



YOUR GOALS. OUR MISSION.

TFLS-G2201

November 14, 2022

Charles Terefenko, Borough Administrator  
Borough of Tinton Falls  
556 Tinton Avenue  
Tinton Falls, NJ 07724

**Re: Borough Hall Boiler Replacement  
Recommendation of Emergency Award**

Dear Mr. Terefenko:

The Borough Hall building complex is currently served by two boilers in the basement that provide heat to the building. One of the two boilers recently stopped working and is unable to be repaired due to its age. Although the second boiler is currently working, it has also reached the end of its useful life period and could become inoperable at any moment. Should this happen, Borough Hall would have no source of heat for its employees, the Police Department, the Court, and its visitors. Due to low temperatures, Borough Hall may need to close for an extended period of time if the boilers are not working properly and heat cannot be provided.

As Borough Hall is considered a critical facility that cannot be closed for an extended period of time, I do not believe there is sufficient time to follow the standard public bidding procedures. It is my recommendation that this be considered an emergency and that the Borough have the boiler replaced as soon as possible.

The Department of Public Works has solicited multiple quotes for the boiler replacement project. The following is a list of the bidders and their respective bids:

<u>Bidder</u>	<u>Proposal</u>
Miller & Chitty Co., Inc.	\$132,000.00
Hutchins HVAC, Inc.	\$167,460.00

The low bidder is Miller & Chitty Co., Inc., 135-139 Market Street, PO Box 256, Kenilworth, NJ 07033. Miller & Chitty is a responsible bidder in which T&M has satisfactory past experience on jobs of similar scope. It is our understanding that the Borough has adequate funds in place to award the project. I therefore recommend award of the contract to Miller & Chitty Co., Inc. in the amount of \$132,000.00.

If you have any questions or require additional information, please call.

Very truly yours,

T&M ASSOCIATES

THOMAS P. NEFF, P.E., P.P., C.M.E.  
TINTON FALLS BOROUGH ENGINEER

TPN:  
cc: Michelle Hutchinson, Borough Clerk  
Kevin Starkey, Director of Law  
Shanon Rathyen, Purchasing Agent  
Mark Shaffery, Director of Public Works

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