

**RESOLUTION: 191-15**

**RESOLUTION AUTHORIZING AGREEMENT FOR CERTAIN  
PROFESSIONAL SERVICES ADOPTED BY THE BOROUGH OF  
CLAYTON**

**WHEREAS**, there exists a need for specialized services on behalf of the Borough of Clayton; and

**WHEREAS**, funds are or will be available for this purpose; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 requires that notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Clayton, County of Gloucester, and State of New Jersey as follows:

1. That Sickels & Associates, of Woodbury, New Jersey is hereby hired to provide additional contract administration and construction observation services for Reconstruction of N. New Street for the Borough of Clayton for an amount not to exceed \$867.00.
2. The term of this contract shall be from October 22, 2015 to October 21, 2016.
3. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-11-5(1)(a), and the Fair and Open Process because it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Borough of Clayton.
5. A notice in accordance with the Local Public Contracts Law of New Jersey shall be published in The Sentinel or South Jersey Times.
6. The Mayor and Clerk of the Borough of Clayton are hereby authorized to execute a Contract outlining the above on behalf of the Borough of Clayton.

**ADOPTED** at a meeting of the Mayor and Council of the Borough of

Clayton, County of Gloucester, and State of New Jersey on October 22, 2015.

BOROUGH OF CLAYTON



\_\_\_\_\_  
THOMAS BIANCO, Mayor

Attest:



\_\_\_\_\_  
CHRISTINE NEWCOMB, Borough Clerk

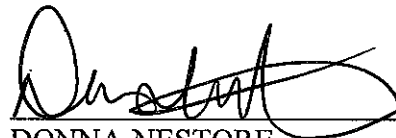
**CERTIFICATE OF AVAILABILITY OF FUNDS**

From: Donna Nestore, Chief Financial Officer, Borough of Clayton  
To: Mayor and Council, Borough of Clayton  
Re: Sickels & Associates – 2014 NJDOT Municipal Aid Application  
Reconstruction of N. New Street  
Proposal No. 2014-29B

AMOUNT OF CONTRACT: \$867.00

Any expenditures required for the above referred contract are properly chargeable to the 2014 NJDOT Trust Grant.

I hereby certify that, as of this date, adequate funds have been appropriated in said line and are available to satisfy the expenditure required for the above referenced contract.

A handwritten signature in black ink, appearing to read 'Donna Nestore', is written over a horizontal line.

DONNA NESTORE  
Chief Financial Officer  
Borough of Clayton

Dated: October 22, 2015

October 9, 2015

Borough of Clayton  
125 North Delsea Drive  
Clayton, New Jersey 08312

Attention: Mayor and Council

**Reference:** *Addendum to Construction Administration Services  
NJDOT Municipal Aid Program  
Reconstruction of North New Street  
S&A Proposal Number 2014-29B*

Dear Mayor and Council:

Sickels & Associates, Inc. would like to thank you for the opportunity to offer this addendum for additional contract administration and construction observation services in connection with the above referenced project.

The construction phase of the project involved more work than originally anticipated. The project was started November 2014 and was shut down through the winter until March 2015 which extended the contract time beyond the forty five days anticipated for final completion. This suspension of work required additional staff time to monitor the site conditions and resolve resident complaints during this period. Additional concrete and asphalt repair work was completed to utilize as much of the NJDOT allotment as possible. By doing so, we increased the amount of days for our construction observation. The additional work was possible because the construction contract came in under budget. The construction fees and our inspection fees will be reimbursed by NJDOT.

**Our fee to complete the above referenced work will be \$867.00.**

The terms and conditions of proposal #2014-29 AND #2014-29A shall remain in effect for this proposal. If you are in agreement with the above please execute one (1) copy as our formal authorization to proceed and return same to this office.


**Reference:**    *Addendum to Construction Administration Services*  
                  *NJDOT Municipal Aid Program*  
                  *Reconstruction of North New Street*  
                  *S&A Proposal Number 2014-29B*

**October 9, 2015**  
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We would like to thank you for the opportunity to offer the services of our firm and we look forward to working with you. Should you have any questions or require further information, please contact us at (856) 848-6800.

Very truly yours,

**SICKELS & ASSOCIATES, INC.**

A handwritten signature in black ink, appearing to be 'PAO', written over the company name.

Patricia A. Owens  
Secretary & Treasurer

pao

cc:    Sue Miller, Administrator *(via email only)*  
      Donna Nestore, C.F.O. *(via email only)*  
      Christine Newcomb, Borough Clerk *(via email only)*

File: 2014-29B

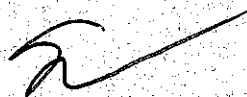
Reference: *Addendum to Construction Administration Services*  
*NJDOT Municipal Aid Program*  
*Reconstruction of North New Street*  
*S&A Proposal Number 2014-29B*

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**PROPOSAL ACCEPTANCE & NOTICE TO PROCEED**

Having reviewed the proposal for the various surveying services, including the Terms and Conditions of the Service Agreement which is a part thereof, acceptance of the proposal is hereby confirmed. Sickels & Associates, Inc. is authorized to proceed with the work.

Accepted this 22nd day of October, 2015

By:  Mayor  
SIGNATURE TITLE

Thomas Bianco  
NAME (PLEASE PRINT OR TYPE)

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE NUMBER FAX NUMBER

\_\_\_\_\_  
CLIENT'S E-MAIL ADDRESS