

RESOLUTION 15 - 2015

RESOLUTION EMPLOYING BOROUGH ENGINEER

WHEREAS, the Borough requires the services of a Municipal Engineer to provide professional engineering services and advice for calendar year 2015; and

WHEREAS, the Local Public Contracts Law (NJSA 40A:11-1, et seq.) requires that a Resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised; and

WHEREAS, this appointment is made pursuant to an "Open and Fair" process in accordance with N.J.S.A. 44A:20.4, et seq.

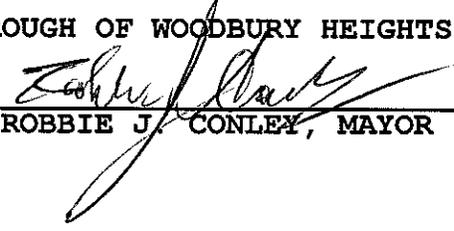
NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Woodbury Heights with the Mayor concurring, that **Sickels & Associates** be and is hereby appointed as Borough Engineer for a term commencing **January 1, 2015 and ending December 31, 2015;**

BE IT FURTHER RESOLVED, that the Mayor and Clerk be and are hereby authorized to execute a Contract with the said Engineer, the original of same attached hereto and hereby made a part hereof;

BE IT FURTHER RESOLVED that this Contract is awarded without competitive bidding as a "Professional Service" under the provisions of the "Local Public Contracts Law" because said Contract encompasses a professional service recognized, licensed and regulated by law;

BE IT FURTHER RESOLVED that this Resolution shall be published in the South Jersey Times within ten (10) days of it's adoption.

BOROUGH OF WOODBURY HEIGHTS

BY: 
ROBBIE J. CONLEY, MAYOR

ATTEST:


JANET PIZZI, BOROUGH CLERK

The foregoing Resolution was duly adopted by the Borough Council of the Borough of Woodbury Heights at the Reorganization Meeting held on the 4th day of January, 2015.


JANET PIZZI, BOROUGH CLERK

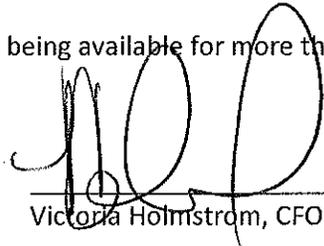
CERTIFICATION OF AVAILABILITY OF FUNDS

I, Victoria Holmstrom, being the Chief Financial Officer of the Borough of Woodbury Heights, do hereby certify, pursuant to the rules of the Local Finance Board of the State of New Jersey and in accordance with N.J.S.A. 40A:4-57, that there are available adequate funds for the proposed contract between the Mayor and Borough Council of the Borough of Woodbury Heights and Sickels and Associates.

The money necessary to fund said contract is in the maximum amount of \$75,000 and upon approval of the contact, all funds expended shall be charged to budget account numbers:

5-01-20-165-000-264
5-09-55-502-000-264

These funds are not being certified as being available for more than the contact.



Victoria Holmstrom, CFO

Date: 01/02/2015

Resolution # 15-2015

**BOROUGH OF WOODBURY HEIGHTS
CONTRACT FOR ENGINEERING SERVICES
WITH
SICKELS & ASSOCIATES, INC.**

THIS CONTRACT, made this 4th day of January, 2015 between the Borough of Woodbury Heights, a Municipal Corporation in Gloucester County, State of New Jersey, (hereinafter referred to as "Borough"); and Sickels & Associates, Inc. of Woodbury, New Jersey (hereinafter referred to as "Engineer"):

WITNESSETH:

That in consideration of the mutual covenants hereinafter set forth, the parties hereto do hereby agree as follows:

1. Engineer will supply to the Borough of Woodbury Heights all of the ordinary and usual engineering services required by the Borough of Woodbury Heights for the term of this contract and shall be paid in accordance with the annexed fee schedule. Ordinary and usual engineering services covered by this contract shall include the following:

A. Attendance at meetings

(1) Public Meetings: The Engineer shall attend all public meetings which bids for engineering projects will be reviewed with Borough Council, which a specific item relating to engineering services to be provided by the Engineer to the Borough is to be discussed, and when requested by the Governing Body of the Borough of Woodbury Heights.

(2) Caucus or work meetings: The Engineer or his designated representative is required to be present at those regularly scheduled municipal caucus or work meetings, at which if his personal presence is not required, he shall make arrangements to have such meeting covered by an individual who is a representative of his firm and familiar with the matters to be discussed.

A. Preparation of Legal Descriptions: The Engineer shall prepare legal descriptions for the sale of municipality-owned land, for street vacations and for easements of right-of-way not associated with any specific project.

