

RESOLUTION NO. 2021- 477

RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH WALDRON ENGINEERING AND CONSTRUCTION, INC. EXETER, NEW HAMPSHIRE, FOR ENGINEERING SERVICES FOR THE IMPLEMENTATION OF THE CONTROL SYSTEMS UPGRADES FOR THE DOWN UNIT 11 AND CLAYVILLE UNIT 1, IN AN AMOUNT NOT TO EXCEED \$140,500.00.

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 services for the Implementation of the Control System Upgrades for the Down Unit 11 and Clayville Unit 1; 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 \$140,500.00, for a period of one year from date of award; 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.

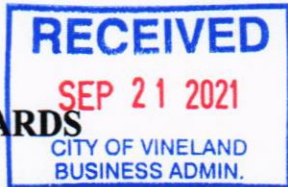
1. NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Vineland that said contract for professional engineering services for the Implementation of the Control System Upgrades for the Down Unit 11 and Clayville Unit 1 be awarded to Waldron Engineering and Construction, Inc. Exeter, New Hampshire, in accordance with Professional Services Contract Number C21-0014, and in accordance with proposal dated September 17, 2021, pursuant to a fair and open process, in an amount not to exceed \$140,500.00, for a period of one year from date of award.

Adopted:

President of Council

ATTEST:

City Clerk



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

9/17/2021
(DATE)

1. Service (detailed description): Engineering services for Implementation Owner's engineer for control upgrade project.

2. Amount to be Awarded: \$ 140,500

- Encumber Total Award
- Encumber by Supplemental Release

3. Amount Budgeted: \$ 165,000

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

5. **Account Number to be Charged: 1-05-55-512-9001-52000 E391X-2/E342C

6. Contract Period: 10/12/2021-12/12/2023

7. Date To Be Awarded: 10/12/2021

8. Recommended Vendor and Address: Waldron: 37 Industrial Dr, Suite G-1
Exeter, NH 03833 *C21-014*

9. Justification for Vendor Recommendation:(attach additional information for Council review)

- Non-Fair & Open (Pay-to-Play documents required)
- Fair & Open: How was RFP advertised? C21-014

10. Evaluation Performed by: Emily Smith

11. Approved by: *John Lelli*

12. Attachments:

- Awarding Proposal
- Other: _____

• Send copies to:
Purchasing Division
Business Administration *tan*

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

September 17, 2021

Emily Smith
Vineland Municipal Electric Utility
Phone: 856-794-4000 Ext. 4275
esmith@vinelandcity.org

Reference: Scope of Work (SOW) for Engineering Services for Implementation
Owner's Engineer for Control Upgrade Project

Dear Ms. Smith,

Thank you for the opportunity to present these services to continue with the project implementation of the control system upgrades for Howard M. Down Unit #11 (HMD-11) and Clayville Generating Station Unit #1 (Clayville-1). Waldron will be providing technical reviews, project management, and construction management tracking (software) services with this proposal.

This scope of services delivery carries from December 2021 to June 2023.

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 through the implementation phase to June 2023 (last site is complete).
- Meet with the project team for formal kick-off.
- Assist with the fabrication of the Request for Information (RFI) and review submittals issued to the end of fabrication of your control upgrade components.
- Provide technical staff at factory acceptance testing (to be performed at construction and commissioning contractor's factory).
- Meet and review construction mobilization plans prior to 1st site work beginning
- Review and track Potential Change Orders (PCO) as they are noted by contractor. Assemble PCO's to Change Order Request (COR) for further review.
- Perform technical change order reviews and a fair market evaluation of proposed costs, make recommendations to VMEU on disposition.

- Meet and review project documentation with VMEU as required.
- Provide technical staff to perform construction quality observation walk-throughs during construction.
- Attend pre-commissioning meeting/planning and review all commissioning (CX) submittals (procedures).
- Provide technical staff to perform technical assistance during commissioning activities.
- Review all contractor turnover documentation for accuracy and completeness.
- Update and issue record set of bid package based on contractor well-maintained red lines.

