

RESOLUTION AUTHORIZING THE ISSUANCE OF NOTICES AND CRITERIA FOR CONTRACT AWARDS FOR PROFESSIONAL AND OTHER CONTRACTS FOR FISCAL YEAR 2024

WHEREAS, the Western Monmouth Utilities Authority is subject to certain requirements of the Local Public Contracts Law and the local Pay to Play Law (N.J.S.A. 19:44-20.4, 20.5 et seq.); and

WHEREAS, the Director of Finance and Administration of the Western Monmouth Utilities Authority has deemed it necessary and appropriate to award contracts over \$17,500.00 for services in 2024 for Professional Contract Positions in accordance with the “Fair and Open” contract provisions of the Local Pay to Play Law.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Western Monmouth Utilities Authority as follows:

1. The Director of Finance and Administration of the Western Monmouth Utilities Authority shall hereby advertise the enclosed legal notice in the *Asbury Park Press* and *The Home News* and shall make available to interested vendors and professionals the enclosed Western Monmouth Utilities Authority Criteria for Submission of Qualifications for Professional and other contracts under the Fair and Open Process.
2. The Clerk is hereby authorized to forward copies of this Resolution, certified to be a true copy to:
 - a) Coleen Weber, Director of Finance and Administration

DATE: NOVEMBER 21, 2023

<u>Commissioner</u>	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
MENDEZ			X			
PERNICE			X			
ROSEN	X		X			
MUSICH		X	X			

LEGAL NOTICE

REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL CONTRACT POSITIONS IN THE WESTERN MONMOUTH UTILITIES AUTHORITY

NOTICE IS HEREBY GIVEN, that pursuant to N.J.S.A. 19:44A-20.4, 20.5 et seq. that the Western Monmouth Utilities Authority shall pursue a “Fair and Open Process” in awarding contracts for positions set forth more fully below, and hereby solicit **ONE PDF FILE** of qualifications in the form of resumes and letter applications for the below stated positions of the Western Monmouth Utilities Authority, and **ONE ORIGINAL COPY** shall be submitted to Brian J. Valentino, Chief Executive Officer, Western Monmouth Utilities Authority, 103 Pension Road, Manalapan, New Jersey 07726 documentation showing qualifications and compliance with criteria set forth by the Western Monmouth Utilities Authority and State Statute. The PDF file shall be e-mailed to the Authority Clerk (afinnerty@wmua.manalapan.nj.us) and the Director of Finance and Administration (cweber@wmua.manalapan.nj.us). The original qualifications and the e-mailed PDF file shall be submitted no later than January 10th, 2024 at 12:00PM. Interested parties may view the criteria for these services on the Authority’s website: www.wmuanj.org

Professional services for the following positions are hereby requested:

Authority Attorneys
Authority Auditor
Authority Bond Counsel
Authority Engineers
Authority Financial Advisor
Authority Labor, Regulatory and Conflict Counsel
Authority Risk Management Consultant

Western Monmouth Utilities Authority

WESTERN MONMOUTH UTILITIES AUTHORITY
CRITERIA FOR SUBMISSION OF QUALIFICATIONS FOR
PROFESSIONAL CONTRACTS UNDER THE
FAIR AND OPEN PROCESS

NOTICE IS HEREBY GIVEN, for all applicants in positions set forth more fully in a notice of publication authorized by the Board of Commissioners of the Western Monmouth Utilities Authority by Resolution 23-147, November 21st, 2023 for submission of qualifications that shall take into consideration the following factors which will be weighed by the Board of Commissioners of the Western Monmouth Utilities Authority as the basis of an award for professional services most advantageous to the Authority:

- I. Resume and letter application for professional position including all documentation that provides the following for evaluation by the Western Monmouth Utilities Authority Board of Commissioners:
 - a. Experience and reputation in the field for the position sought.
 - b. Knowledge of the area of expertise for the position sought; Professional Contract Positions
 - c. Experience and knowledge of utility authorities.
 - d. References in general and in particular from entities where the professional has provided similar services as sought in the Western Monmouth Utilities Authority.
 - e. Copy of Business Registration Certificate, Certificate of Employee Information Report with the State of New Jersey and Completed Disclosure of Investment Activities in Iran Form.
 - f. Copy of all applicable professional licenses.
 - g. **The Original is to be mailed to:** WMUA, 103 Pension Rd., Manalapan, NJ 07726

- II. **PLEASE STATE CLEARLY IN YOUR SUBMISSION THAT YOU accept the Authority Rate Schedule.**

- III. Selection of professionals shall be solely on the Western Monmouth Utilities Authority Board of Commissioners evaluation of the submitted material in the criteria set forth in this document.



**DISCLOSURE OF INVESTMENT ACTIVITIES IN
IRAN FORM**

Western Monmouth Utilities Authority

103 pension road

manalapan, new jersey 07726

732-446-9300

732-446-1203 (F)

BID SOLICITATION # AND TITLE: _____

VENDOR NAME: _____

Pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4) any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must certify that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the New Jersey Department of the Treasury's Chapter 25 List as a person or entity engaged in investment activities in Iran. The Chapter 25 list is found on the Division's website at <https://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Vendors/Bidders must review this list prior to completing the below certification. If the Director of the Division of Purchase and Property finds a person or entity to be in violation of the law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

CHECK THE APPROPRIATE BOX

I certify, pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4), that neither the Vendor/Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List of entities determined to be engaged in prohibited activities in Iran.

OR

I am unable to certify as above because the Vendor/Bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List. I will provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, has engaged in regarding investment activities in Iran by completing the information requested below.

Entity Engaged in Investment Activities _____
Relationship to Vendor/ Bidder _____
Description of Activities _____

Duration of Engagement _____
Anticipated Cessation Date _____

**Attach Additional Sheets If Necessary.*

CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Vendor is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I may be subject to criminal prosecution under the law, and it will constitute a material breach of my contract(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

Signature

Date

Print Name and Title

WESTERN MONMOUTH UTILITIES AUTHORITY

2024 RATE SCHEDULE

PROFESSIONAL SERVICE	2024 HOURLY RATE SCHEDULE
ATTORNEYS:	
1. Regular/Financial	\$205.00
2. Special Counsel	\$205.00
3. Labor Regulatory And Conflict	\$205.00
AUDITOR	\$34,000.00 Per Audit
BOND COUNSEL	\$160.00
ENGINEERS	See Schedule Below
FINANCIAL ADVISORS	\$160.00
RISK MANAGEMENT SVS	6% Set By JIF LAWS

ENGINEERING RATE SCHEDULE

Administrative Support Staff	\$88.00
Junior Technical Staff	\$88.00
Technical Assistant	\$88.00
Field Staff	\$104.00
Professional Entry Level	\$104.00
Construction Engineer	\$104.00
Land Surveyor	\$128.00
Senior Construction Engineer	\$128.00
Junior Professional Staff	\$128.00
Technical Staff	\$128.00
Senior Design Engineer	\$139.00
Project Engineer	\$139.00
Professional Land Surveyor	\$139.00
Professional Staff	\$139.00
Senior Technical & Field Staff	\$139.00
Senior Project Engineer	\$159.00
Professional Engineer	\$159.00
Senior Professional Staff	\$159.00
Supervising Technical Staff	\$159.00
Project Leader	\$164.00
Project Manager	\$164.00
Senior Project Manager	\$164.00
Principal	\$172.00
Managing Partner/Administrative Partner	\$184.00
Partner	\$184.00
Division Manager	\$184.00
Corporate Manager	\$184.00