

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK  
AUTHORIZING AN AGREEMENT WITH  
MERIDIAN STRATEGIC SERVICES, INC.  
FOR PROJECT MANAGEMENT AND CONSULTING SERVICES  
FOR REMEDIATION AND RESTORATION OF THE MUNICIPAL COMPLEX  
DAMAGED DURING HURRICANE IDA**

**WHEREAS**, Hurricane Ida impacted New Jersey on Wednesday, September 1, 2021, bringing severe weather conditions including strong winds, reports of tornadoes, and heavy and sustained rainfall in some areas; and

**WHEREAS**, the storm caused severe damage to municipal facilities, infrastructure, vehicles and equipment, including the Municipal Complex which had extensive damage to the sections of the Police Department, exterior façade and basement where the mechanical room is located; and

**WHEREAS**, in September of 2021, the Township filed claim(s) under the Garden State Joint Insurance Fund (JIF) to begin remediation efforts; and

**WHEREAS**, in addition the Township made application with the Federal Emergency Management Agency (FEMA) for Federal Hurricane Ida Recovery Funding seeking reimbursement for expenses associated with restoration, as well as under the FEMA Public Assistance Program for future mitigation efforts; and

**WHEREAS**, the Township has previously engaged professionals to develop a scope of work necessary for the remediation and restoration of the Municipal Complex; and

**WHEREAS**, with some of the construction work approved and anticipated to begin in the coming months, and due to the complexity and multiple vendors that will be engaged, it has been determined necessary to engage a firm to provide project management and consulting services to assist with scheduling, coordination, oversight and reporting; and

**WHEREAS**, services were procured in formal manner in accordance with Local Public Contracts Law N.J.S.A. 40A:11-4.1 et seq., as a fair and open competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

**WHEREAS**, on Thursday, March 16, 2023, the Purchasing Agent received, and the Municipal Clerk witnessed, the receipt of two proposals in response to BID23002; and

**WHEREAS**, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein their Evaluation Report; and

**WHEREAS**, the Evaluation Committee recommends authorizing a contract with Meridian Strategic Services, Inc. (PO Box 158 Esopus, NY 12429) to provide project management and consulting services pertaining to the restoration and remediation services at the municipal complex building; and

**WHEREAS**, Township Attorney Ronald Gordon has reviewed the proposal submitted by Meridian Strategic Services, Inc. and determined it to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

**WHEREAS**, invoices received submitted by Meridian Strategic Services, Inc., is an eligible expense under FEMA and shall be included in the application for reimbursement; and

**NOW THEREFORE BE IT RESOLVED**, on this 15<sup>th</sup> day of May 2023, that the Township Council of the Township of North Brunswick does hereby authorize the agreement with Meridian Strategic Services, Inc. to provide project management and consulting services pertaining to the restoration and remediation services at the municipal complex building, with an amount not-to-exceed \$50,000.00 and a two-year contract term, May 1, 2023 – April 30, 2025, with the option of two (2) one-year renewals if necessary;

**CERTIFICATION**

I, Cavel Gallimore, Chief Financial Officer, hereby certify that \$50,000.00 is available for this purpose in Storm Recovery Reserve Account D-33-56-850-005-001 contingent upon reimbursement under the FEMA application. Contract BID23002

\_\_\_\_\_  
Cavel Gallimore  
Chief Financial Officer

\_\_\_\_\_  
Justine Progebin  
Business Administrator

\_\_\_\_\_  
Ronald Gordon, Esq.  
Township Attorney  
Approved as to legal form

**RECORDED VOTE:**

<b>COUNCIL MEMBER</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>NOTES</b>
HUTCHINSON				
GUADAGNINO				
ANDREWS				
DAVIS				
SOCIO				
MEHTA				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on May 15, 2023.

