHER RESOLVED that a copy of this resolution and the amendment shall be maintained in the Office of the Executive Director and made available for public inspection.

Commissioner Ashkinaze offered a motion to adopt the resolution authorizing Amendment No. 3 to Contract #1038 for repairs to gearboxes for Low Lift pumps #3 and #4; seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Amedeo, Kuser and Garofalo voting in the affirmative.

Resolution – Authorizing a Sole Source Contract Award for the Performance of Water Modeling Services

Commission Secretary Kim Diamond read the following resolution:

RESOLUTION OF THE NORTH JERSEY DISTRICT WATER SUPPLY COMMISSION AUTHORIZING A SOLE SOURCE CONTRACT AWARD FOR THE PERFORMANCE OF WATER MODELING SERVICES

WHEREAS, the North Jersey District Water Supply Commission (“Commission”) is a public body corporate duly organized and existing under and by virtue of the laws of the State of New Jersey, exercising public and essential governmental functions and providing for the public health and welfare, and is engaged in developing raw water sources, storing water and distributing a reliable supply of potable water to its participating municipalities; and

WHEREAS, in 1982, the Commission, in a collaborative effort with Hackensack Water Company (now SUEZ Water and hereinafter referred to as “Suez”), undertook the financing of an expansion of the Commission’s water supply system for the purpose of developing an additional 79 million gallons per day (“MGD”) supply of raw water (the “Wanaque South Project”); and

WHEREAS, pursuant to that certain agreement dated December 16, 1981 (the “Co-Tenancy Agreement”), by and between the Commission and Hackensack Water Company, half the ownership interest in a portion of the Wanaque South Project is owned by Suez, and the remaining ownership interest in the Wanaque South Project is owned by the Commission; and

WHEREAS, in 2016, Suez independently retained Hydrologics to study the Wanaque system, including water inflows, in an effort to expand their Hackensack water resource model utilizing Hydrologics' OASIS software (the "Model"); and

WHEREAS, by utilizing the Model, Suez has been able to implement dynamic reservoir operations ("DRO"), which are probability-based rules, that have reduced Suez's pumping costs; and

WHEREAS, the Commission's engineering staff have reviewed Hydrologic's OASIS software program and Suez's DRO and have recommended that the Commission participate in the final phase of Hydrologic's water modeling to better understand the Wanaque South Project's system dynamics, obtain real-time forecasting of water conditions, and improve upon the timing, volume, and associated expense of the Commission's pumping operations; and

WHEREAS, Hydrologics has proposed a not-to-exceed cost of \$92,350.00 for the final phase of the water modeling for the Wanaque South Project, including training on the use of the Model, with half the cost to be borne by the Commission and half to be borne by Suez (the "Water Modeling Services"); and

WHEREAS, the Commission has determined that this \$46,175.00 expense is reasonable under the circumstances, particularly in light of the potential savings that may be gained through improved efficiency in the Commission's pumping operations; and

WHEREAS, the Commission has further determined that Hydrologics has the necessary experience and qualified personnel to perform the Water Modeling Services; and

WHEREAS, Hydrologics has advised that it is the only firm capable of implementing the OASIS software for Commission use with its patented operations control language; and

WHEREAS, as a result of the foregoing, the Commission has determined that Hydrologics constitutes a sole source provider of the Water Modeling Services and desires to award a contract to Hydrologics for the Water Modeling Services; and

WHEREAS, the award of this contract is necessary for the Commission's efficient water treatment and delivery operations, the protection of the Commission's water supply facilities, and the health, safety and welfare of the public; and

WHEREAS, the Chief Financial Officer of the Commission has certified that the funds are available for this contract.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the North Jersey District Water Supply Commission that a contract be awarded to Hydrologics as a sole source provider of the Water Modeling Services in the not-to-exceed amount of \$46,175.00; and

BE IT FURTHER RESOLVED that the Executive Director and General Counsel are hereby authorized to prepare a contract with Hydrologics pursuant to its proposal and applicable State law; and

BE IT FURTHER RESOLVED that the Chairman or Vice Chairman of the Commission is hereby authorized to execute a contract or other suitable agreement with Hydrologics and the Secretary of the Commission is authorized to attest to the signature of either the Chairman or Vice Chairman; and

BE IT FURTHER RESOLVED that a copy of this resolution shall be maintained in the Office of the Executive Director and made available for public inspection.