B. General correspondence emanating from the Borough Engineer's office.

C. General problems requiring consultation with the Borough Engineer.

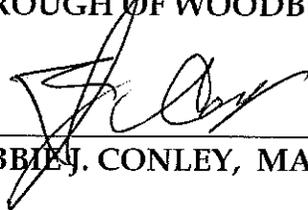
2. Engineer will provide any and all engineering services beyond the ordinary and usual engineering services required, if requested by the Borough, for fee to be determined at the rates hereinafter provided. The Engineer shall provide by voucher to the Borough, verification of time spent, job title and rate per man on each job. The fees to be paid to the Engineer shall be in accordance with the attached fee schedule.

3. Engineer hereby agrees to provide to the Borough a cost estimate for all engineering work to be completed beyond the ordinary and usual engineering service prior to the commencement of said work.

4. The term of this contract shall be for a period of one (1) year, commencing on January 1, 2015.

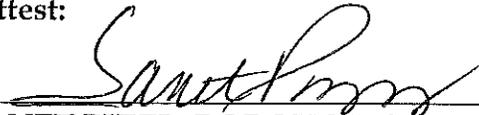
5. This contract is made in conformity with the Local Public Contracts Law of the State of New Jersey and shall be construed in accordance with said act.

BOROUGH OF WOODBURY HEIGHTS



ROBBIE J. CONLEY, MAYOR

Attest:



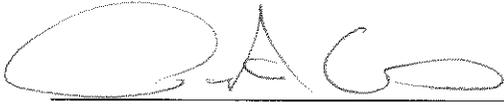
JANET PIZZI, BOROUGH CLERK

SICKELS & ASSOCIATES, INC.



MARK R. BRUNERMER, PE, CME

Witness:



Certification

CERTIFICATE OF EMPLOYEE INFORMATION REPORT ⁵¹²⁸

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-AUG-2012 to 15-AUG-2019



SICKELS & ASSOCIATES, INC.
833 KINGS HIGHWAY
WOODBURY

NJ 08096 3118

Andrew P. Sidamon-Eristoff
State Treasurer

STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE		DEPARTMENT OF TREASURY DIVISION OF REVENUE PO BOX 252 TRENTON, N.J. 08646-0252
TAXPAYER NAME: SICKELS & ASSOCIATES, INC.	TRADE NAME:	
TAXPAYER IDENTIFICATION#: 221-933-496/000	SEQUENCE NUMBER: 1089007	
ADDRESS: SHERWD MEWS 833 KINGS HWY WOODBURY NJ 08096-3110	ISSUANCE DATE: 09/30/04	
EFFECTIVE DATE: 07/12/71		
FORM-BRC(08-01)	Acting Director	
This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.		

SICKELS & ASSOCIATES, INC.

Engineers • Planners • Surveyors

ANNUAL FEE SCHEDULE

Effective January 2015

JOB CLASSIFICATION

HOURLY FEE SCHEDULE

Professional Engineer, CEO & President	\$148.00
Professional Engineer, Director	\$131.25
Professional Engineer, Manager	\$123.50
Project Engineer	\$104.25
Project Manager	\$ 91.50
Design Engineer	\$ 81.00
Design Technician	\$ 79.25
CADD Drafting Technician	\$ 77.00
Drafting Technician	\$ 63.25
Junior Drafting Technician	\$ 46.00
Professional Land Surveyor, Chief Surveyor	\$113.00
Professional Land Surveyor, Assistant Surveyor	\$ 84.00
Survey Technician/Calculator	\$ 79.25
Survey Manager	\$ 80.00
Survey Party Chief	\$ 79.00
Survey Field Crew (3 Persons)	\$156.00
Survey Field Crew (2 Persons)	\$146.50
GPS Crew - (2 Persons)	\$169.00
Construction Director	\$ 91.25
Senior Construction Technician	\$ 79.25
Construction Technician	\$ 76.00
Technical Writer/Word Processing	\$ 49.75

In the event a Professional Engineer or Land Surveyor is needed for depositions and/or court appearances, such time shall be invoiced at an hourly rate of \$190.00.

In the event outside consultants are to be contracted by Sickels & Associates, Inc. at the request of the client, then this firm shall administer, coordinate and be compensated for such performance at an hourly rate relative to the individual.

REIMBURSABLE EXPENSES

Print Costs:	Prints	\$0.45/S.F.
	Mylar & Cloth Prints	\$4.00/S.F.
	Color Plotting	\$1.75/S.F.
	Photo Copies	\$0.20/Each
	Color Photo Copies	\$0.75/Each
Travel Expenses:	Mileage:	\$0.35/Mile
	Tolls & Parking Fees	Direct Cost.

All expenses incurred related to the execution of the project such as regular, certified & express mail, certified property owners list, assessment maps, enlargement and/or reduction, photography, aerial maps and sampling, testing and laboratory fees shall be borne by CLIENT and invoiced according. A surcharge of twenty percent (20%) shall be added to all such invoices.

Sherwood Mews • 833 Kings Highway
Woodbury, New Jersey 08096-3110
(856) 848-6800 FAX (856) 848-8520
www.sickelsassoc.com