

RESOLUTION NO. 2021- 453

RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH WALDRON ENGINEERING AND CONSTRUCTION, INC. EXETER, NEW HAMPSHIRE, FOR ENGINEERING AND DESIGN SERVICES FOR UNIT 11 GAS SAFETY VALVE AUTOMATION UPGRADES, IN AN AMOUNT NOT TO EXCEED \$69,000.00.

WHEREAS, the City Council of the City of Vineland has adopted Resolution No. 2021-52, a Resolution pre-qualifying certain firms to submit proposals for as needed Architectural and Engineering Consulting Services; and

WHEREAS, the City of Vineland Municipal Electric Utility is in need of professional engineering and design services for Unit 11 Gas Safety Valve Automation Upgrades; and

WHEREAS, the Director of the Vineland Municipal Utilities has recommended that a contract for the required services be awarded to Waldron Engineering and Construction, Inc., Exeter, New Hampshire, in accordance with Professional Services Contract Number C21-0014 and the Waldron proposal, pursuant to a fair and open process; and

WHEREAS, this contract is awarded in an amount not to exceed \$69,000.00; 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.

1. NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Vineland that said contract for engineering and design services for Unit 11 Gas Safety Valve Automation Upgrades be awarded to Waldron Engineering and Construction, Inc. Exeter, New Hampshire, in accordance with Professional Services Contract Number C21-0014, and in accordance with proposal dated August 6, 2021, pursuant to a fair and open process, in an amount not to exceed \$69,000.00.

Adopted:

President of Council

ATTEST:

City Clerk

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



9/8/2021
(DATE)

1. Service (detailed description): Engineering and Design services for Gas Safety
Valve Automation

2. Amount to be Awarded: \$ 69,000

- Encumber Total Award
- Encumber by Supplemental Release

3. Amount Budgeted: \$ 75,000

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

5. **Account Number to be Charged: 1-05-55-502-9000-53345 E923

6. Contract Period: 9/28/21 to 9/28/22

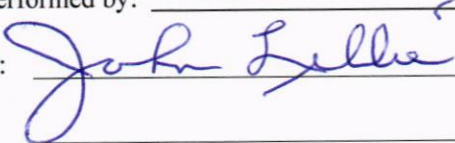
7. Date To Be Awarded: 9/28/2021

8. Recommended Vendor and Address: Waldron: 37 Industrial Dr, Suite G-2
Exeter, NH 03833


9. Justification for Vendor Recommendation:(attach additional information for Council review)
Provides technical expertise required for Unit 11 site interfacing.

- Non-Fair & Open (Pay-to-Play documents required)
- Fair & Open: How was RFP advertised? C21-0014

10. Evaluation Performed by: T Dunmore

11. Approved by: 

12. Attachments:
 Awarding Proposal
 Other: _____

- Send copies to:
Purchasing Division
Business Administration 

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

August 6th , 2021

Tomas Dunmore
Vineland Municipal Electric Utility
Phone: 856-794-4000
tdunmore@vinelandcity.org

Reference: Scope of Work (SOW) for Engineering Services
Owner's Engineer for Gas Valving Upgrade at HMD #11

Dear Mr. Dunmore

Thank you for the opportunity to present this scope of work (SOW) in response to your recent request following up on the planned control system upgrades for Howard M. Down Unit #11 (HMD-11) and Clayville Generating Station Unit #1 (Clayville-1). Please find below our estimate of man-hours, as well as our approach to project, deliverables, and implementation for this project.

Project Scope

Waldron will support the project as follows:

- Act as owner's engineer and project management to implement this project on behalf of VMEU.
- Implement a sufficient level of conceptual engineering and design to assist with cost opinion.
- Obtain sufficient raw equipment costs and sub-contractor installation information to support cost opinion.
- Perform an Engineer's Opinion of Probable cost to document anticipated project costs.
- Meet and review project documentation with VMEU as required.
- Prepare the scopes of work in support of VMEU procurement package.
- Assist VMEU in preparing bid for send out.
- Assist VMEU in reviewing bids and tabulating/leveling (bid tabs).

