

**SOUTH ORANGE VILLAGE**

**Municipal Offices**

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Essex County

New Jersey 07079

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## **RESOLUTION #2021-032**

**February 22, 2021**

### **RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT TO ALEXANDER ELIAS ARCHITECTURE, LLC FOR ARCHITECTURE SERVICES AT THE VILLAGE'S RECYCLING CENTER**

WHEREAS, the Township of South Orange Village (hereinafter "Village") has a need to acquire Professional Services for non-structural architecture services at the municipal facilities located at the South Orange Recycling Center, within the Village as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the following Professional Service contractor has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the Township of South Orange Village in the previous one year, and that the contract will prohibit the following Professional Service contractor from making any reportable contributions through the term of the contract; and

Alexander Elias Architecture, LLC  
76 South Orange Avenue, Suite 310  
South Orange, New Jersey 07079

WHEREAS, the parties desire to enter into the proposed Professional Services Agreement to provide Architecture Services for the South Orange Recycling Center; and

WHEREAS, the Agreement shall be for a term extending until such time as the Professional Services Contractor completes the services agreed upon but no later than twelve (12) months from the date of the Agreement's execution, and shall be for an award not to exceed twelve thousand dollars (\$12,000.00).

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Township of South Orange Village that it hereby authorizes and approves the award of contract of a Professional Service Contract to Alexander Elias Architecture, LLC, 76 South Orange Avenue, Suite 310, South Orange, New Jersey 07079, to provide Architecture Services at the municipal recycling facility located at 298 Walton Avenue, within the Village, pursuant to N.J.S.A. 19:44A-20.5, et seq., for a contract term not to exceed twelve (12) months from the date of the Contract's execution, for an amount not to exceed twelve thousand dollars (\$12,000.00); and



BE IT FURTHER RESOVLED, that the Board of Trustees of the Township of South Orange Village authorized the President or her designee to enter into a contract with the following Professional Service contractors as described herein; provided, however that the Business Disclosure Entity Certification be placed on file by the business entity or individual with this resolution in the Clerk's Office.

**CERTIFICATION OF AVAILABLE FUNDS**

As required by N.J.S.A. 40A:4-57, N.J.A.C. 5:34-5.1 et seq. and any other applicable requirement, I, Gregory Bock, Village Treasurer of the Township of South Orange Village, have ascertained that there are available sufficient uncommitted funds in the line item specified below to award the contract specified in the above resolution, in the amount specified below. I further certify that I will encumber these finds upon the passage of this resolution.

04-2156-12-1001-000 DPW FACILITIES NTE \$12,000.00  
 Line Item Description Amount  
 \_\_\_\_\_  
 Gregory Bock, Village Treasurer Date

Trustee Member	Motion	Second	Ayes	Nays	Abstain	Absent
Clarke	X		X			
Coallier			X			
Hartshorn Hilton			X			
Jones			X			
Schnall						X
Zuckerman		X	X			

**CERTIFICATION**

I, Ojetti E. Davis, Acting Village Clerk of the Township of South Orange Village, County of Essex, State of New Jersey, do hereby certify that this is a true and correct copy of the Resolution adopted by the Board of Trustees at their regular meeting held on Monday, February 22, 2021.

Ojetti E. Davis  
 Acting Village Clerk



ALEXANDER ELIAS ARCHITECTURE, LLC  
76 S. ORANGE AVE., SUITE 310, S. ORANGE, NJ 07079

12 February 2021

Adam D. Loehner  
Village Administrator  
Township of South Orange Village  
76 S. Orange Ave., Suite 302  
S. Orange, NJ 07079

**RE: Proposal to provide architectural and  
associated engineering services for reconstruction  
of DPW recycling sheds**

*Sent via email*

Mr. Loehner,

Thank you for contacting my office regarding the provision of architectural and associated engineering services for the project referenced above. Please accept this letter as my firm's proposal to provide services for the project. I have contacted Petry Engineering of Fairfield, NJ to provide consulting structural and civil engineering services for the project. My firm will contract with them directly for these services.

I have discussed the project with Sal Renda, the Township Engineer. I wanted to clarify the civil engineering scope of work for the project. Specifically, we discussed how the Township wanted to handle roof and foundation drainage, since there are no drainage facilities in the vicinity of the existing sheds. Mr. Renda indicated that draining onto the surface of the ground, with appropriate precautions against erosion, is acceptable.

I have also consulted the NJ DEP GIS mapping site and FEMA flood map service center. Per the DEP, the sheds are not located in a wetland. The FEMA FIRMETTE map indicates that the sheds are immediately adjacent to the flood zone, but due to the graphic imprecision of the map, I could not determine if any part of the existing structure is in the flood zone. Given this, it would be prudent to construct the lower 4' of the structure with flood-resistant materials. In this application, CMU (concrete masonry units) will resist flood damage and are suitable for the intended use of the sheds.

My understanding of the scope of the project is as follows:

1. Reconstruct the existing three-bay roofed shed with one adjacent open bay conforming to their existing dimensions.
2. Extend the roof overhang approximately 5' to the east to provide full coverage for the recycling dumpsters to be located below (South Orange DPW to specify relevant NJ DEP requirements).
3. Rebuilt structure shall consist of reinforced concrete footings and slab on grade, min. 4'-0" tall reinforced CMU walls with wood framed walls and roof above. Wood wall framing shall be covered on both sides with T111 exterior plywood siding. Underside of roof framing shall remain exposed. The roof shall be covered with a bituminous or EPDM membrane suitable for the slope of the roof. The structure

shall be flashed and sealed where appropriate to prevent water intrusion and damage. Per Township Engineer, concentrated drainage shall be conveyed to daylight with measures to prevent erosion. I propose to provide the following scope of architectural and engineering services for the project:

1. Architectural plans, elevations and details as required to permit the project. Plans shall be of sufficient detail to demonstrate compliance with the relevant provisions of the NJ Building Code.
2. Plans shall include framing and structural detailing and shall be of sufficient detail to demonstrate compliance with the relevant provisions of the NJ Building Code.
3. Drainage details to describe foundation and roof drainage devices.

I will require the following information from the Township:

1. A citation of all relevant DEP regulations affecting the reconstruction of the sheds from the DPW.
2. A topographic survey of the existing sheds extending approximately 20 feet beyond the boundary of the sheds in every direction, or verification from the Township engineer of the existing topography from Township records and documents.

For the forgoing, I propose a fixed fee of twelve thousand dollars (\$12,000.00) to be paid incrementally as services are rendered. This fee will include all professional services required for the scope of project listed above. Changes in the scope of the project or scope of service may require additional compensation.

Please do not hesitate to contact my office if have any questions or require additional information.

Sincerely,



Alexander Elias, RA, NCARB, LEED AP  
Alexander Elias Architecture, LLC