

Willingboro Municipal Utilities Authority

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Asset Management Program
Addendum Number 3

Attention all bidders.

Item Number 1
Schedule.

NJDEP states the AMP “shall be established and implemented” by April 19, 2019. The Authority expects to establish and implement an AMP by the date mentioned above, the Authority does not anticipate that the AMP will be fully completed by the above-mentioned date set forth by the NJDEP. Further the NJDEP is aware that the AMP will take time for full execution. Therefore, the Authority requires the AMP to be completed by April 19, 2020 unless the NJDEP provides a stricter deadline in which the WMUA would be required to adhere to. In the event the Professional needs additional time to complete the AMP and does not interfere with deadlines set forth by the WQAA, the Professional must submit a request in writing to the Authority for approval at least 30 days in advance. Professional must provide details to prove the need of the extension. If approval is granted, the Professional will not be subject to penalty.

Item Number 2

Can you provide a copy of the WMUA’s Minority Business Enterprise Utilization requirements? Specifically, we are seeking to confirm the required percentages and what the qualifying categories are.

“The NJDEP and the NJEIT requires the agency seeking financing assistance from the State to establish procedures to meet the stated policies pursuant to N.J.A.C. 7:22-3.1 et seq., 7:22-4.1 et seq. and 7:22-6.1 et seq. Under the provisions of N.J.A.C. 7:22-3.1 et seq., 7:22-4.1 et seq., and 7:22-6.1 et seq., the NJDEP and the NJEIT required the recipient of Trust loans to establish such programs for SED businesses, and establish procurement plans for implementing this program. In addition, N.J.A.C. 7:22-3.17 (A) 24, 7:22-4.17 (A) 24, and 7:22-6.17 (A) 24, provides that not less than ten percent (10%) of the total amount of all contracts for building, materials and equipment, or service for a construction project shall be awarded to small business concerns owned and controlled by SED individuals. This plan also establishes the standards and procedures that will be applied and utilized by the Willingboro Municipal Utilities Authority, Burlington County, New Jersey, in the awarding and making of contracts under its SED program.”

Item Number 3

Is funding for this project being secured via the NJEIT?

The Authority initiated an application.

Item Number 4

Asset Inventory: Can you detail how comprehensive the WMUA’s historical records are? **At this point, no.**

- Are as-builts for all system elements available? **Those that can found, yes. Otherwise no.**
- Regular maintenance records? **May not be available.**

- Will we be able to regularly converse with persons that have worked the system for a long time and can provide reliable historical information? Yes.
- Will we be able to perform spot inspections of the system during the process? Yes.

Item Number 5

Asset Registry: What are the WMUA's specifications for the asset registry? **The Professional will advise.**

- Has WMUA already started implementing a numbering system? No.
- Will implementation of the numbering system be performed using any special software that the WMUA shall provide a license for the consultant to use? **The Authority is researching varying AMP software. The Authority is open to suggestions from the Professional.**

Item Number 6

GIS Mapping:

- Is the WMUA performing GIS mapping or GPS mapping? The latter collects horizontal location, the former collects that information as well as other information that might be input into the Asset Registry. **GIS Mapping and potentially GPS Mapping. Professional may be able to advise.**
- What percentage of the mapping has been completed by the WMUA? **The Professional should assume that the Authority does not have any mapping completed.**
- When will the mapping be completed?
- We are advised in the Miscellaneous section to assume that no GIS or GPS surveying will be required, however, it also indicates that we may need to provide 'full GIS mapping'. This seems to contradict itself. Can you please clarify the WMUA's intents and expectations? **The Authority is in the process of securing equipment to collect GIS and /or GPS data in-house. The Professional would assist the Authority by taking the data collected by the Authority and "cleaning it up". In the event the Authority is unable, the Professional would be required to complete GIS Mapping.**

We look forward to getting your bid and would like to apologize for any inconvenience.

Sincerely,

Emmanuel Stuppard
Operations Director

ESS/ess