Project Deliverables

Waldron will implement the project design by producing the following packages:

- Project Administration (workplan and formal deliverables list)

- Issued for review package of concept level design drawings [See table below-provided via PDF only].
- Post comment reviews, provide concept level design drawings (up to ten (10) paper copies and five (5) USB sticks).
- Perform site walkdown/kick-off for engineer's opinion of probable cost work.
- Identify equipment vendors and potential sub-contractors for bidding primes, review details of work to better inform costs unit productivity rates.
- Identify targeted prime contractors.
- Perform bid review/tabs
- Perform site walkdown for gas valving upgrade bid

Deliverables Table

	Admin Package	Review package	Cost Op. Package	Final Package
Project Administration				
Project Schedule with Milestones	X			
Project Work plan	X			
Kick-off MS-Teams/WebEx meeting	X			
Monthly MS-Teams/WebEx project meeting	Four (4) such meetings			
Controls Upgrade Engineering and Design				
Project Cover Sheet		X		X
Process and Instrument Diagram (up-rev)		X		X
Piping Material Spec		X		X
Mechanical Installation Spec		X		X
Conduit-Cable block Diagram (prelim)		X		
Electrical and Controls Interconnects				X
Electrical Plan				X
Controls Plan		X		X
Valve Location plan		X		X
Valve Install-Detail (Plan-Elev)		X		X
Controls Operational Narrative				X
Controls I/O and Inst list (uprevs)				X
Engineer's Opinion of Probable Cost				
Cost Opinion Clarifications/Exemptions table		included		
Scope-of-Work Technical Packages		included		
Vendor/Sub-contractors contacts List		included		
Cost Opinion Recap Summary		included		

Bid Review/Leveling	
Bid breakdowns	included
Bid Leveling to LQB	included
Technical award Recommendation's letter	included

Implementation

Waldron will implement the project assuming the following:

- Using Waldron's drop box for PDF delivery
- Fed-Ex use for original document delivery
- Monthly reports/invoice
- All review meetings assumed held via WebEx/Teleconference or MS-teams
- On-site planning/cost opinion work is anticipated for this effort, Waldron will utilize local NJ based-resources where possible, draw from previously staffed project sites in general area (NJ and NY), and then supplement with home office personnel where required.
- All client/end-user/operator comments provided in a single client comment matrix.
- On-site bidders bid meeting and site walk-thru by Waldron personnel as well.

Clarifications

- Waldon is providing bid package preparation, cx package preparation, bid tabulations/leveling, detailed design documents, cost opinion, scope of work, and site technical support only. Construction management, contractor management, procurement, and installation and commissioning provided by others.
- Work will proceed as best as possible with current COVID-19 conditions, and Waldron clarifies it has personnel who will travel to site to perform on-site work.
- Waldron will provide engineers and designer already familiar with these types of projects and/or the HMD/Clayville sites. Waldron will work forward from Waldron's record sets, post-project G.C. red-lines, and existing vendor shop drawings as part of documentation.
- VMEU will make available existing facility drawings, as these may have been updated from Waldron's last presence on-site.

- VMEU will provide access to Waldron personnel properly outfitted for field work at mutually agreeable dates/times.
- Waldron agrees to share vaccine status of its personnel and follow all applicable mandates (Note Waldron's role as federal-definition critical infrastructure company in the energy sector may supersede some state/local mandates).

Target Schedule

Waldron will meet the following target dates:

- Work will be scheduled to meet mutually agreeable dates, and in keeping with Vineland Municipal statues on bid notifications and addendums.

Commercial Terms

Waldron will execute the scope of services for a time & materials cost as noted below and subject to the pre-approved rate sheet:

Scope of Work	Budget Estimate (\$)
All services, deliverables, site walks, and meetings identified above: 390 man-hours and \$3,800 in expenses	Time and Materials, with a not-to-exceed of \$69,000 without prior written approval
Total for Scope of Work	\$69,000

Any project expenses will be billed at actual plus 7.5% mark-up and are included in the good faith estimate above as a single lump sum.

This task order uses the rates, contract terms, and payment conditions in the VMEU-Waldron Continuing Services Agreement for 2021 (VMEU contract # C21-014, Waldron project id 293.11-1).

We appreciate the opportunity to provide this proposal. I may be reached at (o) 603-772-7153 x 105, (m) 603-770-0842, or jsmith@waldron.com.

Waldron looks forward to working with VMEU for this upcoming project.

Sincerely,
Waldron Engineering & Construction, Inc.

Jeremy P. Smith, P.E.

Jeremy P. Smith, PE
Director of Business Development