Commissioner Ashkinaze offered a motion to adopt the resolution authorizing a sole source contract award for the performance of water modeling services; seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Amedeo, Kuser and Garofalo voting in the affirmative.

Resolution – Authorizing the Award and Execution of Contract #2028 – Fire Alarm Upgrade

Commission Secretary Kim Diamond read the following resolution:

**RESOLUTION OF THE NORTH JERSEY DISTRICT WATER SUPPLY
COMMISSION AUTHORIZING THE AWARD AND EXECUTION OF
CONTRACT #2028 – FIRE ALARM UPGRADE**

WHEREAS, the North Jersey District Water Supply Commission (“Commission”) is a public body corporate duly organized and existing under and by virtue of the laws of the State of New Jersey, exercising public and essential governmental functions and providing for the public health and welfare, and is engaged in developing raw water sources, storing water and distributing a reliable supply of potable water to its participating municipalities; and

WHEREAS, the Commission has determined that it is necessary to retain the services of a qualified contractor to upgrade the existing fire alarm system within various Commission facilities (the “Services”); and

WHEREAS, the Commission has been empowered pursuant to its enabling legislation – specifically N.J.S.A. 58:5-20 – to solicit bids in writing and award contracts after public advertisement; and

WHEREAS, the Commission publicly advertised and solicited bids for the Services, referenced as Contract #2028, which were publicly opened on or about August 2, 2018; and

WHEREAS, in response to the Commission’s advertisement for public bids, the Commission received one bid from Systems Electronic, Inc. (“Systems”) in the not-to-exceed amount of \$124,000.00; and

WHEREAS, the Commission’s evaluation committee reviewed and evaluated Systems’ bid and determined that it was a responsive and responsible bid for the Services, and recommended that Systems be awarded the contract in accordance with the Commission’s enabling legislation and applicable State law; and

WHEREAS, the Commission has determined that the pricing proposed by Systems is reasonable; and

WHEREAS, the Commission has further determined that Systems possesses the requisite expertise and capability to perform the Services; and

WHEREAS, the Commission desires to retain the services of Systems in accordance with the bid documents, Contract #2028, and its bid; and

WHEREAS, the award of this contract is necessary for the Commission’s efficient water treatment operations, the protection of the Commission’s water supply facilities, and the health, safety and welfare of the public; and

WHEREAS, the Chief Financial Officer of the Commission has certified that the funds will be available for this contract.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the North Jersey District Water Supply Commission that a contract for the Services be awarded to Systems as the only responsive and responsible bidder, in accordance with the Commission’s enabling legislation and applicable State law, for the not-to-exceed amount of \$124,000.00; and

BE IT FURTHER RESOLVED that the Executive Director and General Counsel are hereby authorized to prepare a contract for the Services, incorporating the Commission’s requirements as set forth in the bid documents, Contract #2028, and Systems’ bid; and

BE IT FURTHER RESOLVED that the Chairman or Vice Chairman of the Commission is hereby authorized to execute such a contract and the Secretary of the Commission is authorized to attest to the signature of either the Chairman or Vice Chairman; and

BE IT FURTHER RESOLVED that a copy of this resolution and the contract shall be maintained in the Office of the Executive Director and made available for public inspection.

Commissioner Kuser offered a motion to adopt the resolution authorizing the award and execution of Contract #2028 – Fire Alarm Upgrade; seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Amedeo, Kuser and Garofalo voting in the affirmative.

