

RESOLUTION OF THE TOWNSHIP OF IRVINGTON, NJ

No. DH18-0424-7

Date of Adoption APRIL 24, 2018

APPROVED AS TO FORM AND LEGALITY ON THE BASIS OF FACTS SET FORTH BY

Legislative Research Officer

PRESENTED BY COUNCIL MEMBER FREDERIC

SECONDED BY LYONS

RESOLUTION AUTHORIZING A NON-FAIR AND OPEN FOR MEDICAL CONSULTANT SERVICE

WHEREAS, the Township of Irvington, in the County of Essex and State of New Jersey, is in need of Lead Inspection and Risk Assessment Service; and

WHEREAS, the Township would like to retain the service of a certified of Lead Inspection and Risk Assessment Service to remain in compliance with the State and other grants requirements as it pertains to childhood lead prevention; and

WHEREAS, Lewis Consulting Group, has submitted a proposal to complete the required work on an as needed basis for an amount not to exceed \$35,000.00 for the calendar year 2018; and

WHEREAS, pursuant to the provisions of N.J.S.A. 19:44A-20.4 the vendor has completed the required pay to plays forms; and

WHEREAS, the C-271 Political Contribution Disclosure forms were on file in the Office of the Municipal Clerk and Purchasing Agent on April 02, 2018; and

WHEREAS, the Township would like to award a Non Fair and Open contract to Lewis Consulting Group of 2517 Highway 35, Building P, suite 202, Manasquan NJ 08736; and

WHEREAS, the term of this contract will expire on December 31, 2018; and

WHEREAS, Lewis Consulting Group has completed and submitted a Business Entity Disclosure Certification which certifies that Principals of the Company has not made any reportable contributions to a political or candidate committee in the Township of Irvington in the previous one year, and that the contract will prohibit Lewis Consulting Group from making any reportable contributions through the term of the contract, and

NOW THEREFORE, BE IT RESOLVED that the Municipal Council of the Township of Irvington authorizes the award of a non-fair and open contract to Lewis Consulting Group of 2517 Highway 35, Building P, suite 202, Manasquan NJ 08736; and

BE IT FURTHER RESOLVED, that the required certification of availability of funds C8-00306 in the amount of \$3,000.00 from account number G-02-xx-784-18A-011 has been obtained from the Chief Financial Officer and the remaining balance of \$32,000.00 will be certified upon the adoption of the 2018 Municipal Budget; and,

BE IT FURTHER RESOLVED that the Township Attorney is hereby authorized and directed to prepare the necessary contract, and the Mayor and Township Clerk are authorized and directed to sign the same; and

BE IT FURTHER RESOLVED that a notice of this action shall be published in newspapers as required by law by the Municipal Clerk.

RECORD OF COUNCIL VOTE

X = Indicates Vote

N.V. = No Vote

A.B. = Absent

COUNCIL MEMBER	YES	NO	N.V.	A.B.	COUNCIL MEMBER	YES	NO	N.V.	A.B.
BURGESS, 1ST VICE PRESIDENT	X				INMAN	X			
COX				X	JONES, 2ND VICEPRESIDENT	X			
FREDERIC	X				LYONS, PRESIDENT	X			
DR. HUDLEY	X								

PRESIDENT OF COUNCIL [Signature] MUNICIPAL CLERK [Signature] DATE APRIL 24, 2018

I hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Municipal Council. In witness whereof I have hereunto set my hand and the Corporate Seal of the Township of Irvington.

MUNICIPAL CLERK [Signature]

DATE APR 24 2018

ADMINISTRATOR ☐ ASSESSOR ☐ BLDG ☐ CFO ☒ COLLECTOR ☐ COURT ☐ EDGO ☐ ENGINEER ☐ FIRE ☒ HEALTH ☒ HOUSING ☐ INIC ☐
JUDGE ☒ LEGAL ☒ LIBR ☐ LICEN ☐ MAYOR ☐ NPP ☐ OCDP ☐ PARKS ☐ PAYROLL ☐ PUBLIC SAFETY ☒ DIR ☐ PUBLIC WORKS ☐ PURCHASING ☒
SEC ☒ PB/ZBA ☐ TRAFFIC ☐ ZONING ☒ OFF ☐ DLGS ☐ GNCD ☐ OTHER(S): _____

Certification of Availability of Funds

This is to certify to the of the Township of Irvington that funds for the following resolutions are available.

Resolution Date: 01/01/18

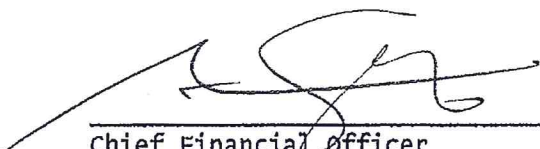
Resolution Number: C800306

Vendor: LEWISC02 Lewis Consulting Group, Inc.
2517 highway 35, Bldg. P
Ste. 202
Manasqyan, NJ 08736

Contract: C8-00306 Lead Services

Account Number	Amount	Department Description
G-02-XX-784-18A-011	3,000.00	
Total	3,000.00	

Only amounts for the 2018 Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.



