

RESOLUTION: 118-22

**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, Inc., of Woodbury, New Jersey is hereby hired to provide the necessary engineering services in connection with the 2023 NJDOT Municipal Roadway State Aid Application for a total amount not to exceed \$2,850.00.
2. The term of this contract shall be from May 12, 2022 to May 11, 2023.
3. Donna Nestore, CFO, for the Borough of Clayton certifies that \$2,850.00 is available through the 2022 Municipal Budget – Engineering O&E.
4. 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.
5. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Borough of Clayton.
6. A notice in accordance with the Local Public Contracts Law of New Jersey shall be published in The Sentinel or South Jersey Times.
7. 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 May 12, 2022.

BOROUGH OF CLAYTON

A handwritten signature in black ink, appearing to read 'Thomas Bianco', written over a horizontal line.

THOMAS BIANCO, Mayor

Attest:

A handwritten signature in black ink, appearing to read 'Christine Newcomb', written over a horizontal line.

CHRISTINE NEWCOMB, Municipal Clerk

May 9, 2022

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

Attention: Ms. Susan Miller, Administrator

**RE: PROPOSAL FOR PROFESSIONAL SERVICES
2023 NJDOT MUNICIPAL ROADWAY STATE AID APPLICATION
ROADWAY RECONSTRUCTION PROJECT
S&A PROPOSAL NO. 2022-44**

Dear Ms. Miller:

In response to the Borough's request, Sickels & Associates, Inc. (herein referred to as S&A) would like to thank you for the opportunity to offer the services of our firm for the necessary engineering services on the above referenced project.

Upon your acceptance of this proposal, Sickels & Associates will develop the necessary scope of work, construction cost estimates and related documents that will be needed to submit to the NJDOT by July 1, 2022 for the above program.

For ease of review, the proposal is organized in the following manner: Our Understanding of the Project, Description of Services, and Fee Structure,

OUR UNDERSTANDING OF THE PROJECT

The Borough proposes to submit a new application to the NJDOT for the Municipal Roadway Reconstruction Program. The scope of work for the new application will need to be clarified by Mayor and Council. We will prepare a new application, construction cost estimate, location map and DOT documents. We have not included a quote to prepare an application for a Bike Path. If the Borough wishes to submit a bike path application this year, we can submit another proposal for your review and approval.

The information will be submitted on the State's SAGE Program for processing. Our staff will coordinate with you as to any issues or questions that may arise.

**RE: PROPOSAL FOR PROFESSIONAL SERVICES
2023 NJDOT MUNICIPAL ROADWAY STATE AID APPLICATION
ROADWAY RECONSTRUCTION PROJECT
S&A PROPOSAL NO. 2022-44**

May 9, 2022

CONSULTING FEE FOR SERVICES RENDERED

Based on the understanding of the project and description of service, our total consulting fee to complete the various activities described herein for the road reconstruction application is **\$2,850.00**.

Sickels & Associates is prepared to commence work immediately upon receipt of authorization to proceed. This proposal assumes that said authorization will be issued within sixty (60) days from the date of this proposal. The terms and conditions of this proposal shall remain in effect for sixty (60) days.

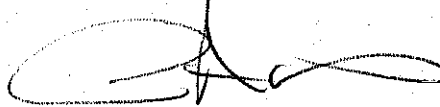
Our Terms and Conditions and Annual Fee Schedule have been previously approved and are on file with the clerk's office. If you concur with our Description of Services and Consulting Fee, please execute one copy as our formal authorization to proceed and return same to our office.

Once again, we would like to thank you for the opportunity to offer the services of our firm and we look forward to working with you on this venture.

If you have any questions regarding this matter, please contact our office at (856) 848-6800.

Very truly yours,

SICKELS & ASSOCIATES, INC.



Patricia A. Owens
Corporate Secretary & Treasurer

cc: Donna Nestore, CFO (via email only)
Christine Newcomb, Clerk (via email and regular mail)
Mark R. Brunermer, S&A (via email only)

File: 2022-44

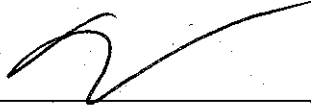
RE: PROPOSAL FOR PROFESSIONAL SERVICES
2023 NJDOT MUNICIPAL ROADWAY STATE AID APPLICATION
ROADWAY RECONSTRUCTION PROJECT
S&A PROPOSAL NO. 2022-44

May 9, 2022

PROPOSAL ACCEPTANCE & NOTICE TO PROCEED

Having reviewed the proposal for the various planning, surveying and engineering services, including the Terms and Conditions of the Service Agreement, and all sections relating to payment for services, which is a part thereof, acceptance of the proposal is hereby confirmed by the signature below. Sickels & Associates, Inc. is authorized to proceed with the work.

Accepted this 12th day of May, 2022

By:  Mayor
SIGNATURE TITLE

Tom Bianco
NAME (PLEASE PRINT OR TYPE)

Borough of Clayton
COMPANY

ADDRESS

PHONE NO. FAX NO.

CLIENT'S E-MAIL ADDRESS