

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A CHANGE IN SCOPE TO
THE PROFESSIONAL SERVICE AGREEMENT WITH
CME ASSOCIATES APPOINTED AS THE 2022
TOWNSHIP CONSULTING ENGINEERING FIRM TO INCLUDE
SURVEY, DESIGN, PERMITTING AND BID PHASE SERVICES FOR THE
PULDA FARM WALKING TRAIL PROJECT – PHASES 2 AND 3**

WHEREAS, Resolution 8-1.22 approved by the Township Council, authorized CME Associates, of 3141 Bordentown Avenue, Parlin, NJ 08959, to provide engineering consulting services for calendar year 2022, as awarded under a fair and open contract process, pursuant to the provisions of N.J.S.A. 19:44A-20.1 et seq.; and

→ **WHEREAS**, CME Associates current agreement includes General engineering services in an amount not-to-exceed \$100,000.00; and

WHEREAS, in 2010, the Township acquired over 70 acres of land under Block 227, Lot 20.01, known as the Pulda Farm; and

WHEREAS, as a historical site and passive recreational community park, the site includes a historical farmhouse including accessory structures, lake access and a community garden; and

WHEREAS, in 2019, municipal officials met with professionals from CME Associates, as the municipal engineer, to design a Walking Trail (5-foot wide and 7,000-foot long) to loop around the front section of the park; and

WHEREAS, in 2020, a contract for the construction of the trail known as “Phase 1” was authorized to Compass Construction at a cost of \$227,617.36, utilizing in part County Grant funding; and

WHEREAS, in 2020, pursuant to Ordinance 20-05, the Township participated with the County in the acquisition of over 21 acres of adjacent land under Block 227, Lots 18, 18.01, 41.01 and 41.02, collectively known as the Skaritka property; and

WHEREAS, in 2021, municipal officials met with professionals from CME Associates, as the municipal engineer, to design Phase 2 and Phase 3 Walking Trails that will loop around the rear section of the park and around the newly acquired Skaritka property; and

WHEREAS, CME Associates has been requested to provide a proposal for Design through Bid Phase Services for the two Walking Trail Projects Phase 2 and Phase 3; and

WHEREAS, compensation for said services shall be based upon the two January 10, 2022 proposals submitted by CME Associates, to be paid upon submission of monthly invoices, in the amount of \$34,791.00 for Phase 2 and \$24,735.00 for Phase 3; and

WHEREAS, a recommendation is hereby made to authorize the work outlined within the proposals, for the Pulda Farm Walking Trail Project Phases 2 and 3.

NOW, THEREFORE, BE IT RESOLVED on this 7th day of February 2022, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness amendments to the current agreement with CME Associates, to include professional services associated with the Pulda Farm Walking Trail Project-Phase 2 and Phase 3, as part of the existing contract in the amount of \$34,791.00 for Phase 2 and \$24,735.00 for Phase 3 for a revised contract authorization amount of \$159,526.00.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage

CERTIFICATION

I, Cavel Gallimore, Chief Financial Officer of the Township of North Brunswick, certify that funds in the following account totaling \$34,791.00 for Phase 2 are available under Contract PRO22035 in existing Capital Ordinance 20-17 Account C-04-55-C20-210-903, and

I, Cavel Gallimore, Chief Financial Officer of the Township of North Brunswick, certify that funds in the following account totaling \$24,735.00 for Phase 3 are available under Contract PRO22036 in existing Capital Ordinance 20-17 Account C-04-55-C20-210-903.

Cavel Gallimore
Chief Financial Officer

Michael C. Hritz
Director of Community Development

Justine Progebin
Business Administrator

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

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
MEHTA				
LOPEZ				
GUADAGNINO				
ANDREWS				
SOCIO				
DAVIS				
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 February 7, 2022.

