

CITY COUNCIL

The City of Orange Township, New Jersey

DATE July 5, 2023

NUMBER 269-2023

TITLE:

A RESOLUTION AUTHORIZING A CONTRACT TO JEN ELECTRIC, INC., 631 MORRIS AVENUE, SPRINGFIELD, NEW JERSEY 07081 TO PROVIDE TRAFFIC SIGNAL MAINTENANCE & REPAIRS THROUGH THE MCCPC #37 FOR THE PERIOD OF JULY 1, 2023 THROUGH DECEMBER 31, 2023 IN THE AMOUNT NOT TO EXCEED \$30,000.00.

WHEREAS, the City of Orange Township desires to retain a company to provide traffic signal maintenance and repairs; and

WHEREAS, the City of Orange Township entered into a cooperative pricing agreement with the Morris County Cooperative Pricing Council; and

WHEREAS, the City of Orange Township wishes to retain Jen Electric, Inc. to provide traffic signal maintenance under the MCCPC#37, a copy of which is attached hereto and made part hereof; 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 and made part hereof, certifying that monies are available in the Account No. 3-01-26-290-000-513 (\$30,000.00) to cover July 1, 2023 through December 31, 2023, contingent upon Council approval and inclusion of said item in the Temporary Budget and adopted 2023 budget, there will be sufficient funds to contract Jen Electric, Inc.

NOW, THEREFORE, BE IT RESOLVED that the proper officers of the City of Orange Township are hereby authorized to enter into an agreement with Jen Electric, Inc. for traffic signal maintenance and repairs in an amount not to exceed \$30,000.00.

Adopted: July 5, 2023

Joyce L. Lanier
City Clerk

Council President


A. Muzra

NOTIFICATION OF AWARD

CONTRACT #37: TRAFFIC SIGNAL MAINTENANCE & REPAIRS

Contract Period: TWO YEARS - July 1, 2023 – June 30, 2025

When ordering please note:

- "MCCPC Identifier: 6MOCCP" and "MCCPC Contract #37" should appear on all purchase orders.
- Prices are to remain firm for the term of the contract with no exceptions.
- Vendor shall be available 24 hours a day, 7 days a week (including holidays)
- Work to be performed in accordance with the Preventive Maintenance checklist following pricing below.
- Please refer to technical specifications for detailed information on services to be provided under this contract. Technical specifications can be found on the website (www.mccpc.org) or by emailing the MCCPC (jlambert@randolphnj.org).

Vendor: Jen Electric, Inc.

Address: 631 Morris Avenue, Springfield, New Jersey 07081

Contact Person: Jennifer Daidone

Title: President

Tel #: 973-467-4901

Fax #: 973-467-4902

E-Mail: jeisignal@jenelectricinc.com

Response Time: 2 hours or less

CAT. I: MAINTENANCE/REPAIRS OF TRAFFIC SIGNALS	Unit Price
1. Preventive Maintenance Contract (Annual Cost Per Intersection); Includes all items listed in "Attachment I Checklist" – found in the bid specifications (without the testing of "LED" Modules):	\$250.00 / each
a. Preventive Maintenance Contract (Annual Cost Per Intersection); Includes all items listed in "Attachment I Checklist" – found in the bid specifications (to include the testing of "LED" Modules):	\$100.00 / each
b. The testing of "LED modules along (not to be included in the Preventive Maintenance Contract). Cost per traffic signal head consisting of (1) red, (1) yellow and (1) green LED.	\$1.00 / each
2. Repairs (hourly cost per man hour, Monday through Friday, first 8 hours of normal workday):	\$198.00 / hour
3. Repairs (hourly cost per man hour, overtime, after first 8 hours, Monday through Friday and Saturdays):	\$208.00 / hour
4. Repairs (hourly cost per man hour, Sundays and Holidays):	\$203.00 / hour
5. Percentage markup above wholesale cost of parts used for repairs:	35%

CAT. II: EQUIPMENT COSTS	Unit Price
1. Use of 28 foot - 32 foot reach bucket truck (hourly rate):	\$38.00 / hour

CAT. II: EQUIPMENT COSTS	Unit Price
2. Use of 40 foot - 50 foot reach bucket truck (hourly rate) for knockdowns only:	\$10.00 / hour
3. Rental cost of temporary traffic controllers (weekly):	\$0.01 / week

ANNUAL INSPECTION CHECKLIST FOR PREVENTATIVE MAINTENANCE CONTRACT

The following preventative maintenance items will be performed on an annual basis for each intersection.

