

RESOLUTION NO. 2017-89

A RESOLUTION AUTHORIZING AN AGREEMENT FOR PROFESSIONAL SERVICES WITH ARH ASSOCIATES, HAMMONTON, NJ, FOR THE INSPECTION OF TWO DAMS.

WHEREAS, the City of Vineland has heretofore advertised for proposals for Professional Services for the Inspection of Two Dams; and

WHEREAS, one proposal one received and referred to the City Engineer's Office for evaluation and recommendation; and

WHEREAS, the City has been notified by the New Jersey Department of Environmental Protection that the inspection of Burnt Mill Pond Dam is not needed until 2018; and

WHEREAS, it has been recommended that a contract be awarded to ARH Associates, Hammonton, NJ for the Inspection of Memorial Park Dam only, in an amount not to exceed \$6,200.00 for a contract period of sixty (60) days; and

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

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Vineland that said contract for Professional Services for the Inspection of Memorial Park Dam be awarded to ARH Associates, Hammonton, NJ, based upon the proposal received, pursuant to a fair and open process, in the amount not to exceed \$6,200.00.

Adopted:

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President of Council

ATTEST:

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City Clerk

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



2/01/2017  
(DATE)

1. Service (detailed description): Dam Inspection Report, Cost Estimates, & Emergency Plan Update
2. Amount to be Awarded: \$ 6,200.00

- Encumber Total Award  
 Encumber by Supplemental Release

3. Amount Budgeted: \$ \_\_\_\_\_

4. Budgeted: By Ordinance No. \_\_\_\_\_  
Or Grant: Title & Year \_\_\_\_\_

5. \*\*Account Number to be Charged: 001-0-12-30-3002-0-5023044

6. Contract Period: 60 DAYS

7. Date To Be Awarded: ASAP

8. Recommended Vendor and Address: ARH Associates  
215 Bellevue Ave, Hammonton, NJ 08037

9. Justification for Vendor Recommendation:(attach additional information for Council review)  
(See Attached)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Non-Fair & Open (Pay-to-Play documents required)  
 Fair & Open: How was RFP advertised? \_\_\_\_\_

→ 10. Evaluation Performed by: Rick Candill

11. Approved by: [Signature]

David J. Maillet

12. Attachments:

- Awarding Proposal  
 Other: \_\_\_\_\_

- Send copies to:  
**Purchasing Division**  
**Business Administration**

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

## Caudill Rickie

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**From:** Mark Herrmann <MHERR@arh-us.com>  
**Sent:** Thursday, January 05, 2017 2:49 PM  
**To:** Caudill Rickie  
**Subject:** RE: RFP - City of Vineland - Inspection of Two Dams

Rick:

Happy New Year to you as well. We had a nice, quiet weekend.

This email can serve as confirmation that we agree to the modified terms of the Proposal, which are to perform the Veteran's Memorial Park Dam Inspection, Cost Estimate, and Emergency Action Plan, and attend two project meetings, for the fee of \$6,200.

Please let me know if you require anything else in order to facilitate this project. I look forward to working with Vineland City, and you, again.

Mark Herrmann, PE, CME, CFM  
Senior Project Manager



215 Bellevue Avenue, Hammonton, NJ 08037  
609.561.0482 x 3118 (P) | 609.567-8909 (F) | [mherr@arh-us.com](mailto:mherr@arh-us.com)  
[www.arh-us.com](http://www.arh-us.com) | [www.facebook.com/ARHAssociates](https://www.facebook.com/ARHAssociates)  
Connect with me: [LinkedIn Profile](#)

**From:** Caudill Rickie [mailto:[rcaudill@vinelandcity.org](mailto:rcaudill@vinelandcity.org)]  
**Sent:** Thursday, January 5, 2017 11:44 AM  
**To:** Mark Herrmann <MHERR@arh-us.com>  
**Subject:** RFP - City of Vineland - Inspection of Two Dams