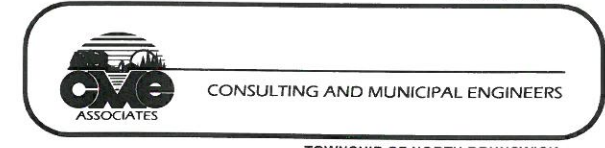
Lisa Russo
Township Clerk



PULDA TRAIL
CONCEPT PLAN

SCALE: 1" = 250'

OCTOBER 2018



CONSULTING AND MUNICIPAL ENGINEERS

TOWNSHIP OF NORTH BRUNSWICK

Skaritka Property:



**AN ORDINANCE OF THE TOWNSHIP OF NORTH BRUNSWICK PROVIDING FOR
THE ACCEPTANCE OF REAL PROPERTY
KNOWN AND DESIGNATED AS TAX BLOCK 227, LOTS 18, 18.01, 41.01 AND 41.02
TO BE ACQUIRED BY MIDDLESEX COUNTY AND ASSIGNED TO
THE TOWNSHIP OF NORTH BRUNSWICK**

WHEREAS, the Open Space Act provides for the acquisition of lands for open space, farmland preservation and historical preservation; and

WHEREAS, Steven Skaritka and Mary Ragone Fox, Executors of the Estate of Steve Skaritka, Jr. are the current owners of real property known and designated as Tax Block 227, Lots 18, 18.01, 41.01 and 41.02 located along Old Georges Road (the "Property") in the Township of North Brunswick, County of Middlesex and State of New Jersey; and

WHEREAS, pursuant to the provisions of the Open Space Act, Middlesex County ("County") has raised by taxation under an approved dedicated levy, funds to be expended for the purposes outlined within the Open Space Act; and

WHEREAS, the Township of North Brunswick ("Township") has agreed to participate with the County on the acquisition of said property consisting of approximately 21.826 acres; and

WHEREAS, the County's acquisition of said Property includes the Township entering into a Participation Agreement with the County which details the terms of the acquisition; and

WHEREAS, under the Participation Agreement, the County has agreed to execute and deliver a negotiated Contract of Purchase for the acquisition of said Property, to be completed in two phases, with the condition that the executed contract by the County shall be assignable to the Township.

WHEREAS, the following provisions have been addressed within the Participation Agreement:

1. The Township agrees to contribute Five Hundred Thousand Dollars (\$500,000) towards the Purchase Price of \$2,315,000,
2. The Township shall execute a Conservation Restriction for said Property,
3. The Township shall take ownership of said Property,
4. The Township shall maintain the Property, including the cemetery in accordance with state laws and regulations, at its sole cost and expense.

NOW, THEREFORE, BE IT ORDAINED, the Township Council of the Township of North Brunswick, County of Middlesex, State of New Jersey hereby agrees to accept real property acquired by Middlesex County, known and designated as Tax Block 227, Lots 18, 18.01, 41.01 and 41.02 located along Old Georges Road; and

BE IT FURTHER ORDAINED, the appropriate Township Officials, the Township Attorney, the Township Clerk and such other Township Officials and/or professionals are authorized and directed to execute any and all documents on behalf of the Township with regards to this matter; and

BE IT FURTHER ORDAINED, this Ordinance shall take effect upon final passage and publication according to law.

Approved Yes No

Rejected Yes No



Francis "Mac" Womack III, Mayor
Township of North Brunswick

Reconsidered by Council _____

Override Vote Yes No

Council President

Clerk, Township of North Brunswick

ROLL CALL

First Reading 3-2-20

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ	✓			
GUADAGNINO 2	✓			
CORBIN	A			
DAVIS	✓			
SOCIO 1	✓			
ANDREWS	✓			
MAYOR WOMACK				

Second Reading 3-16-20

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
LOPEZ	✓			
GUADAGNINO	✓			
CORBIN				
DAVIS	✓			
SOCIO 2	✓			
ANDREWS 2 1	✓			
MAYOR WOMACK				



JOHN H. ALLGAIR, PE, PP, LS (1983-2001)
DAVID J. SAMUEL, PE, PP, CME
JOHN J. STEFANI, PE, LS, PP, CME
JAY B. CORNELL, PE, PP, CME
MICHAEL J. McCLELLAND, PE, PP, CME
GREGORY R. VALES, PE, PP, CME

