

RESOLUTION NO. 2021-566

A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH SARGENT & LUNDY, HAMILTON, NJ FOR ENGINEERING SERVICES TO DEVELOP TECHNICAL SPECIFICATIONS FOR SURGE ARRESTORS/INSULATION COORDINATION/SHIELDING, POTENTIAL TRANSFORMERS, RACEWAYS AND LIGHTING, IN AN AMOUNT NOT TO EXCEED \$37,700.00.

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 Vineland Municipal Electric Utility has a need for professional services to Develop Technical Specifications for Surge Arrestors/Insulation Coordination/Shielding, Potential Transformers, Raceways and Lighting; and

WHEREAS, the City Engineer has recommended that a contract for the required services be awarded to Sargent & Lundy, Hamilton, NJ, in accordance with Professional Services Contract No. C21-0018 and Sargent & Lundy proposal, pursuant to a fair and open process; and

WHEREAS this contract is awarded in an amount not to exceed \$37,700.00 for the contract 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 to Develop Technical Specifications for Surge Arrestors/Insulation Coordination/Shielding, Potential Transformers, Raceways and Lighting be awarded to Sargent & Lundy, Hamilton, NJ, in accordance with Professional Services Contract No. C21-0018 and in accordance with Sargent & Lundy proposal, pursuant to a fair and open process, in an amount not to exceed \$37,700.00.

Adopted:

President of Council

ATTEST:

City Clerk

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

11/09/2021

(DATE)

1. Service (detailed description): Sargent & Lundy, L.L.C. (S&L) to provide engineering services for the development of technical specifications.

2. Amount to be Awarded: \$ 37,700.00

- Encumber Total Award
 Encumber by Supplemental Release

3. Amount Budgeted: \$ 40,000

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

5. **Account Number to be Charged: 1-05-55-502-9000-53345 E921

6. Contract Period: _____

7. Date To Be Awarded: 12/14/2021

8. Recommended Vendor and Address: Sargent & Lundy
1 AAA Dr. Suite 201, Hamilton, NJ 08691

9. Justification for Vendor Recommendation:(attach additional information for Council review)
The attached documentation is the fifth proposal received by Sargent & Lundy which contains the development of technical specifications required to obtain by VMEU to be capable of constructing new substations needed to maintain and grow the distribution of electricity throughout the city.

- Non-Fair & Open (Pay-to-Play documents required)
 Fair & Open: How was RFP advertised? C21-0018

10. Evaluation Performed by: _____

11. Approved by: John Lillie

12. Attachments:

- Awarding Proposal
 Other: _____

- Send copies to:
Purchasing Division
Business Administration

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

***Technical Specifications for
Surge Arrestors/Insulation
Coordination/Shielding, Potential
Transformers, Raceways and Lighting***



City of Vineland

Vineland Municipal Electric Utility

Proposal Prepared by



January 15, 2021

This S&L proposal contains proprietary information and data that is privileged and/or confidential. The information contained in this proposal is business sensitive and the discussion, review, or release of this information to individuals not directly employed by the proposal recipient is prohibited without S&L's written permission. This specifically includes but is not limited to subcontractors and consultants.

Jeremy Johnson, PE, PMP
Senior Project Manager
Phone: (302) 399-7050
Email: jeremy.l.johnson@sargentlundy.com

January 15, 2021
SL-EGIS-COV-2021-001

Thomas Dunmore
City of Vineland – Vineland Municipal Electric Utility – Engineering
57 W Park Ave, Suite A
Vineland, NJ 08360

Subject: Technical Specifications for *Surge Arrestors/Insulation Coordination/Shielding, Potential Transformers, Raceways and Lighting*

Mr. Thomas Dunmore,

Sargent & Lundy, L.L.C. (S&L) is pleased to submit this commercial proposal to the City of Vineland's Vineland Municipal Electric Utility (COV) to provide engineering services for development of technical specifications for substation surge arresters / insulation coordination / shielding design, voltage / potential transformers, raceways design and lighting design.