Project Deliverables

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

- Project administration (workplan and formal deliverables list), meeting minutes, project schedule updates, and other typical project administration items.
- RFI Responses, submittal reviews, and on-going project documentation.
- PCO, COR, Fair Market Evaluation (FME) tracking and reviews
- Site trip reports for Factory Acceptance Test (FAT) - this document is independent and separate from the FAT report from your contractor.
- Deliver and maintain four (4) Autodesk Construction Cloud Licenses
 - Two (2) for use by VMEU
 - Two (2) for use by your contractor
 - Licenses are maintained for project length
 - Waldron will provide simplified training (dedicated to only Construction Management module, does not include 3-D BIM Design-share mode) via MS-Teams session with you and your contractor.
 - Waldron will provide a full training video for deeper learning and that teaching may be shared with others (note pre-done training video is NOT only for Construction Management; you will have to skip forward to those sections past the 3-D BIM design-share sections).
 - Either VMEU or Contractor may purchase additional licenses through Waldron if you so elect to later (not an expense, will pass thru at cost).

Deliverables Table

	Admin Package	Construction Administration	Commissioning Technical Support	Final Package
Project Administration				
Updated Project Schedule with Milestones	X			
Project Work plan	X			
Kick-off MS-Teams/WebEx meeting	X			
Monthly MS-Teams/WebEx project meeting	Seventeen (17) such meetings			
Owner's Engineering Support				
RFI responses legitimate requests (no Means and Methods)		X		
Submittal Reviews of complete equipment and construction submittal packages (2 cycles per submittal)		X		
On-line or FTP tracking of RFI's/submittals		X		
Legitimate requests for CX Technical Support (Assist with functions/P&ID's only)			X	
Submittal Reviews of CX Plan and Procedures (2 cycles per submittal)			X	
COR reviews including Fair-Market-Assessment		X		
Monthly Pay Req/progress review		X	X	X
Record set of drawings (from Contractor red lines)				X
CA & CX Site Trips and H-FAT/S-FAT trip				
Construction progress inspections (4 per site, 8 total)		included		
CX Tech support on-site (4 days per site, 8 total)		included		
H-FAT/S-FAT attendance (1 trip, 4 days)		included		

Implementation

Waldron will implement the project assuming the following:

- Using Autodesk Construction Cloud software for CMS software
- 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 trips for meetings/FAT/Construction Observation/CX technical assistance are envisioned by this scope. All costs are included in estimate below.

Clarifications

- 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 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 project mandated timeline below :

Project Milestone	Scheduled Date
Project Award to Contractor	12/07/21
Project Kickoff Meeting	12/13/21
1 st Submittal Package	01/21/22
1 st Submittal Review	02/04/22
2 nd Submittal Package	03/04/22
2 nd Submittal Review	03/18/22
3 rd Submittal Package (release to build)	04/08/22
3 rd Submittal Review	04/22/22
Factory Acceptance Testing	08/27/22
Site Kickoff Meeting-Clayville/WP	09/05/22
Mobilization 1 st Site	09/12/22
CX pre-plan meeting	09/26/22
Clayville/WP Outage	10/03/22
Clayville/WP Mech. Completion	11/04/22
Clayville/WP Commissioning	11/11/22
Clayville/WP On-line	11/18/22
Lessons Learned 1 st Site	12/09/22
Site Kickoff Meeting-HMD #11	03/06/23
Mobilization 2 nd Site	03/13/22

CX pre-plan meeting	09/26/22
HMD #11 Outage	04/03/23
HMD #11 Mech. Completion	05/05/23
HMD #11 Commissioning	05/12/23
HMD #11 On-line	05/31/23
Turnover Packages review	06/16/23
Record drawing Sets	06/30/23

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: 660 man-hours and \$28,000 in expenses	Time and Materials, with a not-to-exceed of \$140,500 without prior written approval
Total for Scope of Work	\$140,500

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 293.09-02).

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

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

City of Vineland RFQ #2020-35
Engineering Consulting Services

Waldron Engineering & Construction, Inc.
Fee Schedule

LABOR CATEGORY	BILLING RATE EFFECTIVE THROUGH JANUARY 31, 2022
Project Executive	\$265.00
Project Manager	\$245.00
Construction Manager	\$215.00
Senior Project Engineer	\$195.00
Project Engineer	\$160.00
Sr. Designer	\$170.00
Designer	\$140.00
Construction Supervisor	\$185.00
Construction Coordinator-Project Controls	\$140.00
Commissioning Manager	\$205.00
Commissioning Engineer	\$185.00
Administrative	\$80.00

For Feb-2021 it is estimated that the above rates will increase by approximately 3.0%.

State and, if required, local sales/use taxes will be added to our invoice unless the project is tax exempt. If tax exempt please forward exemption paperwork.