TIM W. GILLEN, PE, PP, CME (1991-2019)
BRUCE M. KOCH, PE, PP, CME
LOUIS J. PLOSKONKA, PE, CME
TREVOR J. TAYLOR, PE, PP, CME
BEHRAM TURAN, PE, LSRP
LAURA J. NEUMANN, PE, PP
DOUGLAS ROHMEYER, PE, CFM, CME
ROBERT J. RUSSO, PE, PP, CME
JOHN J. HESS, PE, PP, CME

January 10, 2022

Mr. Michael Hritz
Director of Community Development
Township of North Brunswick
710 Hermann Road
North Brunswick, NJ 08902

**RE: Proposal for Professional Services Associated with the
Preparation of Bid Documents and Bid Phase Services
for the Pulda Farm Walking Trail – Phase 2
Block 227, Lot 20.01
Township of North Brunswick, Middlesex County
Our File No.: PNO00225.03**

Dear Mr. Hritz:

Thank you for considering our Firm for the above referenced Project and allowing CME Associates to submit this proposal for professional services associated with the above referenced Project.

INTRODUCTION

The Project generally consists of the construction of a 6-foot wide, approximately 3,960-foot (0.75 mile) long, compacted crushed stone walking trail within the Township owned Pulda Farm property. The new walking trail will ultimately be located around the cleared perimeter of the subject property. It is intended to locate the trail outside of areas regulated by the NJDEP, Division of Land Use Regulation and to provide connectivity to the various existing site amenities including the radio control airfield, and canoe and kayak access path. A key component in forgoing NJDEP regulatory permits is avoidance of regulated wetland areas and their associated transition area buffers.

It is our understanding that this Project will also include the installation of additional signage and trail elements on both the Phase 1 and Phase 2 trails, the modification of the existing Phase 1 trail to provide incremental 0.25 mile lengths, and proposed "road crossing" signs.



Mr. Michael Hritz
Re: Pulda Farm Walking Trail – Phase 2

January 10, 2022
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Based on the proposed improvements, the below Scope of Services is anticipated in the execution of this Project:

SURVEY, BASE MAPPING, DESIGN, PERMITTING, SUBSURFACE INVESTIGATION AND BIDDING PHASE FOR THE PULDA FARM WALKING TRAIL

TASK 1 – SURVEY AND BASE MAPPING

- A. Establish a balanced control survey, traverse, line with recoverable ties. Basis of the horizontal and vertical control will be the New Jersey State Plane Coordinate System, NAD 1983 U.S. Survey Foot, and National American Vertical Datum of 1988, respectively. Permanent points (Capped Rebar, PK Nails, etc.) will be set along the control line. A minimum of two (2) horizontal and vertical control points will be established along the project limits. GPS methodology will be used to establish horizontal and vertical control.
- B. Preparation of topographic data along the proposed trail depicting natural and manmade features, survey baseline (traverse line), spot elevations and contours at an interval of 1.00-foot within and adjacent to the project limits only. Bandwidth of the proposed topographic survey shall be 30-feet wide, centered about the proposed trail location. Topographic plan will be compiled from aerial mapping field locations and edits. Plan will be drafted at a scale of 1" = 30'.
- C. Available survey, design, as-built or construction drawings will be requested from the Township for our use.
- D. CME Associates represent that we are neither qualified nor do we accept the responsibility to identify and/or locate unwritten easements, subsurface improvements, underground storage facilities and/or hardware, and/or hazardous materials on or about this site.
- E. The base map is being prepared to facilitate the design process and shall be incorporated into the design set; a separate map of the surveying scope shall not be prepared in hard copy.



Mr. Michael Hritz
Re: Pulda Farm Walking Trail – Phase 2

January 10, 2022
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TASK 2 – DESIGN PHASE

It is anticipated that the Bid Documents will provide the horizontal and vertical layout for the proposed trail. For this phase of the Project, CME will provide the Professional Engineering Services listed below:

- Preparation of a Plan indicating the horizontal alignment of approximately 3,960 linear feet of trail;
- Trail vertical profile and cross sections;
- Drainage swales, cross drain pipes and conduit outlet protection, as required by the State Soil Erosion and Sediment Control Standards;
- Layout and design of timber bollards and trail signs where the proposed trail ties into site driveways and vehicular access points;
- Layout and design of trail mile markers;
- Preparation of an Engineer's Construction Cost Estimate for the proposed trail improvements; and
- Preparation of Specifications and Bid Documents for the Phase 2 Walking Trail within the Pulda Farm Site.