Vehicular & Pedestrian Signal Heads

1. Clean and inspect all visors & lenses.
2. Inspect traffic signal housing for cracks or damage.
3. Check terminal block connections.
4. Check gaskets and mounting hardware; re-tighten as necessary.
5. Check head alignment relative to lanes they serve.
6. Check safety chains.
7. Re-lamp all incandescent bulbs.

Pedestrian Pushbuttons

1. Check for tightness.
2. Verify operation.
3. Check accompanying sign; repair or replace as necessary.

Signal Poles and Arms

1. Check anchorage and all connection hardware.
2. Check tightness of all mounting and connection hardware.
3. Re-tighten bolt covers.

Span Wire Signal Installations

1. Check condition of strain vises, if applicable.
2. Visually inspect each upper and lower tether span wire for damage or deterioration.
3. Visually inspect each upper and lower tether span wire for excess sag. Inspect all connecting span wire hardware; tighten as necessary.
4. Inspect guy anchors for proper attachment and/or damage.
5. Visually inspect pole condition for cracks and/or checks (wood poles); note any deficiencies.

Conduit System and Junction Boxes

1. Check grounding bushings on rigid metallic conduit.
2. Inspect junction box covers for cracks or misalignment.
3. Check proper seating of junction and splice box covers.
4. Check grounding; secure all straps and rod connections.

Vehicle Detection – Loops

1. Verify operation of areas of detection.
2. Visually inspect all visual loops: photograph and document damaged areas of detection.
3. Check loop detector splices.
4. Check and retune detector amplifiers as needed to obtain proper operation. Perform testing at the cabinet using ASTI Model #ALSA-1250 or HILT-9000 tester or equivalent; record test results.

Vehicle Detection – Microwave

1. Verify position of detector for area(s) of detection; re-position if necessary.
2. Remove any branches or obstructions from field of view.
3. Check and re-tighten all mounting hardware.
4. Check wiring connections.
5. Verify operation of the central unit at the cabinet.

Vehicle Detection – Cameras

1. Verify operation of areas of detection.
2. Check video camera positioning.
3. Check video camera mounting hardware.
4. Verify operation of video processor at cabinet.

Traffic Signal Cable

1. Check all splices in each traffic signal transformer base; re-splice as necessary to provide a waterproof connection. **STANDARD WIRENUT WITH TAPE SPLICES ARE NOT ACCEPTABLE.**
2. Visually check the condition of the traffic signal cable for dry rot, nicks, cuts or other damage to the outer jacket insulation.
3. Check all overhead cables and connections

Overhead Street Name Signs

1. Clean sign faces.
2. Check mounting hardware; tighten as necessary.

Uninterruptible Power Source (Battery Back-Up), if Installed

1. Verify automatic transfer switch operation.
2. Verify incoming line voltage.
3. Verify DC output to batteries.
4. Verify AC output to inverter.
5. Check electrical connections.
6. Test system via simulated power outage at cabinet.

Secondary Power Supply

1. Test back-up batteries.
2. Verify generator power transfer functions.
3. Check generator connections.

Controller and Meter Cabinets

1. Vacuum cabinet interior.
2. Change cabinet filter.
3. Check operation of fan and thermostat.
4. Check and tighten all terminal connections including line filter, surge protector and mercury switch.
5. Verify operation of detector panel relays.
6. Check police functions.
7. Lubricate and adjust hinges and locks.
8. Check cabinet door gaskets for tight seal.
9. Check and tighten neutral and grounding bus.
10. Check conditioning of incoming line voltage.
11. Test circuit breakers.
12. Check GFCI receptacle on power distribution panel.
13. Seal all conduits.

Controller Assembly

1. Check all conflict monitors by actual conflict. The contractor shall utilize an ATSI Model #PCMT 2600 conflict monitor tester or equivalent to certify proper operation of the conflict monitor (to be performed only by an IMSA Level II or higher signal electrician). Provide documentation of all tests performed that include the make, model and serial unit of each unit tested.
2. Run internal diagnostics on the controller, if unit capable.
3. Verify input timing versus approved timing.
4. Note and record controller timing and parameters. Check Yellow, all-Red and Pedestrian Clearances and compare to required duration per chapter 4D of the current MUTCD.
5. Verify vehicle and pedestrian calls on detector panel.
6. Check pre-emption function for firehouses.

