

RESOLUTION # 23-112

PASSAIC VALLEY WATER COMMISSION

RESOLUTION FOR BUDGET AMENDMENT, CHANGE ORDER NO. 1 FOR PROJECT NO. 22-Q-12, "PROFESSIONAL ENGINEERING SERVICES FOR CORROSION CONTROL AND MICROBIOLOGICAL TREATMENT" WITH HAZEN AND SAWYER

DATE OF ADOPTION: JULY 26, 2023

Introduced by Commissioner: **RON VAN RENSALIER**

Seconded by Commissioner: **CARMEN DEPADUA**

WHEREAS, Project 22-Q-12 entitled "Professional Engineering Services for Corrosion Control and Microbiological Treatment" (the "Project") was awarded to Hazen and Sawyer ("Hazen and Sawyer") of Iselin, New Jersey at PVWC's Commission Meeting dated October 26, 2022 (PVWC Resolution No. 22-107) in accordance with the authorized scope of work, and with reimbursement to be on a time-and-materials basis, not to exceed \$75,000.00; and

WHEREAS, at PVWC's request, Hazen and Sawyer has submitted a proposal dated July 5, 2023 (the "Proposal") to request a budget amendment to assist the Commission with additional tasks relating to said Project will focus on IT Planning and will include working with the PVWC IT Department to develop the framework for the Business Intelligence Dashboard system; and

WHEREAS, a copy of the Proposal, including a detailed description of the said additional services, is attached hereto and made a part hereof as **Exhibit A**; and

WHEREAS, Proposed Change Order No. 1 increases the total adjusted Contract Price by an additional \$50,000.00 which brings the total adjusted Contract Price to \$125,000.00; and

WHEREAS, the Director of Engineering has reviewed Hazen and Sawyer's Proposal and found it to be reasonable, considering the nature and scope of additional Work involved, and has recommended that the said changes to the Project, and additional costs related thereto, be approved; and

WHEREAS, the said changes will be incorporated into an Amendment to Agreement for the Project, the form of which is also attached hereto and made a part hereof as **Exhibit B**; and

WHEREAS, the additional services to be rendered pursuant hereto constitute professional services (or extraordinary unspecifiable services) within the meaning and intent of the Local Public Contracts Law; and

WHEREAS, PVWC's Chief Financial Officer has certified, with respect hereto, that funds are currently available for said purpose and a copy of the said certification is attached hereto and made a part hereof as **Exhibit C**.

NOW, THEREFORE, BE IT RESOLVED, by Passaic Valley Water Commission, in the County of Passaic, New Jersey:

1. That PVWC hereby approves Change Order No. 1 and awards the changes to the scope of Work for the Project as set forth hereinabove; and
2. That the appropriate officials of PVWC, and such other officers, employees and officials of PVWC, on behalf of PVWC, are hereby authorized to execute and enter into the said Amendment to the Agreement, and to perform such other acts and execute such documents as are necessary to implement the terms and intentions of this Resolution; and
3. That this matter shall be advertised as required by New Jersey law, in accordance with an appropriate form of notice, and a copy of this Resolution and Agreement shall be placed on file and made available for inspection at the office of the Administrative Secretary of Passaic Valley Water Commission.

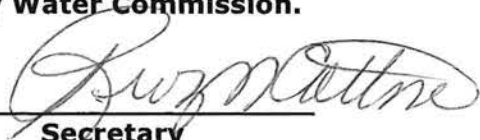
RECORD OF COMMISSION VOTE ON FINAL PASSAGE

	AYE	NAY	ABSTAIN	ABSENT
SANCHEZ, R.	<u>X</u>	—	—	—
COTTON, R.	—	—	—	<u>X</u>
DEPADUA, C.	<u>X</u>	—	—	—
KOLODZIEJ, J.	<u>X</u>	—	—	—
LEVINE, J.	<u>X</u>	—	—	—
VAN RENSALIER, R.	<u>X</u>	—	—	—
FRIEND, G.	<u>X</u>	—	—	—

Adopted at a meeting of Passaic Valley Water Commission.



President
GERALD FRIEND




Secretary
RUBY N. COTTON

This Resolution, when adopted, must remain in the custody of the Administrative Secretary.

CERTIFICATION

I, LOUIS AMODIO, Administrative Secretary of the Passaic Valley Water Commission in the County of Passaic, and the State of New Jersey do hereby certify that the foregoing Resolution is a true copy thereof of the foregoing Resolution duly passed and adopted by a majority of a legal quorum of the full membership of the Passaic Valley Water Commission at its duly noticed and convened meeting of the said Commission on July 26, 2023.



LOUIS AMODIO
Administrative Secretary

EXHIBIT A

July 5, 2023

Patrick Porcaro, P.E.
Director of Engineering
Passaic Valley Water Commission
1525 Main Avenue
Clifton, NJ 07011

**Re: Professional Engineering Services under Project No.22-Q-12
– Amendment No. 1**

Dear Mr. Porcaro,

Hazen is pleased to provide this proposal for Amendment No. 1 to conduct *Phase II – Enterprise Business Intelligence (BI) Dashboard – IT Planning* under Professional Engineering Services for Project No.22-Q-12. Under this Amendment No. 1, Hazen will continue working with IT to set up the Power BI and data warehouse environment.