It is not anticipated that stormwater peak runoff rates will increase on site since the proposed stone trail is a pervious surface that will infiltrate runoff produced from same. Accordingly, and in conformance with §205-149(R)(2)(b) of the Township Stormwater Control Ordinance (SCO), our fee does not include costs associated with the design of stormwater management measures. It is anticipated, however, that trailside swales and pipe crossings will be incorporated into the design in order to convey the stormwater runoff around and under the proposed trail in order to avoid erosion and trail washout.

TASK 3 – PERMITTING

Soil Erosion and Sediment Control Plan Certification

We anticipate submitting the required applications for Soil Erosion and Sediment Control Plan Certification to the Freehold Soil Conservation District and RFA (Request for Authorization to discharge stormwater from a construction site) to the New Jersey Department of Environmental Protection as necessary, in accordance with the above Scope of Services.

It should be noted this Project will not require NJDEP approval since disturbances to State regulatory areas are not anticipated. The existing wetland buffer delineation will be indicated on the Construction Plans in order to verify that the proposed trail alignment



Mr. Michael Hritz
Re: Pulda Farm Walking Trail – Phase 2

January 10, 2022
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will not require regulated disturbances. Accordingly, our fee does not include costs associated with NJDEP permitting services.

TASK 4 – BID PHASE

CME will prepare complete Bid Documents in the Township standard format including Supplementary Specifications based on the New Jersey Department of Transportation, Standard Specifications for Road and Bridge Construction, 2019, as required for this Project. Upon completion of the above project phases, CME will furnish 10 sets of Plans, Bid Documents and Specifications to the Township prior to the advertisement for Bids. CME will also provide assistance to the Township with the Bid review and recommendation of award of the Project.

COST PROPOSAL

Accordingly, based upon the above outlined Scope of Services, the survey and base mapping, design, permitting and bid phase services can be provided for a lump sum fee based upon the following task breakdown utilizing our authorized billing rates for the Township:

Task 1 – Survey and Base Mapping Services	\$7,250.00
Task 2 – Design Phase	\$21,422.00
Task 3 – Permitting Phase	\$3,924.00
Task 4 – Bid Phase	<u>\$2,195.00</u>
Total	\$34,791.00

SCHEDULE

Based on the above Scope of Services, we estimate the schedule for the Project through advertisement for Bids and Bid opening to be as follows:

Complete Survey and Base Mapping	2 Weeks
Preliminary Design Plans and Specifications.....	12 Weeks
Township Review	2 Weeks
FSCD Permitting	3 Weeks
Final Bid Documents	2 Weeks
Advertisement for Bids	<u>3 Weeks</u>
Total.....	24 Weeks



Mr. Michael Hritz
Re: Pulda Farm Walking Trail – Phase 2

January 10, 2022
Our File No. PNO00225.03
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SUMMARY

Our CME hourly rates shall be firm until January 1, 2022 after which they may be subject to re-negotiation. Invoices shall be paid within 30 days of presentation of same. In accordance with State requirements, our Affirmative Action Statement and Business Registration Certificate are on file with the Township.

Our contract documents will include wording that requires the Contractor to be responsible for all applicable OSHA and other regulatory agency requirements, as well as safety, construction means and methods, and the usual other requirements that are normally included in our Standard Specifications.


Please note that the above estimate does not include costs associated with bonding fees, or legal fees for easements or property acquisition. In addition, the above costs do not include permit fees, the acquisition of permits, other than those indicated, or demonstration of offsite stability, nor do they include Construction Phase Services.

Boundary Surveys required for the establishment or re-establishment of Right-of-Way, municipal, or property lines are excluded under this Proposal. In addition, post construction Record Drawings are excluded under this Proposal.

Thank you again for permitting our firm to submit this Proposal, and we look forward to serving North Brunswick Township on this Project.

Should you have any questions regarding this matter, please do not hesitate to contact this office.

