



## State of New Jersey

DEPARTMENT OF ENVIRONMENTAL PROTECTION  
401-03D

PHILIP D. MURPHY  
*Governor*

SHEILA Y. OLIVER  
*Lt. Governor*

Division of Water Quality  
Municipal Finance and Construction Element  
Bureau of Environmental, Engineering and Permitting  
P O Box 420  
Trenton, NJ 08625-0420  
Tel. (609) 633-1170  
Fax (609) 633-8165

CATHERINE R. MCCABE  
*Commissioner*

MAY 2 2019

Michael J. Rohal, Borough Administrator  
P.O. Box 66  
Glen Ridge, NJ 07028-0066

Subject: New Jersey Water Bank (NJWB)  
Project No. S340861-04 (Contract 2 of 2)  
2019 Sanitary Sewer Collection Rehabilitation  
Project II – Ridgewood Avenue, Bay Avenue and Ridley Court  
Glen Ridge Borough, Essex County  
Authorization to Advertise

Dear Mr. Rohal:

You are hereby authorized to advertise the subject project for bids. The project design specifications are entitled: "Contract Documents and Technical Specifications for 2019 Sanitary Sewer Collection Rehabilitation Project II – Ridgewood Avenue, Bay Avenue and Ridley Court, SCE-R07707.21, NJDEP Project No. S340861-04, Borough of Glen Ridge, County of Essex, State of New Jersey", prepared by Suburban Consulting Engineers, Inc., dated February 2019 and the project design plans are entitled: "2019 Sanitary Sewer Collection Rehabilitation, Borough of Glen Ridge, County of Essex, State of New Jersey", prepared by Suburban Consulting Engineers, Inc., dated February 7, 2019 (total 8 sheets included with the specifications).

The design documents bear the stamp of acceptance from the New Jersey Department of Environmental Protection (NJDEP). The subject contract documents as referenced are the plans & specifications of record under the New Jersey Water Bank (NJWB). The stamped as acceptable set of plans & specifications must be available at the project site at all times. **This office must approve any alteration of the accepted documents of record, in advance.**

You may now advertise for and open bids; however, this authorization is contingent upon you following the procedures outlined in the enclosed Administrative Instructions regarding contract bids and awards. All final plans and specifications, as well as a bidding schedule for all contracts covered by this loan should be uploaded to H2Loans within ten working days of receipt of this letter. The schedule should show (1) advertisement date, (2) bid opening date, (3) anticipated award date, and (4) the names of newspapers and trade journals to be used in advertising.

You are required to publish the advertisement for this construction contract within 90 days from the date of this correspondence. If you are unable to meet this requirement you are required to

Re: Project No. S340861-04 (Contract 2 of 2)  
2019 Sanitary Sewer Collection Rehabilitation  
Project II – Ridgewood Avenue, Bay Avenue and Ridley Court  
Glen Ridge Borough

secure a written extension from the Bureau of Environmental, Engineering and Permitting, within 90 days from the date of this correspondence.

Please note that the NJWB's final determination as to the project sponsor's eligibility for funding will be made upon the satisfaction of all relevant program requirements under N.J.A.C. 7:22-3 et seq.

**Contracts may not be awarded until authorization to do so has been given, in writing, by the NJDEP.** Such authorization cannot be given until all conditions in the enclosed Administrative Instructions have been met and each of the documents listed in the enclosed Administrative Instructions have been uploaded into H2Loans, at least 10 working days prior to contract award date. Should you have any bid package or related construction questions or comments regarding this matter, please contact the NJDEP Construction Section at 609-292-3114. For H2Loans related technical issues, please contact the New Jersey Infrastructure Bank (NJIB) at 609-219-8600.

If you have any additional questions, please contact Kirit Amin, Supervisor at (609) 633-1170.

