

RESOLUTION NO. 2014-_____

A RESOLUTION AUTHORIZING THE ISSUANCE OF AN AMENDATORY SUPPLEMENTAL CHANGE ORDER NO. 2 TO CONTRACT NO. RES11-358, ISSUED TO FELLON-McCORD, LOUISVILLE, KY.

WHEREAS, the City Council of the City of Vineland, on August 23, 2011, adopted Resolution No. 2011-358, entitled "A RESOLUTION AWARDED A CONTRACT TO FELLON McCORD, LOUISVILLE, KY, FOR NATURAL GAS MANAGEMENT SERVICES FOR THE VINELAND MUNICIPAL ELECTRIC UTILITY"; and

WHEREAS, N.J.A.C. 5:30-11.1, et seq., sets forth the requirements for the processing of change orders; and

WHEREAS, it has been requested that an amendment be made to contract awarded to Fellon-McCord, Louisville, KY for Natural Gas Management Services for the Vineland Municipal Electric Utility, as authorized by Resolution No. 2011-358; said amendment is made necessary to provide for an extension of the current contract for a period of three (3) months, beginning April 1, 2014, in order to provide enough time to issue an RFP, receive proposals and award a new contract; and

WHEREAS, the City of Vineland desires to comply with said requirements of N.J.A.C. 5:30-11.1, et seq., and to that end herewith files with the governing body a report stating the facts involved and indicating that the proposed change order may be allowed under these regulations; and

WHEREAS, the City Comptroller has certified the availability of funds for the amendatory supplemental change order for which authorization is requested in the amount of \$7,800.00; now, therefore,

BE IT RESOLVED by the Council of the City of Vineland that said amendatory supplemental change order to Contract No. RES11-358, issued to Fellon-McCord, Louisville, NJ, in the amount of \$7,800.00, be and the same is hereby ratified and approved.

Adopted:

President of Council

ATTEST:

City Clerk



April 15, 2014

REPORT

TO: THE MAYOR AND COUNCIL

RE: Amendatory Supplemental Change Order No. 2
Contract No. RES11-358
Natural Gas Management Services - Vineland Municipal Electric Utility
Fellon-McCord, Louisville, KY

Dear Mayor and Members of Council:

We are requesting that an amendatory supplemental change order be issued for Contract No. RES11-358, issued to Fellon-McCord, Louisville, KY for Natural Gas Management Services for the Vineland Municipal Electric Utility. This contract was authorized by Resolution No. 2011-358, adopted by City Council on August 23, 2011 with an automatic renewal for one additional year.

The City's current contract with Fellon-McCord for Natural Gas Management Services has expired. The City plans to issue an RFP for Natural Gas Management Services. In order to avoid an interruption in the Services, an extension of the current contract is necessary. This request will provide for a three month extension beginning April 1, 2014

The change order requested, in the amount of \$7,800.00, plus change order #1 (\$2,500) represents an increase of approximately 0.264103% over the original contract amount of \$39,000.00.

The amendatory supplemental change order for which authorization is herein requested may be authorized in accordance with N.J.A.C. 5:30-11.1 et seq.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "William Lutz", is written over the typed name and title.

William Lutz
Business Administrator

WL/wr
Encl.

REQUEST FOR CHANGE ORDER

FOR:

Natural Gas Management Services



PROJECT NAME

TO: WILLIAM E. LUTZ (BUSINESS ADMINISTRATION)

DEPARTMENT: VMEU Generation Engineering

FROM: Steve August, Assistant Engineer

This is a request for change order # 2 to Contract # RES11-358 for:

Project Name Agreement for Natural Gas Management Services

Name/Address of

Contractor: Fellon-McCord, Suite 601, 10200 Forest Green Blvd., Louisville KY 40223

The change order is necessary because: use additional pages if necessary to explain your reason and you must attach *documentation to support the necessity of this change order.

*(Documentation from contractor, engineer, etc.)

The City of Vineland plans to issue an RFP for Natural Gas Management Services. The City's current contract with Fellon-McCord will expire before the new contract can be awarded.

Therefore, a three (3) month extension to the current contract is required in order for the City to avoid an interruption in the City's Natural Gas Management Services.

Amount of this change order: \$ 7,800.00

Original Contract Amount: \$ 39,000.00

Total Revised Amount: \$ 46,800.00

Provide the original contract amount, the amount of the change order and the revised contract amount.

APPROVED BY: JASABELLA Print/type

[Signature] signature

Handwritten notes: JRM 4/3/14, [Signature] 4/3/14

NOTE: CHANGE ORDERS CANNOT EXCEED 20% OF THE ORIGINAL CONTRACT AMOUNT

Please provide the account number that the change order will be charged to:

Account # 002-0-54-90-9006-2-7023416 E923

CC: Purchasing Division