

# **NORTH JERSEY DISTRICT WATER SUPPLY COMMISSION**

**APRIL 25, 2019**

**9:00 A.M. - OPEN PUBLIC MEETING OF THE COMMISSION**

**9:10 A.M. - OR AS SOON THEREAFTER AS POSSIBLE RECESS PUBLIC MEETING AND CONVENE EXECUTIVE CONFERENCE MEETING NO. 532**

**1. CONTRACTS**

**PUBLIC WORK SESSION – CONFERENCE ROOM NO. 303**

**1. CONSOLIDATED BUDGET TO ACTUAL REPORT**

**10:00 A.M. - OR AS SOON THEREAFTER AS POSSIBLE RECONVENE PUBLIC MEETING**

**PUBLIC COMMISSION MEETING**

**1. COMMISSION BUSINESS - ACTION REQUIRED**

**I. 9:00 A.M. OPEN PUBLIC MEETING OF THE COMMISSION**

**COMMISSION ROLL CALL:**

CHAIRMAN BURRELL \_\_\_\_\_ VICE CHAIRMAN SHOTMEYER \_\_\_\_\_  
 COMMISSIONERS: ASHKINAZE \_\_\_\_\_ AMEDEO \_\_\_\_\_  
 KUSER \_\_\_\_\_ GAROFALO \_\_\_\_\_

- **PLEDGE OF ALLEGIANCE**
- **N.J.S.A.: 10:4-6 ET SEQ: REQUIREMENTS COMPLETED**

**II. PUBLIC WORK SESSION – CONFERENCE ROOM NO. 303**

**1. CONSOLIDATED BUDGET TO ACTUAL REPORT**

**9:10 A.M. – OR AS SOON THEREAFTER AS POSSIBLE RECESS  
 PUBLIC MEETING AND CONVENE EXECUTIVE CONFERENCE  
 MEETING**

- **POLL PUBLIC ATTENDEES REGARDING AGENDA ITEMS**

**III. PUBLIC COMMISSION BUSINESS**

**ACTION REQUIRED:**

1. **a. Public Commission Meeting Minutes of February 27, 2019;**  
**b. Public Work Session Minutes of February 27, 2019**
2. **Purchase Requisitions over \$5000 Report for April 2019 in the amount of \$191,416.78**
3. **Commission Invoices:**
  - a. **Invoice #0961406 from Arcadis US, Inc. for Contract #1095 – Security Project Construction Oversight in the amount of \$1,374.71**  
 Charles Billings, Director of IT and Edwin Reyes, Project Engineer approve invoice 3(a) for payment.
  - b. **Invoice #2022-12 from Alpine Painting & Sandblasting for Contract #2022 – Task #3-6 Filters, Surface Wash & Pipe Gallery in the amount of \$148,582.14**  
 Maria Alliegro, Director of Engineering and Edward Newman, Construction Manager approve invoice 3(b) for payment.
  - c. **Various Invoices from Premier Services/USIC, LLC for Contract #2019 – Underground Locating in the amount of \$15,570.48**  
 Maria Alliegro, Director of Engineering and James Stachura, Project Engineer approve invoice 3(c) for payment.
  - d. **Various Invoices from PFM Asset Management LLC – Fees for Oversight of Asset Management Program in the amount of \$2,083.33**  
 William Schaffner, Chief Financial Officer and Michael Broncatello, Comptroller approve invoice 3(d) for payment.

- e. Various Invoices from PFM Asset Management LLC – Fees for Oversight of Asset Management Program in the amount of \$2,083.33**

William Schaffner, Chief Financial Officer and Michael Broncatello, Comptroller approve invoice 3(e) for payment.

- f. Various Invoices from Landscape Materials, Inc. for Contract #2046 – Removal of Residuals in the amount of \$32,100.00**

David Kirkham, Director of Operations and Lewis Schneider, Director of Treatment/Lab & Compliance approve invoice 3(f) for payment.

- g. Invoice #IV00283042 from Mott MacDonald for Contract #1085 – WSPS Construction Administration in the amount of \$18.20**

Michael Dox, Plant Electrical Engineer and Edwin Reyes, Project Engineer approve invoice 3(g) for payment.

- h. Various Invoices from J. Fletcher Creamer & Son, Inc. for JFC Job #00-2018-150 PAL Drive Wayne Aqueduct Repair in the amount of \$82,601.43**

Maria Alliegro, Director of Engineering and Les Malytskyy, Engineering Project Manager approve invoice 3(h) for payment.

- i. Various Invoices from McPhee Electric (formerly JBL) for Contract #1092 – Electrical Contracting Services in the amount of \$225,828.90**

Paul Serillo, Director of Facilities and Michael Dox, Plant Electrical Engineer approve invoice 3(i) for payment.