\_\_\_\_\_  
 Lisa Russo  
 Township Clerk



## TOWNSHIP OF NORTH BRUNSWICK

710 HERMANN ROAD  
NORTH BRUNSWICK, NJ 08902

Tel.: (732) 247-0922  
WWW.NORTHBRUNSWICKNJ.GOV

### PROJECT MANAGEMENT AND CONSULTING SERVICES RELATING TO THE REMEDIATION AND RESTORATION OF THE MUNICIPAL COMPLEX BUILDING

**MAY 8, 2023**

On February 6, 2023 the Township Council passed a resolution #075-2.23 authorizing the advertisement for the receipt of proposals for Project Management and Consulting Services for the restoration and remediation of the Municipal Complex through a competitive contracting process. This process allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with “weighted” criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a three (3) person committee comprised of the following individuals:

- Ralph Andrews, Council Member
- Justine Progebin, Business Administrator
- Joseph Battaglia, Police Chief
- William Lovas III, Police Lieutenant

Each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict with potential vendors. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee individually reviewed the Request for Proposal. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

Respondent's understanding of the scope of work and related objectives	25
Experience and Qualifications of Individual(s) or Team identified to provide service	30
Respondent's overall company history and experience with similar services requested	15
Vendor's pricing proposal	30

Competitive contracting proposals were solicited. The following two (2) proposals were received by the submission deadline:

M&M Construction Company, Inc.  
33 Commerce Drive  
Cranford, NJ 07016

Meridian Strategic Services, Inc.  
PO Box 158  
Esopus, NY 12429

The committee members individually reviewed each proposal received.

Meridian Strategic Services, Inc. specializes in Emergency Management, risk mitigation, and disaster recovery grant management by individuals with decades of experience in hazard mitigation, disaster preparedness, crisis response, community development and disaster recovery operations. The Meridian Team is composed of professionals with experience in FEMA, State Emergency Management, County/Local Emergency Management, County Public Health, Healthcare Emergency Management, Law Enforcement, Emergency Services, US Coast Guard, the US Military, and the Private Sector.

The Meridian team will assign a Project Manager to the Township who will be the primary point of contact throughout the life-cycle of this project. The Project Manager will assist the Township in facilitating project meetings, organize project data, coordinate with stakeholders, integrate project activity, and ensure the project is completed on schedule and on budget. Meridian Strategic Services provided a list of other governmental entities they are assisting with disaster recovery. Meridian offers the Township of North Brunswick the following labor rates based on the anticipated needs of the Township contained within the scope of work in the RFP:

Project Manager	\$150
Project Advisors	\$150
Disaster Recovery Consultant	\$140
Technical Experts	\$180
Administrative Support	\$80

M&M Construction Company, Inc. (“M&M”) is a full-service firm providing General Contracting, Construction Management, Owner Representation and Project Advisory / Consulting services to New Jersey Clients. Project types include municipal, institutional and commercial buildings, education campuses, interiors, system upgrades, including whole building retrofits.

M&M will provide the Project Management's services outlined to perform the project administration for all construction projects as directed by the Township of North Brunswick. The Scope of Services described below has been developed based on our understanding of the project requirements. The personnel rates are listed as follows:

Project Executive	\$225
Project Manager	\$160
Project Engineer/Scheduler	\$95
Estimator	\$135

The firms were ranked as follows:

Meridian Strategic Services, Inc.	347
M&M Construction Company, Inc.	346

The committee recommends the award of contract for Project Management and Consulting Services relating to the Remediation and Restoration of the Municipal Building Complex to Meridian Strategic Services, Inc.

**RECEIPT OF BIDS**

March 16, 2023

Results from the receipt of proposals on Thursday, March 16, 2023, at 11:00 a.m., Municipal Complex, 710 Hermann Road, North Brunswick, NJ.

Present: Samantha Sickles, Assistant Purchasing Agent  
Nellie Sowell, Clerk 3

Resolution #75-2.23 adopted on February 6, 2023 by the Township Council authorizing receipt of bids and advertised in the Home News Tribune as according to law.

Ms. Sowell asked for any additional bids.

11:00 a.m. Receipt of bids is closed.

**Contract BID23002**

Project Management and Consulting  
Services for Remediation and  
Restoration of the Municipal Complex

**Bond**  
**NO Bid Bond**  
**Required**

**Total**

M&M Construction Company, Inc.  
33 Commerce Drive  
Cranford, NJ 07016

Vendor provided fee  
schedule

Meridian Strategic Services, Inc.  
PO Box 158  
Esopus, NY 12429

Vendor provided fee  
schedule

A report will be presented to the Township Council for possible awards at the next Township Council Meeting being held on April 3, 2023.

Lisa Russo  
Municipal Clerk