

**RESOLUTION NO. 15 - 49**

**RESOLUTION OF THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST  
PRE-QUALIFYING PROFESSIONAL ENGINEERING FIRMS  
FOR ENGINEERING CONSULTING SERVICES**

**WHEREAS**, the New Jersey Environmental Infrastructure Trust (Trust) is authorized to make and enter all contracts necessary or incidental to the performance of its duties pursuant to N.J.S.A. 58:11B-5(d); and

**WHEREAS**, on November 9, 2015, the Trust issued a Request for Qualifications (RFQ) pursuant to public advertisement, soliciting proposals from professional engineering firms for engineering services pertaining to projects seeking financing through the New Jersey Environmental Infrastructure Financing Program (NJEIFP); and

**WHEREAS**, the RFQ defined three pools within which engineering consulting services will be required (Consulting Pools):

- Pool #1: Review of NJEIFP loan applications for redevelopment projects, combined sewer overflow projects, and projects arising in natural disasters;
- Pool #2: Review of NJEIFP Loan applications seeking funding for (a) green infrastructure improvements (GI) and (b) long-term control plans for reducing combined sewer overflows (CSO) as well as develop program guidance relevant to addressing GI and CSO projects; and
- Pool #3: Assist in the integration of data into H2Loans, the NJEIFP's enterprise level software for managing loan applications; and

**WHEREAS**, the RFQ solicited proposals for the purpose of prequalifying one or more firms to participate in each of the Consulting Pools and enumerated the criteria and associated weights to be applied in the prequalification determination process; and

**WHEREAS**, in a memorandum dated November 30, 2015, the Executive Director appointed an Evaluation Committee consisting of five Trust and New Jersey Department of Environmental Protection (DEP) staff; and

**WHEREAS**, on December 2, 2015, the Trust received six engineering consulting service proposals for Pool #1; four engineering consulting service proposals for Pool #2; and three engineering consulting service proposals for Pool #3; and

**WHEREAS**, the Evaluation Committee members independently reviewed and ranked the Proposals for Pool #1 and the Committee ranked the proposals from Tetra Tech, Inc; Hatch Mott MacDonald, LLC; and CDM Smith Inc. as the highest and recommend pre-qualification of these three firms to participate in Pool #1; and

**WHEREAS**, the Evaluation Committee members independently reviewed and ranked the Proposals for Pool #2 and the Committee ranked the proposals from CDM Smith Inc; Tetra Tech, Inc; and

Hatch Mott MacDonald, LLC as the highest and recommend pre-qualification of these three firms to participate in Pool #2.

**WHEREAS**, the Evaluation Committee members independently reviewed and ranked the Proposals for Pool #3 and the Committee ranked proposals from Hatch Mott MacDonald, LLC; Tetra Tech, Inc; and Banc3, Inc. as the highest and recommend pre-qualification of these three firms to participate in Pool #3; and

**WHEREAS**, the prequalification of firms for engineering consulting services will provide improved efficiency in the review, approval and construction management of critical environmental infrastructure projects throughout the State; and

**WHEREAS**, the establishment of pools from which to separately solicit bids for specific project work will enable the Trust to ensure continuity of engineering services by avoiding any conflicts of interest arising from a firm’s review of an application for an applicant with which the firm has an existing business relationship.

**NOW THEREFORE BE IT RESOLVED**, that the Trust authorizes the appointment of the following firms to the respective Consulting Pools and directs the Executive Director to communicate same to the engineering firms:

<u>Consulting Pool</u>	<u>Prequalified Firms</u>	<u>Average Hourly Fee</u>
1	Tetra Tech, Inc.	\$119
	Hatch Mott MacDonald, LLC	\$142
	CDM Smith Inc.	\$162
2	CDM Smith Inc	\$162
	Tetra Tech, Inc	\$119
	Hatch Mott MacDonald, LLC	\$133
3	Hatch Mott MacDonald, LLC	\$142
	Tetra Tech, Inc	\$119
	Banc3, Inc.	\$100

**BE IT FURTHER RESOLVED**, that the Executive Director is authorized to take the following actions:

- a. Pool #1: Fee proposals will be solicited separately for State Fiscal year 2017 and 2018 redevelopment project applications and CSO project applications in one or more pools as identified by the Executive Director in consultation with the NJDEP’s Assistant Commissioner of Water Resources Management. The contract(s) shall be awarded to the pre-qualified firm(s) proposing (i) the lowest total cost on a time and materials basis and (ii) the shortest time estimate to complete the assigned work (equally weighted).

Fee proposals will be solicited upon identification of one or more projects for the repair or improved resiliency of wastewater facilities and/or drinking water systems pursuant to the Disaster Relief Emergency Financing Program, N.J.S.A. 58:11B-9.5, in one or more pools in the Executive Director’s discretion in consultation with the NJDEP’s Assistant Commissioner of Water Resources Management. One or more agreements shall be entered with the pre-qualified firm(s)

proposing (i) the lowest total cost on a time and materials basis and (ii) the shortest time estimate to complete the assigned work (equally weighted).

- b. Pool #2: Fee proposals will be solicited for projects in one or more pools in the Executive Director's discretion in consultation with the NJDEP's Assistant Commissioner of Water Resources Management. One or more agreements shall be entered with the pre-qualified firm(s) proposing (i) the lowest total cost on a time and materials basis and (ii) the shortest project review period to complete the assigned work (equally weighted).
- c. Pool #3: Fee proposals will be solicited for projects in one or more pools in the Executive Director's discretion in consultation with the NJDEP's Assistant Commissioner of Water Resources Management. One or more agreements shall be entered with the pre-qualified firm(s) proposing (i) the lowest total cost on a time and materials basis and (ii) the shortest project review period to complete the assigned work (equally weighted).

**BE IT FURTHER RESOLVED**, that the Chairman or Vice Chairman of the Trust is authorized to enter agreements, substantially in the form of the agreement attached hereto. The terms and conditions of the agreement shall include but are not limited to:

- a. the provision of services as outlined in the Request for Qualification (RFQ) distributed on November 9, 2015, and the proposals submitted by each Prequalified Firm for each Consulting Pool on December 2, 2015, and Fee proposals to be provided by the prequalified firms submitting the successful fee proposal for each Pool; and
- b. the total amount of work to be assigned in each of SFY2017 and SFY2018 shall not exceed \$1.5 million annually for Pool #1, \$100,000 annually for Pool #2, and \$30,000 annually for Pool #3 absent board approval; all such costs shall be paid by the project sponsor; and
- c. the appointment of all prequalified firms for the specified pool(s) shall be for a two-year term, commencing on January 4, 2016; and
- d. such other terms and conditions as may be contemplated by the RFQ future RFPs and the materials enclosed therewith as deemed necessary and appropriate by the Chairman or Vice Chairman of the Trust.

Adopted Date: December 10, 2015

Motion Made By: James Requa

Motion Seconded By: Christine Campbell

Ayes: 5

Nays: 0

Abstentions: 0