Resolution – Authorizing Amendment No. 1 to Contract #2027 for Milling and Paving Services

Commission Secretary Kim Diamond read the following resolution:

**RESOLUTION OF THE NORTH JERSEY DISTRICT WATER SUPPLY
COMMISSION AUTHORIZING AMENDMENT NO. 1 TO CONTRACT #2027
FOR MILLING AND PAVING SERVICES**

WHEREAS, the North Jersey District Water Supply Commission (“Commission”) is a public body corporate duly organized and existing under and by virtue of the laws of the State of New Jersey, exercising public and essential governmental functions and providing for the public health and welfare, and is engaged in developing raw water sources, storing water and distributing a reliable supply of potable water to its participating municipalities; and

WHEREAS, the Commission previously determined that it was necessary to retain the services of a qualified contractor for the milling and paving of the Headworks complex, Wanaque South Pump Station, Ramapo Pump Station and the Orechio Drive gravel area (the “Services”); and

WHEREAS, the Commission publicly advertised and solicited bids and, on July 25, 2018, adopted a resolution awarding Paving Materials and Contracting, LLC (“Paving Materials”) a contract to perform the Services in the not-to-exceed amount of \$152,600.00 with a fixed cost of \$2.30 per square foot of base course repair, if necessary (“Contract #2027”); and

WHEREAS, subsequent to the award of Contract #2027, the Commission determined that was an additional area in need of grading, paving and related work at the Low Lift Pump Station which was previously inaccessible due to ongoing electrical work being performed by a contractor on a nearby transformer; and

WHEREAS, at the request of the Commission, Paving Materials submitted Change Order No. 1 to perform the additional work around the transformer pad and new generator building at the Low Lift Pump Station for the not-to-exceed amount of \$19,042.00; and

WHEREAS, the Commission has examined Paving Material’s requested Change Order No. 1 and determined that the services and fees set forth therein are reasonable, necessary and appropriate, and has decided to authorize the same; and

WHEREAS, the Chief Financial Officer of the Commission has certified that the funds will be available for this contract.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the North Jersey District Water Supply Commission that Change Order No. 1 to Contract #2027 with Paving Materials be and is hereby approved in the not-to-exceed amount of \$19,042.00 for the additional paving, grading and related work at the Low Lift Pump Station; and

BE IT FURTHER RESOLVED that the Executive Director and General Counsel are hereby authorized to prepare Change Order No. 1 to Contract #2027 in the amount of \$19,042.00 for the additional paving work at the Low Lift Pump Station in accordance with Paving Material’s bid, with all other terms and conditions of the contract to remain unchanged; and

BE IT FURTHER RESOLVED that the Chairman or Vice Chairman of the Commission is hereby authorized to execute Change Order No. 1 and the Secretary of the Commission is authorized to attest to the signature of either the Chairman or Vice Chairman; and

BE IT FURTHER RESOLVED that a copy of this resolution and the amendment shall be maintained in the Office of the Executive Director and made available for public inspection.

Commissioner Kuser offered a motion to adopt the resolution authorizing Amendment No. 1 to Contract #2027 for milling and paving services; seconded by Commissioner Ashkinaze and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Amedeo, Kuser and Garofalo voting in the affirmative.

Wanaque North Operating Account:

Upon Chief Financial Officer Schaffner's certification of the attached bills and payroll transfers as being proper and accurate, Commissioner Ashkinaze offered a motion to approve the Wanaque North Operating Account in the amount of \$4,477,478.45; seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Amedeo, Kuser and Garofalo voting in the affirmative.

Wanaque South Operating Account:

Upon Chief Financial Officer Schaffner's certification of the attached bills and payroll transfers as being proper and accurate, Commissioner Ashkinaze offered a motion to approve the Wanaque South Operating Account in the amount of \$4,699,687.42; seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Amedeo, Kuser and Garofalo voting in the affirmative.

Wanaque South Joint Venture Operating Account:

Upon Chief Financial Officer Schaffner's certification of the attached bills and payroll transfers as being proper and accurate, Commissioner Garofalo offered a motion to approve the Wanaque South Joint Venture Operating Account in the amount of \$631,745.85; seconded by Commissioner Ashkinaze and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Amedeo, Kuser and Garofalo voting in the affirmative.

There being no further business, Commissioner Ashkinaze offered a motion to adjourn the meeting at 9:53 a.m.; seconded by Commissioner Garofalo and unanimously approved with Chairman Shotmeyer, Vice Chairman Burrell and Commissioners Ashkinaze, Amedeo, Kuser and Garofalo voting in the affirmative.

Respectfully submitted,

Kim Diamond
Commission Secretary