- j. Invoice #89920-0527 from McPhee Electric (formerly JBL) for Contract #1081 – Electrical Contracting Services in the amount of \$31,600.00**

Paul Serillo, Director of Facilities and Michael Dox, Plant Electrical Engineer approve invoice 3(j) for payment.

- k. Various Invoices from Philadelphia Gear/Timken Gears & Services Inc. for Contract #1038 – Inspection, Evaluation & Repair/Rebuild Low Lift Gearboxes in the amount of \$127,782.50**

Maria Alliegro, Director of Engineering, Paul Serillo, Director of Facilities and Michael Dox, Plant Electrical Engineer approve invoice 3(k) for payment.

- l. Invoice #2007-09 from Allied Construction Group, Inc. for Contract #2007 – PAC Construction – Release Retainage in the amount of \$9,342.26**

Maria Alliegro, Director of Engineering and Chris Clamser, Project Engineer approve invoice 3(l) for payment.

- m. Invoice #2028-01 from Systems Electronic, Inc. for Contract #2028 – Fire Alarm Upgrade in the amount of \$41,600.00**

Michael Dox, Plant Electrical Engineer and Edwin Reyes, Project Engineer approve invoice 3(m) for payment.

- n. Various Invoices from Jacobs Engineering Group, Inc. for Contract #1090 – General Consulting Engineering Services in the amount of \$119,356.61**

Maria Alliegro, Director of Engineering, Michael Dox, Plant Electrical Engineer, Chris Clamser, Project Engineer, and Les Malytskyy, Engineering Project Manager approve invoice 3(n) for payment.

- o. Various Invoices from Jacobs Engineering Group, Inc. for Contract #1090 – General Consulting Engineering Services in the amount of \$63,937.50**

Maria Alliegro, Director of Engineering, Michael Dox, Plant Electrical Engineer, Chris Clamser, Project Engineer, Edwin Reyes, Project Engineer and Les Malytskyy, Engineering Project Manager approve invoice 3(o) for payment.

- p. Invoice #111-1807873 from BNY Mellon – Trustee Fees – Series 2016 NJEIT Bond Anticipation Notes in the amount of \$2,500.00**

William Schaffner, Chief Financial Officer approves invoice 3(p) for payment.

- q. Invoice #23442 from Public Strategies Impact LLC for Community/Media Relations Consulting in the amount of \$4,250.00**

Tim Eustace, Executive Director approves invoice 3(q) for payment.

- 4. Resolution – Authorizing an Incentive Program for Employees to Obtain Certain Licenses for the Maintenance of the Commission’s Water Infrastructure and Facilities**

Commission Secretary to read resolution

- 5. Resolution – Authorizing a Sole Source Contract Award to Airmatic Compressor Systems Inc. for the Repair and Maintenance of the Commission’s Watershed Aeration Compressor**

Commission Secretary to read resolution

- 6. Resolution – Authorizing a Contract with J. Fletcher Creamer & Son, Inc. to Continue Emergency Repair Work at Lime House Road**

Commission Secretary to read resolution

- 7. Resolution – Authorizing the Goal of Reaching One Hundred Percent (100%) Renewable Energy Use for the Commission’s Facilities and Operations**

Commission Secretary to read resolution

- 8. Resolution – Authorizing the First Renewal Option and One Year Extension to Contract to Contract #2011 with PFM Asset Management LCC for Investment Advisory and Management Services**

Commission Secretary to read resolution

- 9. Resolution – Authorizing Amendment No. 2 to the Scope of Work for the Dive Repair of the 84-Inch Pipe at the High Lift Pump Station**

Commission Secretary to read resolution

- 10. Resolution – Authorizing the Adoption of the Updated Employee Handbook**

Commission Secretary to read resolution

- 11. Resolution – Authorizing the Award and Execution of a Contract to Tuff Greens LLC for Work Associated with Vegetation Management Services**

Commission Secretary to read resolution

- 12. Resolution – Authorizing the Award of Contract #2045 to Statewide Fence, Inc. for the Furnishing and Installation of Perimeter Security Fencing for the Headworks Facility**

Commission Secretary to read resolution

- 13. **Resolution – Authorizing Execution of a Professional Services Contract with ADP LLC for Human Resource Services**  
Commission Secretary to read resolution
  
- 14. **Wanaque-North Operating Account – Monthly Disbursement Report:**
  - March: \$3,619,507.36
  - April: \$7,535,736.27
  
- 15. **Wanaque-South Operating Account – Monthly Disbursement Report:**
  - March: \$1,994,440.42
  - April: \$1,394,566.70
  
- 16. **Wanaque-South Joint Venture Operating Account – Monthly Disbursement Report:**
  - March: \$399,407.26
  - April: \$629,881.33