Sincerely,



Charles Jenkins, Section Chief  
Bureau of Environmental, Engineering and Permitting  
Municipal Finance and Construction Element

Attachments: (1) Certified Plans and Specifications and  
(2) Administrative Instructions regarding contract bids and award

C: David Zimmer, Executive Director, NJIB  
Eugene Chebra, P.E., Assistant Director, MFCE

Pdf: John Chayko, P.E. (jchayko@suburbanconsulting.com)  
Mary Pearsall, mpearsall@njib.gov  
Deborah Mikolite, dmikolite@mccarter.com  
William Machotka, P.E., Section Chief, CCS, BCPA, MFCE (with attachments)  
Charles Jenkins, Section Chief, BEEP, MFCE  
Kevin Power, BCPA, MFCE  
Sue Anderson, Environmental Reviewer, BEEP, MFCE  
Trevor Shields, BEEP, MFCE (with attachments)



## ADMINISTRATIVE INSTRUCTIONS REGARDING CONTRACT BIDS AND AWARDS

The purpose of these instructions is to outline the procedures to be used in securing bids and making awards by recipients of loans for the construction of water and/or wastewater treatment projects under the Wastewater Treatment Bond Act of 1985, P.L. 1985, c.329 and the New Jersey Environmental Infrastructure Trust Act P.L. 1985, c.334, the Federal Safe Drinking Water Act, the New Jersey Safe Drinking Water Act, and the Water Supply Bond Act of 1981.

### REVISIONS DURING PERIOD OF ADVERTISING:

Prior to receipt of bids, it may be necessary to issue addenda to the plans and specifications. Such addenda may be required to update a wage rate determination (State and Federal), to correct errors or to clarify information in the bidding documents. **All addenda must receive approval by NJDEP prior to their issuance to bidders.** Three (3) copies of proposed addenda must be submitted to the Bureau of Environmental, Engineering, and Permitting, New Jersey Department of Environmental Protection (NJDEP) for review and approval. Contracts may not be awarded until the NJDEP has reviewed and approved all revisions or addenda to plans and specifications. **Where addenda have been issued, the loan recipient must ensure that receipt of such addenda is acknowledged by each bidder and that the addenda were received by bidders in a reasonable time (generally 7 working days) before the deadline for the receipt of bids.**

Each project with construction contracts in excess of \$2,000 must contain the prevailing wage rate determination issued by the Federal Department of Labor (DOL) under the Davis-Bacon Act. Since wage rate determinations are periodically revised, a provision must be included in the bidding document for updating the determination by an addendum if a new determination is issued by DOL at least seven (7) days prior to bid receipt.

### SOCIALLY AND ECONOMICALLY DISADVANTAGED (SED) UTILIZATION REQUIREMENTS:

N.J.A.C. 7:22-9.6 requires project sponsors to notify the NJDEP's Office of Equal Opportunity and Public Contract Assistance at least 30 days before public advertisement for bids.

N.J.A.C. 7:22-9.1, et seq. requires project sponsors to ensure compliance with SED utilization plan requirements. SED utilization plans must be submitted to the NJDEP's Office of Equal Opportunity and Public Contract Assistance no later than 30 days after contract award.



## AWARDING CONTRACTS:

**Contracts may not be awarded until authorization to do so has been given, in writing, by the NJDEP.** Such authorization cannot be given until all Conditions and Assurances have been met and until the following documents have been uploaded into H2Loans, at least **10 working days** prior to proposed contract award date:

1. Adequate proof of advertisement (for public contracts only) in accord with NJ Public Contracts Law N.J.S.A. 40A:11-23.
2. Tabulation of all bids received including the engineer's pre-bid estimate as well as a breakdown of allowable and unallowable loan bid items.
3. Each of the proposals and bid bonds of the bidders to whom you wish to award contracts.
4. A letter, signed by you as representative of the recipient, indicating the name of the bidders to whom you wish to award contracts and the amounts involved. If you intend to make award to other than low bidder or reject all bids received, advanced NJDEP approval must be obtained. The request for approval to reject an apparent low bid or all bids must be accompanied by a detailed justification of your intended action. If award is to be made to other than low bidder, reasons must be given why the low bidder is not responsive or responsible. The determination must give details of the specific case and when applicable, be accompanied by a legal opinion. Permission to reject all bids will not be given unless it is demonstrated there is sufficient cause for such action. If bids are rejected without cause, State eligibility will be limited to construction costs established by the original bid prices.
5. A statement from your legal counsel with regard to the loan recipient's interest in the sites and rights-of-way for this project.
6. A statement as to the manner in which the recipient will provide and maintain adequate engineering and inspection of the project to ensure that the construction conforms to the approved plans and specifications.
7. Copies of each approved addendum issued during the bidding period and evidence to show receipt of all approved addenda by each bidder.
8. Certification of Bond and Insurance Coverage Forms (s). The company(ies) appearing on this form for the performance and payment (labor and material) bonds must be authorized to transact business in New Jersey. All applicable surety bonds must be written by a surety company listed on the Federal Treasury List (Department Circular 570 - Surety Companies Acceptable on Federal Bonds).
9. The names of subcontractors and evidence of their performance security in accordance with those trades listed under NJ Public Contracts Law N.J.S.A. 40A:11-16.
10. Verification that the intended contractor or subcontractor for award does not appear on any New Jersey State debarment list.
11. Verification that the recipient has obtained all local permits including all building permits in accordance with N.J.A.C. 7:14-2.3.
12. Copies of the following forms signed by the bidders to whom you wish to award the contracts:
  - A. Certification of Non-Segregated Facilities, and
  - B. Certification by Bidder Regarding Equal Employment Opportunity, and
  - C. Prompt Payment Certification.