7. Check programming and operation of time clocks (school zone flashers only).
8. Verify correct date, time and DST function for controller (Intersections only).
9. Verify existing cycles, splits and offsets for coordinated signals, if programmed.
10. Verify existing day and week plans, if programmed.

LED Testing for Existing Vehicular Signal Modules (If and Where directed)

1. Inspect LED modules for cracks or other visible signs of damage.
2. Test all existing LED signal full ball and arrow modules for luminous intensity and photometric brightness using handheld Spectra Candela III Traffic Signal. Light Tester or equivalent.
3. Note and record results of field testing.
4. Compare field readings with ITE-Specification, Vehicle Traffic Control Signal Heads: Light Emitting Diode (LED) Circular Signal Supplement.

The successful vendor shall notify the member prior to maintenance taking place to let the member know the date and time that maintenance work will be performed at each intersection.

A report signed and sealed by an Engineer meeting the qualifications at the beginning of this section shall be submitted to the member agency containing an itemized list of all work and materials performed, conflict monitor test results, controller timing printouts, results of red and yellow intervals, results of pedestrian clearance intervals. Report shall also include a list of deficiencies found (if any), which indicates any signals, signs and pavement markings that are missing or do not conform to the currently approved drawings and/or design standards.

The price quoted per location in the proposal shall include all labor, equipment, vehicles and material necessary to complete the above maintenance items. In addition, the price quoted shall include all expendable items such as bulbs, cabinet filters, fans, thermostats, miscellaneous connectors, grounding lugs and duct seal.



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: JEN ELBCTRIC, INC.
Trade Name:
Address: 631 MORRIS AVENUE
SPRINGFIELD, NJ 07081-1511
Certificate Number: 1083561
Effective Date: August 23, 2004
Date of Issuance: August 23, 2018

For Office Use Only:
20180823101725628

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. Jen Electric Inc	
2 Business name/disregarded entity name, if different from above _____	
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"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <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>(Apply to accounts established outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) (see instructions). 631 Morris Avenue	Requester's name and address (optional) _____
6 City, state, and ZIP code Springfield, NJ 07081	
7 List account number(s) here (optional) _____	

Part II 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 <i>How to get a TIN</i> , later. <small>Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.</small>																					
Social security number <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;"> </td> <td style="width: 10%; text-align: center;"> </td> <td style="width: 10%; text-align: center;"> </td> <td style="width: 10%; text-align: center;"> </td> <td style="width: 10%; text-align: center;"> </td> <td style="width: 10%; text-align: center;"> </td> <td style="width: 10%; text-align: center;"> </td> <td style="width: 10%; text-align: center;"> </td> <td style="width: 10%; text-align: center;"> </td> <td style="width: 10%; text-align: center;"> </td> </tr> </table>											OR Employer identification number <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;">2</td> <td style="width: 10%; text-align: center;">0</td> <td style="width: 10%; text-align: center;">-</td> <td style="width: 10%; text-align: center;">1</td> <td style="width: 10%; text-align: center;">5</td> <td style="width: 10%; text-align: center;">1</td> <td style="width: 10%; text-align: center;">0</td> <td style="width: 10%; text-align: center;">5</td> <td style="width: 10%; text-align: center;">0</td> <td style="width: 10%; text-align: center;">5</td> </tr> </table>	2	0	-	1	5	1	0	5	0	5
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Part III 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: Jennifer Daidone Date: June 1, 2023.

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-INT (interest earned or paid)
- 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.

CITY OF ORANGE TOWNSHIP
FINANCE DEPARTMENT

CERTIFICATION OF FUNDS
NEXT BUDGET - CURRENT FUND

I, Nile Clements, Chief Financial Officer for the City of Orange Township, do hereby confirm that based on the Quote or RFP, RFQ, bid results or "extraordinary unspecifiable services" without competitive bids for 2023 service contract, and the resolution to be presented to the Council for approval, and contingent upon Council approval and inclusion of said item in the Temporary Budget and adopted 2023 Budget, there will be sufficient funds to contract with:

Vendor Name: Jen Electric Inc.

Address: 631 Morris Ave.

City: Springfield

State: New Jersey

Zip Code: 07081

Purpose: Traffic Signal Repairs

Vendor ID: JENEL010

Fund: Current Fund

Line Description STR - Street Services - Traffic Signal Repairs

Account Numbers(s): CY'23 3-01-26-290-000-513 \$ 30,000.00

Purchase Order # : 23-01271

Amount not to exceed: \$ 30,000.00

Division Head

Date

Nile Clements

6/14/2023

Chief Financial Officer

Date