Good afternoon Mark,

Hope you had a happy & safe new year. Now that we're in 2017, I can process the RFP for the dam inspection. As per our conversation back in December, I just wanted to reiterate what we went over for the inspection RFP. We received the RFP from ARH 12/06/2016 but were recently informed from DEP that inspection for Burnt Mill Pond isn't needed until 2018. So we will actually only need the inspection for the Memorial Park dam. My assumption is that we would only be utilizing items 2, 4, 6, and 7 from the bid sheet on pg. 21 of the proposal totaling \$6,200.0 from the cost breakdown below. Talk it over with Dave Cella. If this is fine, I need something back in writing agreeing on this number (it can be sent via email, if need be). I need this confirmation as a supplemental item in order to process the Solicitation of Quotation Record Form to Purchasing.

ARH Dam Inspection Cost Breakdown		
Item/Service	Burnt Mill Pond	Veteran's Memorial Park
Inspection Report	\$ 3,100.00	\$ 3,100.00

Cost Estimates	\$ 1,000.00	\$ 1,000.00
Emergency Action Plan Update	\$ 1,380.00	\$ 1,380.00
2 Meetings	\$	720.00
<b>Total Cost For 2 Services</b>	\$	<b>11,680.00</b>
<b>Total Cost For Memorial Park Only</b>	\$	<b>6,200.00</b>

Best Regards,

Rick Caudill  
Assistant Engineer  
Division of Engineering and Planning  
City of Vineland  
640 E. Wood Street  
Vineland, NJ 08360  
(856) 794-4000, extn. 4608  
[rcaudill@vinelandcity.org](mailto:rcaudill@vinelandcity.org)  
[www.vinelandcity.org](http://www.vinelandcity.org)



## SOLICITATION OF QUOTATION RECORD FORM

Department: City Hall – Engineering Division Employee: Rick Caudill Project: The Inspection of Two Dams	Item/Service: Inspection Report, Cost Estimate, & Emergency Action Plan Update Requisition #:
Solicited by:    Phone    Letter    In Person    Newspaper    Other	
<b>Awarded to the lowest price – Price was negotiated with lowest bidder to provide services for Memorial Park Dam only.</b>	
Vendor: ARH Associates  Contact Person Phone # Dave Cella, PE, CME (609) 561-0482  Price: \$6,200.00 <b>Special Terms: Price is based on Inspection of Memorial Park Dam Only and two (2) meetings.</b>	Response: <b>See Attached Correspondence for negotiated cost based on services provided for Memorial Park Dam only.</b> (Time/Method):  Delivery: Mail  Date: 12/06/2016
Vendor: Consulting Engineer Services  Contact Person Phone # Norman Rogers, PE, CME (856) 228-2200  Price: \$7,372.00 <b>Special Terms: Price is based on Inspection of Memorial Park Dam Only and two (2) meetings.</b>	Response: (Time/Method):  Delivery: Mail  Date: 12/06/2016
Vendor: GZA GeoEnvironmental, Inc.  Contact Person Phone # Andrew Rizk, PE (973) 774-3306  Price: \$8,000.00 <b>Special Terms: Price is based on Inspection of Memorial Park Dam Only and two (2) meetings.</b>	Response: (Time/Method):  Delivery: Mail  Date: 12/06/2016
Vendor: T & M Associates  Contact Person Phone # Edwin Steck, PE, CME (856) 722-6700  Price: \$8,898.00 <b>Special Terms: Price is based on Inspection of Memorial Park Dam Only and two (2) meetings.</b>	Response: (Time/Method):  Delivery: Mail  Date: 12/06/2016
Requisition Issued To: _____  Cost: _____  PO Number: _____	Terms: _____  Comments: _____
Solicitation by or under the supervision of: Rick Caudill	
_____ Approved by Dept. Head	_____ (Date)
_____ Purchasing Agent	_____ (Date)

**Note: If vendor is not quoting, list reasons.**