PROJECT SCOPE

This proposal is to provide engineering services for development of the following items:

- 1. Technical Specification for Substation Surge Arresters / Insulation Coordination / Shielding Design**
- 2. Technical Specification for Substation Voltage / Potential Transformers**
- 3. Technical Specification for Substation Raceway Design**
- 4. Technical Specification for Substation Lighting Design**

Technical Specification for Substation Surge Arresters / Insulation Coordination / Shielding Design

This specification will consist of the following sections:

1. Arrester selection, class, location
2. Insulation coordination
3. Insulators and Bushings selection for HV equipment
 - a. Creepage
 - b. Type of Bushings: Polymer, Porcelain
4. Mounting considerations
5. Lightning protection design methods
 - a. Lightning Masts
 - b. Shield Wires
 - c. Air Terminals

Technical Specification for Substation Voltage / Potential Transformers

This specification will consist of the following sections:

1. 138kV/115V/67V CCVT, PT
2. 69kV/115V/67V CCVT, PT

Technical Specification for Substation Raceway Design

This specification will consist of the following sections:

1. Cable trenches
2. Duct-banks
3. Conduits:
 - a. Sizing
 - b. Type
 - c. Bends
 - d. Above/below grade
4. Above-ground cable trays and risers

Technical Specification for Lighting Design

This specification will consist of the following sections:

1. Floodlighting
2. Mounting Locations
3. Illumination Levels
4. Wiring and Control

Assumptions and Clarifications

- S&L shall deliver these specifications in a format consistent with S&L's previous specifications provided to COV.
- Design guidelines in the above listed specifications shall strive to be comparable with COV's existing installations and current practices, unless otherwise requested by COV.
- S&L assumes 1 review cycle for each specification submitted for review to COV.
- COV will provide their existing specifications at project award, as applicable.
- S&L will generally setup and attend meetings virtually via MS Teams or similar platforms. If required by COV, S&L will attend meetings in-person, while adhering to all state/CDC/COV/S&L guidelines regarding COVID-19 protocols.

QUALITY ASSURANCE

- S&L work shall be performed under S&L's Quality Assurance Program (ISO 9001 Certified), SL-QAP for non-safety related work. Industry standards and procedures shall also be followed as applicable.
- All applicable deliverables will be prepared under the supervision of a professional engineer registered in the State of New Jersey and deliverables issued for fabrication and/or construction will be sealed according to S&L General Engineering Guideline GEG-3100-02-NJ and/or in accordance with state law.

SCHEDULE

The following proposed schedule for this project will be:

Task	Date
Project Award	January 22, 2021
Issue Draft Specifications	May 21, 2021
COV Comments	June 4, 2021
Issue Final Specifications	June 18, 2021

PROJECT TEAM / KEY PERSONNEL

This project will be executed from our **Hamilton, NJ**, **Wilmington, DE** and **Elkridge, MD** offices. S&L will staff this project as required to meet the project execution schedule. The following key members of the project team, led by Project Director, Thomas Foley; Project Manager, Jeremy Johnson; and Project Engineer, Michael Mahadas, Project Engineer have been selected by S&L based on having well-established relationships with the City of Vineland's Vineland Municipal Electric Utility.

- **Mr. Thomas Foley, PE** will serve as the Project Director, overseeing project performance towards meeting the goals of schedule adherence, budget adherence, a quality focus, and with zero safety incidents.
- **Mr. Jeremy Johnson, PE** will serve as the Project Manager, acting as the point of contact for any technical, schedule, or budget issues.
- **Mr. Michael Mahadas, PE** will serve as the Project Engineer, overseeing all technical aspects of the project to ensure compliance with City of Vineland expectations and industry standards.
- **Mr. Raymond Arnold, PE** and **Udit Narayanan** will provide technical expertise in the development of the specifications.

Resumes can be provided upon request.

GENERAL TERMS & CONDITIONS

S&L will perform the work our Engineering Services Contract C20-0035.

Scope of Work	Pricing	Contract/Payment Terms
Technical Specifications	\$ 37,700	Lump Sum/Schedule Below

PAYMENT TERMS

Monthly payment schedule below for the Specification Lump Sum Pricing.

Month	Payment Schedule
March 2021	\$ 19,000
April 2021	\$ 10,000
May 2021	\$ 8,700
TOTAL	\$ 37,700

CONCLUSION

Please feel free to contact me at (302) 399-7050 if you should have any questions or require additional information on our proposal.

We appreciate the opportunity to serve City of Vineland and Vineland Municipal Electric Utility through this proposal for professional services.

Yours very truly,

Jeremy Johnson
Senior Project Manager

Copies (Via Email):
T. Foley (S&L)
M. Mahadas (S&L)
K. King (S&L)