Key Activities to be Conducted Under Amendment No. 1:

- **Project Management:** Hazen will continue to provide project management and contract administrative services throughout this amendment, inclusive of conducting recurring (up to 6) progress meetings.
- **IT Requirements:** Hazen will conduct meetings with IT staff to understand the IT team's objectives for the BI system, such as improving data governance, enhancing system performance, or streamlining data integration processes. These meetings will focus on gathering IT's specific requirements related to system architecture, data sources, security measures, and scalability to ensure that the proposed solution meets IT's technical needs.
- **Initiate Data Discovery:** Hazen will conduct an initial data discovery to identify the location and storage platform for each data source (CIS, LIMS, BOSS811, GIS, USGS, and NWS) and identify the appropriate methods and technologies for extracting data from the source. Execution of this task assumes that PVWC provides Hazen team members with remote read access to relevant databases and/or applications.
- **Establish a Development Environment and Coordinate Remote Data Access:** Hazen will work with IT to set up a development environment provisioned with the necessary hardware, software, remote access, and permissions to support the development team's needs.
- **Initial BI Reporting Database Setup and Data Source Connections:** Hazen will initiate the set up of the BI reporting database to store and manage the data for the BI system. Discussion will be had with IT on whether this database will be on-premises versus on in the cloud. Hazen will also work with IT to initiate establishing connections to relevant databases, APIs or web services.

- **Power BI Tenant Support:** Hazen will work with IT to set up the initial PVWC Power BI tenant configuration, including configuring organization settings, custom branding, and tenant-level security and compliance policies.

This amendment allocates an additional \$35,800 to complete the IT Planning services through the end of October 2023. A detailed breakdown of the cost by subtasks is provided in the attached spreadsheet.

We would be happy to further discuss our project approach or respond to any comments or questions you may have concerning our proposal. Please feel free to contact myself (212-539-7201) or Bill Gettings (732-439-6362).

Very truly yours,



Anni Luck, PE, PMP, ENV SP
Program Manager

cc: Bill Gettings, Grantley Pyke

EXHIBIT B

**PASSAIC VALLEY WATER COMMISSION
AMENDMENT TO AGREEMENT FOR PROFESSIONAL SERVICES
(PROJECT 22-Q-12)**

THIS AMENDMENT TO AGREEMENT (hereinafter "AMENDMENT") made as of _____, 20__ between PASSAIC VALLEY WATER COMMISSION ("PVWC"), a Public Utility Company organized pursuant to its enabling statute (N.J.S.A. 40:62-108 et seq.), having its principal place of business at 1525 Main Avenue, Clifton, New Jersey 07011, and Hazen and Sawyer, a professional firm (hereinafter "PROFESSIONAL" and/or "contractor") having a place of business at 99 Wood Avenue South, 8th Floor, Suite 803, Iselin, New Jersey 08830.

WHEREAS, this AMENDMENT hereby modifies the original signed and executed agreement (the "AGREEMENT") with PVWC and PROFESSIONAL who was awarded Project 22-Q-12 entitled "Professional Engineering Services for Corrosion Control and Microbiological Treatment" (hereinafter the "PROJECT") at PVWC's Commission Meeting dated October 26, 2022 (PVWC Resolution 22-107); and

WHEREAS, the original scope set forth in the PROFESSIONAL'S proposal for the PROJECT is hereby modified as set forth in PROFESSIONAL's proposal dated July 5, 2023, a copy of which is attached hereto and made a part hereof as Exhibit A; and

WHEREAS, the previously approved not-to-exceed total amount of \$75,000.00 for the PROJECT (Resolution No. 22-107) is hereby increased by \$50,000.00 for a revised not-to-exceed total amount of \$125,000.00; and

WHEREAS, the PROFESSIONAL will be reimbursed (on a time-and-materials, not-to-exceed basis) for the said additional professional services; and

All other provisions of the AGREEMENT remain in full force and effect.

HAZEN AND SAWYER

Witness or Attest

By: _____
Secretary
(Seal)

By: _____
Authorized Signatory

PASSAIC VALLEY WATER COMMISSION

By: _____
LOUIS AMODIO
Administrative Secretary

By: _____
GERALD FRIEND
President

EXHIBIT C

OFFICE OF THE COMPTROLLER

CERTIFICATION OF AVAILABILITY OF FUNDS

It is hereby certified that subject to Commission approval of future Budgets, with respect to multi-budget year contracts, there are or will be sufficient available funds for expenditures to be incurred as result of any contract or commitment to be entered into by Passaic Valley Water Commission as follows:

Description of Project or Contract: **Budget Amendment**
 Project 22-Q-12 – Hazen and Sawyer

Professional Engineering Services for Corrosion Control and Microbiological Treatment”

Amount of Project or Contract: **New Total \$125,000.00 (Increase of \$50,000.)**

1. Acct: # 001-0301-413-31-01
 PROFESSIONAL SERVICES –Engineering
2. Specific Appropriation to which expenditures will be charged:
 BUDGET 2023

Other comments: Professional Services

Date of Certification: July 26, 2023

Certified: \$125,000.00

Yitzchak Weiss
Comptroller and Chief Financial Officer

YW:lb
