

RESOLUTION NO. 2016-97

WHEREAS, the Township Council of the Township of Aberdeen is in need of professional engineering services associated with Bid Specifications for Solid Waste and Recycling Collection and Disposal Services; and

WHEREAS, Michael McClelland, CME Associates submitted a proposal on May 24, 2016 for aforementioned engineering services.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Aberdeen that the Mayor And Clerk are authorized to execute an agreement with CME Associates for a cost not to exceed the sum of \$15,000.00, in accordance with a proposal dated May 24, 2016, attached hereto and made part of this resolution.

This agreement is made without competitive bidding as a “professional service” under the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)a(I).

BE IT FURTHER RESOLVED that this resolution is subject to the Township Manager’s certification of availability of Township of Aberdeen funds.



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ROBERT J. RUSSO, PE, PP, CME

May 24, 2016

Ms. Holly Reycraft, Township Manager
Township of Aberdeen
One Aberdeen Square
Aberdeen, NJ 07747

**Re: Engineering Services Proposal
Bid Specifications for Solid Waste and
Recycling Collection and Disposal Services (2016)
Our File No.: PAB00035.05**

Dear Ms. Reycraft:

In response to your Request for a Proposal, we wish to express our appreciation of your consideration of our Firm for the above referenced work and allowing us to submit this proposal for professional services associated with the preparation of the required contract specifications and documents as necessary for the above referenced services.

We believe the following scope of services is necessary to achieve the Township's objectives:

1. Coordinate with the current Recycling Coordinator and the Public Works Department as to resident and/or routing complaints, operational problems, and billing issues and clarifications as may be necessary for efficient collection and disposal of Municipal solid wastes, bulky wastes and recyclables.
2. Review NJDEP, Monmouth County and New Jersey Department of Community Affairs Public Contracts Law, regarding requirements and constraints pertaining to Solid Waste and Recyclables Collection contracts.
3. Revise the Contract documents to address our understanding of the Township's parameters:
 - Retaining the existing Solid Waste Collection schedules by District
 - Retaining the current Pick-up of recyclables in a "modified single comingled stream"
 - Modifying the recyclables collection schedule to coincide with the bi-weekly solid waste collection schedule or such other modifications as required by Council
 - Distribution of municipally purchased recycling containers by the Successful Collection Contractor to designated residential/commercial sources.
4. Prepare ten (10) copies of appropriate contract documents for bid and coordinate with the Township's Purchasing Department relative to advertisement and bid receipt as required by law.
5. Review bid proposals as received and recommend award.
6. Prepare contract for review by the Township Attorney and execution by the Successful Bidder.
7. Assisting Township in its preparation of Bid Documents and acquisition of 32 gallon recycling containers for distribution by its Successful Collection contractor.



Ms. Holly Reycraft
Township of Aberdeen
May 24, 2016
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The above scope of services anticipates that the Township Officials, the current Recycling Coordinator, and the Township Department of Public Works will provide this office with appropriate input regarding resident's complaints, existing conditions, operational and/or payment issues and routing requirements.

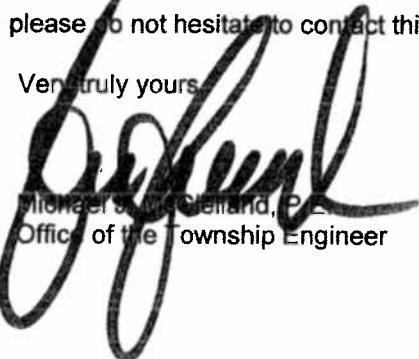
Our proposal for the above Scope of Services would be a lump sum amount of fifteen thousand dollars (\$15,000.00). Any additional services that the Township may request, including attendance at any additional meetings, will be performed at our hourly rates. We anticipate that the schedule for completion of the indicated services will be approximately four (4) to six (6) weeks after authorization.

Your return of a signed copy of this proposal indicating your acceptance to the terms and conditions presented herein will represent your authorization for us to proceed.

CME Associates takes great pride in our commitment to personal service and our ability to successfully address our clients' interests. We look forward to working with the Township of Aberdeen and its staff on this project. We trust the information as contained herein addresses your requirements.

Should you have any questions regarding the above, please do not hesitate to contact this office.

Very truly yours,


Michael S. McClelland, P.E.
Office of the Township Engineer

MM/aa/em
Enclosure
cc: Jackie Struble, Purchasing Agent
Catherine Morello, Active Recycling Coordinator

ACCEPTED BY: _____

THIS _____ DAY OF _____, 2016

ATTESTED BY: _____

THIS _____ DAY OF _____, 2016