

RESOLUTION: 39-24

**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 necessary engineering services in connection with Freshwater Wetlands Verification for W. Academy Street, Block 404, Lots 10 & 12 for a total amount not to exceed \$950.00.
2. The term of this contract shall be from January 11, 2024 to January 10, 2025.
3. Donna Nestore, CFO, for the Borough of Clayton certifies that \$950.00 is available through the 2024 Municipal Budget – Engineering
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 January 11, 2024.

BOROUGH OF CLAYTON



TOM BIANCO, Mayor

Attest:



CHRISTINE NEWCOMB, Municipal Clerk

December 27, 2023

Borough of Clayton
125 N. Delsea Drive
Clayton, New Jersey 08312

Attention: Mayor and Council

**RE: PROPOSAL FOR PROFESSIONAL SERVICES
FRESHWATER WETLANDS VERIFICATION
W ACADEMY ST. BLOCK 404, LOTS 10 & 12
S&A PROPOSAL NO. 2023-109**

Dear Mayor and Council:

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 coordinate with our freshwater wetlands consultant to perform a field visit to verify potential extent of freshwater wetlands or transition areas on or adjacent to the above referenced lots

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

OUR UNDERSTANDING OF THE PROJECT

As part of the Borough reviewing the feasibility to place the above Borough owned parcels out to public bid, the Mayor and Council wished to determine the potential impact of freshwater wetlands on future development of the parcels. Previous wetlands delineations indicated wetlands were immediately adjacent to the rear property lines for both parcels. The transition area for the wetlands would negate the usability of the rear yards if someone were to build a single family home on either lot.

A site visit would be scheduled to determine the proximity of the freshwater wetlands, research NJDEP records for the area and issue a brief letter whether the parcels could be built upon based upon obtaining NJDEP permits.

**RE: PROPOSAL FOR PROFESSIONAL SERVICES
FRESHWATER WETLANDS VERIFICATION
W ACADEMY ST. BLOCK 404, LOTS 10 & 12
S&A PROPOSAL NO. 2023-109**

December 28, 2023

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 is estimated not to exceed **\$950.00**. If the above referenced scope of work changes, we will forward an addendum to this proposal.

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.

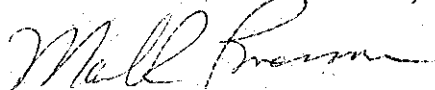
If you concur with our Description of Services and Consulting Fee please execute one copy as our formal authorization to proceed and return same to our office. The terms and conditions and Annual Fee Schedule for this proposal are the same as is on file with the Borough Clerk's office.

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 project.

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

Very truly yours,

SICKELS & ASSOCIATES, INC.



Mark R. Brunermer, P.E., C.M.E.
President

cc: Sue Miller, Administrator (via email only)
Christine Newcomb, Borough Clerk (via email and original)
Donna Nestore, C.F.O. (via email only)
Greg Sawyer, Supt. CPWM (via email only)
Patricia Owens, S&A, Inc. (via email only)

File: 2023-109

**RE: PROPOSAL FOR PROFESSIONAL SERVICES
FRESHWATER WETLANDS VERIFICATION
W ACADEMY ST. BLOCK 404, LOTS 10 & 12
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December 28, 2023

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 on file with the Municipality, acceptance of the proposal is hereby confirmed. Sickels & Associates, Inc. is authorized to proceed with the work.

Accepted this 11 Th day of January, 2023

By: _____

SIGNATURE

TITLE

Tom Bianco
NAME (PLEASE PRINT OR TYPE)

Borough of Clayton
COMPANY

ADDRESS

PHONE NO.

FAX NO.

CLIENT'S E-MAIL ADDRESS