Chief Financial Officer



DATE, 2018

Transmitted via email: CLIENT@.com

CLIENT NAME
CLIENT ADDRESS

RE: PROPOSAL TO PERFORM PROFESSIONAL SERVICES
ELEVATED BLOOD LEVEL LEAD (EBLL) INSPECTION
SITE ADDRESS
TOWN, COUNTY, NEW JERSEY
LCG PROJECT NO. 18-XXXX

Dear CLIENT:

In accordance with your request, Lewis Consulting Group (LCG) is pleased to submit this proposal to for the above-referenced project site located at ADDRESS, TOWN, COUNTY, New Jersey (hereafter referred to as the "Site"). Contract items and fees are outlined in the attached Description of Services and Fees.

LCG has based our approach on the information provided by the CLIENT and current applicable New Jersey and United States Environmental Protection Agency (USEPA) regulations. Any changes made to the Scope of Work (SOW) outlined within this proposal will be forwarded to the client immediately. LCG is pleased to provide you with a cost estimate for the following SOW in connection with the Site:

TASK ID	TASK DESCRIPTION
Item 1	Lead-Based Paint (LBP) Inspection/Risk Assessment
Item 2	Lead-Based Paint (LBP) Re-Inspection

The following is a description of the SOW to be provided and the estimated fee costs to complete each task. LCG will complete the SOW as detailed below.

SCOPE OF WORK

Task 1: Lead-Based Paint (LBP) Inspection/Risk Assessment

LCG will mobilize to the Site to collect background information regarding the physical characteristics of the Site and occupant use patterns that may cause LBP exposure. Concurrently, using XRF technology, LCG's certified New Jersey Department of Health (NJDOH) Lead Inspectors/Risk Assessors will perform a limited scope LBP screening of representative building surfaces (e.g., walls, plumbing, radiators, etc.) to verify whether or not LBP is present at the Site.

As unsafe concentrations of lead in dust can accumulate through friction, impact and deterioration of paint or through the introduction of contaminated exterior dust and soil into the interior of a structure, in addition to XRF screening, LCG's Lead Inspectors/Risk Assessors will perform a visual assessment of the Site to determine if any deteriorated paint is present, to assess the extent and causes of the deterioration, and to identify other potential LBP hazards.

Each surface exhibiting deteriorated paint and/or areas suspected to contain lead in dust will be tested for the presence of lead. LCG will collect up to six (6) lead dust wipe samples from suspected LBP locations including interior window sill(s) and floors, as necessary. Lead dust wipe sample collection will incorporate adequate quality control procedures. Samples will be analyzed in accordance with N.J.A.C. 5:17-3, Evaluation and Testing. For budgetary purposes, estimated lead dust wipe sample costs are provided below:

Sample Type	Unit Cost	Frequency
Lead Dust Wipe	\$17.00	6

Upon completion of all field activities and receipt of laboratory analytical results, LCG will prepare a Lead Inspection/Risk Assessment Report. The Report will include, but will not be limited to, the following:

- Pertinent background information;
- Existing Site conditions;
- A description of investigative activities performed;
- Documentation of equipment and laboratories used to complete the inspection/assessment;
- Identification by area of confirmed LBP;
- Estimated total quantities of LBP identified;
- Figures including approximate floor plans, sample locations, and confirmed LBP locations;
- Summary tables of sample analytical results;
- Relevant photographs; In addition, the Report will include
- Recommendations for interim controls and/or abatement options for each identified LBP hazard and a suggested prioritization for addressing each hazard.

If, upon the CLIENT's review of the final Report, missed surfaces are identified to require assessment, LCG return to the Site to collect up to six (6) additional dust wipe samples at missed surfaces at no additional cost to the CLIENT.

Proposal for Professional Services — EBLI Inspection

SITE ADDRESS

LCG No. 18-XXXX

Page 3

If lead is not identified during the inspection/risk assessment, LCG will prepare a Lead Free Certificate for the building.

Task 2: Lead-Based Paint (LBP) Re-Inspection

Under this task, if LBP is identified and abated at the Site, subsequent to abatement, LCG will re-inspect the Site to confirm the absence or presence of LBP. The follow-up LBP Re-Inspection will consist of a visual inspection of the Site and XRF screening only.

PROJECT COSTS

A breakdown of the estimated cost for the aforementioned scope of work is as follows:

TASK	DESCRIPTION	COST
Task 1:	Lead-Based Paint Inspection/Risk Assessment	\$ 750.00
	Laboratory Analysis	\$ 102.00
Task 2:	Lead-Based Paint (LBP) Re-Inspection	\$ 650.00
Estimated Total:		\$ 1,502.00

Out-of-Scope or additional work will only be performed upon authorization. Out-of-Scope services will be billed on a time and materials basis. These costs may be reduced or increased based on the actual time and materials utilized to safely complete Out-of-Scope services, and the requirements set forth by the applicable regulatory agencies or the CLIENT. All work will be performed in accordance with our attached Standard Rate Schedule.

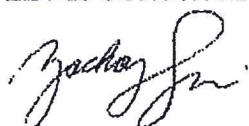
SCHEDULE AND PAYMENT

LCG is prepared to begin implementation of the scope of work *immediately* upon approval and receipt of written authorization. This scope of work was developed based on our current understanding and nature of the project. LCG will keep you apprised of all field and reporting activities. To authorize LCG to conduct this work, please sign below and email or fax this page to my attention at (732) 276-9401.

Thank you for the opportunity to provide you with this proposal, and we look forward to working with you on this project. Please do not hesitate to contact me with any questions or comments at (732) 276-2420.

Sincerely,

LEWIS CONSULTING GROUP



Zachary D. Lewis, Principal

WORK SCOPE ACCEPTED BY:

Name: _____

Title & Date: _____