NEW JERSEY SENATE

SENATE CHAMBERS  
P.O. Box 099  
TRENTON, NEW JERSEY 08625-0099

May 1, 2019

Mayor Stuart K. Patrick  
Glen Ridge  
825 Bloomfield Avenue  
Glen Ridge, New Jersey 07028

Dear Mayor Patrick:

Over the past year, Senate President Steve Sweeney has led more than two dozen roundtables and town halls across the state to discuss the Economic and Fiscal Policy report (the Path to Progress report). Throughout these discussions, the Senate President heard a variety of thoughtful ideas as to how to fix our fiscal problems in New Jersey. We know that this task will be hard to accomplish, but if we come together and show these recommendations are worth fighting for, we will be able to move forward with the necessary changes to restore fiscal stability to New Jersey.

Over fifty county and municipal governing bodies have passed resolutions in support of the Path to Progress recommendations. Based on the feedback we've received from local leaders around the state, we updated the model resolution to better reflect the objectives most important to municipal leaders. An updated model resolution is enclosed in this letter. By passing this resolution you're supporting a common vision forward for our state. Together, we can put New Jersey on a clear path to progress. Should your governing body choose to adopt a supportive resolution, I ask you to please forward me a copy at [Jsweet@njleg.org](mailto:Jsweet@njleg.org).

If you or your office have any questions on this resolution or the Path to Progress proposals please do not hesitate to contact me at (609) 847-3700.

Sincerely,

A handwritten signature in black ink that reads "Sweet".

Jen Sweet  
Senate Majority Office



**Resolution in Support of Path to Progress Recommendations made by New Jersey Economic  
and Fiscal Policy Workgroup**

**WHEREAS**, New Jersey faces a daunting fiscal crisis; and

**WHEREAS**, for two decades, while county and municipal governments made the proper pension payments, New Jersey governors from both parties severely underfunded the pension system for teachers and State government workers; and

**WHEREAS**, while local government pension systems are funded at the national average, the State's unfunded liability for pensions and retiree health benefits now tops \$150 billion – four times the size of the State budget; and

**WHEREAS**, actuaries project the State will have to increase its pension contribution from \$3.2 billion in this year's budget to \$6.7 billion to reach the Actuarially Required Contribution (ARC) by FY 2023; and

**WHEREAS** health care costs continue to rise, and New Jersey and its local governments cannot sustain the unparalleled platinum-level benefits that they provide to their employees; and

**WHEREAS**, the state has held municipal aid flat, moved the Energy Tax Receipts out of the Property Tax Relief Fund, and with the sunseting of Chapter 78 relief and the 2% arbitration cap; and

**WHEREAS**, the State must bring pension and health care costs under control in order to hold down property taxes.

**NOW, THEREFORE BE IT RESOLVED** that (name of county or municipality) expresses its support for the recommendations of the Path to Progress report issued by the New Jersey Economic and Fiscal Policy Workgroup; and

**BE IT FURTHER RESOLVED**, that a copy of this Resolution is forwarded to (*insert the names of Assembly Representatives*), (*insert name of State Senator*), Senate President Sweeney, Assembly Speaker Coughlin, Senator Paul Sarlo, Senator Steve Oroho, Assembly Majority Leader Greenwald, Assemblywoman Eliana Pintor-Marin, Senator Tony Bucco, Senator Troy Singleton, Senator Dawn Addiego, the Governor of State of New Jersey, the New Jersey Association of Counties, and the New Jersey State League of Municipalities.