

CITY COUNCIL

The City of Orange Township, New Jersey

DATE October 18, 2022

NUMBER 409-2022

TITLE: A RESOLUTION AUTHORIZING AN ADDENDUM TO RESOLUTION 64-2022 TO REMINGTON & VERNICK ENGINEERS, 2059 SPRINGDALE ROAD, CHERRY HILL, NEW JERSEY 08003 TO CONTINUE TO PROVIDE PROFESSIONAL ENGINEERING SERVICES AS A MUNICIPAL ENGINEER IN THE AMOUNT NOT TO EXCEED \$40,000.00.

WHEREAS, there exists a need for additional professional services of a firm specializing in engineering, design, bid and construction inspection support services; and

WHEREAS, Remington & Vernick Engineers was previously authorized to perform Municipal Engineering Services in the amount of \$75,000.00; and

WHEREAS, the current request for additional services in the amount of \$40,000.00 is to continue to provide Municipal Engineering services for the City of Orange Township; and

WHEREAS, such services involve professional knowledge of design, civil engineering, bid and construction observation and involves such qualified licensed services that specifications cannot reasonable be formulated and public bidding is not feasible; and

WHEREAS, the Local Public Contracts Laws, N.J.S.A. 40A:11 et. Seq., requires that the resolution authorizing the award of contract for "professional services" without competitive bids, and the contract, must be available for public inspection as set forth herein; and

WHEREAS, the Chief Financial Officer of the City of Orange Township has prepared the necessary Certificate of Availability of Funds certifying that the funds are available for this purpose in Account No. 2-01-20-165-000-519.

NOW, THEREFORE, BE IT RESOLVED, by the Municipal Council of the City of Orange Township, New Jersey as follows:

1. The Mayor and City Clerk are hereby authorized and directed to execute the attached Addendum Agreement with Remington & Vernick Engineers in an amount not to exceed \$40,000.00 as set forth in the attached proposal dated September 2, 2022.
2. This contract is awarded without competitive bidding as "professional services" in accordance with N.J.S.A.40A:11-5(1)(a)(ii) of the Local Public Contracts Law.
3. Notice of this action shall be printed once in the Orange Transcript as required by law within ten (1) days of its passage.
4. The Agreement herein and this resolution are contingent upon certification of funds and appropriate funding to render payment for the services provided herein.



Adopted: **October 18, 2022**

Joyce L. Lanier
City Clerk

Tency A. Eason
Council President

CITY OF ORANGE
FINANCE DEPARTMENT

CERTIFICATION OF FUNDS
2022 ADOPTED BUDGET

I, Nile Clements, Chief Financial Officer for the City of Orange, do hereby certify to the best of my knowledge and belief that there are sufficient funds to Contract with:

Vendor Name: Remington & Vernick Engineers
Address: 2059 Springdale Road

City: Cherry Hill
State: New Jersey
Zip Code: 08003

Purpose: Additional Professional Engineering Services

Vendor ID: REMIN010

Fund: Current Fund
Account Name: DPW - Public Works Director - Professional Services
Account Numbers(s): 2-01-20-165-000-519

PO Number: 22-00354

Additional Amount: \$ 40,000.00

Division Head

Date

Nile Clements

10/5/2022

Chief Financial Officer

Date

ADDENDUM AGREEMENT

This Addendum Agreement, made and entered into this _____ day of _____ 2022, by Resolution # _____ between the City of Orange Township and **Remington & Vernick Engineers, 2059 Springdale Road, Cherry Hill, New Jersey 08003** (“Engineer”).

WHEREAS, pursuant to Resolution #64-2022, the City retained and employed the services of Remington & Vernick Engineers to obtain professional municipal engineering services in accordance with the terms and conditions provided in an agreement dated February 1, 2022 (the “Agreement”).

WHEREAS, the City and the Engineer desire to amend the scope of services to be provided by the Engineer as set forth in the Agreement and to increase the fees payable to the Engineer in accordance with the proposal of the Engineer dated September 2, 2022, a copy of which is attached hereto.

NOW, THEREFORE, the Agreement is hereby modified as follows:

1. The contract services are hereby expanded to include the services set forth in the proposal; and
2. The contract amount is increased by \$40,000.00.

Except as otherwise modified herein, the agreement remains in full force and effect.

This amended agreement is final and cannot be amended, supplemented, changed or modified without said being in writing.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year first above written.