Very truly yours,
CME ASSOCIATES



Michael McClelland, PE
Township Engineer

MM/LP/GO/pb
Enclosures
cc: Justine Progebin, Business Administrator

JOHN H. ALLGAIR, PE, PP, LS (1983-2001)
DAVID J. SAMUEL, PE, PP, CME
JOHN J. STEFANI, PE, LS, PP, CME
JAY B. CORNELL, PE, PP, CME
MICHAEL J. McCLELLAND, PE, PP, CME
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ROBERT J. RUSSO, PE, PP, CME
JOHN J. HESS, PE, PP, CME

January 10, 2022

Mr. Michael Hritz
Director of Community Development
Township of North Brunswick
710 Hermann Road
North Brunswick, NJ 08902

**RE: Proposal for Professional Services Associated with the
Preparation of Bid Documents and Bid Phase Services
for the Pulda Farm Walking Trail – Phase 3
Township of North Brunswick, Middlesex County
Our File No.: PNO00225.02**

Dear Mr. Hritz:

Thank you for considering our Firm for the above referenced Project and allowing CME Associates to submit this proposal for professional services associated with the above referenced Project.

INTRODUCTION

The Project generally consists of the construction of a 6-foot wide, approximately 2,640-foot (0.50 mile) long, compacted crushed stone walking trail. The new walking trail will ultimately be located around the cleared perimeter of the subject property. It is intended to locate the trail outside of areas regulated by the NJDEP, Division of Land Use Regulation and to provide connectivity to the Phase 1 and Phase 2 portions of the trail. A key component in forgoing NJDEP regulatory permits is avoidance of regulated wetland areas and their associated transition area buffers.

Based on the proposed improvements, the below Scope of Services is anticipated in the execution of this Project:

SURVEY, BASE MAPPING, DESIGN, PERMITTING, SUBSURFACE INVESTIGATION AND BIDDING PHASE FOR THE PULDA FARM WALKING TRAIL

TASK 1 – SURVEY AND BASE MAPPING

- A. Establish a balanced control survey, traverse, line with recoverable ties. Basis of the horizontal and vertical control will be the New Jersey State Plane Coordinate System, NAD 1983 U.S. Survey Foot, and National American Vertical Datum of 1988, respectively. Permanent points (Capped Rebar, PK Nails, etc.) will be set along the control line. A minimum of two (2) horizontal and vertical control points will be established along the project limits. GPS methodology will be used to establish horizontal and vertical control.



Mr. Michael Hritz
Re: Pulda Farm Walking Trail – Phase 3

January 10, 2022
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- B. Preparation of topographic data along the proposed trail depicting natural and manmade features, survey baseline (traverse line), spot elevations and contours at an interval of 1.00-foot within and adjacent to the project limits only. Bandwidth of the proposed topographic survey shall be 30-feet wide, centered about the proposed trail location. Topographic plan will be compiled from aerial mapping field locations and edits. Plan will be drafted at a scale of 1" = 30'.
- C. Available survey, design, as-built or construction drawings will be requested from the Township for our use.
- D. CME Associates represent that we are neither qualified nor do we accept the responsibility to identify and/or locate unwritten easements, subsurface improvements, underground storage facilities and/or hardware, and/or hazardous materials on or about this site.
- E. The base map is being prepared to facilitate the design process and shall be incorporated into the design set; a separate map of the surveying scope shall not be prepared in hard copy.

TASK 2 – DESIGN PHASE

It is anticipated that the Bid Documents will provide the horizontal and vertical layout for the proposed trail. For this phase of the Project, CME will provide the Professional Engineering Services listed below:

- Preparation of a Plan indicating the horizontal alignment of approximately 2,640 linear feet of trail;
- Trail vertical profile and cross sections;
- Drainage swales, cross drain pipes and conduit outlet protection, as required by the State Soil Erosion and Sediment Control Standards;
- Layout and design of timber bollards and trail signs where the proposed trail ties into the Phase 1 and Phase 2 trails;
- Layout and design of trail mile markers;
- Preparation of an Engineer's Construction Cost Estimate for the proposed trail improvements; and
- Preparation of Specifications and Bid Documents for the Phase 3 Walking Trail.

