

CITY COUNCIL**The City of Orange Township, New Jersey**DATE February 6, 2024NUMBER 89-2024

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 JANUARY 1, 2024 THROUGH DECEMBER 31, 2024 IN THE AMOUNT NOT TO EXCEED \$60,000.00.

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. 4-01-26-290-000-513 (\$60,000.00) to cover January 1, 2024 through December 31, 2024, contingent upon Council approval and inclusion of said item in the Temporary Budget and adopted 2024 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 \$60,000.00.

Adopted: **February 6, 2024**

Joyce L. Lanier
City Clerk

Tency A. Eason
Council President



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: JEN ELECTRIC, 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

BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
 Required Pursuant To N.J.S.A. 19:44A-20.8
CITY OF ORANGE TOWNSHIP, NEW JERSEY

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that

Jen Electric, Inc. (Contractor)

has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding the date of reorganization to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the **CITY OF ORANGE TOWNSHIP** as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

Dwayne D. Warren	
Kerry J. Coley	
Clifford Ross	
Weldon M. Montague, III	
Tency A. Eason	
Quantavia L. Hilbert	
Adrienne Wooten	
Jamie Summers-Johnson	

Part II – Ownership Disclosure Certification

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

- Partnership Corporation Sole Proprietorship Subchapter S Corporation
 Limited Partnership Limited Liability Corporation Limited Liability Partnership

Name of Stock or Shareholder	Home Address
Jennifer Daidone	40 Wood Road Morris town, nj 07960

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Jen Electric, Inc.

Signed: Jennifer Daidone Title: President

Print Name: Jennifer Daidone Date: February 1, 2024

Subscribed and sworn before me the <u>15th</u> day of <u>February</u> , 2006 <u>2024</u>	<u>Jennifer Daidone</u> (Affiant)
My Commission expires:	<u>Jennifer Daidone President</u> (Print name & title of affiant) (Corporate Seal)

MARIA AFONSO
 Commission # 50017262
 Notary Public, State of New Jersey
 My Commission Expires
June 8, 2025

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 (blank)	
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>(Applies to accounts maintained 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 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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2	0		-	1	5	1	0	5	0	5		

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>Jennifer Daidone</i>	Date ▶ <i>June 1, 2023.</i>
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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-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 1088 (home mortgage interest), 1099-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

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 2024 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 2024 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 Maintenance & Repairs
Vendor ID: JENEL010

Temporary Budget: \$ 15,000.00
Fund: Current Fund
Line Description STR - Street Services - Traffic Signal Repairs
Account Numbers(s): CY'24 4-01-26-290-000-513

The remainder of: \$ 45,000.00
will be provided in
Fund: Current Fund
Line Description STR - Street Services - Traffic Signal Repairs
Account Numbers(s): CY'24 4-01-26-290-000-513

Purchase Order # : 24-00253

Amount not to exceed: \$ 60,000.00

Division Head

Date

Nile Clements

1/19/2024

Chief Financial Officer

Date

AGREEMENT

This Agreement, made and entered into this ____ day of **February 2024**, between the City of Orange Township and **Jen Electric, Inc., 631 Morris Avenue, Springfield, New Jersey 07081**.

WHEREAS, the City of Orange Township wishes to retain a firm for the purpose of **traffic signal maintenance and repairs under the MCCPC #37** for the City of Orange Township, as specifically set forth in the attached proposal in the amount not to exceed **\$60,000.00** to cover January 1, 2024 through December 31, 2024.

WHEREAS, the City of Orange Township wishes to retain **Jen Electric Inc.** with offices located at **631 Morris Avenue, Springfield, New Jersey 07081**.

WHEREAS, this firm and the individuals of the firm are to be retained pursuant to the Agreement as specified under the **MCCPC #37**; and

WHEREAS, the City Council of the City of Orange Township has, by **Resolution No. ____-2024** dated _____, **2024**, authorizes **Jen Electric, Inc.** for the purpose of **traffic signal maintenance and repairs**, as specified in the attached proposal.

NOW, THEREFORE, BE IT AGREED by and between the parties, for the mutual convenient set forth herein below:

1. **Jen Electric, Inc.** is hereby contracted by the City of Orange Township to provide services as specified in the attached proposal.
2. This agreement shall be effective commencing on **January 1, 2024** and terminating on **December 31, 2024**.
3. This agreement shall not be assigned nor shall any duties under this agreement be delegated by **Jen Electric, Inc.** without prior written consent of the City.

4. The validity of this agreement and its terms or provisions, as well as the rights and duties of the contracting parties, shall be governed by and construed in accordance with the laws of the State of New Jersey.
5. This agreement shall be binding on and inure to the benefit of the contracting parties and their respective heirs, executors, administrators, legal representatives, successors, and assigns when not expressly prohibited by this agreement.
6. In case any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, the invalidity, illegality, or unenforceability shall not affect any other provision of it this agreement shall for any reason be held to be invalid, illegal, or unenforceable provision had never been contained in it.
7. This agreement constitutes the sole agreement of the contracting parties and supersedes any prior understandings or written or oral agreements between the parties respecting its subject matter.
8. All notices and other communications shall be sent by certified mail, return receipt requested, and shall be deemed to have been given when sent to the parties at their respective addresses as set forth above, unless a different address has been selected after the execution of this agreement and has been duly communicated to the party giving notice.
9. The City may terminate this Agreement upon three days notice with **Jen Electric, Inc.** In the event that this agreement is deemed to be terminated, the City shall pay **Jen Electric, Inc.** for those services provided as of the effective

date of termination. This 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 Date
City Clerk

Dwayne D. Warren, Esq. Date
Mayor

ATTEST:

Jen Electric, Inc.
631 Morris Avenue
Springfield, New Jersey 07081

Print Name

Print Name

Signature Date

Signature Date

Approved as to Form and Sufficiency

Gracia R. Montilus Date
City Attorney



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: JEN ELECTRIC, 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



MORRIS COUNTY COOPERATIVE PRICING COUNCIL

A SHARED SERVICES SUCCESS STORY SINCE 1974

IDENTIFIER: 6MOCCP

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.