ATTEST:

CITY OF ORANGE TOWNSHIP

Joyce L. Lanier
City Clerk

Dwayne D. Warren, Esq.
Mayor

ATTEST:

Remington & Vernick Engineers
2059 Springdale Road
Cherry Hill, New Jersey 08003

Approved as to Form and Sufficiency

Gracia R. Montilus
City Attorney

CITY COUNCIL**The City of Orange Township, New Jersey**DATE February 1, 2022NUMBER 64-2022

TITLE: A RESOLUTION AUTHORIZING REMINGTON & VERNICK ENGINEERS, 2059 SPRINGDALE ROAD, CHERRY HILL, NEW JERSEY 08003 TO PROVIDE PROFESSIONAL ENGINEERING SERVICES AS A MUNICIPAL ENGINEER FOR ONE (1) YEAR COMMENCING JANUARY 1, 2022 THROUGH DECEMBER 31, 2022 IN AN AMOUNT NOT TO EXCEED \$105,000.00.

WHEREAS, the City of Orange Township did duly advertise on November 19, 2021, for Request for Qualifications for Consulting Engineering Services; and

WHEREAS, on December 7, 2021, the City of Orange Township received ten (10) qualification proposals; and

WHEREAS, pursuant to the fair and open process, and based upon review of the qualifications and recommendations therefore, certain professionals are qualified to provide engineering services on an "as need" basis by the City of Orange Township; and

WHEREAS, the Director of Public Works & Engineering evaluated all proposal submitted based upon qualifications, experience with similar projects, and project understanding; and


WHEREAS, Municipal Council of the City of Orange Township, did hereby approve by Resolution #23-2022 the ten (10) to provide professional consulting engineering services to the City of Orange Township on an "as needed" basis for the period of January 1, 2022 through December 31, 2022; and

WHEREAS, by Resolution #23-2022, did not establish a contract with any of the ten (10) bidders selected to provide professional consulting engineering services to the City of Orange Township on an "as needed" basis for the period of January 1, 2022 through December 31, 2022; and

WHEREAS, a separate resolution is needed to enter into a contract for professional engineering services as a Municipal Engineer; and

WHEREAS, the Director of Public Works & Engineering have agreed to select Remington & Vernick Engineers from the approved list of qualified professionals to provide engineering services as a Municipal Engineer; and

WHEREAS, the Chief Financial Officer of the City of Orange Township has prepared the necessary Certificate of Availability of Funds, a copy of which is attached hereto certifying that funds are available for this purpose in Account 2-01-20-165-000-519 (\$75,000.00) and Account T-03-00-100-000-101 (\$30,000.00).


A. M. R. M. H. 1

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Orange Township, New Jersey as follows:

1. The Mayor is hereby authorized and directed to execute the attached Agreement with Remington & Vernick Engineers in an amount not to exceed \$105,000.00.
2. Notice of this action shall be printed in the Orange Transcript as required by law within ten (10) days of its passage.
3. The agreement herein and this resolution are contingent upon certification of funds appropriate funding to render payment for services provided within.

Adopted: February 1, 2022



Joyce L. Lanier
City Clerk



Kerry J. Coley
Council President



**REMINGTON
& VERNICK
ENGINEERS**

RVE HQ:
2059 Springdale Road
Cherry Hill, NJ 08003
O: (856) 795-9595
F: (856) 795-1882

September 2, 2022

Mr. Marty Mayes, Director of Public Works & Engineering
29 N. Day Street
City of Orange, New Jersey 07050

**Re: City of Orange Township
2022 General Engineering Services "Request for Additional Compensation"
0717G008**

Dear Mr. Mayes:

As you are aware, Remington & Vernick Engineers was authorized by the City to provide miscellaneous general engineering services for 2022. This year our office provided the following services under general engineering at the request of the City:

- Structural Re-evaluation of the Central Avenue Fire House.
- Duane Street Guide Rail Warrant Analysis.
- Topographic Survey of the Colgate Park Basketball Courts.
- Colgate Park Sink Hole Investigation.
- Preparation of Specifications for the Emergency Structural Repairs at the Central Avenue Fire House.
- Preparation of the 2018 & 2021 Annual Stormwater Reports.
- Administrative Compliance Order Review & Preparation of Response Letter.
- Preparation of Ropes Playground Conceptual Improvements Plan.
- Assisted the City with the preparation of a grant application for the CDBG Improvements to Seven Oaks Way.
- Preparation of striping & signage plans for various schools throughout the City.
- Mold sampling services for the Orange Police Department.
- Reviewed drug free zone requests and provided determination letters.
- Provided signage and striping plans for various roadways and intersections throughout the City.