It is not anticipated that stormwater peak runoff rates will increase on site since the proposed stone trail is a pervious surface that will infiltrate runoff produced from same. Accordingly, and in conformance with §205-149(R)(2)(b) of the Township Stormwater Control Ordinance (SCO), our fee does not include costs associated with the design of



Mr. Michael Hritz
Re: Pulda Farm Walking Trail – Phase 3

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stormwater management measures. It is anticipated, however, that trailside swales and pipe crossings will be incorporated into the design in order to convey the stormwater runoff around and under the proposed trail in order to avoid erosion and trail washout.

TASK 3 – PERMITTING

Soil Erosion and Sediment Control Plan Certification

We anticipate submitting the required applications for Soil Erosion and Sediment Control Plan Certification to the Freehold Soil Conservation District and RFA (Request for Authorization to discharge stormwater from a construction site) to the New Jersey Department of Environmental Protection as necessary, in accordance with the above Scope of Services.

It should be noted this Project will not require NJDEP approval since disturbances to State regulatory areas are not anticipated. The existing wetland buffer delineation will be indicated on the Construction Plans in order to verify that the proposed trail alignment will not require regulated disturbances. Accordingly, our fee does not include costs associated with NJDEP permitting services.

TASK 4 – BID PHASE

CME will prepare complete Bid Documents in the Township standard format including Supplementary Specifications based on the New Jersey Department of Transportation, Standard Specifications for Road and Bridge Construction, 2019, as required for this Project. Upon completion of the above project phases, CME will furnish 10 sets of Plans, Bid Documents and Specifications to the Township prior to the advertisement for Bids. CME will also provide assistance to the Township with the Bid review and recommendation of award of the Project.

COST PROPOSAL

Accordingly, based upon the above outlined Scope of Services, the survey and base mapping, design, permitting and bid phase services can be provided for a lump sum fee based upon the following task breakdown utilizing our authorized billing rates for the Township:

Task 1 – Survey and Base Mapping Services	\$7,250.00
Task 2 – Design Phase	\$12,558.00
Task 3 – Permitting Phase	\$2,732.00
Task 4 – Bid Phase	<u>\$2,195.00</u>
Total	\$24,735.00



Mr. Michael Hritz
Re: Pulda Farm Walking Trail – Phase 3

January 10, 2022
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SCHEDULE

Based on the above Scope of Services, we estimate the schedule for the Project through advertisement for Bids and Bid opening to be as follows:

Complete Survey and Base Mapping	2 Weeks
Preliminary Design Plans and Specifications.....	10 Weeks
Township Review	2 Weeks
FSCD Permitting	3 Weeks
Final Bid Documents	2 Weeks
Advertisement for Bids	<u>3 Weeks</u>
 Total.....	 24 Weeks

SUMMARY

Our CME hourly rates shall be firm until January 1, 2022 after which they may be subject to re-negotiation. Invoices shall be paid within 30 days of presentation of same. In accordance with State requirements, our Affirmative Action Statement and Business Registration Certificate are on file with the Township.

Our contract documents will include wording that requires the Contractor to be responsible for all applicable OSHA and other regulatory agency requirements, as well as safety, construction means and methods, and the usual other requirements that are normally included in our Standard Specifications.

Please note that the above estimate does not include costs associated with bonding fees, or legal fees for easements or property acquisition. In addition, the above costs do not include permit fees, the acquisition of permits, other than those indicated, or demonstration of offsite stability, nor do they include Construction Phase Services.

Boundary Surveys required for the establishment or re-establishment of Right-of-Way, municipal, or property lines are excluded under this Proposal. In addition, post construction Record Drawings are excluded under this Proposal.



Mr. Michael Hritz
Re: Pulda Farm Walking Trail – Phase 3

January 10, 2022
Our File No. PNO00225.03
Page 5

Thank you again for permitting our firm to submit this Proposal, and we look forward to serving North Brunswick Township on this Project.

Should you have any questions regarding this matter, please do not hesitate to contact this office.

Very truly yours,
CME ASSOCIATES

Michael McClelland, RE
Township Engineer

MM/LP/GO/pb
Enclosures
cc: Justine Progebin, Business Administrator