The original contract amount for 2022 General Engineering Services was \$75,000.00. It is anticipated that our office will exceed this original contract amount by the end of September 2022. Accordingly, our office respectfully requests an additional professional services fee not to exceed \$40,000.00. For your convenience, we have provided the following breakdown:

Original Professional Services Cost(s):	\$ 75,000.00
Request for Additional Compensation No. 1:	<u>\$ 40,000.00</u>
Total Amended Professional Services Cost(s):	\$115,000.00

Additionally, it is our understanding that the City desires to reinstate the weekly office hours for engineering. The costs for this service have been included in the additional compensation request.

Should you have any questions or concerns regarding this request, please do not hesitate to contact Mr. Joe Barbadoro at (856) 795-9595.

Sincerely,

REMINGTON & VERNICK ENGINEERS



**K. Wendell Bibbs, P.E., C.M.E.
Executive Vice President**

cc: Ellie Serrano, Department of Public Works, Joe Barbadoro, RVE

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)
N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at www.state.nj.us/treasury/contract_compliance)

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

Vendor Signature: 
Leonard A. Faiola, PE, PP, CME
President & CEO

Date: 12/2/2021

Certification 61809

**CERTIFICATE OF EMPLOYEE INFORMATION REPORT
INITIAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15-OCT-2019** to **15-OCT-2022**

**REMINGTON & VERNICK ENGINEERS
232 KINGS HIGHWAY EAST
HADDONFIELD NJ 08033**



Elizabeth Maher Muoio
ELIZABETH MAHER MUOIO
State Treasurer

**REQUIRED EVIDENCE
AFFIRMATIVE ACTION REGULATIONS
P.L. 1975, C. 127 (N.J.A.C. 17:27-3.2)**

Before being awarded a contract, bidders are required to comply with the requirements of P.L. 1975, C.127, (N.J.A.C. 17:27-3.2). Within seven (7) days after receipt of the notification of intent to award the contract or receipt of the contract, whichever is sooner, the contractor should present one of the following to the Purchasing Agent:

1. A photocopy of a valid letter from the U.S. Department of Labor that the contractor has an existing federally-approved or sanctioned Affirmative Action Plan (good for one year from the date of the letter);
OR
2. A photocopy of approved Certificate of Employee Information Report issued in accordance with N.J.A.C. 17:24-4;
OR
3. An initial Employee Information Report (Form AA302) provided by the Affirmative Action Office and completed by the bidder in accordance with N.J.A.C.17:27-4;
OR
4. All successful construction contractors must submit within three days of the signing of the contract an Initial Project Workforce Report (AA201) for any contract award that meets or exceeds the Public Agency bidding threshold (available upon request) in accordance with N.J.A.C.17:27-7.

NO FIRM MAY BE ISSUED A CONTRACT UNLESS IT COMPLIES WITH THE AFFIRMATIVE ACTION REGULATIONS OF P.L. 1975, C.127.

The following questions must be answered by all bidders:

1. Do you have a federally-approved or sanctioned Affirmative Action Program?

Yes _____ No ✓

If yes, please submit a copy of such approval

2. Do you have a Certificate of Employee Information Report Approval?

Yes ✓ No _____

If yes, please submit a copy of such certificate

The undersigned contractor certifies that he is aware of the commitment to comply with the requirements of P.L. 1975, C.127 and agrees to furnish the required documentation pursuant to the law.

Company: Remington & Vernick Engineers

Signature: _____



Title: Leonard A. Faiola, PE, PP, CME President & CEO



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: REMINGTON & VERNICK ENGINEERS II, INC.

Trade Name:

Address: 2059 SPRINGDALE ROAD
CHERRY HILL, NJ 08003

Certificate Number: 2076851

Effective Date: September 30, 2016

Date of Issuance: September 13, 2021

For Office Use Only:

20210913085407367

Request for Taxpayer Identification Number and Certification

Give Form to the
 requester. Do not
 send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
 See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Remington & Vernick Engineers II, Inc.	
2 Business name/disregarded entity name, if different from above Remington & Vernick Engineers	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) See instructions. 2059 Springdale Road	Requester's name and address (optional)
6 City, state, and ZIP code Cherry Hill, NJ 08003	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number													
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Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶ <i>Henry J. Chumata</i>	Date ▶ 7/1/21
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.